

Test Paper – Unit 3

I. Choose one of the words below to fill in the gaps in the following sentences:

wages *staff* *occupation* *worker* *employee* *personnel*
 salary *pay* *staff* *trade*

1. On our holiday in Spain the hotel _____ couldn't have been more helpful.
2. The lawyer was paid a huge _____ by the law firm.
3. All companies have a _____ department which deals with issues concerning _____.
4. The company had financial problems but only one _____ was made redundant.
5. The _____ at the factory wasn't worth thinking about.
6. Being a racing driver is a dangerous _____.
7. Building workers receive their _____ every Friday.
8. A(n) _____ at the factory was rushed to hospital following the accident.
9. People work long hours in the tourist _____.

II. Complete the sentences below with the correct **preposition**:

1. Sandy needs to get a job or else he'll eat _____ his savings.
2. The doctor told me to cut down _____ fatty foods.
3. We need to put some money _____ for a rainy day.
4. Susan barely makes enough money to live _____.
5. I couldn't pay for the lunch because I ran _____ of cash.
6. Let's go and see about taking _____ a loan from the bank.
7. I would like to congratulate you _____ your promotion.
8. A Personnel Manager has to be experienced _____ dealing with people.
9. She is highly-skilled _____ making high-quality furniture.
10. She used to be a math teacher but she retired _____ her job last year.

III. Complete the second sentence so that it has the same meaning as the first using the word given. Use between **two** and **five** words.

1. 'Why are you talking so loudly in the library?' Fred asked.	WHY
Fred asked them so loudly in the library.	
2. 'You broke the vase,' Jenny said to Ann.	ACCUSED
Jenny the vase.	
3. 'Remember to mail these letters!' Ellie said to me	TO
Ellie letters.	
4. 'Let's go out!' Joan said.	SUGGESTED
Joan out.	
5. 'I didn't cheat in the test!' Mike shouted.	CHEATING
Mike the test.	

6. 'Why didn't I try this brand before?' wondered Laura. TRIED
Laura wondered that brand before.

7. She didn't manage to finish the report on time. IN
She the report on time.

8. The manager said he was sorry he had to cancel the meeting. FOR
The manager the meeting.

9. At the end of the speech, Mr Jones showed us the exhibits. BY
Mr Jones us the exhibits.

10. This is too expensive, I cannot pay for it. TO
This is too expensive, I it.

IV. Fill in the correct word derived from the word in bold.

1. He never tells the truth. He is the most _____ person I know. HONEST

2. People who cannot read and write are _____. LITERATE

3. His behaviour is rather _____ for his age. MATURE

4. The construction site was closed down by the authorities because it was declared
_____. SAFE

5. How disappointing! She seems to be _____ of keeping a job for more than a
week. CAPABLE

V. Find the unnecessary word in **each** sentence:

1. The boss told them to stop wasting of time. _____

2. I could not avoid from being late for work. _____

3. You can't expect for a pay rise in your first year of employment. _____

4. Could you try to working a little faster? _____

5. I would like doing this job because it is challenging. _____