



**ASESMEN SUMATIF AKHIR SEMESTER**  
**SMK AS-SALIMIYAH**  
**TAHUN PELAJARAN 2024/2025**

Mata Pelajaran : Bahasa Inggris	Nama Peserta Didik : .....
Fasilitator : Sathibi, M.M.	Durasi : 60 Menit
Kelas : 12 DKV	

**Awali dengan mengucap Basmalah!**

**Fill the blanks with the words in the box!**  
**(Question 1-10)**

I've been working as an \_\_\_\_\_ administrative (1) \_\_\_\_\_ for three years. At my current job in the (2) \_\_\_\_\_ department of a (3) \_\_\_\_\_ company, I handle scheduling, meeting and travel planning for four executives and 20 staff (4) \_\_\_\_\_. I also help prepare correspondence, presentations and reports.

I'm known for being a detail-oriented, well-organized team player. I never miss (5) \_\_\_\_\_. I'm a good communicator and I can (6) \_\_\_\_\_ multiple tasks at once. In my performance reviews, my supervisor always (7) \_\_\_\_\_ that he appreciates my professionalism and (8) \_\_\_\_\_ for the job.

With this experience under my belt, I'm looking for an opportunity to take the next (9) \_\_\_\_\_ in my career. I'm hoping to do so in an organization like yours that works to improve the environment, which is something I'm (10) \_\_\_\_\_ about.

Juggle	step	passionate
finance	enthusiasm	Notes
Midsize	assistant	members
deadlines		

1. (1) \_\_\_\_\_  
a. assistant      c. midsize  
b. finance      d. members
2. (2) \_\_\_\_\_  
a. assistant      c. midsize  
b. finance      d. members
3. (3) \_\_\_\_\_  
a. assistant      c. midsize  
b. finance      d. members
4. (4) \_\_\_\_\_  
a. assistant      c. midsize  
b. finance      d. members
5. (5) \_\_\_\_\_  
a. Enthusiasm      c. Juggle  
b. Notes      d. Deadlines
6. (6) \_\_\_\_\_  
a. Enthusiasm      c. Juggle  
b. Notes      d. Deadlines
7. (7) \_\_\_\_\_  
a. Enthusiasm      c. Juggle  
b. Notes      d. Deadlines
8. (8) \_\_\_\_\_  
a. Enthusiasm      c. Juggle  
b. Notes      d. Deadlines
9. (9) \_\_\_\_\_  
a. Step      c. Midsize  
b. Passionate      d. Finance

10. (10) \_\_\_\_\_  
a. Step      c. Midsize  
b. Passionate      d. Finance

**The following text is for questions number 11 to 14**

Jalan Citarum No. 30  
Mobile 0812 4947 305  
Banyuwangi  
HRD Manager  
PT Bank Mandiri  
PO BOX 374, Surabaya  
Surabaya

Dear Sir,

In reply to your advertisement in Surabaya Post on October 12th, 2022 I would like to apply for the position of Computer Engineering Staff. I am Ali M. Top, 21 years old and unmarried. I graduated from SMK Negeri Darul Ulum Muncar Banyuwangi majoring in Networking and Computer Engineering in 2020.

I was on the Job Training at PT Bumi Bulat Benar in Banyuwangi as a Computer Technician Staff. I have some experiences about Computer Program and Networking. I believe that my qualifications can be an asset in your company.

Being energetic and dynamic, I can get on very well with other people. I am able to operate Office and have a good English knowledge, both spoken and written. I am sure you will take in my qualifications into consideration.

I enclose a full of curriculum vitae and diploma. I look forward to hearing from you.

Sincerely Yours,  
Ali M. Top

11. What position does the writer apply?  
a. Engineering  
b. Electricity maintenance  
c. Computer Engineering staff  
d. IT staff
12. From where does the applicant know about the job vacancy?  
a. From a website      c. From social media  
b. From a television      d. From newspaper
13. How old is the applicant?  
a. 24 years old      c. 22 years old  
b. 23 years old      d. 21 years old



27. Ikmal : Oh, I am so tired  
 Jenny : \_\_\_\_\_ I'll prepare the hot water for you to take a bath later  
*What is the suitable expression to complete the sentence?*  
 a. You should go now  
 b. How about cancelling the meeting?  
 c. Why don't you take a rest now?  
 d. Try finding a calmer place

*Text for questions number 28 to 31*

To : Hendra

Please have enough rest. I am going to work. You should eat then take your medicine when you wake up. I have made porridge and put the medicine for you in the table. Don't forget to heat the porridge before you eating it. Don't drink cold water.

Rest well. I hope you'll get well soon.

Ps: I'll be back at 3.30.

Mom

28. Hendra should do the following things, **except** \_\_\_\_\_  
 a. Take a medicine  
 b. Get rest  
 c. Heat the porridge  
 d. Drink cold water

29. From the text we know that \_\_\_\_\_  
 a. Hendra is a doctor  
 b. Hendra is going to work  
 c. Mommy is sick  
 d. Hendra is sick

30. "..... before you eating it."  
 The underlined word refers to \_\_\_\_\_  
 a. the medicine  
 b. the water  
 c. the porridge  
 d. mommy

31. What should Hendra do before taking his medicine?  
 a. Drink cold water  
 b. Eat the warm porridge  
 c. Sleep  
 d. Get rest

32. Yani : I'm not feeling well, but I have to finish all the documents  
 Robi : If you're not feeling well \_\_\_\_\_  
*Which is the suitable word to fill the blanks?*  
 a. you must take a rest  
 b. you should go for picnic  
 c. its fantastic  
 d. good job

33. Teenagers \_\_\_\_\_ be home before 9 p.m.  
 a. Must  
 b. Must not  
 c. Doesn't need  
 d. Had

34. Which one is the pattern of if clause + suggestion?  
 a. If you save some of your pocket money, why don't you go camping?

b. If you save some of your pocket money, don't buy anything  
 c. If you save some of your pocket money, you will feel bored  
 d. If you save some of your pocket money, you have to keep studying

35. Which one is if clause + a suggestion?  
 a. If you feel unwell, put your jacket on  
 b. If you are happy, you look amazing  
 c. If you are sick, you should take a rest and see doctor  
 d. If you feel unwell, you are weak

36. If you have finished eating your breakfast, wash the plate.  
*If clause above is followed by \_\_\_\_\_*  
 a. general truth  
 b. imperative  
 c. reminder  
 d. suggestion

37. Ela : Mom, do you need some help? You look so busy this morning  
 Mom: Of course, dear. I need another pair of hands to wash the dish.  
*The underlined sentence expresses \_\_\_\_\_*  
 a. offering help  
 b. refusing help  
 c. apologizing  
 d. accepting help

38. Ronald : You look so busy. \_\_\_\_\_  
 Marry : No, thank you. I can handle them.  
*The suitable expression to complete the dialogue is \_\_\_\_\_*  
 a. I will leave you alone  
 b. Sure, I would like to  
 c. Would you like some help?  
 d. Do you want to help me?

39. Tom : This question is so difficult to answer.  
 Jay : \_\_\_\_\_  
*The suitable expression to complete the dialogue is \_\_\_\_\_*  
 a. Just don't answer it  
 b. Let me help you to work on it  
 c. Let's stop studying and go playing  
 d. Would you like a cup of coffee?

40. Romy : May I help you?  
 Deny : Hmm. Don't bother yourself. thanks.  
*The underlined sentence expresses \_\_\_\_\_*  
 a. refusing an offer  
 b. accepting an offer  
 c. offering help  
 d. giving help