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**AIMS:**

- Read and understand main ideas and specific information from a reading text.
- Identify vocabulary related to the topic.

**ENGLISH QUIZ N°1 UNIT 3**  
**THIRD GRADES OF SECONDARY SCHOOL**

IDEAL SCORE: 32 pts.  
SCORE:

Name: \_\_\_\_\_ Date: August, 7th

**I. - Match the jobs with the main characteristics they involve. (10 pts)**

1.- A Bookkeeper	Has to know the map of the city
2.- A writer	Has to know maths and documents
3.- A farmer	Has to construct or design things
4.- A snowboarder	Has to know a lot of things
5.- A chef	Has to have very clean hands
6.- A doctor	Can work at home
7.- A teacher	Has to know plants and animals
8.- A driver	Has to wear a crash helmet
9.- A runner	Has to study many years before starting to work
10.- A designer	Has to be strong

**II. - Put the correct word in each sentence. (8 pts)**

Fit

Creative

Strong

Organized

Enthusiastic

Brave

Polite

Caring

**A person who is .....**

1. - ..... is healthy and in a good physical condition.
2. - ..... is not afraid of dangerous situations.
3. - ..... is interested in and excited about things.
4. - ..... is original, artistic and imaginative.
5. - ..... is muscular and can do hard physical work.
6. - ..... is helpful and considerate to other people.
7. - ..... is respectful and with good manners.
8. - ..... is efficient, and good at making plans.

**III. - Read the text and click "TRUE" or "FALSE" according to the text information. (8 pts.)**

**Vocabulary:** Night shift (turno de noche)

Eustasio Gallivan, receptionist at Darkwood Beach Hotel, Jamaica

I'm a hotel receptionist. I usually work from 7 am to 3 pm but occasionally I work nights. I prefer working during the day because I meet more guests. When I'm on night shift I'm responsible for the 'close of day'. I check both the manual records and the computer records to see which rooms are occupied, which are unoccupied, which are closed for maintenance and which need cleaning. The manager is not on duty at night or at the weekends so I'm responsible for everything at these times.

During the day shift I send faxes and emails confirming bookings, check in new guests and prepare bills for the guests checking out. I also answer the telephone calls, deal with enquiries, take reservations and put calls through to other departments.

Before a large group checks in, we receive a running list of all the names from the booking agents. I check people in as fast as possible because they have usually traveled a long way and I know they are tired. After that I check the running list against the names of guests who checked in. There are often differences so I phone the agency to confirm the group names.

1. - Eustasio Gallivan is a hotel manager.

TRUE

FALSE

2. - Eustasio often works nights.

TRUE

FALSE

3. - At night he checks the records.

TRUE

FALSE

4. - Eustasio is responsible for everything when the manager is absent.

TRUE

FALSE

5. - One of his duties is preparing bills for the guests checking out.

TRUE

FALSE

6. - He never talks on the phone.

TRUE

FALSE

7.- He never checks the names of the guests after checking them in.

TRUE

FALSE

8.- He phones the agency to confirm the group names.

TRUE

FALSE

**IV. - Answer the questions according to the text information. (6 pts)**

1. - Where does Eustasio Gallivan work?

\_\_\_\_\_.

2. - What time does he usually finish work?

\_\_\_\_\_.

3. - Why does he prefer working during the day?

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4. - What does he do during the day shift?

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5. - What do the receptionists receive before a large group checks in?

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6. - Why does Eustasio check in guests very fast?

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