

Part 1

Questions 1 – 10

Write ONE WORD AND/OR A NUMBER for each answer.

Bankside Recruitment Agency

- Address of agency: 497 Eastside, Docklands
- Name of agent: Becky 1.....
- Phone number: 07866 510333
- Best to call her in the 2.....

Typical jobs

- Clerical and admin roles, mainly in the finance industry
- Must have good 3..... skills
- Jobs are usually for at least one 4.....
- Pay is usually 5 £..... per hour

Registration process

- Wear a 6..... to the interview
- Must bring your 7..... to the interview
- They will ask questions about each applicant's 8.....

Advantages of using an agency

- The 9..... you receive at interview will benefit you
- Will get access to vacancies which are not advertised
- Less 10..... is involved in applying for jobs

Part 2

Questions 11 – 14

Choose the correct letter, **A**, **B** or **C**.

Matthews Island Holidays

- 11 According to the speaker, the company
- A** has been in business for longer than most of its competitors.
 - B** arranges holidays to more destinations than its competitors.
 - C** has more customers than its competitors.
- 12 Where can customers meet the tour manager before travelling to the Isle of Man?
- A** Liverpool
 - B** Heysham
 - C** Luton
- 13 How many lunches are included in the price of the holiday?
- A** three
 - B** four
 - C** five
- 14 Customers have to pay extra for
- A** guaranteeing themselves a larger room.
 - B** booking at short notice.

C transferring to another date.

Questions 15-20

Complete the table below.

Write **ONE WORD AND/OR A NUMBER** for each answer.

Timetable for Isle of Man holiday		
	Activity	Notes
Day 1	Arrive	Introduction by manager Hotel dining room has view of the 15
Day 2	Tynwald Exhibition and Peel	Tynwald may have been founded in 16 not 979.
Day 3	Trip to Snaefell	Travel along promenade in a tram; train to Laxey; train to the 17 of Snaefell
Day 4	Free day	Company provides a 18 for local transport and heritage sites.
Day 5	Take the 19 railway train from Douglas to Port Erin	Free time, then coach to Castletown – former 20 has old castle.
Day 6	Leave	Leave the island by ferry or plane