

I. READING

Chief Administrator Wanted
Competitive salary + perks (private health insurance)

Frontline is a national charity that has been working with disadvantaged young people for over 30 years. The administrator will be based in our new New York office. The successful candidate will be a dynamic, self-confident and organized person with great computer skills who is used to working under pressure and in a team. Responsibilities will include providing support to the team and keeping our database up to date. Fluency in foreign languages would be an advantage. Although the hours are flexible, the post will involve some evening and weekend work. This is a very satisfying and rewarding job for the right person.

1. According to the introduction of the advertisement, what does the word „perks” represent?

- ☐ A) a fixed regular payment earned for work or services, typically paid on a daily or weekly basis
- ☐ B) a sum, typically a set percentage of the value involved, paid to an agent in a commercial transaction
- ☐ C) a benefit to which one is entitled because of one's job
- ☐ D) money paid regularly at a particular rate for the use of money lent, or for delaying the repayment of a debt

2. People who apply for the job as Chief Administrator:

- ☐ A) will need to have great communication skills
- ☐ B) will need to be a confident and experienced PC user
- ☐ C) will need to work from nine to five on a daily basis
- ☐ D) will need to deal with overseas partners

3. People who apply for the job as Chief Administrator should be responsible for:

- ☐ A) dealing with overseas customer
- ☐ B) dealing with disadvantaged people
- ☐ C) keeping the database up to date
- ☐ D) preparing budgets

4. According to the advertisement given, an organization is looking for those who are:

- ☐ A) sociable, reliable and energetic
- ☐ B) organized, determined and active
- ☐ C) hardworking, creative and easy-going
- ☐ D) sensitive, serious and open-minded

5. According to the position described, the working hours:

- ☐ A) are stable (from nine to five)
- ☐ B) include shifts
- ☐ C) are antisocial
- ☐ D) include a day off within a working week

II COMMUNICATION AND VOCABULARY

6. A: Would you help me figure out what to do about the office party?

B:

- ☐ A) That will work out fine.
- ☐ B) That works for me.
- ☐ C) I would be happy to help
- ☐ D) OK then.

7. A: I've been suffering from fever for the past two days.

B:

- ☐ A) Here is the prescription.
- ☐ B) Your body temperature is 102°F.
- ☐ C) You must take medicines for at least three days
- ☐ D) Did you take any medicine?

8. A: Doctor, I have this terrible pain on my left side and my back. My mouth is dry and I feel nauseous, I throw up whatever I eat.

B:

- ☐ A) Your temperature is normal. Have you been drinking?
- ☐ B) Tell me how you feel. Where does it hurt?
- ☐ C) Except for weakness and a little nausea, you'll be fine.
- ☐ D) Wait, wait! Now, how did all this happen?

9. A: Excuse me. May I know where the art gallery is?

B:

- ☐ A) That's fine. Here's one for you.
- ☐ B) This museum is large! It's difficult to find everything.
- ☐ C) Sure Ma'am. It's on the third floor.
- ☐ D) Thank you! Hope I don't get lost again!

10. A: Hello, would you organize me a taxi for tomorrow afternoon?

B:

- ☐ A) That will be no problem. Where do you want the taxi to take you?
- ☐ B) Would you like me to order a taxi for when you return?
- ☐ C) Don't worry. We'll take care of that.
- ☐ D) No. It's only a twenty minute drive from this hotel.

11. A: Have you watched „Superbad” before?

B:

- ☐ A) Oh, why is that?
☐ B) You're right. That movie is hilarious.
☐ C) Yeah! That movie brought tears to my eyes.
☐ D) I couldn't help laughing, either.

12. is an illegal entry of a building with intent to commit a crime, especially theft.

- ☐ A) Kidnapping ☐ B) Cybercrime
☐ C) Assault ☐ D) Burglary

13. In a company or other organization, the department of is the department with responsibility for the recruiting, training, and welfare of the staff.

- ☐ A) accounting and finance
☐ B) human resources
☐ C) research and development
☐ D) marketing

14. Chronic traumatic encephalopathy (CTE) is a progressive degenerative disease found in people who have had a severe blow or repeated blows to the head. CTE has been most commonly found in professional athletes participating in:

- ☐ A) archery and cycling ☐ B) skating and gliding
☐ C) boxing and rugby ☐ D) diving and netball

15. Following the accident engineers had to do a lot of before the machine could be used again.

- ☐ A) breakthroughs ☐ B) theories
☐ C) safety tests ☐ D) deadlines

16. - a system that checks progress over a period of time.

- ☐ A) Higher education
☐ B) Distance learning
☐ C) Compulsory education
☐ D) Continuous assessment

17. After talking to his the robber returned to the prison and asked „Can I come back in?” However, he didn't have his identity card.

- ☐ A) solicitor ☐ B) judge
☐ C) prosecutor ☐ D) accuser

III. GRAMMAR

18. Let's try that new restaurant, we?

- ☐ A) shall ☐ B) will
☐ C) won't ☐ D) shan't

19. African elephant has larger ears than Indian elephant.

- ☐ A) An / a ☐ B) The / the
☐ C) - / - ☐ D) An / the

20. Nicole: „My mobile phone has been out of action all day.” - Nicole told us that her mobile phone out of action all day.

- ☐ A) was out ☐ B) has been out
☐ C) is out ☐ D) had been out

21. I get up earlier - I waste so much time in the mornings.

- ☐ A) must ☐ B) need to
☐ C) should ☐ D) might

22. Givenchy / the / to / women / from / aftershave / new / send / is / wild / guaranteed

- ☐ A) Is new aftershave from the Givenchy guaranteed to send women wild?
☐ B) Is the new aftershave from Givenchy to send women wild guaranteed?
☐ C) From Givenchy the new aftershave is guaranteed to send women wild.
☐ D) The new aftershave from Givenchy is guaranteed to send women wild.

23. For good health we should eat vegetables every day, as well as fruit. It is also advisable to drink alcohol and eat sweet things.

- ☐ A) a few / a little / less / fewer
☐ B) fewer / fewer / a little / less
☐ C) a little / a few / fewer / less
☐ D) less / a few / less / fewer

24. The smell of these flowers brings memories.

- ☐ A) down ☐ B) back ☐ C) up ☐ D) in

25. the / issue / the / the / debt / of / Cabinet / is / Prime Minister / with / discussing

- ☐ A) The Cabinet is with the Prime Minister discussing the issue of debt.
☐ B) Is the Prime Minister discussing the issue of debt with the Cabinet?
☐ C) The Prime Minister is discussing with the Cabinet the issue of debt.
☐ D) Is the Cabinet with the Prime Minister the issue of debt discussing?

26. Oasis is Manchester band that shot to fame in early 1990 s.

- ☐ A) - / the / - / the
☐ B) The / - / the / the
☐ C) - / the / - / -
☐ D) - / - / - / the

27. You had met him before this evening, you?

- ☐ A) didn't ☐ B) did
☐ C) had ☐ D) hadn't

28. If you don't know the meaning of a word, look it in a good dictionary.

- ☐ A) up ☐ B) forward to
☐ C) down ☐ D) back

29. Nurse: „When did the pain start?” - The nurse asked when the pain

- ☐ A) did / start ☐ B) - / had started
☐ C) - / started ☐ D) had / started

30. She have fixed the computer - it's still not working properly!

- ☐ A) must ☐ B) might ☐ C) can't ☐ D) should