Зразок оформлення Типових тестових завдань

НАЦІОНАЛЬНИЙ АВІАЦІЙНИЙ УНІВЕРСИТЕТ
НАВЧАЛЬНО-НАУКОВИЙ ГУМАНІТАРНИЙ ІНСТИТУТ
КАФЕДРА ІНОЗЕМНИХ МОВ І ПРИКЛАДНОЇ ЛІНГВІСТИКИ

ЗАТВЕРДЖУЮ

Завідувач кафедри
іноземних мов і прикладної лінгвістики

_____ О.Г. Шостак

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ТИПОВІ ТЕСТИ

з дисципліни «Ділова іноземна мова»

за спеціальністю 125 «Кібербезпека»

освітньо-професійною програмою «Системи технічного захисту інформації, автоматизація її обробки»

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Модуль №1
ТЕСТИ ДЛЯ КОНТРОЛЮ ЗНАНЬ ЛЕКСИЧНОГО МАТЕРІАЛУ

Test #1 "Applying for a Job"

*I. Look at the pairs of words and expressions in **bold** and decide which one is best in each situation. In some cases, both words are correct. Underline the correct answer.*

If somebody is interested in the job, they are asked to send their **curriculum vitae**/ **résumé** (which should give details of their education and any skills or interests relevant for the job they are applying for). This should be accompanied by a **cover**/ **covering** letter which should explain briefly why they are applying for the job and why they think they would be **suiting** / **suitable** for it. They might be asked to **fill in**/ **fill out** an **application**/ **applicant** form and **submit**/ **send** it to the company. The managers of the company will read these and then make a **short-list**/ **small-list** of the people they would like to attend an **interrogation**/ **interview**. At the same time, they will **reject** / **turn down** those who they feel are unsuitable.

II. Choose the best word or phrase to complete the gaps in the sentences below.

1. Provide the names of two _____.
a) referees   *b) referrals*   *c) references*
2. What is your current _____?
a) job title   *b) job name*   *c) job function*
3. Please give the name of your current or the most recent _____.
a) employee   *b) employer*   *c) workplace*
4. How did you learn about about this _____?
a) application   *b) vacancy*   *c) vacation*
5. Before you are able to get a job, you have to attend a(n) _____. If you do well in it, they offer you the position.
a) appointment   *b) arrangement*   *c) interview*
6. I see from your _____ form that you have had three different jobs in the last 5 years.
a) apply   *a) applied*   *c) application*
7. I have good _____ skills.
a) interpersonnel   *b) interpersonal*   *c) personal*
8. Tell us something about your _____in the engineering industry?
a) foreground   *b) background*   *c) history*
9. Tell me a little about your _____ job (= your last job).
a) past   *b) finished*   *c) previous*