



LEVEL: 1 YEAR SCIENCE

JANUARY 2022 / 2021

**SECOND TERM English TEST**

Mr. John Smith  
Top Manager  
213 Mountain St.  
Florida

30, Back street  
Florida  
21<sup>st</sup> dec.2021

Dear Mr. Smith,

I'm writing to apply for the position of junior assistant as advertised in "the daily", on 12th June 2021. I'm a seventeen years old student in my final year of High School. I'm a computer literate and currently attending courses in computer technology, I also have a computer at home on which I play games.

In addition, my knowledge of the English is satisfactory. I'm planning to sit the "The Higher Degree of English Examination in few weeks. Despite of the fact that I failed it last year.

As you can see from my curriculum Vitae , I've had previous experience as an office assistant my duties include : filing , answering the phone and some typing; A ll of what helped me improve my organizational skills. I really enjoy the job, so I would like a similar position this year. I 'm also interested in making some money for the summer holidays. I've enclosed a reference letter from my previous employer for your consideration.

If you feel that my qualifications meet the requirements, please note that I'm available for an interview at your convenience. I would look for a favourable reply.

Yours faithfully  
Elena Mason

**A/ COMPREHENSION:**

Read the text carefully and do the activities.

**1. The text is:**

- A letter of reference
- A letter of application
- A letter of enquiry.

**2. Fill in this “Curriculum vitae” with information from the text:**

<b>Name</b>	.....
<b>Address</b>	.....
<b>Age</b>	.....
<b>Education</b>	.....
<b>Languages</b>	.....
<b>Previous work experience.</b>	.....
<b>Interests</b>	.....
<b>Reference</b>	.....

**3. Say if the following statements are True or False according to the text:**

- a. The job was advertised in a magazine.
- b. Elena is going to sit The High Degree of English Examination for the second time
- c. Elena wants to get money to buy a new computer.

**4. IN which paragraph is it mentioned that Elena has worked as an office assistant?**

**5. What do the underlined words refer to?**

- a. Which (§1)
- b. Its (§2)

**B/ TEXT EXPLORATION:**

**1. Find in the text words closest in meaning to the following:**

- a. The same (§4) = .....
- b. background (§3) = .....

**2. Use “either....or / neither...nor/ in order to/ both of” in the following sentences:**

- a. ....Walid .....Salim can speak English fluently.
- b. My father is saving money.....to buy a new car.
- c. Salim and Rafik are students. .... are students.
- d. You can buy ..... a skirt .....a jacket, but not both !

**3. Use degree adverbs in the following sentences:**

- a. The water is cold. I can’t wash my hands.  
The water is ... ..that I can’t wash my hands.
- b. The weather is very hot. Nobody can go out.  
The weather is ..... that nobody can go out.

**4. Fill in each gap with words from the list below: posting / events / share /different / useful /our**

Facebook has become a part of our life. It is a very.....**1**..... tool to connect with friends or relatives. We can .....**2**..... bits of their lives as .....**3**..... photos or videos. We can discuss .....**4**..... topics and subjects and even organize activities and .....**5**.....

