



รายการโทรทัศน์เพื่อการศึกษา
ระดับมัธยมศึกษาตอนปลาย
ภาษาอังกฤษ ตอนที่ 13
(Urgently Required)

โดย

อ.วนิดา ยานรักษา

ร.ร.สาธิต มศว.ประสานมิตร ฝ่ายมัธยม

Urgently Required

job application	classified ad(s)
application form	applicant/candidate
apply for	qualification
requirement	university graduates
educational background	major in
Bachelor's degree	Master's degree
good command of	fluent in spoken and written English
reference	work experience
two years' experience	previous experience
exempted from military service	maximum/minimum
attractive income	fringe benefits
comprehensive training	own transportation

Look at this Job Application. Then read and answer the questions about it.

Employment Application

Name: Sanchez William M **SSN:** 445-12-1345

Address: 3456 East Platte Avenue

City: Colorado Springs **State:** Colorado **Zip** 80903

Telephone: 719.468.2219

Position wanted: Salesperson **What date can you begin working?** Jan 15

Preference ____PT __x__FT __x__OT

Education

Last School Attended: Palmer High School Colorado Springs, CO

Graduated: __x__ Yes ____No **Year:** 2002

Work Experience

Dates: June 2004 - present **Company:** Sears - Southgate

Position: Stock Clerk **Salary:** \$7.85 an hour

Reason for Leaving: not enough hours

Dates: June 2003 - June 2004 **Company:** Walmart - 8th Street

Position: Stocker **Salary:** \$6.25 an hour

Reason for Leaving: low salary

Skills

Good with numbers, can easily talk to people, organized

References

William Smith Supervisor, Walmart 719.547-6587

Robert Kim friend 719.687.2358

Richard Patterson Teacher, Palmer H.S. 719.328.0214

1. Why did William leave his stocker job?

- | | |
|---------------------|----------------------|
| A. low salary | B. organized |
| C. not enough hours | D. good with numbers |

2. When is William available to start work?

- | | |
|--------------|---------------|
| A. May 2002 | B. January 15 |
| C. June 2004 | D. June 2003 |

3. For what job is William applying?

- | | |
|----------------|----------------|
| A. salesperson | B. stock clerk |
| C. teacher | D. stocker |

4. Where does William work now?

- | | |
|-----------------------|----------------|
| A. Sears | B. Salesperson |
| c. Palmer High School | D. Wal-Mart |

5. How many people can recommend William for this job?

- | | |
|------|------|
| A. 1 | B. 4 |
| C. 2 | D. 3 |

6. Does William want to work extra hours?

- | | |
|-------|--------|
| A. no | B. yes |
|-------|--------|

Resume 1

Maria Doe
123 Main Street
Fairfax, Virginia 22222
(703) 555-5555

Education:

- Praha 5 Gymnasium, 1990-1992
- J.E.B. Stuart Transitional High School 2003- present

Experience:

- Cashier, McDonalds, 1993-1995.
Took customer orders, handled customer complaints, mopped floors.
- Nanny, McDaniels family, 1995-1998
Took care of three children, ages 1 to 7, prepared lunch and dinner, drove children to school, organized children's activities.
- Nanny, Smith family, 2001-2004
Takes care of twins babies, prepares meals and feeds children, cleans and organizes house, takes children to activities like music class.

References:

- Jose Mendez, McDonald's Manager. 703-111-1111.
- Jane McDaniels, employer. 571-555-5555.

Nancy Smith, employer. 301-555-5555.

Resume 2

Chemical Engineer Sample Resume

Janice Anderson

123 Fredrickson Avenue
Atlanta, Georgia 00000
Home: 000-000-0000
Cell: 000-000-0000
Fax: 000-000-0000
Email: janice@noemailhere.com
Website: www.personalwebsite.com

Blog: www.personalrecipeblog.com

Objective:

Assume a challenging and rewarding position as a Chemical Engineer with an innovative firm in Dallas, Texas.

Summary of Qualifications:

- Over eight years of successful planning, developing, and implementing projects in various degrees in North America and South Asia.
- Extensive technical knowledge and experience in planning, budgeting, and implementing chemical engineering projects for public and private sectors including government projects.
- Excellent written and verbal communication skills including presentation and contract negotiations.
- Supervisor experience in managing small teams of five to eight engineers in project development, chemical sampling and testing.
- Facilitates bi-weekly on-site training sessions and workshops for U.V. coating on printed samples for optimal results.
- Produces monthly newsletters for engineering team members on topics including industry developments, trends, and upcoming projects.
- Manages sampling of film shrinkage, ply adhesion, tensile and elongation, and electrocuting.
- International relations experience in South Asia.

Experience:

Senior Chemical Engineer Consultant: July 2002 - Present, Chemical Engineering Firm, Dallas, TX

Chemical Engineer: January 1999 - July 2002, Franklin & Associates Engineering, Dallas, TX

Chemical Engineer: May 1996 - January 1999, Johnson Engineering Firm, Dallas, TX

Education:

University of Texas at Dallas, Dallas, TX

- Bachelor of Science in Engineering (May 1998)
- Minor: Chemistry

Texas Community College at Dallas, Dallas, TX

- Associates in Science in Pre-Engineering (June 1995)
- Concentration: Physics

Affiliations:

- Jan. 2002 - Present: Association of Consulting Chemists & Chemical Engineers, Member
- June 1995 - Present: The American Institute of Chemical Engineers, Member
- June 1995 - Present: Society of Chemical Industry, Member

Interests:

- Frequent contributor to various scholarly journals including Chemical Engineering Process Magazine, AIChE, and Journal of Chemical Engineering Data
- Acting Adjunct Instructor of Biochemistry at Dallas Community College

References:

Available upon request.

Entrance Examination**Directions: Choose the best alternative for each blank.**

We, an affiliate of a large and successful European multi-national trading company, are looking for dynamic persons to cope with our rapid expansion plan for following vacancies:

1. HEAD PROJECT SALES**2. PROJECT SALES EXECUTIVE**

- Male, age not over 30-35
- Degree in Engineering
- Minimum 5 years project sales, preferably industrial project business
- Fluency in spoken and written English
- Own transportation
- Willing to travel up-country
- Exempted from military service

For position No.1 preferably experience in Government sales sector and knowledge of project costing.

3. SALES REPRESENTATIVES

(WATER PUMP DIVISION)

- Male, age not over 30
- Engineering background in mechanical or relate field
- Minimum 3 years experience in selling industrial products
- Fluency in spoken and written English
- Own transportation
- Exempted from military service

4. TURBINE TECHNICIAN

- Male, age not over 30-35
- Engineering graduate/or 10 years practical experience in steam turbine equipment

- Minimum 3 years field experience
- Own transportation is an advantage
- Willing to travel up-country
- After-sales service experience is an advantage
- Exempted from military service

The company offers attractive income and fringe benefits. A comprehensive training course will also be provided. Interested persons are invited to send handwritten application with resume, recent photo to:

G.P.O Box 594 CLASS NO. 1839
BANGKOK 10500

1. The above information is about.....

- | | |
|----------------------|-----------------------|
| 1. special service | 2. sales projects |
| 3. job opportunities | 4. personal interests |

2. The vacancies are offered by.....

- | | |
|--|-----------------------------------|
| 1. dynamics persons | 2. G.P.O. Box 594CLASS NO.1839 |
| 3. a European multi-national trading company | 4. the advertisement does not say |

3. Which of the following qualifications is not required of project sales executives?

- | | |
|--|-----------------------|
| 1. He is not over 35 | 2. He is not married |
| 3. He can speak and write English well | 4. He has his own car |

4. For the post of turbine technician, if you don't have a degree in engineering, what must you have instead?

1. a good command of written and spoken English
2. willingness to travel up-country
3. own transportation
4. 10 years of experience in steam turbine equipment

5. Which of the following persons is likely to be accepted as project sales executive?

1. Preecha, 32, an engineering graduate, 4 years field experience, speaking and writing English fluently
2. Sumalee, 30, an engineering graduate, 6 years field experience, willing to travel up-country
3. Somsak, 31, an engineering graduate, exempted from military service, 6 field experiences
4. Abdula, 36, an engineering graduate, speaking and writing English fluently, having a new car.

6. Which of the following persons is unlikely to be accepted as a sales representative?

1. Bandid, 27, a technical engineering graduate, with 4 years of experience in selling industrial products, a good command of English
2. Somarat, 26, a mechanical engineering graduate, exempted from military service, 5 year of experience in selling industrial products
3. Taweesak, 29, an engineering graduate, speaking and writing English fluently, having a car, already out of military service
4. Tongsak, 30, a mechanical engineering graduate, 5 years of military service, starting to learn and English at a very good school.

7. What should you attach to your application for the position?

1. a handwritten letter
2. a resume and recent picture
3. attractive income and fringe-benefits
4. a training course

8. If you get a position, the company will give you.....

1. attractive income
2. Fringe benefits
3. a comprehensive training course
4. Several kinds of benefits

Cloze test

Our client is a well-known multinational company manufacturing industrial products. Due to recent re-organization, the company is.....1.....a dynamic manager to assist in overseeing all general administration, accounting, customer service, and tax matters of the company. This.....2.....managing a team of support staff in their daily work.

Preferred.....3.....are expected to be:

- university4.....in Accounting with at least 5 years of accounting and administration experience.
- fluent in spoken and written English
- mature and able to accept constructive.....5.....
- strong leaders, yet good.....6.....players

The7..... salary will depend on the successful candidate's qualifications and experience.

Write to us: Recruitment & Human Resource, P.O. BOX 200, BKK 10501

1. making
2. seeing
3. looking
4. seeking
2. 1. contributes
2. organizes
3. Includes
4. excludes

- | | |
|-------------------|-----------------|
| 3. 1. partners | 2. candidate |
| 3.members | 4. customers |
| 4. 1. graduates | 2. employers |
| 3. students | 4. employees |
| 5. 1. admiration | 2. criticism |
| 3.appreciation | 4. resistance |
| 6. 1. powerful | 2. individual |
| 3.team | 4. class |
| 7. 1. considerate | 2. initial |
| 3.payable | 4. Compensatory |

Items 1-7

GLASGOW SIMON COMMUNITY

is a voluntary organization providing support and accommodation for single homeless people. Our Maryhill Women's Project is currently recruiting

4 FEMALE VOLUNTEERS* (aged 18+) (FULL - TIME)

to work with long – term homeless women who have additional support needs. Volunteers are provided with their own independent accommodation, and living expenses are covered.

Minimum 10 – 12 months' commitment.

The work is challenging, rewarding and excellent experience for those considering a

9 career in the caring professions.

For more information please contact :

TRACY TUSHLING

Maryhill Women's Project Tel : 0141 941946 2053

***Section 7(2)(e) of the Sex Discrimination Act applies to these posts. Glasgow Simon**

Community aims to be an equal opportunities employer.

1. Glasgow Simon Community

1. financially supports a voluntary organization that helps women
2. is responsible for providing accommodation for women who have nowhere to live
3. is and organization that raises money to help unmarried woman with children.
4. aims at helping people who are not yet married and have nowhere to live

2. The person who might be hired for the position is

1. John, aged 19, able to work full – time
2. Maria, aged 21, free the whole day
3. Janet, aged 18, still taking two courses at a university
4. Peter, aged 22, able to work all day every week day

3. The chosen candidates

1. must stay on the job for about a year
2. have to give financial support to homeless women
3. are required to live in the same house with homeless people
4. must provide their own accommodation

4. The advantage of this job is that the volunteers

1. will be rewarded after the work is completed
2. will develop and understanding of the homeless
3. will be offered long – term employment opportunities
4. can prepare for a career in the caring professions

5. The word **recruiting (line 3) means**

1. finding new people to join a company
2. persuading someone to do a difficult task
3. forming a new group of people to do a special job
4. asking someone to do a special piece of work

6. A **Commitment (line 7) is a**

- | | |
|--------------|------------|
| 1. condition | 2. contact |
| 3. promise | 4. period |

7. The word **those (line 8) refer to**

- | | |
|-------------------------|-------------------|
| 1. the volunteers | 2. single people |
| 3. caring professionals | 4. homeless women |