



Level 1 and Level 2

Test the Company quiz

Maths

- 1 A security guard employed through an agency works for ten hours a day, six days a week. The work is paid by the hour at £6.10 an hour. What is the closest estimate of earnings for one week's work?

- A £350
- B £360
- C £380
- D £260

Answer:

- 2 A pushbike courier cycles between 35 and 50 miles a day to make 20 deliveries. The courier is paid £3.50 for each successful delivery. How much would the courier earn for making 20 deliveries?

- A £60
- B £65
- C £70
- D £80

Answer:

- 3 An article described the workforce of a large call centre as having a 60:40 male to female employee ratio. The call centre employs 5,000 people. How many employees are female?

- A 3 000
- B 2 000
- C 1 500
- D 2 500

Answer:

- 4 My bus trip to work takes three-quarters of an hour and the journey home takes one hour and 20 minutes. What is my work-related journey time over five days?

- A 10 hours 10 minutes
- B 11 hours 20 minutes
- C 10 hours 15 minutes
- D 10 hours 25 minutes

Answer:

English

5 This question is based on the extract from the letter below.

Thank you for taking the time to fill in our questionnaire during your stay with us. We do appreciate hearing from our customers – your comments are vital to help us continue improving our service.

The problems that you mentioned have been brought to the attention of our housekeeping department. While the lack of service you experienced is unusual and does not meet the standards of our hotel, there is no excuse for an indifferent attitude on the part of any of our employees. We are sorry for any inconvenience and annoyance this incident may have caused.

What is the main purpose of the text?

- A to explain
- B to argue
- C to apologise
- D to offer compensation

Answer:

6 Read the text below about a research study into playing simple Windows games, like Solitaire and Minesweeper, at work.

All work and no play?

The game players kept logs of their playing habits and feelings, and were asked how they used their game playing during their working day. The results were measured against how they felt about the work they do and their job.

The results suggest that, instead of games being a waste of time at work, they might help personal productivity and make people feel better about their jobs.

'I compare games with a coffee break. If you are like me, you use them in a strategic, functional, useful way. I can imagine different games would have different effects.'

What is the text saying about games playing at work?

- A that it wastes time
- B that it makes people less efficient
- C that it can help people do their jobs well
- D that they need more coffee breaks

Answer:

7 Which of the following sentences is not punctuated correctly?

- A There's lots of concern about losing call centre jobs.
- B Mr Wick's said that technology would change job roles.
- C It's important to concentrate on customer care.
- D Hasn't the number of calls increased recently?

Answer:

8 Pension Credit was introduced in 2003. This is an extract from an information leaflet.

How will I be able to apply?

We will be writing to all people aged 60 and over between April 2003 and June 2004 to help you decide whether to apply for Pension Credit. We will send you information and advice on how to apply.

We will pay Pension Credit from October 2003. As long as you apply before October 2004, we will backdate any money due to you from October 2003.

You can phone The Pension Service to apply for Pension Credit on 0800 99 1234. The lines are open from 8 a.m. to 8 p.m. Monday to Friday and 9 a.m. to 1 p.m. Saturday. A member of our staff will fill in an application form for you over the phone or call you back at a more convenient time. They will then post the form to you so you can check it and sign it.

If you have speech or hearing difficulties, the text phone number is 0800 169 0133 You will need the following details when you phone:

- Your National Insurance (NI) number. You can get this from your pension book, payslips, tax papers or letters from social security.
- Information about any money you have coming in.
- Information about any savings and investments you may have.

How is applying for Pension Credit easy for people who don't like filling in forms?

- A because they can be filled in over the phone
- B because Pension Credit is paid automatically
- C because there aren't any forms to fill in
- D because you can apply online without filling in forms

Answer:

How many did you get right?

The National Certificates in Adult Literacy and Numeracy are gained by passing a short test of 40 questions just like these.

The Friedmann Engineering Test the Company challenge offers you and your workmates the opportunity to check out and brush up your English and maths and gain an up-to-date qualification.

To find out more, talk to Angela Robertson or visit the Move On website

at www.move-on.org.uk.

Tasters will be held in the canteen

on:

at:

Why don't you come along and join in?