

**TOEIC PART 6 – UNIT 4**

Questions 131-134 refer to the following notice.

**Beverly Boutique: Sales Assistant Position**

Our boutique is looking for enthusiastic candidates for our sales assistant position.(131).....Previous experience in a similar position is preferred, but not necessary. Organizational skills is also a must, as well as some experience with computer use. Most of all, we need someone who is personable , someone who can make customers feel (132)....., and someone who is passionate about fashion. Duties will include serving customers, taking inventory, and minor jobs around the boutique such as sweeping and locking the doors at closing time. Payment will be by sales commission which gives employees more (133).....to serve their customers as best they can. Hours will be flexible. For more information, please visit our website.

If you(134).....in the position, please send your resume to Rita at [rlan@bboutique.com](mailto:rlan@bboutique.com)

**131.**

- (A). Our boutique is the leader in trendy fashions.
- (B). Hurry before the promotion ends.
- (C). Candidates need to be friendly and able to communicate with customers in all kinds of situations.
- (D). Come visit our store to see what our business is about

**132.** (A) comfortable (B) appropriate (C) neglected (D) convenient

**133.** (A) influence (B) incentives (C) insistence (D) consideration

**134.** (A) be interesting (B) were interesting (C) interest (D) are interested

Questions 135-138 refer to the following notice.

**Music Teacher Needed**

Mike's Music School is(135).....seeking a new piano instructor for weekend and evening classes. Mike's Music School has been operating in the Central district since 1992.(136).....Because of this, we hope to hire a long-time resident of Central to join our team. Applicants should be well versed in (137).....teaching techniques. If you are interested in (138) ..... for the position, we will be holding interviews and auditions this Saturday at 12:00 at our main studio on Elm Street and Dupont Ave.

**135.** (A) active (B) activated (C) actively (D) activated

**136.**

(A) Our company tries to work with outside communities.

(B) Our commitment to the community is as important as our commitment to our students.

(C) Our company is unique and uses strange instruments.

(D) Our company is in a special location, next to the auto service center.

**137.** (A) contemporary (B) unknown (C) strange (D) boring

**138.** (A) apply (B) applied (C) applying (D) to apply

**Question 139-142.** Refer to the following letter

October 09

Bob Prosser

342 Winkler Ave

Fairbanks, AK 20037

Dear Mr. Prosser,

The information that you(139).....about changes to the hunting permit scheme has been enclosed . Please note that each permit must be filled out and applied for separately. When filling out your application, you must mark all answers clearly and with a black or blue pen. Please do not use cursive script, print only. Each application (140)..... enclosed in its own envelope and received before the applicable deadline. (141).....Because of this, you must plan your submissions in a timely fashion to make sure that you receive your permit while the applicable season is still open. I hope that the information (142)..... answers all of your questions. Take care and happy hunting.

Sincerely,

Shirley Horn

Executive Secretary

Department of Wildlife

Fairbanks, Alaska 31009

139. (A) provided (B) supply (C) request (D) requested
140. (A) won't be (B) would be (C) must be (D) couldn't be
- 141.
- (A) Received applications can take up to 5 weeks to process.
- (B) Applications are never approved before the season is over.
- (C) Sometimes applications get lost.
- (D) Never make an application in person.
142. (A) enclose (B) enclosing (C) inclose (D) enclosed

**Question 143-146.** refer to the following posting on a website.

Employee Message Board

Request for Feedback

Posted by James Frohm, Human Resources Director

Hello colleagues,

The holiday season is fast approaching and we need to (143).....our office party! There have been several (144).....for locations and themes made to me directly, but I wanted to invite everyone in the office to give me their feedback. All ideas are welcome, but I must remind everyone that our office (145)..... Our party can include all forms of secular celebration, but out of respect for everyone, there may be no religious themes. Please respond to me directly by e-mail at jamesfrohm@ccn.net, so I can get started making plans. (146).....

Sincerely,

James

- 143.** (A) make (B) plan (C) conceive (D) deliver  
**144.** (A) comments (B) suggestions (C) spots (D) suggested  
**145.**

- (A) is a safe space for all customs and cultures  
(B) stays open late on Tuesday  
(C) needs a new janitor  
(D) will move next week

- 146.**  
(A) I look forward to your ideas and enthusiasm.  
(B) I'm look forward to your ideas and enthusiasm.  
(C). I look forward to your undivided attention.  
(D). I hope you reply before it's too late.