



PENILAIAN AKHIR SEMESTER (PAS)

Mata Pelajaran : Bahasa Inggris (Wajib) Susulan
Kelas : XII
Semester : Ganjil
Tahun Ajaran : 2020/2021

Choose the right answer

GREAT INTERNATIONAL SCHOOL, ANCOL, JAKARTA

Certified, National Plus, International Cambridge 'O' and 'A' Level school with 'Amat Baik' Government

Recognition has urgent need of teachers:

- Physics
- English
- Mathematics/Chemistry

Requirements for the positions:

- Qualified and experienced (all positions)
- Fluent in spoken English (all positions)
- Post graduate trained teacher (a)
- S1 or S2 degree (b and c)
- All positions will teach senior High students in English

Apply with CV, recent passport size color photograph, copies of certificates, a recommendation letter from former occupation, salary drawn and salary expected.

Reference to: the Principal Great International School, Ancol, Jalan Pangandaran I blok B4, Ancol Barat, Jakarta Utara 14430 Fax 62-21-6910187

1. What is the purpose of this job vacancy?
 - A. To provide information about a job which has not been filled
 - B. To analyze which job needs a special requirement.
 - C. To inform that a certain area is vacant or unfulfilled.
 - D. To call for letters of application as many as possible.
 - E. To provide information about a state of being vacant.

GREAT INTERNATIONAL SCHOOL, ANCOL, JAKARTA

Certified, National Plus, International Cambridge 'O' and 'A' Level school with 'Amat Baik' Government

Recognition has urgent need of teachers:

- Physics
- English
- Mathematics/Chemistry

Requirements for the positions:

- Qualified and experienced (all positions)
- Fluent in spoken English (all positions)
- Post graduate trained teacher (a)

- S1 or S2 degree (b and c)
- All positions will teach senior High students in English

Apply with CV, recent passport size color photograph, copies of certificates, a recommendation letter from former occupation, salary drawn and salary expected.

Reference to: the Principal Great International School, Ancol, Jalan Pangandaran I blok B4, Ancol Barat, Jakarta Utara 14430 Fax 62-21-6910187

2. If you are intersted in the job, what should you do?
- You have to come for an interview early
 - You have to be able to answer all the quesions in the interview.
 - You need to think twice about the salary that they pay for you.
 - You should write a letter of application to Great International School
 - You should contact the school for further information.

GREAT INTERNATIONAL SCHOOL, ANCOL, JAKARTA

Certified, National Plus, International Cambridge 'O' and 'A' Level school with 'Amat Baik' Goverment

Recognition has urgent need of teachers:

- Physics
- English
- Mathematics/Chemistry

Requirements for the positions:

- Qualified and experienced (all positions)
- Fluent in spoken Englsih (all positions)
- Post graduate trained teacher (a)
- S1 or S2 degree (b and c)
- All positions will teach senior High students in English

Apply with CV, recent passport size color photograph, copies of certificates, a recommendation letter from former occupation, salary drawn and salary expected.

Reference to: the Principal Great International School, Ancol, Jalan Pangandaran I blok B4, Ancol Barat, Jakarta Utara 14430 Fax 62-21-6910187

3. Which of the following is NOT enclosed with the application letter?
- Curriculum Vitae
 - A color photograph
 - Job description
 - A statement of salary expected
 - A recommendation letter

Leading multinational industrial corporation is seeking
a qualified individual with a degree in industrial
engineering and a minimum of a five year experience in
design of mechanical components.

The successful candidate will design, stress analyze
and select custom built air control equipment for
nuclear power plant.

Excellent beginning salary and complete benefit package
including medical, dental and life insurance plans.
Interested applicants should forward resume listing
qualifications, skills, employment and salary history,
accompanied by letter of interest to:

Box A 304 Daily News
Deadline for application: December 1

4. Which of the following is NOT true according to the vacancy?
- A. A person who has worked for five years might be accepted.
 - B. The accepted applicant will get a high salary.
 - C. The life of the accepted applicant is insured.
 - D. The applicant should submit resume of his work.
 - E. The application should be submitted after the first of December

Leading multinational industrial corporation is seeking a qualified individual with a degree in industrial engineering and a minimum of a five year experience in design of mechanical components.

The successful candidate will design, stress analyze and select custom built air control equipment for nuclear power plant.

Excellent beginning salary and complete benefit package including medical, dental and life insurance plans. Interested applicants should forward resume listing qualifications, skills, employment and salary history, accompanied by letter of interest to:

Box A 304 Daily News
Deadline for application: December 1

5. "... listing qualification, skills, employment and"
- The underlined word is similar to
- A. job
 - B. leave
 - C. wage
 - D. education
 - E. training

610 Golden Oak Tree
Fenton, MO 99902

November 21, 2020

Ms. Sherly Bingham
Manager HR
Shelton House
635 Farrar Drive
Fenton, MO 36353

Dear Ms. Bingham,

As advertised on your website, I'd like to apply for the position of a Hotel Manager at Shelton House. With three years of management experience under my belt and exceptional hospitality skills to complement this experience, I am confident in my ability to become a core element of your team.

My ability to coordinate efforts of all departments within a hotel, in order to ensure total customer satisfaction has become the major secret of my success throughout my career. I possess strong leadership qualities to supervise the staff in a manner befitting the hotel's outlook and image. Moreover, I have extensive knowledge of providing above par guest services by anticipating their needs and striving to fulfil them immediately. I am also proficient in managing the concerns of angry guests by ensuring that they never leave the hotel premises dissatisfied.

My resume is enclosed herewith and will provide you with further insight into my leadership capabilities. Please feel free to contact me at (338) 897-0128 if you need any further information regarding my credentials. I look forward to meeting you in person at the interview soon.

Thank you for your time and consideration.

Sincerely,
(signature)
Alyssa Robin

Enc. Resume

6. The second paragraph tells us about
- A. The source of job vacancy
 - B. Presenting the applicant's skill
 - C. The introduction of the applicant
 - D. The experience the applicant
 - E. Asking an interview

610 Golden Oak Tree
Fenton, MO 99902

November 21, 2020

Ms. Sherly Bingham
Manager HR
Shelton House
635 Farrar Drive
Fenton, MO 36353

Dear Ms. Bingham,
As advertised on your website, I'd like to apply for the position of a Hotel Manager at Shelton House. With three years of management experience under my belt and exceptional hospitality skills to complement this experience, I am confident in my ability to become a core element of your team.

My ability to coordinate efforts of all departments within a hotel, in order to ensure total customer satisfaction has become the major secret of my success throughout my career. I possess strong leadership qualities to supervise the staff in a manner befitting the hotel's outlook and image. Moreover, I have extensive knowledge of providing above our guest services by anticipating their needs and striving to fulfil them immediately. I am also proficient in managing the concerns of angry guests by ensuring that they never leave the hotel premises dissatisfied.

My resume is enclosed herewith and will provide you with further insight into my leadership capabilities. Please feel free to contact me at (338) 897-0128 if you need any further information regarding my credentials. I look forward to meeting you in person at the interview soon.

Thank you for your time and consideration.

Sincerely,
(signature)
Alyssa Robin

Enc. Resume

7. What is 'Dear Ms. Bingham' called in application letter?
- A. Address
 - B. Salutation
 - C. Signature
 - D. Body
 - E. Complimentary Close

610 Golden Oak Tree
Fenton, MO 99902

November 21, 2020

Ms. Sherly Bingham
Manager HR
Shelton House
635 Farrar Drive
Fenton, MO 36353

Dear Ms. Bingham,

As advertised on your website, I'd like to apply for the position of a Hotel Manager at Shelton House. With three years of management experience under my belt and exceptional hospitality skills to complement this experience, I am confident in my ability to become a core element of your team.

My ability to coordinate efforts of all departments within a hotel, in order to ensure total customer satisfaction has become the major secret of my success throughout my career. I possess strong leadership qualities to supervise the staff in a manner befitting the hotel's outlook and image. Moreover, I have extensive knowledge of providing above our guest services by anticipating their needs and striving to fulfil them immediately. I am also proficient in managing the concerns of angry guests by ensuring that they never leave the hotel premises dissatisfied.

My resume is enclosed herewith and will provide you with further insight into my leadership capabilities. Please feel free to contact me at (338) 897-0128 if you need any further information regarding my credentials. I look forward to meeting you in person at the interview soon.

Thank you for your time and consideration.

Sincerely,
(signature)

Alyssa Robin

Enc. Resume

8. ... experience under my belt and exceptional hospitality skills to complement this experience (paragraph 1). The antonym of underlined word is
- A. Common

- B. Special
- C. Extraordinary
- D. Good
- E. Great

Room 354 Block 6
Model Village
North point
Hong Kong
Phone 24852893
Mobile 95427415
e-mail : wwm654@hkiinternet.com

21 October 2020

Mr. William Chan
Personnel Manager
Lim Consulting
PO Box 583
Kwai Chung
Kowloon

Dear Mr. Chan,

I am writing to apply for the post of Management Trainee, which was advertised on the Student Affairs Office notice board of the Hong Kong Polytechnic University on October 20, 2020.

My working experience at Lucky Star Garment Manufactory Limited improved my leadership skills, communication skills, and ability to work in a team environment. I have fluent spoken and written English. I also have fluent spoken and written Mandarin, and can therefore work in mainland China.

Currently I am studying a B.A. in Management at the Hong Kong Polytechnic University graduating in 2021. Subjects which I am studying that are relevant to the post of Management Trainee including Operations Management, Human Resources Management, Accounting, Marketing and Strategic Management.

My final year project is entitled Knowledge Management Practices in HK. Carrying out this project has improved my communication skills, leadership skills and ability to lead and supervise subordinate effectively. I have also learned how to run a project from the planning stage to its completion.

During my studies I have held the post of Executive in the Management Society. While leading and organizing Management Society activities I have improved my ability to lead and supervise subordinates effectively, ability to work under pressure and ability to work in a team environment.

Working for Lim Consulting appeals to me because it has a good reputation and provides excellent training. Your organization produces a high-quality service, and I can contribute to this with my leadership skills and my ability to work under pressure.

I am available for an interview at any time. I can be contacted most easily on the mobile phone number given above. I look forward to meeting you.

Yours sincerely

Wong Wai Man Wilfred

9. What is the main idea of the second paragraph?
- A. Leadership skill improvement
 - B. Working in team ability
 - C. English mastery
 - D. Mandarin mastery
 - E. Working experience

Room 354 Block 6
Model Village
North point
Hong Kong
Phone 24852893
Mobile 95427415
e-mail : wwm654@hkiinternet.com

21 October 2020

Mr. William Chan
Personnel Manager
Lim Consulting
PO Box 583
Kwai Chung
Kowloon

Dear Mr. Chan,

I am writing to apply for the post of Management Trainee, which was advertised on the Student Affairs Office notice board of the Hong Kong Polytechnic University on October 20, 2020.

My working experience at Lucky Star Garment Manufactory Limited improved my leadership skills, communication skills, and ability to work in a team environment. I have fluent spoken and written English. I also have fluent spoken and written Mandarin, and can therefore work in mainland China.

Currently I am studying a B.A. in Management at the Hong Kong Polytechnic University graduating in 2021. Subjects which I am studying that are relevant to the post of Management Trainee including Operations Management, Human Resources Management, Accounting, Marketing and Strategic Management.

My final year project is entitled Knowledge Management Practices in HK. Carrying out this project has improved my communication skills, leadership skills and ability to lead and supervise subordinate effectively. I have also learned how to run a project from the planning stage to its completion.

During my studies I have held the post of Executive in the Management Society. While leading and organizing Management Society activities I have improved my ability to lead and supervise subordinates effectively, ability to work under pressure and ability to work in a team environment.

Working for Lim Consulting appeals to me because it has a good reputation and provides excellent training. Your organization produces a high-quality service, and I can contribute to this with my leadership skills and my ability to work under pressure.

I am available for an interview at any time. I can be contacted most easily on the mobile phone number given above. I look forward to meeting you.

Yours sincerely

Wong Wai Man Wilfred

10. Which statement is NOT in line with the text? The applicant

- A. knew the job vacancy at university
- B. has not graduated from his university
- C. does not have work experience
- D. has learnt to run projects
- E. wants to work for Lim Consulting

Room 354 Block 6

Model Village

North point

Hong Kong

Phone 24852893

Mobile 95427415

e-mail : wwm654@hkiinternet.com

21 October 2020

Mr. William Chan
Personnel Manager
Lim Consulting
PO Box 583
Kwai Chung
Kowloon

Dear Mr. Chan,

I am writing to apply for the post of Management Trainee, which was advertised on the Student Affairs Office notice board of the Hong Kong Polytechnic University on October 20, 2020.

My working experience at Lucky Star Garment Manufactory Limited improved my leadership skills, communication skills, and ability to work in a team environment. I have fluent spoken and written English. I also have fluent spoken and written Mandarin, and can therefore work in mainland China.

Currently I am studying a B.A. in Management at the Hong Kong Polytechnic University graduating in 2021. Subjects which I am studying that are relevant to the post of Management Trainee including Operations Management, Human Resources Management, Accounting, Marketing and Strategic Management.

My final year project is entitled Knowledge Management Practices in HK. Carrying out this project has improved my communication skills, leadership skills and ability to lead and supervise subordinate effectively. I have also learned how to run a project from the planning stage to its completion.

During my studies I have held the post of Executive in the Management Society. While leading and organizing Management Society activities I have improved my ability to lead and supervise subordinates effectively, ability to work under pressure and ability to work in a team environment.

Working for Lim Consulting appeals to me because it has a good reputation and provides excellent training. Your organization produces a high-quality service, and I can contribute to this with my leadership skills and my ability to work under pressure.

I am available for an interview at any time. I can be contacted most easily on the mobile phone number given above. I look forward to meeting you.

Yours sincerely

Wong Wai Man Wilfred

11. From the text we can conclude that

- A. Lim consulting has a bad reputation
- B. The applicant is sure to be accepted in the post
- C. The company needs the Management Trainee in Hong Kong
- D. The applicant believes that he deserves to be accepted as the employee
- E. The applicant will be ready to be contacted by any phone

Mathew Gordon
Hiring Manager
Dayjob Ltd
120 Vyse Street
Birmingham
B 18 6NF

September 7, 2020

Re : Banking Vacancy –Ref. A12345

Dear Mr. Gordon,

I would like to bring my considerable experience and skills of the banking sector to your company.

In response to your on the dayjob.com website, I am putting my name forward for your vacancy. The accompanying resume should serve to give you a good idea of not only past achievements but also my future potential.

I would be a perfect fit for this position and would be more than able to meet your customers expectations in terms of efficiency, accuracy, timelines, and professionalism of response. For the past three years I have been working for Andrews Banking Group, where I have gained a reputation for being accurate, honest, and efficient in everything I do. I give all of my banking customers a first class service whilst at the same time try to make them better off through our range of financial products.

On a more personal level I am self-motivated, positive and have an enthusiastic 'can do' attitude. I have considerable knowledge of all the attributes that you are specifically looking for, namely: promoting a bank solution, handling financial transactions, dealing with large cash deposits or withdrawals, and being able to work as part of a team. Added to this, I possess the personal skills needed to establish and manage internal or external relationships, attract new bank customers and deepen existing customer relationships. As a natural sales person I will also be able to contribute towards any branches service and sales targets.

I very much hope you will invite for an interview, and I would like to thank you in advance for taking the time to consider my application.

Yours sincerely,

Mark Harris
120 Kensington Street

Birmingham
B 18 6NF
T: 0044 121 638 0026
E: info@dayjob.com

12. What did the applicant give to the customers?
- A. Experience in banking
 - B. His best potential
 - C. Professional responses
 - D. A first class service
 - E. Enthusiastic attitude

Mathew Gordon
Hiring Manager
Dayjob Ltd
120 Vyse Street
Birmingham
B 18 6NF

September 7, 2020

Re : Banking Vacancy –Ref. A12345

Dear Mr. Gordon,

I would like to bring my considerable experience and skills of the banking sector to your company.

In response to your on the dayjob.com website, I am putting my name forward for your vacancy. The accompanying resume should serve to give you a good idea of not only past achievements but also my future potential.

I would be a perfect fit for this position and would be more than able to meet your customers expectations in terms of efficiency, accuracy, timelines, and professionalism of response. For the past three years I have been working for Andrews Banking Group, where I have gained a reputation for being accurate, honest, and efficient in everything I do. I give all of my banking customers a first class service whilst at the same time try to make them better off through our range of financial products.

On a more personal level I am self-motivated, positive and have an enthusiastic 'can do' attitude. I have considerable knowledge of all the attributes that you are specifically looking for, namely: promoting a bank solution, handling financial transactions, dealing with large cash deposits or withdrawals, and being able to work as part of a team. Added to this, I possess the personal skills needed to establish and manage internal or external relationships, attract new bank customers and deepen existing customer relationships. As a natural sales person I will also be able to contribute towards any branches service and sales targets.

I very much hope you will invite for an interview, and I would like to thank you in advance for taking the time to consider my application.

Yours sincerely,

Mark Harris
120 Kensington Street
Birmingham
B 18 6NF

T: 0044 121 638 0026

E: info@dayjob.com

13. Which statement is TRUE about the text?

- A. The job vacancy was on newspaper.
- B. The resume of Mr. Harris will give information his past achievement only.
- C. Mr. Harris already retired from Andrews Banking Group.
- D. Mr. Harris has a good reputation at servicing customers.
- E. Mr. Harris is very self-motivated and ambitious employee.

Mathew Gordon
Hiring Manager
Dayjob Ltd
120 Vyse Street
Birmingham
B 18 6NF

September 7, 2020

Re : Banking Vacancy –Ref. A12345

Dear Mr. Gordon,

I would like to bring my considerable experience and skills of the banking sector to your company.

In response to your on the dayjob.com website, I am putting my name forward for your vacancy. The accompanying resume should serve to give you a good idea of not only past achievements but also my future potential.

I would be a perfect fit for this position and would be more than able to meet your customers expectations in tems of efficiency, accuracy, timelines, and professionalism of response. For the past three years I have been working for Andrews Banking Group, where I have gained a reputation for being accurate, honest, and efficient in everything I do. I give all of my banking customers a first class service whilst at the same time try to make them better off through our range of financial products.

On a more personal level I am self-motivated, positive and have an enthusiastic 'can do' attitude. I have considerable knowledge of all the attributes that you are specifically looking for, namely: promoting a bank solution, handling financial transactions, dealing with large cash deposits or withdraws, and being able to work as part of a team. Added to this, I possess the pesonal skills needed to establish and manage internal or external relationships, attract new bank customers and deepen existing customer relationships. As a natural sales person I will also be able to contribute towards any branches service and sales targets.

I very much hope you will invite for an interview, and I would like to thank you in advance for taking the time to consider my application.

Yours sincerely,

Mark Harris
120 Kensington Street
Birmingham
B 18 6NF
T: 0044 121 638 0026
E: info@dayjob.com

14. ...where I have gained a reputation for being accurate, honest, and efficient in everything I do.

The underlined word has similar meaning to

- A. rejected
- B. created
- C. earned
- D. coined
- E. inspired

5th March 2018

Personnel Manager Stores Company

Jl. T. B Simatupang Kav. 26

Jakarta 12520

Dear Sir,

I am honored to apply for the accountant position, advertised by company's website on 26th February 2018. I am a fresh graduate of bachelor of Economics with a major in Accounting. I am seeking the opportunity to implement my knowledge and skills to contribute to your company. Although I am a fresh graduate, I have developed my skills and qualities through study and internships. Through internship I have experience for real work at companies. I have the ability to work under pressure and as a team member. You will find me to be positive, motivated and hard-working, keen to learn and contributable. I believe that my positive attitude and strong work ethics, I would be very suitable for the advertised position.

I enclose my resume and copies of my certificates for your consideration.

It will be appreciated if you can give me the time and chance to have a test or interview. I would gladly give you any further information you may require. Thank you for your attention.

Yours faithfully,

Savanna Lea

15. From the text, we know that the applicant

- A. would like to be concerned
- B. graduated from Laws Department
- C. has experiences as an accountant
- D. knows the job vacancy from a newspaper
- E. sends an application letter with resume only

5th March 2018

Personnel Manager Stores Company

Jl. T. B Simatupang Kav. 26

Jakarta 12520

Dear Sir,

I am honored to apply for the accountant position, advertised by company's website on 26th February 2018. I am a fresh graduate of bachelor of Economics with a major in Accounting. I am seeking the opportunity to implement my knowledge and skills to contribute to your company. Although I am a fresh graduate, I have developed my skills and qualities through study and internships. Through internship I have experience for real work at companies. I have the ability to work under pressure and as a team member. You will find me to be positive, motivated and hard-working, keen to learn and contributable. I believe that my positive attitude and strong work ethics, I would be very suitable for the advertised position.

I enclose my resume and copies of my certificates for your consideration.
It will be appreciated if you can give me the time and chance to have a test or interview. I would gladly give you any further information you may require. Thank you for your attention.

Yours faithfully,

Savanna Lea

16. What is the difference between paragraphs two and four?
- A. Both paragraphs talk about the writer's qualities.
 - B. Both paragraphs tell how the writer got the advertisement.
 - C. The idea stated in paragraph four is similar to that stated in paragraph two.
 - D. Paragraph two talks about the writer's education while paragraph four talks about the writer's experience.
 - E. Paragraph two talks about the writer's skills and qualities while paragraph four talks about the writer's willingness to have an interview.

Attention : Personnel Director, Universe Airlines
Mr. Fariandy Ilham

Dear Sir,

I am responding to your recent advertisement in the Indonesia Post for a bilingual international flight attendant. I think I could be a good flight attendant for Universe Airlines because I'm a very friendly person and I really love travelling. I also enjoy meeting people.

As you can see from my resume and references, I've had a lot of experiences working with tourists. I used to work at a prominent multinational travel agent as a tourist guide for about one year, and another two years as a tour consultant at the same company.

I would be really very glad if you would take me into your consideration. I'm looking forward to having your invitation for an interview.

Yours truly,

Elina Winarti

17. What is the letter about?
- A. A recruitment letter
 - B. An application letter
 - C. A response to an applicant
 - D. A letter from personal director
 - E. A letter from the Universe Airlines

Attention : Personnel Director, Universe Airlines
Mr. Fariandy Ilham

Dear Sir,

I am responding to your recent advertisement in the Indonesia Post for a bilingual international flight attendant. I think I could be a good flight attendant for Universe Airlines because I'm a very friendly person and I really love travelling. I also enjoy meeting people.

As you can see from my resume and references, I've had a lot of experiences working with tourists. I used to work at a prominent multinational travel agent as a tourist guide for about one year, and another two years as a tour consultant at the same company.

I would be really very glad if you would take me into your consideration. I'm looking forward to having your invitation for an interview.

Yours truly,

Elina Winarti

18. Where did the applicant work before?

- A. At Indonesia Post
- B. At the Universe Airlines
- C. At a multinational airlines
- D. At an international company
- E. At a travel agent

Attention : Personnel Director, Universe Airlines
Mr. Fariandy Ilham

Dear Sir,

I am responding to your recent advertisement in the Indonesia Post for a bilingual international flight attendant. I think I could be a good flight attendant for Universe Airlines because I'm a very friendly person and I really love travelling. I also enjoy meeting people.

As you can see from my resume and references, I've had a lot of experiences working with tourists. I used to work at a prominent multinational travel agent as a tourist guide for about one year, and another two years as a tour consultant at the same company.

I would be really very glad if you would take me into your consideration. I'm looking forward to having your invitation for an interview.

Yours truly,

Elina Winarti

19. 'I'm looking forward to having your invitation for an interview.' What does the above sentence mean?

- A. I'm going to be interviewed.
- B. I'm expecting you for an interview.
- C. I'm waiting for an interview invitation.
- D. I'm going to be invited for an interview.
- E. I'm going to invite you for an interview.

Jakarta, April 5, 2020
HRD of PT Jaya Finance
Jl. Ahmad Yani 256
Jakarta

Dear Sir/Madam,

I am writing this letter for the position of librarian that was advertised in your website. I am interested in working in the teacher's resource library.

I have recently graduated from the Australian Business School in Sydney and received high grades in both my English and business courses.

In addition, we had to use all of the Microsoft Office programs in the preparation of our finished assignments, so I am able to do most things with computers. In the past two years I have worked

in the library, helping teachers and students to find and use the resources there. This experience has given me the ability to deal with the needs of all types of people.

I am a diligent person. I can also adapt well. In addition, my studies and my experiences have shaped me to be an accurate person, so I would not disappoint you.

I look forward to hearing from you.

Sincerely yours,

Tom

Tom Patrick

20. How did Tom Patrick know the vacancy?

- A. He read the vacancy in the newspaper.
- B. A friend of Tom Patrick told him about the vacancy.
- C. He saw it when he visited PT. Jaya Finance website.
- D. The company wrote him an invitation for an interview.
- E. He got it from the Australian Business school in Sydney

Jakarta, April 5, 2020
HRD of PT Jaya Finance
Jl. Ahmad Yani 256
Jakarta

Dear Sir/Madam,

I am writing this letter for the position of librarian that was advertised in your website. I am interested in working in the teacher's resource library.

I have recently graduated from the Australian Business School in Sydney and received high grades in both my English and business courses.

In addition, we had to use all of the Microsoft Office programs in the preparation of our finished assignments, so I am able to do most things with computers. In the past two years I have worked in the library, helping teachers and students to find and use the resources there. This experience has given me the ability to deal with the needs of all types of people.

I am a diligent person. I can also adapt well. In addition, my studies and my experiences have shaped me to be an accurate person, so I would not disappoint you.

I look forward to hearing from you.

Sincerely yours,

Tom

Tom Patrick

21. What can we conclude from the applicant's qualification?

- A. He can organize all the books in the library perfectly.
- B. He has a capability to work collaboratively.
- C. He is able to teach the student's very well.
- D. He is capable of operating computers well.
- E. He can manage the business excellently.

Jakarta, April 5, 2020
HRD of PT Jaya Finance
Jl. Ahmad Yani 256

Jakarta

Dear Sir/Madam,

I am writing this letter for the position of librarian that was advertised in your website. I am interested in working in the teacher's resource library.

I have recently graduated from the Australian Business School in Sydney and received high grades in both my English and business courses.

In addition, we had to use all of the Microsoft Office programs in the preparation of our finished assignments, so I am able to do most things with computers. In the past two years I have worked in the library, helping teachers and students to find and use the resources there. This experience has given me the ability to deal with the needs of all types of people.

I am a diligent person. I can also adapt well. In addition, my studies and my experiences have shaped me to be an accurate person, so I would not disappoint you.

I look forward to hearing from you.

Sincerely yours,

Tom

Tom Patrick

22. According to the letter, we know that Tom Patrick is a/an ... person.

- A. careless
- B. dependent
- C. introvert
- D. accurate
- E. ambitious

Jakarta, April 5, 2020
HRD of PT Jaya Finance
Jl. Ahmad Yani 256
Jakarta

Dear Sir/Madam,

I am writing this letter for the position of librarian that was advertised in your website. I am interested in working in the teacher's resource library.

I have recently graduated from the Australian Business School in Sydney and received high grades in both my English and business courses.

In addition, we had to use all of the Microsoft Office programs in the preparation of our finished assignments, so I am able to do most things with computers. In the past two years I have worked in the library, helping teachers and students to find and use the resources there. This experience has given me the ability to deal with the needs of all types of people.

I am a diligent person. I can also adapt well. In addition, my studies and my experiences have shaped me to be an accurate person, so I would not disappoint you.

I look forward to hearing from you.

Sincerely yours,
Tom
Tom Patrick

23. This experience has given me the ability to deal' (paragraph 3)

The underlined word refer to

- A. receiving high grades in both my English and Business courses
- B. working in the library two years ago.
- C. graduating from the Australian Business School.
- D. using all of the Microsoft Office programs
- E. being a diligent person

James Henry
589 Main Stree
Brighton, TX 45965
Phone (555) 555-1212
Email henryjames@gmail.com

May 9, 2020

Martha Lee
Po Box 7
Williamsburg, M.A 12345

Dear Ms. Lee,

I am writing in response to your ad in yesterday's paper for a certified paralegal. I have recently completed a paralegal training course and received my certificate last March. I am looking forward for a job in a small downtown firm. I am proficient with the commonly used word processing and database programs. I have a working knowledge of French and will be taking a Spanish course starting June 15. My job experience includes three years as an office assistant at an architectural firm. I have not worked for the past year, as I was busy with my paralegal training course.

I would really enjoy the opportunity to work at a firm such as yours. I am enclosing my resume and would be happy to provide you with letters of reference. I look forward to meeting with you soon.

Sincerely,

James Henry

24. When did the job ad appear in the newspaper?

- A. May 6
- B. May 7
- C. May 8
- D. June 14
- E. June 15

James Henry
589 Main Stree
Brighton, TX 45965
Phone (555) 555-1212
Email henryjames@gmail.com

May 9, 2020

Martha Lee
Po Box 7
Williamsburg, M.A 12345

Dear Ms. Lee,

I am writing in response to your ad in yesterday's paper for a certified paralegal. I have recently completed a paralegal training course and received my certificate last March. I am looking forward for a job in a small downtown firm. I am proficient with the commonly used word processing and database programs. I have a working knowledge of French and will be taking a Spanish course starting June 15. My job experience includes three years as an office assistant at an architectural firm. I have not worked for the past year, as I was busy with my paralegal training course.

I would really enjoy the opportunity to work at a firm such as yours. I am enclosing my resume and would be happy to provide you with letters of reference. I look forward to meeting with you soon.

Sincerely,

James Henry

25. What job requirement does James NOT meet?

- A. Paralegal certificate
- B. Word processing skill
- C. Computer software skills
- D. Paralegal work experience
- E. Knowledge of foreign language

James Henry
589 Main Stree
Brighton, TX 45965
Phone (555) 555-1212
Email henryjames@gmail.com

May 9, 2020

Martha Lee
Po Box 7
Williamsburg, M.A 12345

Dear Ms. Lee,

I am writing in response to your ad in yesterday's paper for a certified paralegal. I have recently completed a paralegal training course and received my certificate last March. I am looking forward for a job in a small downtown firm. I am proficient with the commonly used word processing and database programs. I have a working knowledge of French and will be taking a Spanish course starting June 15. My job experience includes three years as an office assistant at an architectural firm. I have not worked for the past year, as I was busy with my paralegal training course.

I would really enjoy the opportunity to work at a firm such as yours. I am enclosing my resume and would be happy to provide you with letters of reference. I look forward to meeting with you soon.

Sincerely,

James Henry

26. Where did James Henry work before?
- A. At an architectural firm
 - B. At a law office
 - C. At a French company
 - D. At a Spanish school
 - E. At a paralegal training course

James Henry
589 Main Street
Brighton, TX 45965
Phone (555) 555-1212
Email henryjames@gmail.com

May 9, 2020

Martha Lee
Po Box 7
Williamsburg, M.A 12345

Dear Ms. Lee,

I am writing in response to your ad in yesterday's paper for a certified paralegal. I have recently completed a paralegal training course and received my certificate last March. I am looking forward for a job in a small downtown firm. I am proficient with the commonly used word processing and database programs. I have a working knowledge of French and will be taking a Spanish course starting June 15. My job experience includes three years as an office assistant at an architectural firm. I have not worked for the past year, as I was busy with my paralegal training course.

I would really enjoy the opportunity to work at a firm such as yours. I am enclosing my resume and would be happy to provide you with letters of reference. I look forward to meeting with you soon.

Sincerely,

James Henry

27. What did James Henry include in his letter?
- A. His paralegal course diploma
 - B. His training course certificate
 - C. His letters of reference
 - D. His French certificate
 - E. His resume

28. Randi : What's up, Mila? Are you looking for something?
Mila : Yes, I'm looking for my ring. I lost it somewhere this morning.
Randi : Would you like me to help you?
Mila : Yes, I'd like it. That's very kind of you, Randi. Thank you.
Randi : No problem.
What would Randi probably do?
A. Tell Mila to be careful when looking for the ring.
B. Suggest Mila the place to find her ring.
C. Tell Mila to let him find the ring alone.
D. Leave Mila alone to find the ring.
E. Help Mila look for the ring.

29. Ted : Can I give you a hand, please?
 Ria : Oh yes, please. I need to buy a blender. Can you tell me a good brand?
 Ted : Sure. Come this way, please. I'll show you some brands.
 Ria : Good. Thanks
 Ted : Here you are
 Which of the statements in the dialog expresses offering help?
 A. I'll show you some brands.
 B. Here you are
 C. Come this way, please
 D. Can I give you a hand, please?
 E. I need to buy a blender.
30. Lintang : I need a dictionary to help me translate this text.
 Wanda : Would you need some help?
 Lintang :
 What is the most appropriate response to say next?
 A. Yes, please. I really need her.
 B. That's very kind of you. Thanks.
 C. I don't have anything to do.
 D. Really? I don't think you could do it.
 E. Why don't you do your homework?
31. Anna : Morning, mom. What are you doing?
 Mother : Morning, sweetie. I'm washing your father's uniform.
 Anna : I'll do the washing, if you like.
 Mother :
 What is the mother's reply to decline the offer?
 A. Thank you, dear, but I can do it myself.
 B. Thank you. That's very kind of you.
 C. Sure, if you don't mind.
 D. I'll think about it.
 E. No, I don't think so.
32. Man : Do you know Linda?
 Woman : Linda? Is she our college friend?
 Man : Exactly. I met her at the airport yesterday.
 Woman : And?
 Man : She got a scholarship to the USA.
 Woman : What a surprise! Linda was not so smart. How come?
 Man : I know. I'm surprised too
 What makes the woman surprised?
 A. Linda got a scholarship to the USA.
 B. Linda was at the airport yesterday.
 C. Linda is her college friend.
 D. The man met Linda.
 E. Linda surprised her.
33. Ayu : Why don't you go and have your lunch outside?
 Dewi : I still need to finish this report. The teacher is waiting for it.
 Ayu : What if I help you to make the report?
 Dewi : It is okay. I can manage it by myself. I appreciate your offering. Thanks.
 Ayu : Never mind.
 The dialogue implies that
 A. Ayu asks for a service from Dewi.
 B. Dewi refuses the service offered by Ayu.

- C. Dewi feels happy that Ayu is willing to help her.
- D. Ayu and Dewi will go for lunch outside together.
- E. Both of them are good friends who like to help each other.

34. Ayu : Why don't you go and have your lunch outside?
 Dewi : I still need to finish this report. The teacher is waiting for it.
 Ayu : What if I help you to make the report?
 Dewi : It is okay. I can manage it by myself. I appreciate your offering. Thanks.
 Ayu : Never mind.

"I can manage it by myself." The underlined word is similar to....

- A. fail
- B. hold
- C. count
- D. arrange
- E. accomplish

35. Man : May I help you?
 Woman : Hello. My name is Cassandra Smith and I have an appointment on Monday at ten o'clock with Mr. Jones
 Man : Yes, ten on Monday. I see it here on his planner.
 Woman : Well, I was wondering if it would be possible to move my appointment until later in the afternoon on Monday.
 Man : I'm sorry, but Dr. Jones is tied up in the meetings all afternoon.
 Woman : Oh
 Man : There is an appointment earlier that morning. If that would help you. Or you could see him Tuesday afternoon at two.
 Woman : No thanks. I'll just rearrange my schedule.

Why did the woman want to do?

- A. To meet Dr. Jones
- B. To cancel her appointment
- C. To schedule her appointment
- D. To rearrange her class schedule
- E. To change her appointment time

36. Man : May I help you?
 Woman : Hello. My name is Cassandra Smith and I have an appointment on Monday at ten o'clock with Mr. Jones
 Man : Yes, ten on Monday. I see it here on his planner.
 Woman : Well, I was wondering if it would be possible to move my appointment until later in the afternoon on Monday.
 Man : I'm sorry, but Dr. Jones is tied up in the meetings all afternoon.
 Woman : Oh
 Man : There is an appointment earlier that morning. If that would help you. Or you could see him Tuesday afternoon at two.
 Woman : No thanks. I'll just rearrange my schedule.

What does the man say about Dr. Jones?

- A. He is busy on Monday afternoon.
- B. He will be out of town on Monday.
- C. He is available Monday afternoon.
- D. He will come earlier on Monday morning.
- E. He will be rescheduling all Monday appointments

37. Man : May I help you?
 Woman : Hello. My name is Cassandra Smith and I have an appointment on Monday at ten o'clock with Mr. Jones
 Man : Yes, ten on Monday. I see it here on his planner.

- Woman : Well, I was wondering if it would be possible to move my appointment until later in the afternoon on Monday.
- Man : I'm sorry, but Dr. Jones is tied up in the meetings all afternoon.
- Woman : Oh
- Man : There is an appointment earlier that morning. If that would help you. Or you could see him Tuesday afternoon at two.
- Woman : No thanks. I'll just rearrange my schedule.
- What did the man offer?
- To cancel her appointment
 - To meet Dr Jones immediately
 - To give her an appointment next week
 - To give her an appointment on Monday afternoon.
 - To give her an appointment on Tuesday at two

38. Man : May I help you?
- Woman : Hello. My name is Cassandra Smith and I have an appointment on Monday at ten o'clock with Mr. Jones
- Man : Yes, ten on Monday. I see it here on his planner.
- Woman : Well, I was wondering if it would be possible to move my appointment until later in the afternoon on Monday.
- Man : I'm sorry, but Dr. Jones is tied up in the meetings all afternoon.
- Woman : Oh
- Man : There is an appointment earlier that morning. If that would help you. Or you could see him Tuesday afternoon at two.
- Woman : No thanks. I'll just rearrange my schedule.
- What did the woman decide to do?
- Make a new appointment
 - Go to another department
 - Keep the original appointment
 - Go to the meeting with Dr. Jones
 - Go to the meeting earlier in the morning



Students clean their school yard from ash after Mount Sinabung volcano erupted on Monday at Payung village in Karo, North Sumatra, Indonesia February 20, 2018. (Reuters)

39. From the photo caption, we know the problem is that
- students' laziness must be eradicated.
 - there were ashes spread out to streets.
 - the school became very dirty after the sandstorm.
 - there has been forest fires causing ash rain in Karo.
 - the volcano threw out ashes covering the school yard.



40. Art becomes the harmony for people in their lives. The provincial government of Bali considers this harmony by holding the annual Bali Art Festival. From the caption, we know that the provincial government of Bali
- is interested to the beauty of Indonesia.
 - hold training to the Balinese dancers.
 - preserves the harmony through art.
 - observes the butterfly dance performance.
 - hold the art festival every month.



A protester runs with a bucket to cover a tear gas canister fired by Iraqi forces during clashes amidst demonstrations against state corruption, failing public services, and unemployment in the Iraqi capital Baghdad's central Tayeran Square on October 3, 2019. Iraqi security forces fired live rounds early today to break up protests help for the third day in Baghdad, an AFP photographer said, despite a curfew in effect since dawn. (AFP/Ahmad al-Rubaye)

41. Why did the man bring a pail in that picture?
- as their weapon in that protest actions in Tayeran Square
 - to activate the tear gas canister in the strike area
 - for protecting their friends from the bullet shot by the military
 - to show their identity as a protester against Iraqi Forces
 - to case the tear gas canister so that the smoke won't spread around them



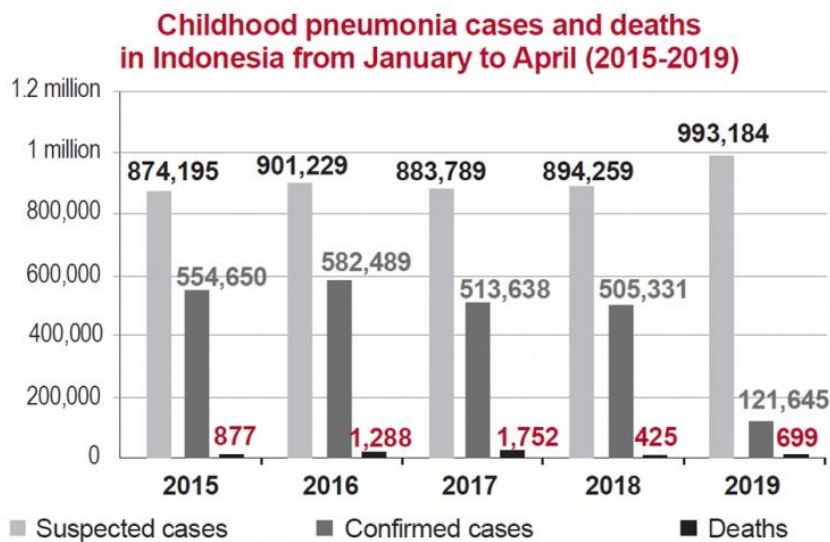
A protester runs with a bucket to cover a tear gas canister fired by Iraqi forces during clashes amidst demonstrations against state corruption, failing public services, and unemployment in the Iraqi capital Baghdad's central Tayeran Square on October 3, 2019. Iraqi security forces fired live rounds early today to break up protests help for the third day in Baghdad, an AFP photographer said, despite a curfew in effect since dawn. (AFP/Ahmad al-Rubaye)

42. The military tried to end the protest action by....
- A. using the bucket to fight the protesters
 - B. making their picture viral on social media
 - C. shooting the tear gas canisters among protesters
 - D. holding fired rounds the protesters on the street
 - E. chasing after them along the road of Tayeran Square



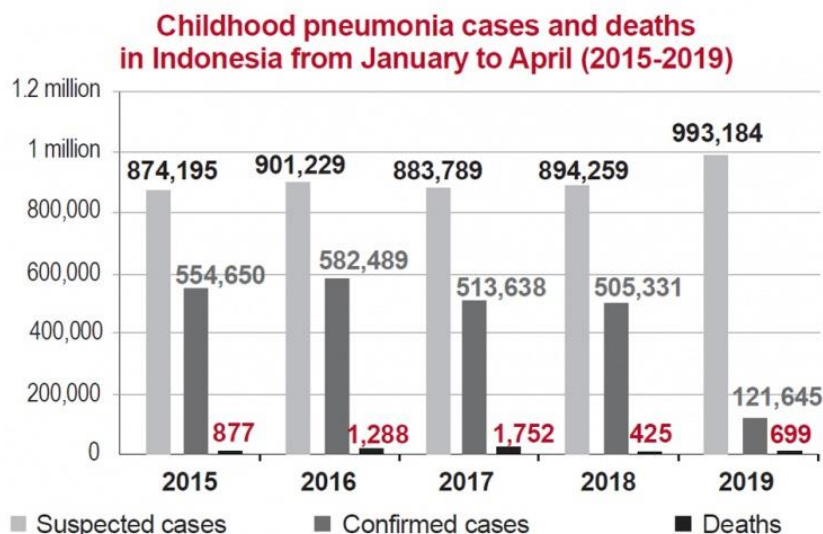
A protester runs with a bucket to cover a tear gas canister fired by Iraqi forces during clashes amidst demonstrations against state corruption, failing public services, and unemployment in the Iraqi capital Baghdad's central Tayeran Square on October 3, 2019. Iraqi security forces fired live rounds early today to break up protests help for the third day in Baghdad, an AFP photographer said, despite a curfew in effect since dawn. (AFP/Ahmad al-Rubaye)

43. From the caption, we know that people protested over
- A. military forcing, tear gas, and Iraqi security
 - B. corruption, jobless, and inadequate public service
 - C. unemployment, demonstrations, and military clashes
 - D. corruption, employment, and curfew since the dawn
 - E. state corruption, live fired rounds, and Iraqi forces



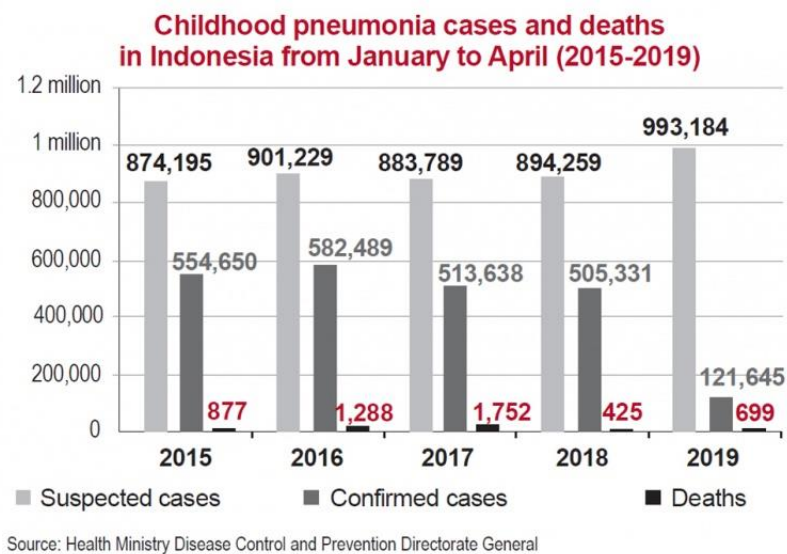
Source: Health Ministry Disease Control and Prevention Directorate General

44. The function of the text above is to
- give an actual data of pneumonia case in Indonesia in the last 5 years.
 - inform the readers that children pneumonia is a severe case of Indonesia.
 - show the percentage of the confirmed case and the death over children pneumonia case.
 - provide the data of children pneumonia case in Indonesia in the last 5 years.
 - protest Health Ministry Disease Control and Prevention Directorate-General.



Source: Health Ministry Disease Control and Prevention Directorate General

45. From the picture, we can learn that
- the deaths of children due to pneumonia case kept increasing from year to year.
 - the highest percentage of pneumonia deaths over its confirmed cases was in 2019.
 - the confirmed pneumonia cases almost reached the same number in the last 5 years.
 - the highest number of certain childhood pneumonia cases was found in 2019.
 - the childhood pneumonia cases in the last 5 years were over 600.000 cases.



46. The most significant number of children die due to pneumonia cases happened in ...
- 2015
 - 2016
 - 2017
 - 2018
 - 2019



The main road to the Puncak resort area in Bogor, West Java, was closed for 10 days on Feb 7. The road was closed to clear the area of debris from landslides that were caused by recent heavy rains. (Antara/-)

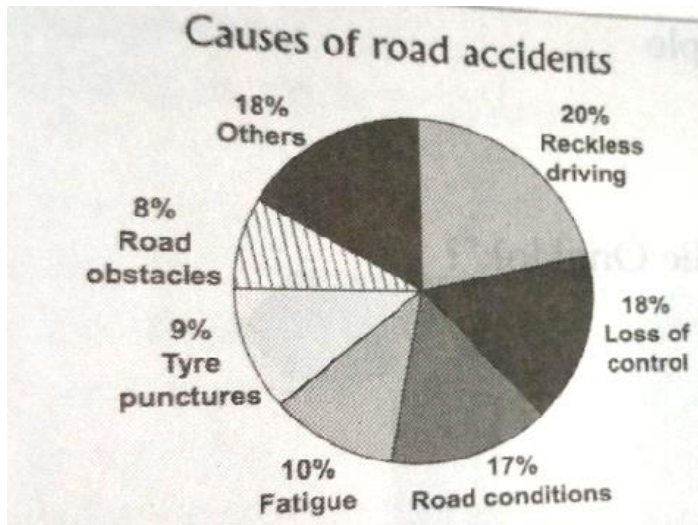
47. From the caption text we know that
- the landslide is still happening in Puncak resort area.
 - there was landslide debris on the main road to Puncak.
 - the heavy rain still occurs on the main road to Puncak.
 - there will be a disaster on the road to the Puncak resort area.
 - there is a traffic accident that involves many vehicles on the road.



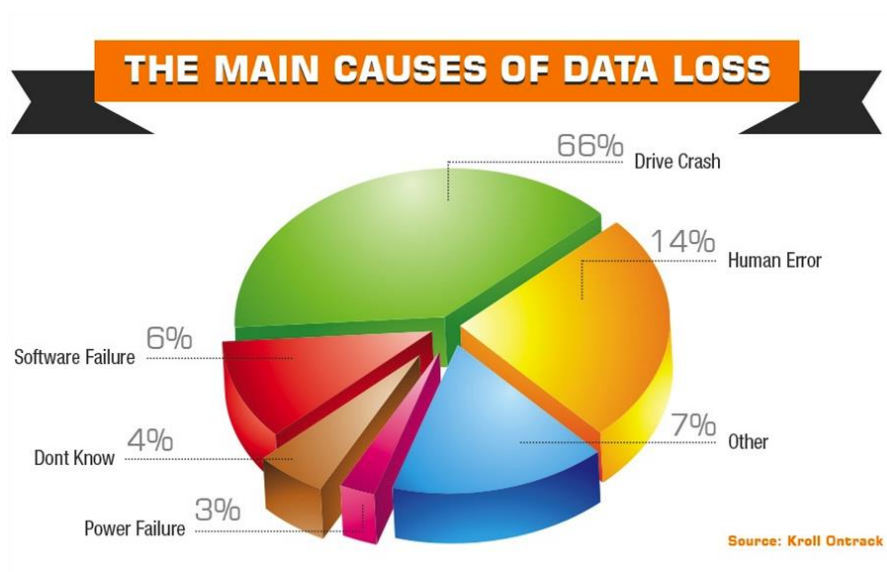
Deadly landslide, flooding spark evacuations in Jakarta

Rescue workers evacuate people from a flooded neighborhood in Pasar Minggu, South Jakarta, February 5.

48. From the caption text we know that.....
- A. The victims were very lack of some healthy food.
 - B. The flood occurred in Pasar Minggu before February 5.
 - C. The rescue workers find some difficulties to evacuate the victims.
 - D. The flood happened on February 5 in Pasar Minggu, South Jakarta.
 - E. The flood happened after February 5 in Pasar Minggu, South Jakarta.



49. What do we know from the information of the chart above?
- A. Accidents caused by reckless driving make up a quarter of road accidents.
 - B. Accidents occur largely due to the driver's being tired.
 - C. Most accidents are caused by poor road conditions.
 - D. Road conditions and road obstacles contribute to 25 percent of road accidents.
 - E. Most accidents are caused by loss of control.



50. The chart tells us that
- A. There are only 4 leading causes of data losing cases based on the cart.
 - B. Power failure contributes more than human error in data loss case.
 - C. Human error is as big as software failure in causing data loss.
 - D. Human error is the second major cause of data loss issue.
 - E. The broken drive is the minor cause of the data loss issue.