

1. What is reported in this article?
  - a. An employment opportunity
  - b. A reorganization of a company
  - c. An expansion of a company
  - d. A company's relocation plan
2. Who will be less likely affected by the job cuts?
  - a. An executive director
  - b. An operational supervisor
  - c. An employee who faces customers on regular basis
  - d. A chief information officer
3. Why did Mr. Gordon write the letter?
  - a. To request for a vacation
  - b. To make an appointment for an interview
  - c. To notify his resignation
  - d. To response to Adam's e-mail
4. Who is Samantha Bacon
  - a. A general manager
  - b. A human resources director
  - c. A recruiter
  - d. An assistant food and beverage director
5. In the e-mail message, the word "potential" in paragraph 2 line 3 is closest in meaning to \_\_\_\_.
  - a. possible
  - b. unavailable
  - c. flexible
  - d. important
6. Who will most likely be promoted?
  - a. Chris Gordon
  - b. Samantha Bacon

c. Adam Wright

d. Martin Stuart

7. When will be the last day of Mr. Gordon With the Residential Inn hotel?

a. In a few days

b. November 14

c. November 21

d. It has not been decided

8. What product does the writer want to buy?

1. Printers

2. Copiers

3. Office supplies

4. Printing paper

9. How does the writer know about the goods?

1. Calling the company

2. Asking his friend

3. Reading a newspaper

4. Receiving a brochure

10. Where does the writer prefer the company to send him the information about the product?

1. Teddy Sinberg

2. The Bangkok Post

3. New office in Phuket

4. Silverstone & Sons

11. The phrase "terms of payment" refers to how to \_\_\_\_\_.

1. get the goods

2. arrange the bill

3. pay for the goods

4. order the goods

12. The writer requests the company to send him all the details \_\_\_\_\_.

1. when the office opens

2. as soon as possible

3. from time to time

4. at its convenience