**Grammar test**

1. Which
2. told you
3. Didn't she like
4. whether
5. Doesn't
6. I put my ticket
7. does she
8. isn't it
9. can I
10. do understand
11. am
12. didn't

**Vocabulary test**

1. gut feeling
2. work-life balance
3. foolproof
4. light-hearted response
5. good-natured rivalry
6. job-seekers
7. laid-back
8. absent-minded
9. tight-fisted
10. two-faced
11. well-behaved
12. big-headed

**Dictation**

1.  What made you apply for this job ?

2.  What are your strengths and weaknesses ?

3. What would your coworkers say you were like to work with ?

4.  Nowadays, interview questions often seem to focus on your character as much as on your skills or experience .

5.  Employers want staff members who are creative and self-confident as well as very hard-working .

6.  Of course, you can't predict everything the interviewer will ask .

7.  But even so, it is important to think about how to present your character .

8. The more prepared you are for an interview , the more confident you will appear .