

Printing of this document is strictly prohibited.

TOEIC PART 6

Text Completion

DIRECTIONS:

You will read some passages of text, such as an article, a letter, a form, and an e-mail. In each reading passage there will be three blanks to fill in. You will read four possible choices for each blank. You should read the entire passage to make sure you choose the correct choice in context.

Printing of this document is prohibited.

1.
 - A. necessity
 - B. obliged
 - C. mandatory
 - D. required

Drug Testing Program:

We regret that it has become necessary to take serious measures to ensure that we all enjoy a safe and healthy work environment. Effective January 1, we will begin a _____ drug testing program for all employees.

Printing of this document is prohibited.

Printing of this document is strictly prohibited.

- 2.
- A. necessity
 - B. oblige
 - C. mandatory
 - D. required

We have engaged an independent laboratory to visit our site to supervise random testing throughout the year. Each randomly selected employee will be _____ to provide samples (e.g., urine, blood) to be tested for the presence of illegal drugs. Your cooperation will be appreciated and all results will be kept confidential.

Printing of this document is strictly prohibited.

Printing of this document is strictly prohibited.

3.

- A. definite leave
- B. indefinite leave
- C. definite live
- D. indefinite live

Persons who test positive will be placed on _____, pending a thorough physical and psychological examination. With proper medical attention and rehabilitation, termination can be avoided in some cases. We cannot emphasize too strongly that substance abuse has no place in Doe Corporation.

HR

Printing of this document is strictly prohibited.

Printing of this document is prohibited.

- 4.
- A. seeking to fill
- B. looking for
- C. open to
- D. seek active individuals

JOB OPENING:

The retirement of Jane Dee means that effective October 15, we are _____ the position of Line Inspection Manager at our Springfield Plant II.

Printing of this document is prohibited.

Printing of this document is prohibited.

- 5.
- A. to be granted
 - B. to be considered
 - C. to be judged
 - D. to be surveyed

Applicants must have at least two years' line inspection experience. Qualified persons wishing _____ for this position must submit an application, including a resume and cover letter, to the personnel office by September 30.

Printing of this document is prohibited.

Printing of this document is strictly prohibited.

- 6.
- A. rundown
 - B. run over
 - C. run off
 - D. run on

The Line Inspection Manager is responsible for two crews of assembly line inspectors as well as a host of automated inspection and testing operations. For a more specific _____ of responsibilities, please contact John in personnel.

The Hiring Team

Printing of this document is strictly prohibited.

Printing of this document is prohibited.

- 7.
- A. had increased
 - B. will increase
 - C. has increased
 - D. have increased

Aaron Hawkins
5587 Nunc. Avenue
Erie Rhode Island 24975
(660) 663-4518

Bank of Erie

Subject: Credit Line Increase

Mr. Hawkins:

We are writing to request an increase in our credit limit from \$2500 to \$5000. With the recent addition of twins to our family, our credit needs _____.

Printing of this document is prohibited.

Printing of this document is prohibited.

- 8.
- A. out of time
 - B. on time
 - C. deferred
 - D. put off

We have had a credit card through your company since 1994 and have always made our payments _____. In addition to our good payment record, our family income has increased substantially since we opened our account.

Printing of this document is prohibited.

Printing of this document is prohibited.

- 9.
- A. always enjoy
 - B. have been enjoying
 - C. have always enjoyed
 - D. had always enjoyed

We _____ doing business with your company and look forward to continuing our relationship in the future. Thank you for considering and replying to our request.

Sincerely,

David Sellers
2256 Park Avenue
Bristol Rhode Island 36547
(660) 664-5253

Printing of this document is prohibited.

- 10.
- A. attention
 - B. intention
 - C. view
 - D. point of view

Hedy Greene
Ap #696-3279 Viverra. Avenue
Latrobe DE 38100
(608) 265-2215

Dear Ms. Greene,
It has come to my _____
that your company
representatives have an
appointment to meet with our
engineers on Saturday, July 1.

Printing of this document is prohibited.

Printing of this document is strictly prohibited.

11.

A.

misunderstanding

B. misbehaved

C. miscalculating

D. misleading

There must have been a _____ as we have already contracted with another company to take care of safety issues.

Printing of this document is strictly prohibited.

12.

- A. that may have
- B. this will have
- C. that will have
- D. this may have

Our current contract runs for two more years, after which time we will be pleased to reopen discussions with your firm. I apologize for any inconvenience _____ caused you.

Sincerely,

Melvin Porter

P.O. Box 132 1599 Curabitur Rd.

Bandera South Dakota 45149

(959) 119-8364

Printing of this document is strictly prohibited.