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TOEIC PART 7

READING

COMPREHENSION

Strictly prohibited.

DIRECTIONS

In Part VII you will read passages in the form of letters, ads, memos, faxes, schedules, etc. The reading section has a number of single passages and double passages. You will be asked 2-4 questions about each single passage, and 5 questions for each double passage. Sometimes you will be asked for specific details. Other times you will be asked about what the passage implies. In the paired passages you will also be asked to make connections between the two related texts. On the real test you will not have time to read every word. You need to practice scanning and reading quickly for details.

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Offer: Gym Equipment (Upper Park Road)

Posted by:

"Lenny" Id.hunter@rainbownet.com

Wed Apr 23, 1:55 pm

I have an exercise bike, used but in good working condition; an aerobics step still in its box, and three pairs of weights and a stand, again hardly ever used. Free to a good home. Buyer must collect.

- 1. What is the writer doing**
 - a. Giving away sports equipment
 - b. Offering free sports advice
 - c. Advertising some goods for sale
 - d. Organizing a sports event

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2. Which of the items has been used most frequently?

a. The exercise bike

b. The aerobics step

c. The weights

d. The stand

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3. Which of the following can be inferred about Lenny?

a. He wants a donation for the equipment.

b. He lives in a good home.

c. He is unable to transport the equipment.

d. He has a new exercise bike.

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We are delighted to offer for sale this dry cleaning company which was established 13 years ago. It has been in the hands of the current owner for the last 7 years, who now intends to relocate. It is located on a busy high street and is part of a parade of shops.

The business provides a dry cleaning service, alterations, shoe repairs and a free collection and delivery service. The positive attributes of the business are:

- Loyal clientele.
- Fully equipped premises
- Turnover of \$105,600 pa
- An easily run operation.
- Loyal, trained staff
- Low rent, rates and overheads
- A niche operation with little competition.
- Good local reputation

The concern currently employs 1 full time employee who has a good understanding of the business. Until now, she has not had a management role, as the owner has had full involvement in the day to day running of the business. However, she is very capable of managing. If required, the owner would be able to provide extensive training to the new owners during the handover period. The owner would also be happy for prospective buyers to observe the business at work prior to making an offer.

The business is located in an affluent area with good pedestrian flow and is well-known. Consequently, marketing and promotion has not been deemed necessary in the past few years.

There are 15 years remaining on the lease. This is renewable or negotiable for longer term if required. The rent is \$30,000 pa, and rates are \$4,200.

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4. What is the purpose of this article?

a. to advertise a service

b. to give business advice

c. to sell a business

d. to offer a job

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5. Which of the following is NOT a benefit of this business?

a. There is a good customer base

b. There are no similar businesses locally

c. The business is located in a rich area

d. The business has a six-figure annual profit

6. According to the text, the current owner...

a. is moving to another area.

b. never managed the business.

c. is planning to retire.

d. is female.

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7. What has the owner promised to do before handing the business over?

a. extend the lease

b. promote the business locally

c. instruct the new owners

d. hire a new manager

AGREEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the company.

Signature of Applicant

Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview Yes? No?

Remarks _____

interviewer Date

Employed Yes ? No ? Date of Employment

Job Title Hourly Rate _____ Department

By _____
Name/title Date

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8. What does the job applicant agree to do?

a. Arrive at work on time

b. Meet with the head of the personnel department

c. Submit to a background investigation

d. Take a lie detector test

9. What Information is the personnel department NOT required to supply?

a. When the interview took place

b. What the salary is

c. Who gave the interview

d. What the company regulations are

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Dear Subscriber:

The enclosed monthly statement shows the charge for your World Report subscription that started up mine issues ago. We've sent magazines each week since your order arrived, but have received no reply to the bills we've mailed to you. Now, post office and auditing rules require that we stop sending copies unless and until payment is made.

Please forgive this notice if you already have mailed your payment. If you have, it has reached us too late to be reflected on this statement. If not, we would appreciate hearing from you today or tomorrow.

Sincerely yours,

Madeline Harris Customer Relations Office

10. What is the purpose of this letter?

a. To announce a discount

b. To renew the subscription

c. To settle an account

d. To apologize for poor service

11. How often is World Report issued?

- a. Daily
- b. Weekly
- c. Monthly
- d. Semiannually