

Reading Help-Wanted Ads

Directions Read the help-wanted ads. Then answer the questions below.

FURNITURE FINISHER — (two positions) 40 hrs. a week. Mon. thru Fri. \$7.50 per hr. Dawson Employment Agency. 1140 West Turner Blvd.

GENERAL OFFICE WORKER — Real estate. Good typist, mature. Salary determined by ability. Reply Daily Banner, Box Number 0040.

LANDSCAPE LABORERS — Exper. pref. No grass cutting. Must have own car. Call with refs. & their phone numbers, between 8 A.M. and 4 P.M. only. 555-3020.

MANAGER — Sylvia's. Ladies specialty shop is seeking mature, exper. assistant & manager trainees. Excel. co. benefits & good working conditions. Call Mrs. Wilson, 555-9030.

MESSENGER— Must own bicycle, part-time A.M., 2 hrs./day, 5 day wk. \$80. 555-0900.

OFFICE CLEANERS — Experienced in floor care. Part time, 6 P.M.—10 P.M.—Monday to Friday. 555-8920.

EXAMPLE

How many furniture finishers are needed? two

1. How many hours per week will the messenger work? _____
2. How much will the messenger be paid per hour? _____
3. How many hours per week will the office cleaners work? _____
4. For which job must the worker have a car? _____
5. In what kind of business will the general office worker be employed? _____
6. What does "salary determined by ability" mean? _____
7. For which jobs must the worker have experience? _____
8. How much will the furniture finisher earn per week? _____
9. The ad for manager promises good benefits.
Write two benefits you might expect to receive in this position.

10. Two ads do not include telephone numbers.
Explain how you would apply for each of these jobs.

