

Name \_\_\_\_\_

**MATCHING. Choose the item in column 2 that best matches each item in column 1.**

- |                              |                                |           |
|------------------------------|--------------------------------|-----------|
| 1) Typing skills             | A) Wear a hat                  | 1) _____  |
| 2) Job shadowing             | B) Avoid facial jewelry        | 2) _____  |
| 3) Co-op program             | C) Document service procedures | 3) _____  |
| 4) Part of a resume          | D) Level of education          | 4) _____  |
| 5) Flat-rate pay system      | E) Take-home pay               | 5) _____  |
| 6) FICA                      | F) Divides an hour into tenths | 6) _____  |
| 7) Net pay                   | G) Be clean shaven             | 7) _____  |
| 8) For the interview         | H) Does not allow any work     | 8) _____  |
| 9) When interviewing, do not | I) Mother's address            | 9) _____  |
| 10) Church elder             | J) Good reference              | 10) _____ |
|                              | K) Allows trainee to work      |           |
|                              | L) Social Security taxes       |           |