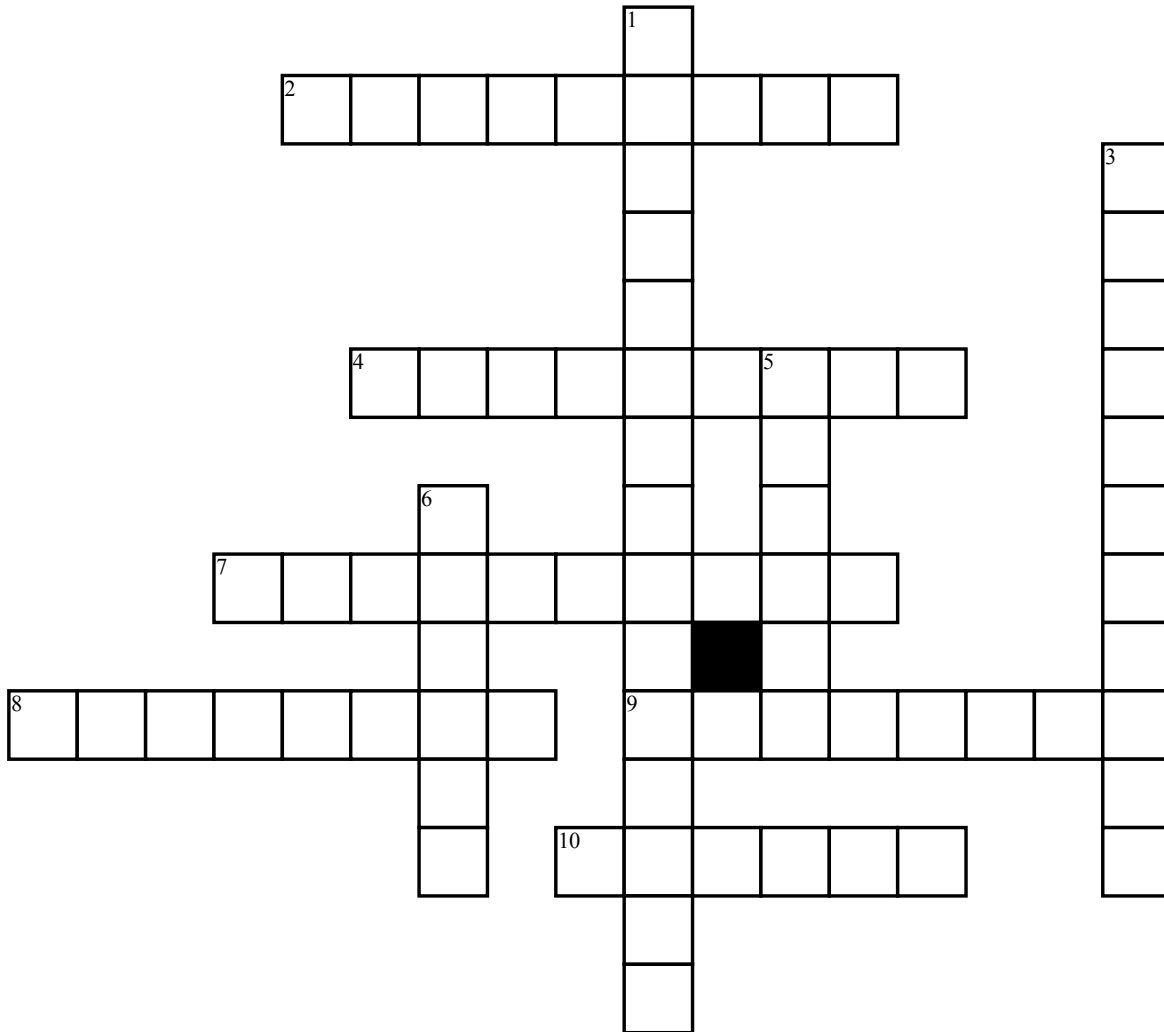


Name: _____

Date: _____

Career Terminology



Across

- 2. is the name given to the opportunity for you to observe someone doing their job
- 4. a meeting of people face to face, especially for consultation
- 7. recommendations provided on behalf of a client, vendor, or other business associate or contact
- 8. a form of compensation paid by employers to employees over and above regular salary or wages
- 9. a legal agreement between you and another party

- 10. a one- to two-page formal document submitted to job recruiters as means of showing a list of an applicant's work experience, education and skills

Down

- 1. the process of looking up and compiling criminal records, commercial records, and financial records of an individual or an organization
- 3. a letter sent with, and explaining the contents of, another document or a parcel of goods
- 5. a student or trainee who works, sometimes without pay, at a trade or occupation in order to gain work experience
- 6. an experienced and trusted adviser