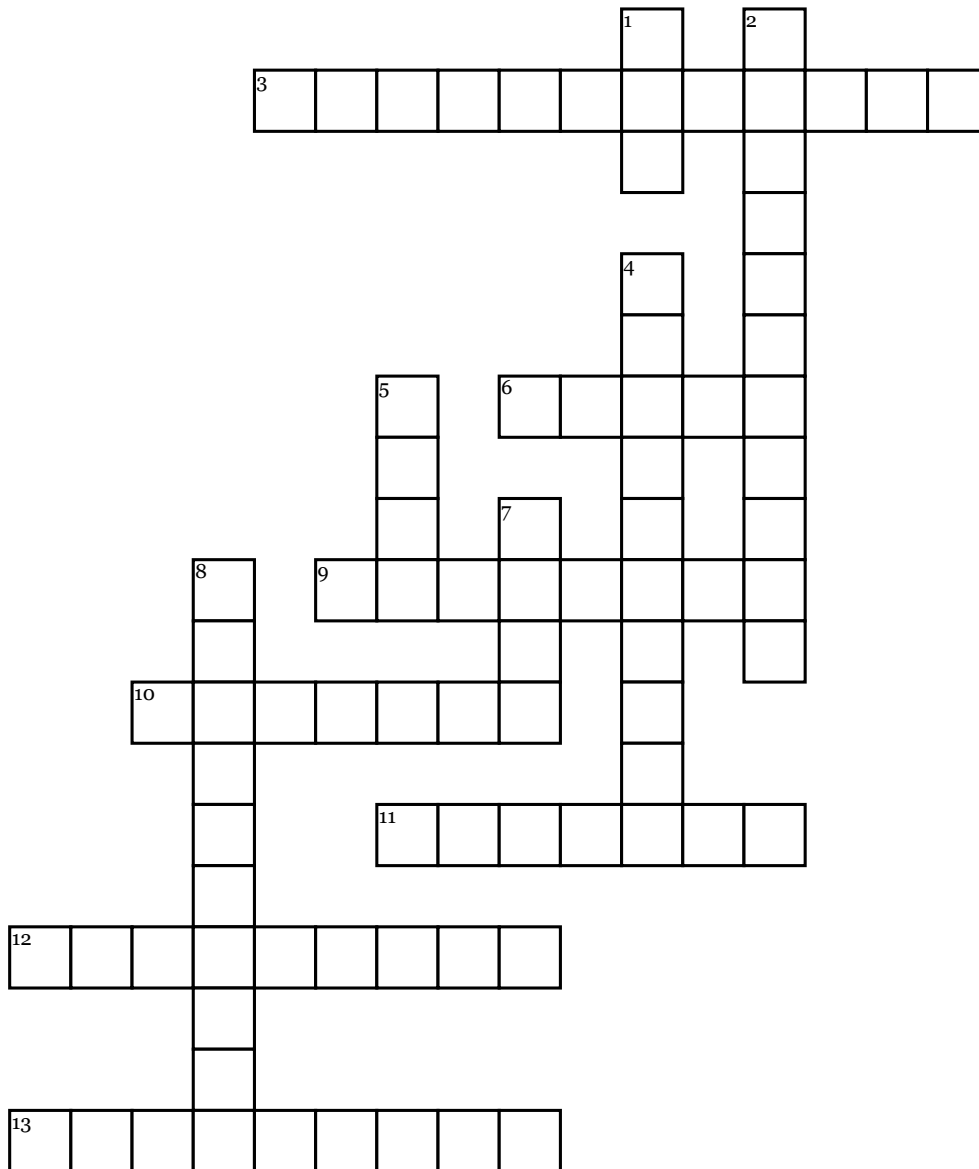


Work Ready



Across

3. How is a business person presented?

6. What can make your voice sound positive?

9. Nobody likes to work with someone who is always?

10. You should always be willing to _____.

11. You should be at work at least

_____ minutes before you start.

12. What should you do when a customer is angry?

13. Before you get a job you need to attend an?

Down

1. If you are unsure of what to do you should _____ someone.

2. What do you need to give a potential employer?

4. When you have a lot to do, you should always _____ your work load.

5. The most important thing in a workplace is keeping track of your?

7. If you are not coming in to work you should?

8. I do not want to be reliable i want to be?