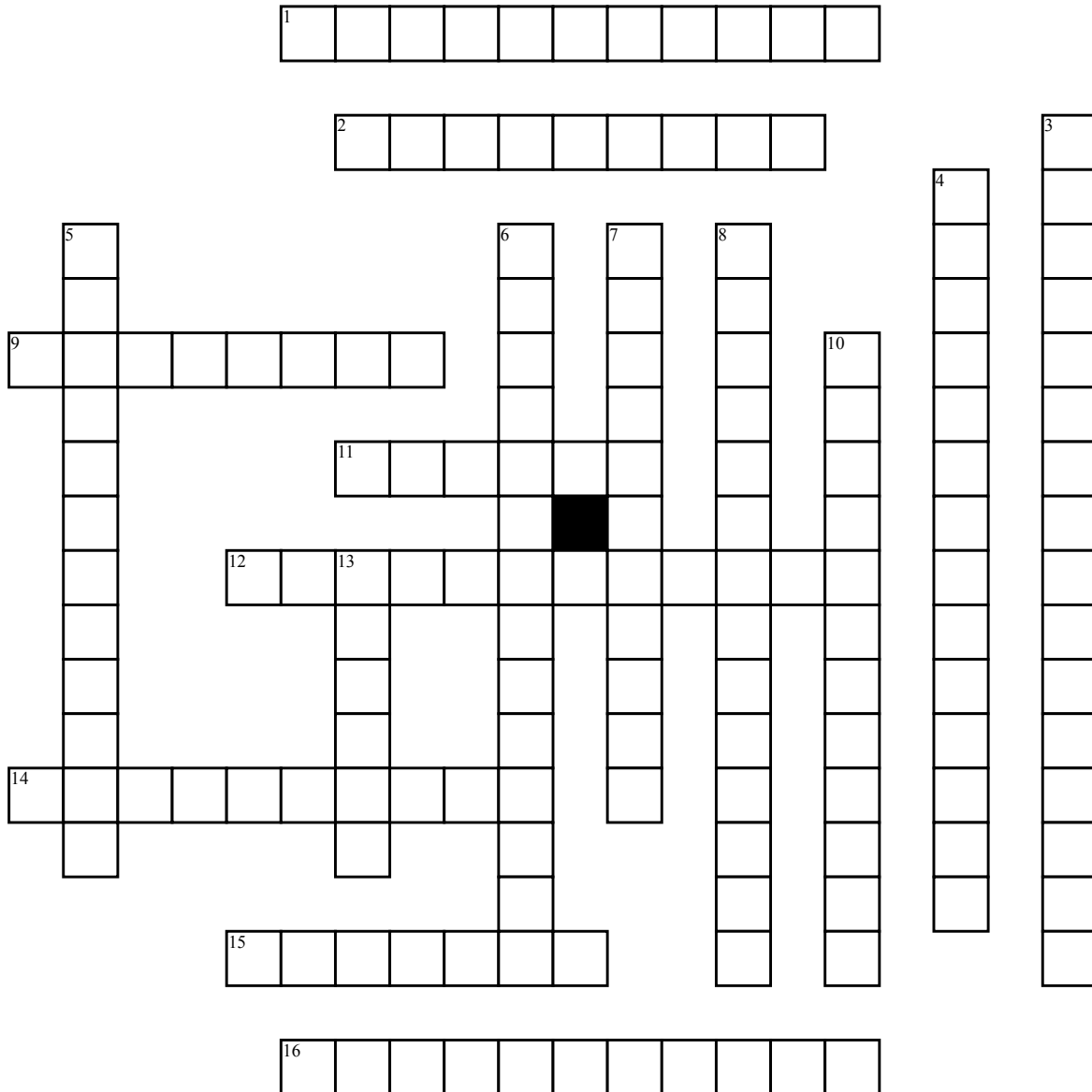


DA170 Unit IV Terms



Across

- 1. A term that broadly refers to a form of communication and networking?
- 2. What is a term used to describe a formal meeting in person to assess the qualifications of an applicant?
- 9. What is an advertisement that gives the employer an opportunity to screen prospective employees before scheduling an interview?
- 11. What is the term used to describe a profession or occupation that requires specific education or training?
- 12. What is a list of the hours and days you will routinely be expected to work called?
- 14. What is an activity or job performed, usually for payment?

- 15. What consists of three items: your full name, complete address, and appropriate telephone number or numbers?
- 16. What is a term used to indicate the end of an employer and employee working relationship?

Down

- 3. What is the term used for termination without notice or severance pay?
- 4. What is an excellent way to follow up with an employer after an interview?
- 5. What is an electronic resume that are posted online for viewing by potential employers?
- 6. What states specifically what your employment duties and responsibilities will be?
- 7. Something that serves to introduce you to your prospective employer and markets your skills and qualifications at the same time?
- 8. What serves to remind the employer of your interview, to accentuate your qualifications, to reaffirm your interest in the position, and to help you stand out in the interviewer's mind?
- 10. A person who meets the standards of a profession.
- 13. What is a brief description of one's professional work experience and qualifications?