LISTENING TEST
PART ONE

Questions 1 – 12
• You will hear three telephone conversations or messages.
• Write one or two words or a number in the numbered spaces on the notes or forms below.
• You will hear each recording twice.

Conversation One
(Questions 1 – 4)
• Look at the notes below.
• You will hear a woman calling a colleague.

Jobs at Atlas UK
Project focus: Improving Atlas UK’s (1) …………………
Role: Must have very good (2) ………………… and be (3) …………………
Recommended person: Jack Martin – now working as a/an (4) …………………

Conversation Two
(Questions 5 – 8)
• Look at the form below.
• You will hear a woman from HR calling another staff member.

Expenses – daily

Claims:
Entertainment – £300
Notes: I spent the money on lunches at Brown’s for some of the company’s new (5) …………………
Travel – £42
Notes: I visited a (6) ………………… in Northampton and a (7) ………………… in Oxford.
Please send all receipts to the (8) …………………
Conversation Three

(Questions 9 – 12)
• Look at the notes below.
• You will hear a woman telephoning a colleague.

<table>
<thead>
<tr>
<th>Notes</th>
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| Magazine title: (9) ..............................  
Next edition’s subject: (10) ..........................  
Interview with Martin Drew, (11) ........................... of Mannifold.  
Awarded a ‘Davy Business Prize’ (category – customer services)  
Focus of article:  
• opening new (12) ................................. in London  
• taking on new staff. |