

Surname						Other Names					
Centre Number						Candidate Number					
Candidate Signature											

For Examiner's Use
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Level 1/Level 2 Certificate  
June 2008

**CERTIFICATE IN PREPARATION  
FOR WORKING LIFE  
Written Paper**

**4800/W**



Tuesday 13 May 2008 9.00 am to 10.30 am

<p><b>You will need no other materials.</b> You may use a calculator.</p>
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Time allowed: 1 hour 30 minutes

**Instructions**

- Use black ink or black ball-point pen.
- Fill in the boxes at the top of this page.
- Answer **all** questions.
- You must answer the questions in the spaces provided. Answers written in margins will not be marked.
- If you need extra paper, use the additional sheets at the back of the question paper.
- Do all rough work in this book. Cross through any work you do not want to be marked.

**Information**

- The maximum mark for this paper is 80.
- The marks for questions are shown in brackets.

For Examiner's Use			
Question	Mark	Question	Mark
1-10		22	
11-19		23	
20		24	
21		25	
Total (Column 1) →			
Total (Column 2) →			
<b>TOTAL</b>			
Examiner's Initials			



**SECTION A**

Answer **all** questions.  
Complete each sentence by putting the correct letter in the box.

1 The people in charge of a company are called ...

<b>A</b>	contractors.
<b>B</b>	commissioners.
<b>C</b>	employees.
<b>D</b>	employers.

(1 mark)

2 When income tax is deducted from monthly earnings this is called ...

<b>A</b>	PAYE.
<b>B</b>	CAD.
<b>C</b>	National Insurance.
<b>D</b>	Superannuation.

(1 mark)

3 In the DRABC of first aid, the letter R stands for ...

<b>A</b>	Revive.
<b>B</b>	Respire.
<b>C</b>	Response.
<b>D</b>	Restore.

(1 mark)



- 4 Anne makes children's toys. She is paid £5 for each toy she makes.  
This is an example of ...

<b>A</b>	commission payments.
<b>B</b>	piece work.
<b>C</b>	bonus pay.
<b>D</b>	redundancy.

(1 mark)

- 5 To increase energy supply to the body a person should eat more ...

<b>A</b>	vitamins.
<b>B</b>	minerals.
<b>C</b>	carbohydrates.
<b>D</b>	fibre.

(1 mark)

**Turn over for the next question**

**Turn over ►**



6

Female 1



I'm sorry to hear your Auntie has died.

Female 2



I miss her very much.

The emotion being shown by Female 2 is ...

<b>A</b>	grief.
<b>B</b>	envy.
<b>C</b>	kindness.
<b>D</b>	worry.

(1 mark)

7 The sign below is seen in the workplace.



It means ...

<b>A</b>	poor lighting.
<b>B</b>	wear eye protection.
<b>C</b>	wear face mask.
<b>D</b>	no helmets needed.

(1 mark)



8 The end of year certificate detailing pay, income tax and national insurance totals is the ...

<b>A</b>	Superannuation form.
<b>B</b>	PAYE slip.
<b>C</b>	P45.
<b>D</b>	P60.

(1 mark)

9 Moving to a new job at the same level to gain more experience is called ...

<b>A</b>	shadowing.
<b>B</b>	mentoring.
<b>C</b>	side-stepping.
<b>D</b>	appraising.

(1 mark)

10 Looking at working practices to identify possible hazards is called ...

<b>A</b>	risk assessment.
<b>B</b>	safety trialling.
<b>C</b>	health monitoring.
<b>D</b>	referencing.

(1 mark)

<b>10</b>

Turn over ►



**SECTION B**

Answer **all** questions in the spaces provided.

**11** Adam has a fixed term contract at work. What does this mean?

.....  
.....  
.....

*(1 mark)*

**12** Buying food is essential spending. Give **three** other examples of essential spending.

1 .....

2 .....

3 .....

*(3 marks)*

**13** Fallan's gross pay is £325 per week. Her deductions are £70.50.

**13** (a) What is Fallan's net pay?

.....

*(1 mark)*

**13** (b) Name **two** compulsory deductions from Fallan's pay.

1 .....

2 .....

*(2 marks)*



**14** Rahul enjoys working out complex number problems such as Sudoku. Which **two** aspects of his health and well-being are benefiting?

1 .....

2 .....

*(2 marks)*

**15** CPR (Cardio pulmonary resuscitation) is an emergency first aid procedure. Briefly explain how CPR is performed.

.....  
.....  
.....  
.....

*(3 marks)*

**16** Tom feels he is unfairly treated at work. What is this called?

.....

*(1 mark)*

**Turn over for the next question**

**Turn over ►**



17 The sign below is seen in a car engine repair area of a local garage.



Explain why it is important.

.....  
.....  
.....

*(2 marks)*

18 Marie is worried that she may be made redundant. What does this mean?

.....  
.....

*(1 mark)*

19 Zac is applying for a job. He is asked to provide the names and addresses of two referees. What will the referees do for Zac?

.....  
.....  
.....

*(2 marks)*





**Turn over for the next question**

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ANSWER IN THE SPACES PROVIDED**

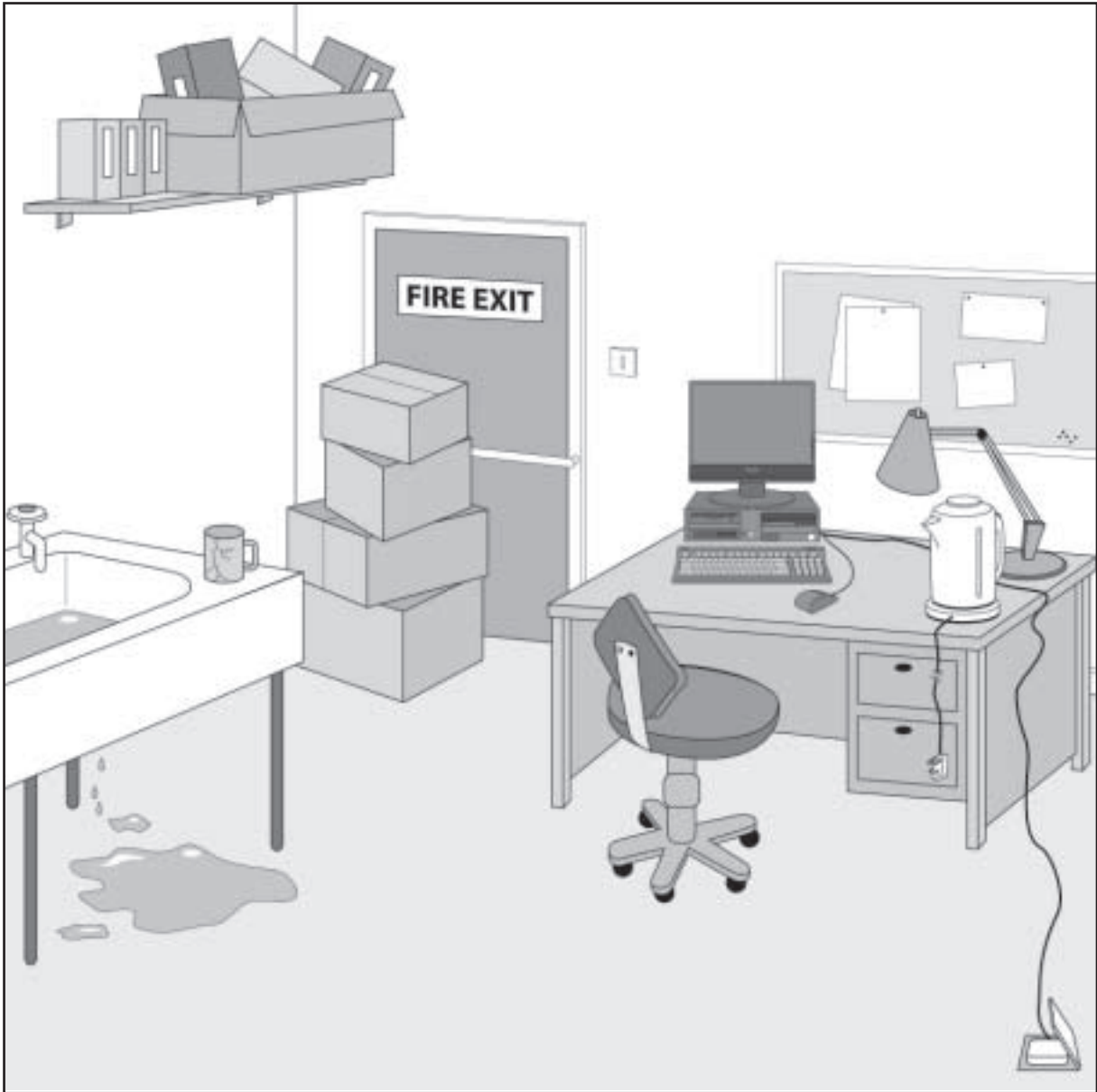
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**SECTION C**

Answer **all** questions in the spaces provided.

**20** Look at the picture and list **six** different hazards. Explain why each hazard is a risk to health. One has been done to help you.



**Example:**

Hazard ..... *Trailing wire across the floor* .....

Risk to health ..... *May cause a person to fall* .....

.....



Hazard 1 .....

Risk to health .....

.....

Hazard 2 .....

Risk to health .....

.....

Hazard 3 .....

Risk to health .....

.....

Hazard 4 .....

Risk to health .....

.....

Hazard 5 .....

Risk to health .....

.....

Hazard 6 .....

Risk to health .....

.....

*(12 marks)*

12

**Turn over ►**



21 Vicky is looking for work. She asks her friends and family if they know of any job vacancies in her area.

21 (a) Suggest **three** other ways Vicky may find out about job vacancies.

- 1 .....
- 2 .....
- 3 .....

(3 marks)

21 (b) Vicky needs to write a letter of application for a job. Give **three** pieces of information Vicky should include in her letter.

- 1 .....
- 2 .....
- 3 .....

(3 marks)

- 22 • Floyd works very hard and is suffering from stress.
- He smokes 10 cigarettes a day.
- Floyd has no family or friends.

Explain how Floyd may be affected by:

22 (a) suffering from stress;

- .....
- .....
- .....
- .....
- .....

(3 marks)

6



22 (b) smoking 10 cigarettes a day;

.....  
.....  
.....  
.....  
.....

(3 marks)

22 (c) having no family or friends.

.....  
.....  
.....  
.....  
.....

(3 marks)

9

**Turn over for the next question**

**Turn over ►**



23 Some Year 11 students are organising a concert at their school. They agree to sell tickets to try to make a profit to help buy new instruments.

23 (a) Suggest **two** other ways how the students may increase their profits from the concert.

1 .....

2 .....

(2 marks)

23 (b) Apart from musical talent, give **two** different skills, attitudes or qualities the students will need to make the concert successful.

1 .....

2 .....

(2 marks)

23 (c) Apart from the profit made, explain how the pupils could evaluate the success of their efforts.

.....

.....

.....

.....

.....

(3 marks)

7



24 Life events can be expected e.g. starting school, or unexpected e.g. getting divorced.

24 (a) Give **two** different examples of expected life events.

1 .....

2 .....

(2 marks)

24 (b) Give **two** different examples of unexpected life events.

1 .....

2 .....

(2 marks)

24 (c) Explain how family and friends can support a person who has recently divorced.

.....

.....

.....

.....

.....

(3 marks)

**Turn over for the next question**

7

**Turn over ►**



**25** Lewis is finding his new job difficult. This is affecting his self-concept. His employer suggests an appraisal and some work shadowing to help Lewis. Explain what is meant by:

**25** (a) an appraisal

.....

.....

.....

.....

.....

*(3 marks)*

**25** (b) work shadowing.

.....

.....

.....

.....

*(2 marks)*







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