 Контрольная работа № 4

*по английскому языку для студентов экономических специальностей*

*заочного отделения*

### Вариант 3

**IV семестр**

**I. *Прочитайте и переведите текст (устно).***

**Internet recruitment and websites**

Such sites have two main features: job boards and a résumé/curriculum vitae (CV) database. Job boards allow member companies to post job vacancies. Alternatively, candidates can upload a [résumé](http://www.sgrecruiters.com/) to be included in searches by member companies. Fees are charged for job postings and access to search resumes. Since the late 1990s, the recruitment website has evolved to encompass end-to-end recruitment. Websites capture candidate details and then pool them in client accessed candidate management interfaces (also online). Key players in this sector provide e-recruitment software and services to organizations of all sizes and within numerous industry sectors, who want to e-enable entirely or partly their recruitment process in order to improve business performance.

The online software provided by those who specialize in online recruitment helps organizations attract, test, recruit, employ and retain quality staff with a minimal amount of administration. Online recruitment websites can be very helpful to find candidates that are very actively looking for work and post their resumes online, but they will not attract the "passive" candidates who might respond favorably to an opportunity that is presented to them through other means. Also, some candidates who are actively looking to change jobs are hesitant to put their resumes on the job boards, for fear that their companies, co-workers, customers or others might see their resumes.

**II. *Выберите правильный вариант ответа на вопросы к тексту.***

**1.**What features do **Internet recruitment and websites have***?*

**a)** job boards.

**b)** a résumé/curriculum vitae (CV) database

**c)** job boards and a résumé/curriculum vitae (CV) database.

**2.** What do online software provide organizations with*?*

**a)** quality staff.

**b)** "passive" candidates.

**c)** job boards.

**3.** For whom cannot websites be helpful*?*

**a)** activecandidates.

**b)** "passive" candidates.

**c)** organizations.

**III. *Закончите предложения по содержанию прочитанного текста.***

**4.** Job boards allow member companies to post *\_\_\_\_\_\_\_\_.*

**a)** a [résumé](http://www.sgrecruiters.com/).

**b)** job vacancies.

**c)** candidate details.

**5.** The recruitment website has evolved to encompass end-to-end recruitment since*\_\_\_\_\_\_\_\_\_.*

|  |  |  |
| --- | --- | --- |
| **a)** the late 1990s | **b)** 1990 | **c)** the 1990s |

**6.** Online recruitment websites can be very helpful to *\_\_\_\_\_\_\_\_.*

**a)** find candidates.

**b)** improve business performance.

**c)** earn much money.

**IV. *Подберите эквивалент к данному русскому слову или словосочетанию.***

**7.** выполнять, осуществлять

|  |  |  |
| --- | --- | --- |
| **a)** to put | **b)** to encompass | **c)** to employ |

**8.** в качестве альтернативы

|  |  |  |
| --- | --- | --- |
| **a)** as an alternative | **b)** helpfully | **c)** alternatively |
| **9.** фиксировать  **a)** to evolve | **b)** to provide | **c)** to capture |

**10.** нанимать на работу

|  |  |  |
| --- | --- | --- |
| **a)** to recruit | **b)** to give work | **c)** to rent |

**11.** бюро трудоустройства

|  |  |  |
| --- | --- | --- |
| **a)** job bureau | **b)** job boards | **c)** work agency |

**12.** сомневаться, колебаться

|  |  |  |
| --- | --- | --- |
| **a)** be helpful | **b)** be hesitant | **c)** be numerous |

**13.** привлекать

|  |  |  |
| --- | --- | --- |
| **a)** to attract | **b)** to retain | **c)** to recruit |

**V.  *Выберите соответствующее определение данным терминам.***

|  |
| --- |
| a)recruitment b) to respond c) to employ d) CV e) customer f) staff g) numerous h) to attract |

**14.** to pay someone to work for you.

**15.** someone who buys goods or services from a shop, company etc.

**16.** an adjective that meansmany.

**17.** the people who work for an organization, workers.

**18.** to say or write something as a reply, to react.

**19.** to make someone interested in something, or make them want to take part in something.

**20.** finding new people to work in a company, join an organization, do a job.

**21.** a short written document that lists your education and previous jobs, which you send to employers when you are looking for a job.

**VI. *Прочитайте предложения и укажите соответствует ли данное утверждение действительности: если соответствует напишите после предложения T- true, если не соответствует то F- false, при этом письменно подтвердите ваш ответ примером из текста.***

**22.** In order to be included in searches candidates should upload their resumes.

**23.** Usually **o**rganizations are not provided with e-recruitment software and services.

**24.** Some candidates are afraid of being seen on the job boards.

**VII. *Выберите правильную видовременную форму глагола.***

**25.** Special websites … candidate details after a resume being uploaded.

|  |  |  |
| --- | --- | --- |
| **a)** capture | **b)** will capture | **c)** will be captured |

**26.** That candidate … to help in the department a month ago.

|  |  |  |
| --- | --- | --- |
| **a)** was recruited | **b)** recruited | **c)** had recruited |

**27.** This sector … many different forms of duties nowadays.

|  |  |  |
| --- | --- | --- |
| **a)** is encompassed | **b)** encompasses | **c)** encompassed |

**28.** Since the late 1990s, the recruitment website… to encompass end-to-end recruitment.

|  |  |  |
| --- | --- | --- |
| **a)** evolved | **b)** was evolved | **c)** has evolved |

**29.** At the moment many people … for work, so they post their resumes online.

|  |  |  |
| --- | --- | --- |
| **a)** looked | **b)** looks | **c)** are looking |

**VIII. *Заполните пропуски предлогами.***

**30.** , Candidate [résumé](http://www.sgrecruiters.com/)s are included in searches … member companies.

|  |  |  |
| --- | --- | --- |
| **a)** in | **b)** by | **c)** at |

**31.** Candidates can put their resumes … the job boards.

|  |  |  |
| --- | --- | --- |
| **a)** on | **b)**  for | **c)** through |

**32.** Fees are charged .. job postings and access to search resumes.

**a)** for **b)** between **c)** with

**IX*. Заполните пропуски прилагательным или наречием в нужной форме.***

**33***.* If candidates are looking for work very…, they are sure to find a job.

|  |  |  |
| --- | --- | --- |
| **a)** more active | **b)** the most active | **c)** actively |

**34.** It was his … job he had ever had in his life.

|  |  |  |
| --- | --- | --- |
| **a)** best | **b)** better | **c)** good |

**35.** It’s … for candidates to learn all the instructions before starting to work.

|  |  |  |
| --- | --- | --- |
| **a)** better | **b)** the best | **c)** well |

**X. *Переведите текст письменно.***

**Executive research firms and sourcing firms**

These firms are the new hybrid firms in the recruitment world able to combine the research aspects (discovering passive candidates) of recruiting and combine them with the ability to make hires for their clients. These firms provide competitive passive candidate intelligence to support companies' recruiting efforts. Normally they will generate varying degrees of candidate information from those people currently engaged in the position a company is looking to fill. These firms usually charge a daily rate or fixed rate. Many times this uncovers names that cannot be found with other methods and will allow internal recruiters the ability to focus their efforts solely on recruiting.

Executive Research began as an extension of ‘headhunting’ or ‘executive search’ businesses. Initially used to support advertising strategies, executive research quickly overshadowed advertisements as a much more focused and successful alternative.

The ability of researchers to pinpoint top talent – passive or otherwise – gave the headhunting businesses a much higher success rate and quicker turnaround time, especially with the harder to fill vacancies.

Soon the gap in the market became apparent, and executive research moved away from ‘in-house’ to a more main stream market, although still remaining ‘behind the scenes’ in the recruitment industry.

More recently, the economic downturn has forced businesses to review their recruitment practices that have resulted in them working directly with the research firms. By removing the ‘middleman’ businesses have direct access to much more cost-effective solutions, and have been able to retain a firmer grasp on their recruitment drives and processes. Business also have access to full disclosure on market intelligence which has proven to be vital for more forward thinking businesses, especially with regards to succession planning