

PERSONAL QUALITIES

CORRECTION:

ACROSS →

2. A person who works well with other colleagues = **COOPERATIVE**

5. Doing things carefully and sensibly = **SERIOUS**

8. Having a mature attitude = **RESPONSIBLE**

10. Doing things on time = **CONSCIENTIOUS**

DOWN ↓

1. Not disorderly = **WELL-ORGANISED**

3. Having knowledge or skills in a particular job = **EXPERIENCED**

4. Able to express his or her opinions well = **ELOQUENT**

6. Able to change easily = **FLEXIBLE**

7. A person you can rely on = **RELIABLE**

9. A person you can trust = **TRUSTWORTHY**

OPPOSITES

PERSONAL QUALITIES FOR A SUCCESSFUL JOB INTERVIEW

Name :

Class :

Date :

GIVE THE OPPOSITES		GIVE THE OPPOSITES	
1. Serious	uncommitted, flippant	1. Conscientious	careless, casual
2. Well-organised	disorganised	2. Experienced	inexperienced
3. Eloquent	inarticulate	3. Reliable	unreliable
4. Responsible	irresponsible	4. Trustworthy	untrustworthy
5. Flexible	inflexible	5. Cooperative	uncooperative