

# ตัวอย่างเอกสารประกอบการสมัครงาน

## สำเนาผลสอบภาษาอังกฤษ

### พร้อมทั้งลงลายมือชื่อ “รับรองสำเนาถูกต้อง”

| ETS TOEIC                                                                         |               | LISTENING AND READING TEST<br>OFFICIAL INSTITUTIONAL SCORE REPORT |                            |
|-----------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------|----------------------------|
|  | Name          | Mr. AEROTHAI                                                      | <b>LISTENING</b><br>2550   |
|                                                                                   | Date of Birth | March 10, 1991                                                    |                            |
|                                                                                   | ID Number     | 1234567891234                                                     |                            |
|                                                                                   | Test Date     | March 28, 2013                                                    |                            |
|                                                                                   | Client        | PERSONAL                                                          |                            |
| TOEIC Services Thailand - Certified Score Report - Issued March 29, 2013          |               | <b>READING</b><br>2550                                            | <b>TOTAL SCORE</b><br>5100 |
| Report is valid for two years from the test administration date.                  |               |                                                                   |                            |

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#### LISTENING DESCRIPTION -- 565

In face-to-face communications, a person at this level should be able to understand...

- most routine social demands and limited job requirements;
- most daily personal and job-related areas;
- most familiar current events;
- routine office matters;
- other areas beyond their immediate needs, and follow instructions and directions;
- "what, who, when and where" type questions and answers; and
- follow main points of a discussion or speech at a basic level in a their respective professional field.

Source: Nelson-Jones

Test Date: March 28, 2013

#### READING DESCRIPTION -- 550

A person at this level should be able to read...

- straightforward, familiar, factual material;
- locate and understand the main ideas and details of general reader material;
- uncomplicated prose on familiar subjects presented in a predictable sequence;
- descriptions of frequently occurring events;
- standard business letters;
- simple technical material, such as operating instructions.

When reading material of special interest a person at this level should be able to...

- summarize the material;
- perform sorting and locating tasks within written texts beyond their general level.

A reader at this level uses a standard vocabulary, but should also be able to use context and real-world cues to understand the text.