

S.4 English Holiday work

1. Imagine that you are the head prefect at your school, and you have been asked to handle a case where one of the students is wrongly accused. Write a dialogue of this scene.
2. Deligent construction company has recently run a job advert in one of your daily newspapers.
 - a) Write an application responding to this job advert.
 - b) Write a curriculum vitae that you hope to attach onto your application letter.