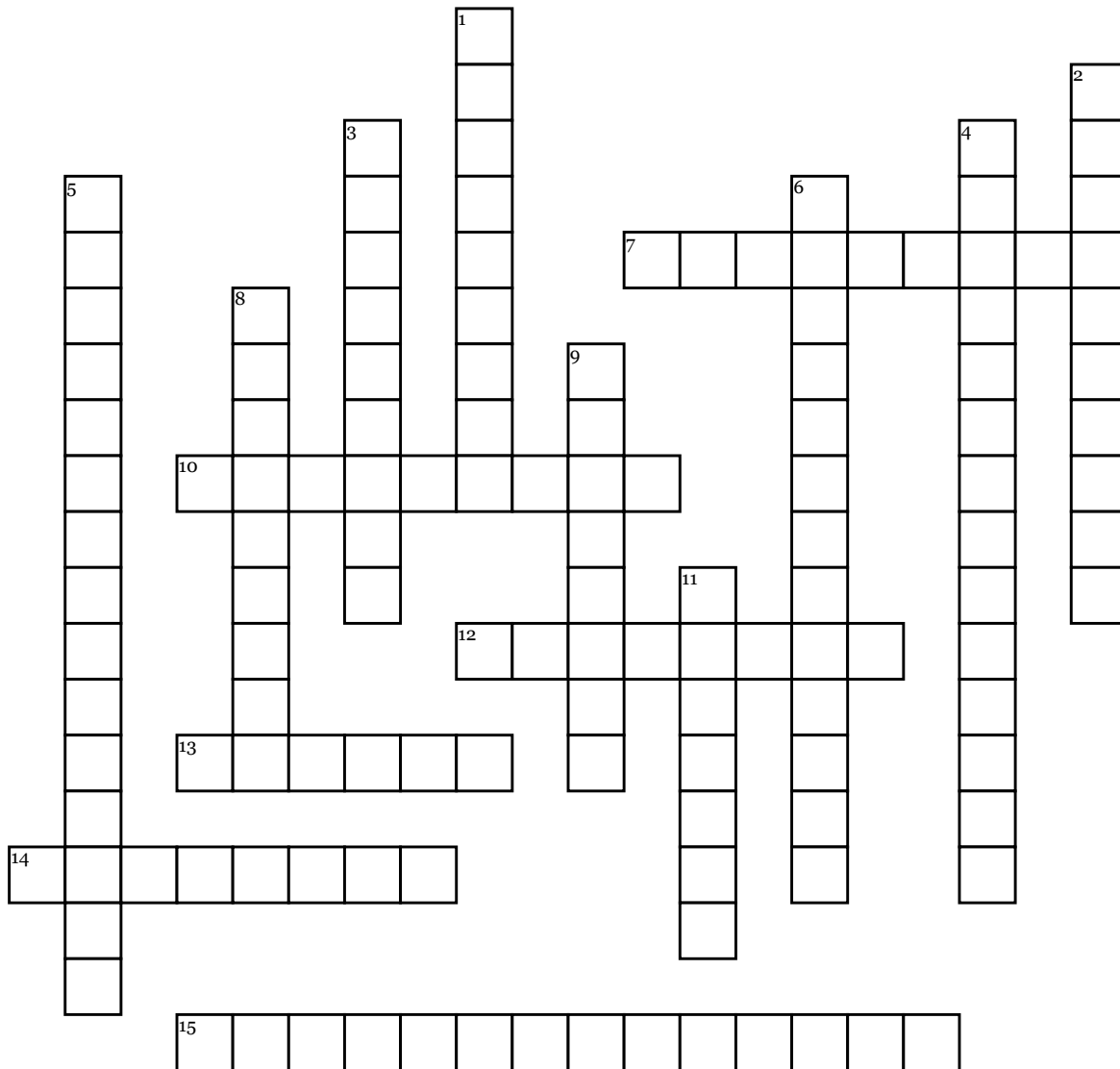


Name: \_\_\_\_\_

Date: \_\_\_\_\_

# Career Readiness Skills



## Across

**7.** a formal meeting between an employer and job applicant about a job opening

**10.** amount of money taken from an employee's gross pay for taxes, insurance, Social Security, and other benefits

**12.** the person who hires someone to do a job

**13.** the amount of a paycheck after the deductions are taken out

**14.** a person who works with you

**15.** treating someone unfairly because of his or her race, religion, or sex

## Down

**1.** a person applying for a job

**2.** a resource that involves communicating information with others

**3.** an action or series of actions determined by an employer for a specific process

**4.** extras provided by employers (other than wages)

**5.** the tool employers use to find out basic information about job applicants

**6.** notices that employers put in the classified section of the newspaper describing their job openings

**8.** a person who will give a favorable report of a job applicant to the employer

**9.** the total amount of an employee's earnings before deductions are taken out

**11.** any information about possible job openings