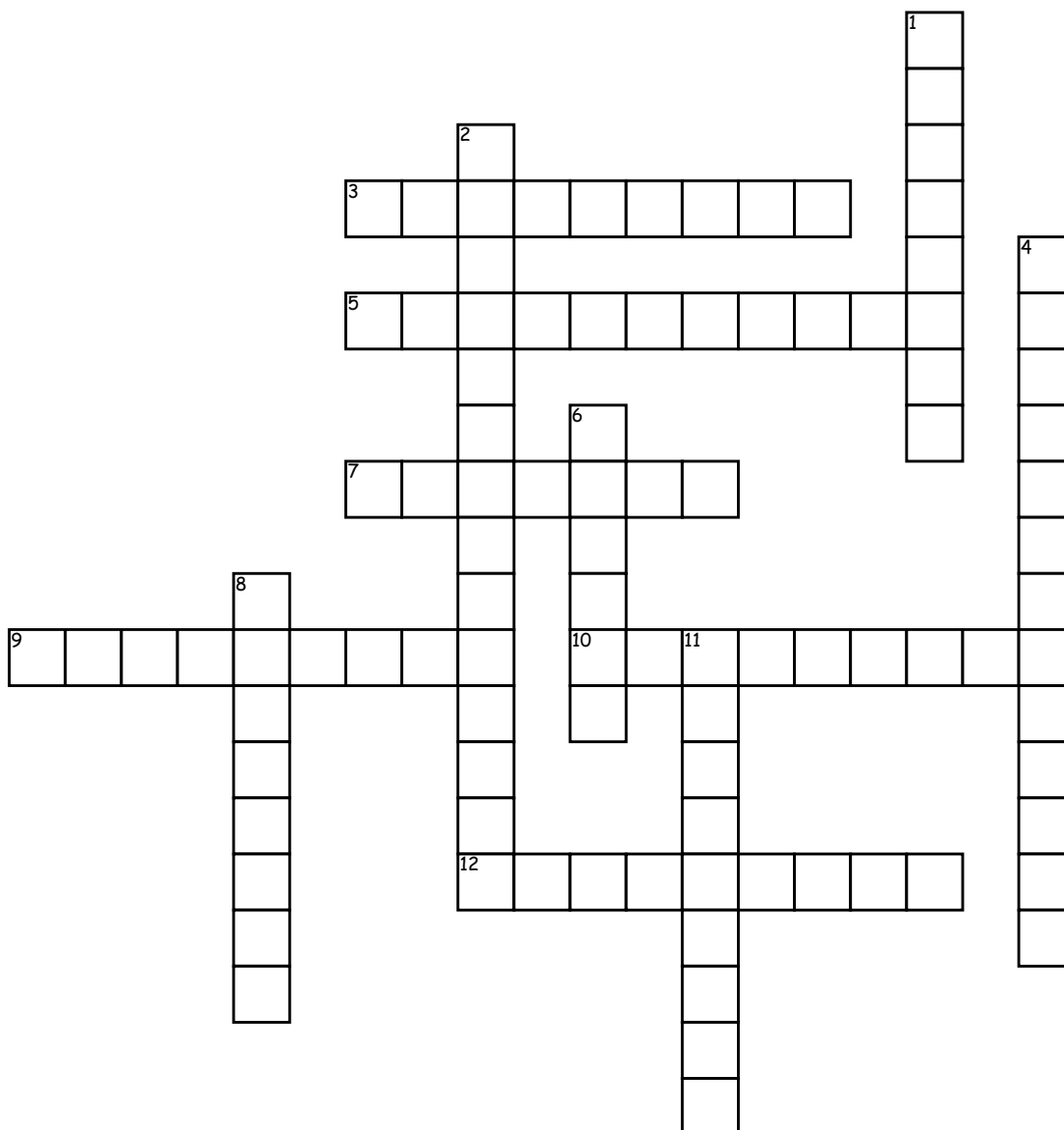


Name: _____ Date: _____ Period: _____

Unit 6 Employment Skills



Across

3. rules of behavior in the workplace

5. being on time for work

7. any information about possible job openings

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

10. a person applying for a job

12. to eliminate unwanted applicants

Down

1. the person who hires someone to do a job

2. extras provided by employers (other than wages)

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

6. the amount of a paycheck after the deductions are taken out

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

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