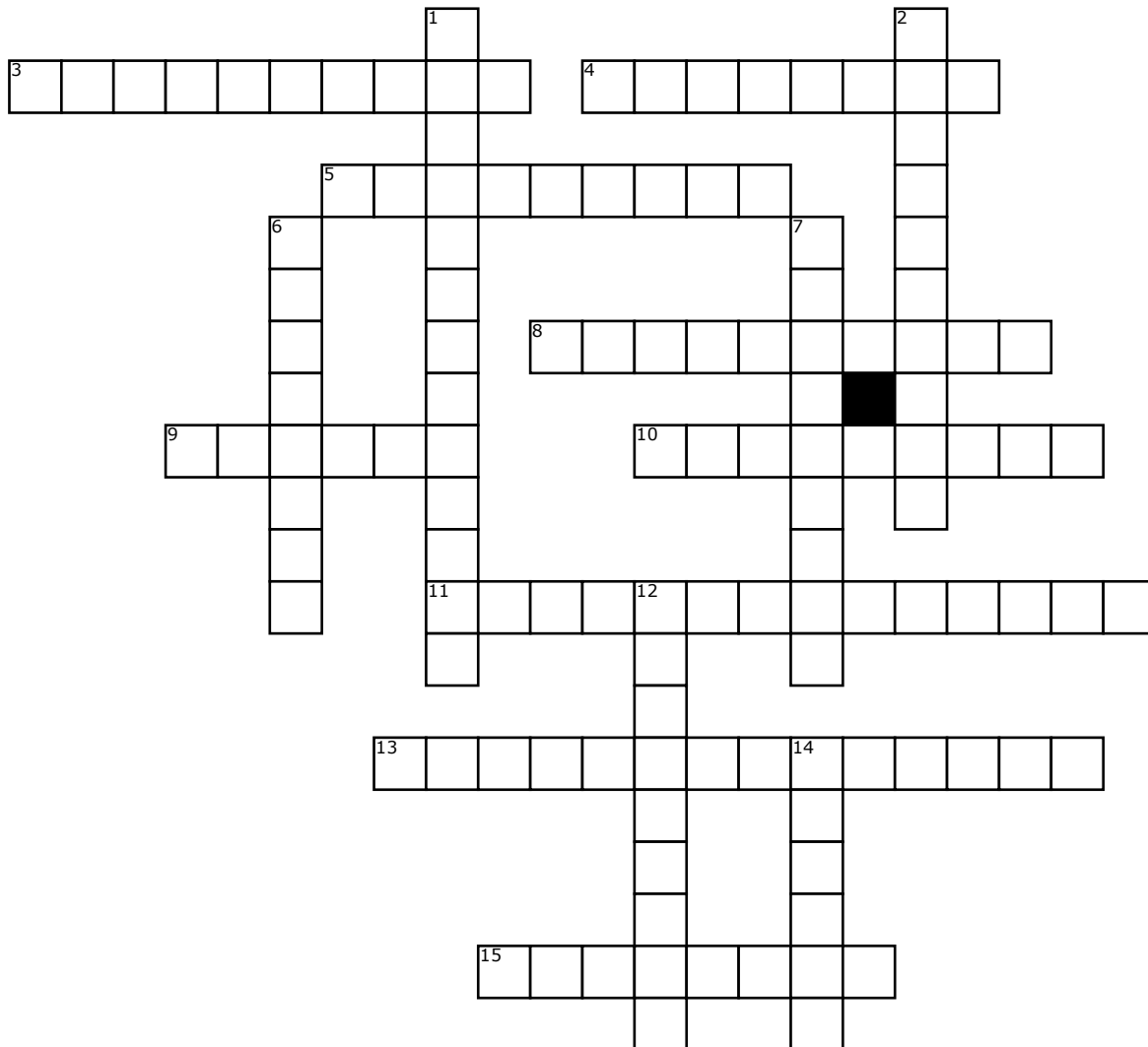


Name: _____

Date: _____

Workforce Terminology



Across

- 3.** A set way of performing tasks normally determined by the employer
4. A person who works with you
5. An individual applying for a position
8. A gathering or resource that involves communicating information with others
9. A document that describes an individual's education, skills and experience.

10. This process is used to reject unqualified applicants

11. Treating someone unfairly because of their race, religion or gender

13. These are extra companies offer to lure and retain employees

15. Being on time for work

Down

1. Notice employers place in newspaper ads, job boards and internet describing job openings

2. Monies taken from an employee's gross pay (taxes, insurance, social Security and other benefits)

6. The total amount of ones earnings before deduction are taken out

7. Ones behavior or how hard you work

12. Someone that can give an account about your abilities and skills or work ethic

14. The amount of ones paycheck after deduction are taken out