

**Across →:**

- 1 Your most important qualifications are your (2 words) ...  
 5 When it's easy for you to react fast to different situations, you're very ...  
 7 the process of learning in schools or colleges: ...  
 9 place where you can get fuel for your car / motorbike (2 words): ... ..  
 11 to send sth. with a letter or an email (as an attachment): ...  
 14 you should ... the phone when it rings.  
 15 a person / company who can tell others how you did, e.g. at work experience or at school: ...  
 16 sth. you send with your CV, to give extra information on your job qualifications (2 words): ...

**Down ↓:**

- 1 if you like doing sth. very much, you're ... on sth.  
 2 person who works in a shop and sells things to customers (2 words): ... ..  
 3 place in a shop where you can try on new clothes (2 words): ...  
 4 sb. who has a lot of energy and is very active is ...  
 6 sth. that you have done successfully, especially using your own skills, is an ...  
 8 important and useful to people in a certain situation: ...  
 10 if you are looking for a job, look at the ...s in the newspapers or online  
 12 place in a shop where you pay for what you buy (2 words): ... ..  
 13 right or appropriate for a particular situation: ...