

NQ 5 - Adapted SQA 2010

You are preparing an application for the job advertised below.

Guardería Escuela Infantil

Calle González, 7, Zaragoza.

Necesitamos **auxiliares** para ayudar a los niños y a sus maestros durante la temporada del verano.

Escribir al Director de la Escuela .

To help you to write your e-mail, you have been given the following checklist of information to give about yourself and to ask about the job.

You must include all of these points:

- Personal details (name, age, where you live)
- School/college/education experience until now
- Skills/interests you have which make you right for the job
- Related work experience
- When you will be available for interview and to work.
- Your experience of dealing with children.

Use all of the above to help you write the e-mail in Spanish. The e-mail should be approximately 120–150 words. You may use a Spanish dictionary.

20 marks

[END OF QUESTION PAPER]