



General Certificate of Secondary Education
January 2017

Centre Number

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Candidate Number

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Learning for Life and Work: Modular

Unit 5
Employability

[GLW61]

MV18

FRIDAY 6 JANUARY, AFTERNOON

Time

45 minutes, plus your additional time allowance.

Instructions to Candidates

Write your Centre Number and Candidate Number in the spaces provided at the top of this page.

You must answer the questions in the spaces provided.

Complete in black ink only.

The insert (containing **Source A**) is to be used for Questions **4** and **5** in **Section B**.

Answer **all** questions in this paper.

Information for Candidates

The total mark for this paper is 40.

Quality of written communication will be assessed in Questions **4** and **5**.

Figures in brackets printed at the end of each question indicate the marks awarded to each question or part question.

Section A

Answer **all** questions in this section.

This question is about issues of self-employment and sources of support.

1 (a) Name **one** source of finance available to an entrepreneur. [1 mark]

(b) Identify and explain **one** reason why a person would prefer to own their own business rather than being an employee. [2 marks]

(c) Identify and explain **one** reason why an entrepreneur should be aware of competition. [2 marks]

This question is about rights and responsibilities of employers and employees.

2 (a) Name **one** financial reward an employee may receive from their employer if they meet their responsibilities at work. [1 mark]

(b) Explain **one** reason why an employer should make an employee aware of emergency exits in the workplace. [2 marks]

(c) Explain **one** reason why it is important for an employee to meet deadlines in the workplace. [2 marks]

This question is about recruitment and selection practices for employment.

3 (a) Name **two** places a person can get information about job vacancies. [1 mark for each place]

1. _____

2. _____

(b) Identify **and** explain **two** reasons why it may be necessary for an employee to change their job. [2 marks for each reason]

1. _____

2. _____

(c) Identify **and** explain **two** reasons why a job applicant would need to update their Curriculum Vitae (CV).
[2 marks for each reason]

1. _____

2. _____

Section B

Answer **all** questions in this section.

4 Read **Source A** and use it to help you answer this question.

(a) Explain what is meant by

(i) team-work [2 marks]

(ii) a mock interview [2 marks]

THIS IS THE END OF THE QUESTION PAPER

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Question Number	Marks
1	
2	
3	
4	
5	

Total Marks	
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Examiner Number

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Source A

Insert: Employability

For use with Questions 4 and 5.

Source A

Employees At Work

Many businesses employ workers to work in a team. This can motivate employees to produce their best. At times employees may get the chance to apply for promotion and usually they will have to attend an interview if they are shortlisted. They may decide to put themselves through a mock interview if they are shortlisted by the panel.

All employers must ensure that they provide a duty of care to their employees. The workplace should always be a healthy and safe environment for the employees to work in. They are usually trained in all aspects of health and safety as well as being provided with the opportunity to update their skills and thus lead to better job satisfaction. However, training can lead to stress for the employee and on occasions, leave them unable to cope with extra responsibility.

Source: Chief Examiner