



General Certificate of Secondary Education  
January 2018

Centre Number

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Candidate Number

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# Learning for Life and Work: Modular

Unit 5  
Employability

[GLW61]

MV18

FRIDAY 5 JANUARY, MORNING

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## 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.**

**Do not write on blank pages.**

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 recruitment and selection practices for employment.**

- 1 (a) Name the term used to describe training carried out in the workplace. [1 mark]

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- (b) Identify **and** explain **one** reason why a job applicant would be required to list their qualifications on an application form. [2 marks]

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- (c) Identify **and** explain **one** reason why a job applicant should carry out research on the employer's business before attending an interview. [2 marks]

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**This question is about the impact of globalisation on employment.**

**2 (a)** Name the term used to describe the pairing of towns and cities across the world. [1 mark]

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**(b)** Explain **one** reason why a business may need to employ extra workers. [2 marks]

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**(c)** Explain **one** reason why transporting goods may present problems to businesses trading abroad. [2 marks]

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

**3 (a)** Name **two** sanctions an employee could face if they don't meet their responsibilities in the workplace.

[1 mark for each]

1. \_\_\_\_\_

2. \_\_\_\_\_

**(b)** Identify **and** explain **two** reasons why employers must ensure that their workplace is healthy and safe for their workers. [2 marks for each]

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(c) Identify **and** explain **two** reasons why the Disability Discrimination Act is important to an employer.  
[2 marks for each]

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 **two** reasons why employers would expect their workers to be punctual in the workplace at all times.

[2 marks for each]

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





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**THIS IS THE END OF THE QUESTION PAPER**

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For Examiner's use only	
Question Number	Marks
1	
2	
3	
4	
5	
<b>Total Marks</b>	

Examiner Number

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*Rewarding Learning*

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**Source A**

## **Insert: Employability**

**For use with Questions 4 and 5.**

### **Source A**

#### **Employment and Technology**

Employers usually interview job applicants in order to assess whether or not they are suitable for the job. They value punctuality in their employees at all times throughout the day so that all deadlines are met in the workplace.

The use of new technologies in the workplace can certainly improve communication, but can lead to fewer workers being employed.

**Source: Chief Examiner**