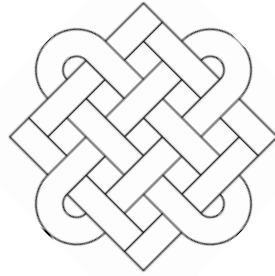


NEMZETI KÖZSZOLGÁLATI EGYETEM

Államtudományi és Közigazgatási Kar
Közigazgatási Szaknyelvi Vizsgaközpont

Közigazgatási Szaknyelvi Vizsga



Question Paper & Answer Sheet

WRITING

LEVEL B1

 Time: 60 minutes

- Answer every question.
- You must not speak to other candidates.
- You may use a non-electronic dictionary.
- Use a black or blue pen.



TASK 1- FORM COMPLETION


You work for the Ministry of Innovation and Technology. You have recently participated in an international conference.

 **Fill in the feedback form with the missing details. Answer questions 1-3 in 30-40 words.**

FEEDBACK FORM	
Digital Transformation of the Public Sector Conference	
Organisation details	
Your organisation	Ministry of Innovation and Technology
City	Budapest
Country	Hungary
Feedback	
<u>Underline</u> the presentations you liked the most	Digital public governance The identification of citizens and users <u>E-services for citizens</u> Cloud computing in the public sector Big data in the public sector Cybersecurity - future challenges
Why did you like the presentation?	
How can your country/organization benefit from the ideas?	
What public administration topic would you be interested in next year? Explain why.	

TASK 2 – FORMAL EMAIL

You are a university graduate at NUPS. You would like to apply for traineeship at the European Commission.

 **Write an application email in 120-150 words. Include the following points:**

- why you want to apply;
- your qualifications and previous work experience;
- special skills.

From: l.kovats@uni-nke.stud.hu
To: ec.traineeship@ec.eu
Subject: Application
