

HANDOUT ACTIVITIES

VOCABULARY

DIRECTIONS: Complete the sentences with the correct word from the word bank.

employee	hire	employment agency	quit	willing
interview	customer	schedule	employer	dress code

1. This company has a strict _____ to help employees choose their clothes.
2. We hired an _____ to help us find the right candidate for the position.
3. I will _____ my job because I found a new one.
4. Our _____ is very generous with us; he pays us really well.
5. They are great workers; they are always _____ to help out our customers.
6. When you work in a call center, you learn that your most important concern is to satisfy your _____.
7. He is very good in his work; he will be the _____ of the month.
8. After my _____, the manager told me that I will begin next week.
9. My office will _____ some new workers to fill new positions.
10. She has a very nice _____; she only works three days a week.