

Outcomes unit 1

Vocabulary Collocations

5. Circle the phrase that doesn't collocate with the word on the left

1. **priority** make it a ~ my main ~ manage a ~ agree on what the ~ is
2. **interview** have an~ for a job attend ~ training a phone ~ the ~ went badly
3. **contract** (not) be a ~ have (got) a temporary ~ sign the~ my ~ ends
4. **training** need more ~ agree a new ~ give ~ get basic ~
5. **job** apply for a ~ need more ~ lose my ~ have a well-paid ~
6. **project** work on a new ~ a big ~ launch a new ~ go to a ~
7. **staff** friendly and efficient ~ employ new ~ a positive ~ train the ~
8. **meeting** arrange a ~ a part-time ~ have a staff ~ go to a ~

Vocabulary Collocations

7. Complete the sentences with a suitable word from exercise 5.

1. Business is really good and we're expanding, so we need to employ new _____.
2. Jenny's working on a new _____ at the moment. She's designing an advert for a software company.
3. Can you arrange a _____ with a major bank, in tech support.
4. Paola's got a temporary _____ with a major bank, in tech support.
5. This company makes it a _____ to offer staff regular training courses.
6. Lans has a well-paid _____ with a law-firm in the city.
7. Henri thinks his phone _____ for the job of project manager went well.
8. If the company accepts you, you get basic _____ before they send you out in the field.

Language note job versus work

Use *job* (countable noun) to talk specifically about what a person does. *I have a new job as an accountant.*

Use *work* (uncountable noun) to talk in general about something you are doing. *I'm doing some work at the moment, so we'll talk later.*

Reading

9. Which job(s) require(s) someone who:

1. speaks a foreign language?
2. has a previous work experience?
3. will work for no money?
4. does not want to work full time?
5. likes working with dogs?
6. wants to choose when they work?
7. is happy to work six days a week?
8. is happy working with the public?

and

and

A.

Volunteer Hosts

Are you a science student, or someone who cares about the oceans? Perhaps you want to become a marine biologist. If so, would you like to get some useful work experience?

The National Marine Aquarium is looking for volunteer hosts to give educational talks and answer visitors' questions. Working days and hours can be arranged to suit you.

For further information, email Sally Dunn at sdunn@national-aquarium.com

B.

Groomer required - West London

A smart pet boutique and salon based in West London is looking for an experienced dog groomer. Duties include bathing and drying dogs, as well as grooming their coats.

If you are interested, please contact Julian on 07780 624 356 to arrange an interview.

C.

Part-time housekeeper required for country house - Oxfordshire

Do you enjoy country life? Have you got high standards of cleaning and ironing? A lively family is looking for a friendly, experienced person to work from 8am-1pm, Monday to Friday. Responsibilities include cleaning antique furniture and looking after two dogs three nights a week, and occasionally when the family goes away.

Please contact Mr. Verne on 02384 569 321 for further information.

D.

NANNY NEEDED - GENEVA, SWITZERLAND

A British family living in Geneva is looking for an experienced nanny to help look after two children aged eight and five years old. The mother is a restaurant owner and the father is the head chef. The family lives close to the city centre. They would like the nanny to work mainly in the evenings, with Mondays completely free. This position is suitable for anyone who speaks very good English and French, and loves children.

Reading

10. Complete the sentences with one of the phrases from the box:

work experience
job advertisement
long hours

training session
temporary contract
marketing department

- 1 I work very in a busy department store.
- 2 I'm training to be a computer technician, and I'm getting some in a large company.
- 3 I'm on a at the moment, but I'm hoping to get a permanent position soon.
- 4 I saw your in the local paper, and I'd like to apply for the position.
- 5 Tomorrow's is on time management. I really need this!
- 6 I work in the , and we develop ways to advertise the company's new products.