

PAST SIMPLE



+V₂/V_{ed} +...

I *went* to the cinema yesterday. buy-bought-bought - I bought some milk yesterday.

I *liked* the film.



didn't + V₁ + ...

I *didn't* go to the cinema yesterday.

I *didn't* like the film.

B Complete the verb forms.

Infinitive	Past
1 buy	b <u>ought</u>
2 c _ _ _	cost
3 fly	fl _ _
4 get	g _ _
5 g _ _ _	gave

Infinitive	Past
6 pay	p _ _ _
7 s _ _ _	sold
8 spend	sp _ _ _
9 t _ _ _	took
10 write	wr _ _ _

C Complete the sentences with a past form. Use verbs from exercise B.

- Last month, we ...*bought*... ten new computers for our administrative staff.
- I 'a memo to all reps yesterday.
- He up at 9:00, so of course he was late for the meeting.
- Our company a lot on promotion last year.
- They for everything in cash.
- We back to Zurich with Lufthansa.

Put the verbs in brackets into Past simple

- My friend _____ (prefer) a part-time job when he was at university/
- Our _____ (go) to the USA on business last year.
- She _____ (clean) the hotel room properly.
- Emily _____ (change) a job because she wasn't well-paid.
- He _____ (work) in that bank from 2020 till 2024.
- Thomas _____ (manage) the marketing department.
- They _____ (have) to work with customers' complaints.
- She _____ (learn) to be friendly with team members.
- As a responsible employee, he always _____ (arrive) at the office on time.
- Last week I _____ (buy) a new uniform.

Complete the sentences with one necessary word.

1. I _____ to clean the storeroom at the beginning and at the end of my shifts.
2. I am responsible _____ maintaining a high standard of cleanliness and hygiene throughout the hotel rooms and common areas.
3. I am in _____ of reporting lost and found items and ensuring that they are properly logged and stored for guests to retrieve.
4. I _____ work with complaints
5. I know _____ to solve working problems.