

8. A _____ helps people with legal problems.

- (a) lawyer (b) salesman

9. I will write a _____ to ask for the job.

- (a) letter (b) report

10. The company had _____ because they didn't sell enough products.

- (a) a loss (b) a department

11. She has a _____ and works only in the afternoons.

- (a) part-time job (b) full-time job

12. My _____ is being a teacher.

- (a) profession (b) store

13. The job has good _____, so I can get a better position later.

- (a) promotion prospects (b) goods

14. You need the right _____ to get this job.

- (a) qualifications (b) working conditions

15. The _____ at the front desk answers calls and greets people.

(a) receptionist (b) lawyer

16. You should include _____ from your past jobs when applying.

(a) references (b) goods

17. I _____ the manager and tell him what happens each day.

(a) report to (b) purchase

18. I _____ organizing the files in the office.

(a) am responsible for (b) store

19. My monthly _____ is very good.

(a) salary (b) letter

20. The _____ convinced me to buy the new phone.

(a) salesman (b) manager

21. Being a plumber is a _____ because it needs special training.

(a) skilled job (b) loss

22. She owns _____ that sells clothes.

(a) a store (b) a letter

23. The _____ fixed the broken machine.
(a) technician (b) lawyer
24. I need _____ new shoes for school.
(a) to purchase (b) to report
25. They _____ the products in a big warehouse before selling them.
(a) store (b) earn money
26. The _____ here are good; we have nice offices and flexible hours.
(a) working conditions (b) promotion prospects
27. They will _____ two new workers next week.
(a) hire (b) quit
28. The _____ is in charge of the whole department.
(a) manager (b) receptionist
29. She decided to _____ her job and start a new career.
(a) quit (b) apply