

**LISTENING**

1 **Track 02** Listen to five recordings and choose the correct answers.

**Text 1** Robert says that his interview went badly because

- a he didn't prepare for it at all.
- b he didn't expect to do any tests there.
- c he didn't know much about the company.

**Text 2** How long is the break going to be?

- a 15 minutes
- b 30 minutes
- c an hour

**Text 3** What does Peter complain about the most?

- a his salary
- b the working hours
- c the atmosphere

**Text 4** The advertisement is mainly aimed at students who need

- a a part-time job during their studies.
- b a full-time job after leaving university.
- c a seasonal job for the summer.

**Text 5** What is Matt's attitude to his job?

- a He'd prefer to be self-employed.
- b He'd like to do more challenging work.
- c He doesn't like the company culture.

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**READING**

2 Read the text and complete the email in Polish.

**An art student or a businesswoman?**

Lilly Mitchell is a successful jewellery maker who has turned her hobby into a business.

**Interviewer:** How did your business start?

**Lilly:** Well, I've always been quite creative, so I actually started making my own jewellery while I was still at secondary school. Of course, I didn't have the money or skills to work with gold or silver back then, so I had to use cheaper materials like beads, pieces of wood or metal. My friends must have liked my accessories because some of them asked me to make something for them, too. That's how it all began.

**Interviewer:** How do you advertise your products?

**Lilly:** To begin with, it was mostly by word of mouth. You know, friends telling each other about the jewellery and then contacting me to place an order. I used to do everything on my own but now I employ three other people, so it means we can handle more orders. We now rely mostly on our website to help promote the idea of wearing cheap, but interesting, hand-made jewellery.

**Interviewer:** I imagine it can't have been easy to combine work with your studies?

**Lilly:** After starting my university course, I worried a lot, thinking it'd be difficult to manage both things at the same time. I didn't have a lot of free time back then, so I didn't do much in the way of business. But as soon as I got used to my study schedule, I started working on the jewellery again.

**Interviewer:** What advice would you give to young people who want to start their own business?

**Lilly:** Honestly, I don't think I'm in a position to tell people how they should do that! I'd probably say that, although the idea behind a business is very important, what really counts is having passion for what you do. So, if you've got an idea, don't be afraid to give it a go.

Cześć Kasiu,

pamiętasz naszą rozmowę o planach na przyszłość i o pomyśle założenia wspólnie firmy? Właśnie przeczytałam ciekawy wywiad z Lilly Mitchell, która sprzedaje ręcznie robioną biżuterię. Lilly zaczęła się tym zajmować, gdy była 1. Na początku nie miała ani pieniędzy, ani umiejętności, by używać srebra i złota, więc robiła biżuterię z tanich materiałów: koralików, 2. Początkowo informacje o jej produktach przekazywane były 3, a Lilly sama się wszystkim zajmowała. Teraz, żeby poradzić sobie z większą 4, zatrudnia trzy osoby. Gdy zaczęła studia, trudno było jej pogodzić pracę i naukę, ale jak tylko przyzwyczaiła się do planu zajęć, zaczęła znów robić biżuterię. Lilly twierdzi, że we własnej działalności ważny jest oczywiście 5, ale najbardziej liczy się pasja.

Może uda nam się zrealizować nasze plany?

Do zobaczenia jutro!

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#### LANGUAGE FUNCTIONS

##### 3 Translate the Polish parts of the sentences into English.

- 1 The job \_\_\_\_\_ (wiąże się z pracą w) weekend.
- 2 What has been your \_\_\_\_\_ (największe osiągnięcie) so far?
- 3 I would like to \_\_\_\_\_ (ubiegać się o stanowisko) junior office assistant in your company.
- 4 \_\_\_\_\_ (Jedną z moich mocnych stron) is organising events such as sports competitions.
- 5 \_\_\_\_\_ (Mam doświadczenie w pracy z) primary school children.

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#### VOCABULARY

##### 4 Complete the sentences with the correct words.

What do you call somebody who ...?

- 1 looks after young children \_\_\_\_\_
- 2 is a doctor and operates on people in hospital \_\_\_\_\_
- 3 is a member of an army \_\_\_\_\_
- 4 checks and corrects texts before they are published \_\_\_\_\_
- 5 looks after a company's money \_\_\_\_\_

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##### 5 Complete the sentences with the missing words. The first letters have been given.

- 1 In my job, I often have to d\_\_\_\_\_ with people who need legal advice.
- 2 My friend didn't like her job, so she decided to q\_\_\_\_\_ after a few weeks.
- 3 He often works o\_\_\_\_\_, so he gets home late in the evening.
- 4 I'd like to follow a c\_\_\_\_\_ in one of the caring professions.
- 5 What does she do for a l\_\_\_\_\_?

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##### 6 Complete the sentences with the correct form of the words in the box. There are three extra words.

promote	responsible	politics	pay	represent	weak	account	library
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- 1 I couldn't work as a(n) \_\_\_\_\_. I hate doing mathematical calculations and working on the computer all the time.
- 2 The job offers good \_\_\_\_\_ opportunities, so you may get a higher position soon.
- 3 The job isn't very well \_\_\_\_\_, only £8 an hour, but it'll give you a lot of satisfaction helping other people.
- 4 In a higher position, you earn more but you also have much more \_\_\_\_\_.
- 5 My brother works as a sales \_\_\_\_\_ for a medical company.

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## GRAMMAR

7 Complete the sentences with the correct form of the verbs in brackets. Use the present perfect simple or present perfect continuous.

I'm a teacher and this week has been a very hard one for me. Since last week, I 1 \_\_\_\_\_ (correct) my students' notebooks, but I 2 \_\_\_\_\_ (check) only about half of them so far. I 3 \_\_\_\_\_ (not answer) all the emails from my students yet. Not enough time! Also, for the last few weeks, some students from my class 4 \_\_\_\_\_ (prepare) for a performance for a school ceremony next week. One problem is that Robbie, our main actor, 5 \_\_\_\_\_ (not learn) his role properly yet!

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8 Complete the sentences with the correct form of the verbs in brackets. Use the correct past modals of deduction.

- 1 Diana's phone is on the table and mine is gone. She \_\_\_\_\_ (take) my phone instead of hers, they are very similar.
- 2 You \_\_\_\_\_ (see) Rick in the street. It's impossible. He now lives by the seaside.
- 3 They \_\_\_\_\_ (go) for a holiday. It's possible, they'd been planning it for weeks.
- 4 He \_\_\_\_\_ (read) the book very carefully as he knows all the details!
- 5 I have no idea how he found out about the party. Lisa \_\_\_\_\_ (tell) him, but I'm not sure.

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## ENGLISH IN USE

9  Choose the answer which means the same as the underlined phrase.

- 1 He's been doing the project since last month.
  - a He started work on the project last month.
  - b He was working on the project last month.
  - c He isn't working on the project this month.
- 2 The company was restructuring things so some staff members changed jobs.
  - a got promoted
  - b found different jobs
  - c lost their jobs
- 3 She hasn't had a holiday since July.
  - a She didn't go on holiday in July.
  - b She last went on holiday in July.
  - c She isn't going on holiday in July.
- 4 I consider myself to be reliable.
  - a I would like to be
  - b I promise to be
  - c I believe I am
- 5 Ellen has been in charge of the sales department since last month.
  - a the boss of
  - b a team member of
  - c trying to find employment with

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## WRITING

## 10 Read the instructions and do the writing task.

Biuro turystyczne poszukuje pracownika na stanowisko przewodnika wycieczek (*tour guide*). Napisz list motywacyjny (100–150 słów), w którym zrelacjonujesz swoje dotychczasowe doświadczenie w pracy z ludźmi oraz przedstawisz swoje mocne strony, które pomogłyby Ci wykonywać taką pracę.

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