

4C Phrases about work

1 4.11 Match the phrases with the pictures. Listen and check.

agree a salary apply for a job get a job offer
get a pay rise get a promotion have an interview
leave a job see a job advert start work write a CV

2 Complete the sentences with the correct form of the verbs from exercise 1.

- I would like to _____ for the job of assistant manager.
- I'm so bored at work. I _____ my job in January.
- My husband _____ a pay rise last week so we're going to buy a flat.
- It looks like a fabulous new job. When do you _____ work?
- I _____ a job advert in the paper last week. It looks really interesting!
- My sister _____ a promotion to company director. We're all very pleased.
- All the new jobs will be advertised next month. I need to _____ a CV.
- I _____ three job offers in one week! I'm not sure what to do!
- She can't go to the meeting on Tuesday. She _____ an interview for a new job.
- The interview went well and I want the job, but we can't _____ a salary.

3 4.12 Match 1–8 with a–h to make expressions. Listen and check.

- see _____ a interested in a career in ...
- send _____ b a degree in ...
- have _____ c on a training course
- go _____ d an interview at any time
- be _____ e for a salary between ...
- look _____ f as an intern
- attend _____ g a CV, an application form
- work _____ h an advertisement, an advert

4 Complete the letter with the words in the box.

degree interview advertisement salary application career

Dear Sir/Madam
I saw your 1 for the job of Software Engineer and I'd like to apply. I am sending you my CV and an 2 form.

I have a 3 in Information Technology and am very interested in a 4 in software development. I am looking for a 5 between £30,000 and £35,000 and I can attend an 6 any time in the next two weeks.

I look forward to hearing from you.

Kind regards

Chloe Maxwell



FUTURE: GOING TO

Positives, Negatives and Questions

• Write the sentences below using 'going to'.

1. He will get on a train. He is going to get on a train.
2. Will they arrive? _____
3. They won't watch TV. _____
4. I will go shopping. _____
5. She won't travel. _____
6. They will study English. _____
7. Will you be at work? _____
8. I won't eat lunch. _____
9. They won't be late. _____
10. Will we be late? _____

Present continuous used as future.

• Fill in the blanks below to complete the sentences. Use the words in the above boxes.

1. Sam (have lunch) is having lunch at the cafeteria tomorrow.
2. (A) you (fly) to Dubai next week? (B) Yes, I _____.
3. Mrs. Perkins (give) her students a test in a few days.
4. Hurry! The train (leave) in ten minutes!
5. I (get up) very early tomorrow morning, at five o'clock.
6. (A) John (come) to the party? (B) No, he _____.
7. I (go) to a shopping mall this weekend.
8. No, we (go out) on Friday. We are staying home.
9. Tomorrow is Saturday! I (sleep) late!
10. I (play) football tomorrow afternoon at two-thirty.
11. Sally, turn off the TV! We (eat) dinner soon.
12. No, we (have) a meeting today. It's at three o'clock.