

**1 Sara – Retail Buyer**

I work for a supermarket chain. My job **involves** buying prepared salads and vegetables from local and national *suppliers*. I also **take part** in different logistics projects. For example, at the moment we're working with an external *consultant*. He's looking at ways to get our salads and vegetables to the supermarket shelves more quickly.

**2 Benjamin – Public Relations Officer**

I work for the police, but I'm not a policeman. A lot of my work **consists of** answering questions from journalists when the police are in the news. I'm also **involved in** a new project to attract new people to the police force. For this, I'm working with senior police officers and with outside *employment agencies*.

**3 Heidi – Occupational Psychologist**

I'm self-employed. Basically, I **deal with** problems of relations between *staff*. At the moment, for example, I'm doing a study on virtual teamwork for one of my industrial *customers*. They work with many *sub-contractors* all over the world, and their managers want to communicate better with their *colleagues* abroad. I work a lot with *training organizations* which provide the courses my customers need.

**3** Read the text again and complete the table.

Which person or people ...	Sara	Benjamin	Heidi
work(s) on problems of communication?			
work(s) with people outside the company?			
work(s) with products?			
works with companies, but not for a company?			

**4** Work with a partner. Match the words in *italics* in the text to definitions a–h.

- a companies which sell their products to you \_\_\_\_\_
- b organizations which find new employees for you \_\_\_\_\_
- c companies which do work for you which you can't do yourself \_\_\_\_\_
- d people who work in the same company as you \_\_\_\_\_
- e organizations which offer courses to company employees \_\_\_\_\_
- f a person from outside a company who gives expert advice \_\_\_\_\_
- g companies which buy your products \_\_\_\_\_
- h all the people who work for a company \_\_\_\_\_

