

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 advertized 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.

- | | |
|----------------|---------------------------------|
| 1 see _____ | a interested in a career in ... |
| 2 send _____ | b a degree in ... |
| 3 have _____ | c on a training course |
| 4 go _____ | d an interview at any time |
| 5 be _____ | e for a salary between ... |
| 6 look _____ | f as an intern |
| 7 attend _____ | g a CV, an application form |
| 8 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



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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

- 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 tomorrow.