

Topic vocabulary

A Choose the correct answer.

- Bob joined the about six years ago.
A ambition B fame C pension D company
- We lost £10 million last year because of the workers' over money.
A strike B department C colleague D tax
- I'm sure it's good to be well known, but isn't everything.
A boss B interview C fame D poverty
- Don't sign the until you've read every word of it!
A industry B contract C staff D profession
- My grandfather stopped working two years ago and now he gets a
A pressure B leader C pension D department
- Charles worked in the same job for almost the whole of his
A colleague B manager C industry D career
- You should be able to save a little money with a/an of €30,000 per year.
A application B income C leader D goal
- Can I introduce you to Isaac, a of mine from work?
A profession B department C colleague D salary

B Complete using a word formed from the letters given.

- I had a lot more responsibility in my job. **I O R V U E P S**
- Why not open one of our new Supersaver bank ? **C S N O A U C T**
- It's always been my to work in advertising. **B T M O I I A N**
- Frank left university and got a job in the computer **D Y T U R S I N**
- The family lived in after Mr Bucket lost his job. **T O Y V E P R**
- His parents left him a lot of money and now Neil is extremely **A E H Y L T W**
- You usually need a degree and some training to join the teaching
O R I O F S P N S E
- All members of here get three weeks holiday a year. **A T F S F**

C Complete using the correct form of the verbs in the box.

deserve • earn • impress • interview • retire • tax

- Isabelle really her manager and soon she was given a better job.
- My dad said that he wants to when he's sixty.
- We everyone who applies for a job before making our decision.
- The government everyone who works and then spends the money on roads, hospitals and things like that.
- Wendy works hard for the company and I think she a more challenging job.
- I read recently that women still less than men for the same job and I don't think it's fair.

Phrasal verbs

D Write one word in each gap.

- 1 A Japanese company has over the place where I work and I might lose my job.
- 2 The boss came into the office when we were laughing and wanted to know what was on.
- 3 Do you think we could the meeting off until next Thursday?
- 4 The computer in my office broke down so they it away to fix it.
- 5 Many of the staff were ill with flu that week, so the director decided to off the meeting.
- 6 I'm tired because I had to up last night to finish some work.
- 7 My car belonged to the company, so when I lost my job I had to it back.
- 8 Janice is thinking of up her own restaurant.

Prepositional phrases

E Match to make sentences.

- | | |
|---|--|
| 1 I'm afraid we're not looking for new workers at | A business a lot of the time so he's never at home for long. |
| 2 They said on the news that bus drivers are on | B strike, so you might need to take a taxi to work. |
| 3 In his new job, Paul is away travelling on | C duty for about eight hours every night. |
| 4 I was quite nervous the first time I was in | D charge of the whole department. |
| 5 Anne works as a security guard and she's on | E the moment, but you could try again next month. |
| 6 My boss said that if I wasn't on | F time for work more often I would lose my job. |

Word formation

F Complete by changing the form of the word in capitals.



He's a
BEG



He's an
ASSIST



It's
SAFE



They're

EMPLOY

He's

RETIRE

She's a police

OFFICE

G Each of the words in **bold** is wrong. Write the correct word.

- 1 The manager told me I was too **boss** and that I should discuss things with my colleagues rather than telling them what to do all the time.
- 2 Being a firefighter is a very stressful **occupy**.
- 3 It takes a lot of hard work to be **succeed** in this business.
- 4 I wouldn't like to become so **fame** that I couldn't go out in public!
- 5 Kate is 60 next week and she's leaving, so remember to wish her 'Happy **Retire**'.
- 6 It took Ralph a long time to find a new job – he was **employ** for nearly two years.

Word patterns

H Circle the correct word.

- 1 I don't know why but I've always wanted to work **as** / **of** a farmer.
- 2 They want a computer programmer at the office down the road and Fiona has applied **about** / **for** the job.
- 3 I'll look after the office while you're away – you can depend **on** / **with** me.
- 4 My mum is a neurologist, which is a kind **from** / **of** doctor.
- 5 I think it's time for a change. I'm fed up **on** / **with** working here.
- 6 Tessa is responsible **for** / **with** answering the phone and taking messages.

I Write one word in each gap.

- 1 I wanted to become a vet, but the course was too difficult me.
- 2 Roberto got up late and only had ten minutes to get ready work.
- 3 When they informed me the hours I had to work, I couldn't believe it.
- 4 Please be careful my laptop. I need it for work.
- 5 Is it a good idea in the interview to refer your previous job?
- 6 I like working a large company because there are lots of opportunities.