6A Work and careers (1)

1 6.1 Complete sentences 1–11 with the correct form of the words in the box. Listen and check.

be laid off	get a degree	take a training course	get a job
retire	get a promotion	do an internship	
resign	look for a job	learn new skills	get experience
get fired	do a work placement		

1 Mark is so angry with his boss that he's decided to _____. He's leaving at the end of the month.
2 Eighty workers _____ at that company last week. They lost their jobs because the company is losing money.
3 Dan _____ from his last job because he was always late.
4 I'm _____ to learn how to use the company's new software.
5 Two years after he joined the company as an assistant manager, Leo _____. He became the manager.
6 Ed wants to _____ working in a big hotel, so he took a summer job as a receptionist in the largest hotel in Miami.
7 I'd like to _____ when I'm 60 and have a lot of time to enjoy life.
8 Before I can work as a nurse, I need to _____ in nursing, so I'm studying hard, and I hope to get into nursing school in the fall.
9 Sally _____ in a lawyer's office. They didn't pay her a salary, but after six months, they offered her a job.
10 As part of my program, I'm _____ at a design studio. I'm _____ like graphic design.
11 Tim is unemployed, but he is _____ as a salesclerk. I'm sure he'll _____ soon.



2 Choose the correct words to complete the sentences.

1 After she'd been with her company for two years, she got a *work placement / promotion* – she became Sales Manager.
2 Last week, I did *experience / an internship* to learn how to use the new database.
3 When the factory closed down last month, all the workers *got fired / were laid off*.
4 She *got fired / resigned* because she stole a computer from the office.
5 My cousin did *an internship / a job* for a year in a television company, but, unfortunately, he didn't get a *promotion / job* at the end of it.
6 Jill has found a new job, so she's *resigned / gotten fired* from her old job.

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6B Work and careers (2)

1 6.6 Match the words in **bold** with definitions a–h. Listen and check.

1 I'm **responsible for** digital marketing. ____
2 My company was voted the best **employer** in the region. ____
3 Ian likes traveling. He's had **temporary** jobs in different places. ____
4 Please send a **cover letter** to introduce yourself and say why you're suitable for the position. ____
5 I was **unemployed** for a year before I found a job. ____
6 I work as a waitress, but I'd like a **career** in advertising. ____
7 They pay my **salary** on the first day of every month. ____
8 I work with kids. I love seeing them learn. It's very **rewarding**. ____

a a person or company that employs people
b the occupation you choose for most of your working life
c money you receive for doing your job
d a job that usually lasts a few weeks or months
e a feeling of satisfaction that you've done something useful
f without work
g a document you send with your résumé when you apply for a job
h in charge of

2 Complete the e-mail below with the words and phrases in the box.

full-time	résumé	permanent	application form	well-paid	varied
working conditions	stressful	employees	part-time	manager	

When I finished college, I got a [1]_____ job in a restaurant, just a few days a week. This gave me time to finish a project-management course and look for a [2]_____ job, not a temporary one. The [3]_____ in the restaurant were awful, it was too noisy, and we worked very late. The [4]_____ was terrible too – he always yelled at us.

I thought an office job would be less [5]_____, so I sent my [6]_____ to lots of companies. When I saw an ad for a project manager, I filled in the online [7]_____ and had an interview. I got the job! I love it. No two days are ever the same. It's very [8]_____. It's a small company with only ten [9]_____. We all have [10]_____ jobs so we work 38 hours a week. It's quite a [11]_____ job so I can save a little money every month.

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LIVEWORKSHEETS