Business Result
SECOND EDITION
Pre-intermediate

1- Type "J" on the seven words that are *jobs*, and "O" on the other words.

human resources ____

customer services ____

IT ____

purchaser ____

CEO ____

purchasing ____

director ____

R&D ____

manager ____

accountant ____

logistics ____

technical support ____

finance ____

consultant ____

specialist ____

LIVEWORKSHEETS

2- Type in the correct words to complete the sentences.

Logistics - Purchasing - Finance - IT - Production - Quality Control

1- Bob works in the _____ Department. He checks for defects.

2- Viktor's in the _____ Department. He maintains our computer systems.

3- Mary is responsible for making the products. She works in the _____

Department.

4- Chris is in the _____ Department. She deals with the money.

5- Lee works in the _____ Department. He arranges product transport.

6- Hank buys things from suppliers. He's in the _____ Department.

LIVEWORKSHEETS