

1 VOCABULARY: Employment

A Unscramble the letters to make words.

1 eemloyrp employer

2 gmnaae _____

3 eiofoprssn _____

4 aeerrc _____

5 wigknor orhsu _____

6 aweg _____

7 lyapp _____

8 ccattonr _____

9 eeettirrmn _____

10 eihr _____

11 refi _____

12 lsryaa _____

B Complete the email with the correct form of the words from exercise 1A. The first letter of each word is given to you.

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To: All students

From: President Galarza

Subject: New Work-Readiness Course

The university is now offering a work-readiness course to help any student who is about to graduate and start a new ¹ career. The course is designed to prepare you for any ² p _____ – from architect to accountant. Topics cover how to ³ a _____ for a new position, how to make sure you get a fair ⁴ s _____ or ⁵ w _____, and how to successfully ⁶ m _____ other workers. This course will teach you how to succeed as an employee from the moment you are ⁷ h _____ until ⁸ r _____. Instructors will answer questions about different kinds of ⁹ e _____ and can offer advice before you sign a ¹⁰ c _____. Please visit the university's homepage to sign up.

 **LIVEWORKSHEETS**