

Imię i nazwisko: Klasa:

1 Complete the sentences with the correct words. The first letters have been given.

- Cecilia is a **l** – she advises people on legal matters and represents them in court.
- We were so disappointed with the restaurant service that we didn't give a **t** to the waiter.
- The **d** for applications was set for next Monday. After that day no more applications will be accepted.
- The new employees have to go through a **p** period, during which the company decides if they are suitable for this job.
- We need to call a **p** to have our kitchen sink repaired.
- Chris is a **f** He writes articles for a few newspapers.

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2 Translate the Polish parts of the sentences into English.

- We're looking for someone who can (*pracować pod presją*)
- What do your parents (*utrzymują się*)?
- Emma is a senior manager in a big corporation and she (*zarządza/odpowiada za*) a large team of people.
- Eric's decided to leave his job as there (*nie było żadnych perspektyw rozwoju*) in the company.
- This job sounds perfect for you – you really (*powinieneś się o niego ubiegać*)
- My sister has three children, so she would like (*pracować na pół etatu*) to have more time for her family.
- Before you send your CV, make sure it (*jest aktualne*)

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3 Complete the text with the correct form of the words in brackets.

Garry was very excited that he would soon start working as a (1) (*journal*) in one of the most popular newspaper in the country. There were over two hundred (2) (*apply*), so he was really glad that they invited him for a job interview. The manager who interviewed him was impressed with his (3) (*qualify*). She warned him, though, that at the beginning he would have to do rather simple and (4) (*repeat*) tasks. She said that the job often involved working (5) (*time*) or at the weekends. But Garry was ready for anything – he was fed up with being an (6) (*account*) and he didn't want to be (7) (*employ*), either.

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4 Decide if the sentences are true (T) or false (F).

- When something in the house breaks down, you should call a handyman to repair it. T / F
- Peter is very happy – he has a dead-end job. T / F
- An undemanding job involves little skill or effort. T / F
- A counsellor is the right person to turn to when you need help solving your personal problems. T / F
- An appraisal is a discussion about the profits and losses of a business. T / F

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5 Complete the sentences with the correct words. The first letters have been given.

- After we'd checked in at the hotel, the **d** helped us with our suitcases.
- All employees have to pay some money into their **p** **s** to have some savings when they retire.
- It is a good idea for the applicants to **c** **o** a new company and find out as much information as possible before their job interview.
- Ian was so disappointed with his new job that he decided to **h** in his **n** and leave the company.
- Doctors often work very long hours – they sometimes have to work at night and do the **g** **s**

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TOTAL: / 20 / 30