Unit 1 Extended Task

Now, choose the correct answer and complete the sentences below.

1. _____ is the department that hires new employees.

2. The decision to cancel the meeting was made by the company _____ .

3. Upon arrival, please check in at the _____ and sign your name in the book .

4. Tom used to work in the local _____ of a large bank.

5. You are early. Please wait on the sofa in the _____ .

6. There are over a thousand _____ in the company.

7. All the cleaning supplies are in the _____ .

8. He took out his lunch from the refrigerator in the _____ .

LIVEWORKSHEETS