9 **Write a description of a company and workplace like the one in Exercise 5. Use your own, or the one below. Include information about:**

- locations (offices, factories, warehouses, etc., and countries and/or cities).
- departments and/or divisions.
- facilities in the location where you work.

Company name: Muebles Madali, S.A.		
Head office: Madrid, Spain • sales division • marketing department • example job: Sales Rep • offices – light • canteen and gym	**Factory: Puebla, Mexico** • manufacturing division • production department • example job: Engineer • workplace – noisy • restaurants near the factory	**Warehouse: Alicante, Spain** • distribution division • shipping department • example job: Warehouse Manager • building – modern • canteen

LIVEWORKSHEETS