UNIT 12: MY FUTURE CAREER

A. PHONETICS

your _____.

| 1. Find the word which has a different sound in the part underlined. Read the word aloud. | | | |
|---|----------------------------|---------------------------|-----------------|
| 1. A. chapter | B. chemist | C. cheese | D. ri <u>ch</u> |
| 2. A. nominated | B. polluted | C. provided | D. destroyed |
| 3. A. sociable | B. ocean | C. receive | D. special |
| 4. A. first | B. victim | C. facility | D. notice |
| 5. A. question | B. accommodation | C. information | D. nation |
| 1. Find the word which ha | as a different position of | the main stress in each l | ine. |
| 1. A. capable | B. different | C. difficult | D. delightful |
| 2. A. comfortable | B. commercial | C. generous | D. demonstrate |
| 3. A. heritage | B. waterfall | C. departure | D. separate |
| 4. A. remember | B. government | C. natural | D. chemicals |
| 5. A. experiment | B. assistant | C. sociable | D. equipment |
| Put the words in brackets into the right forms to complete the sentences. Everyone marveled at hisidea of organizing more field trips for students, (object) | | | |
| 2. James received a lot offrom his teachers and friends to become an English teacher in the future, (courage) | | | |
| 3. The new resort doesn't quite come up to residents'(expect) | | | |
| 4. My father is a strictspoil the child", (discipling | | _who always believes in ' | spare the rod, |
| 5. A donation of \$10,000 was made by an anonymous | | | |
| 2. Choose the correct option A, B, C or D to complete the sentences. | | | |
| 1. Before you begin to explore career fields, you should determine your values, your interests and | | | |



| A. possibilities | B. abilities | C. capabili | tties D. probabilities |
|------------------|--------------------------------|------------------------|--|
| 2. I'm really | looking through the 'Situation | ons Vacant' column | because there are 50 applicants for |
| every job. | | | |
| A. fond of | B. bored | C. fed up | D. tired of |
| 3. She is ambiti | ous and wants to | more responsibilitie | es. |
| A. take in | B. take on | C. get to | D. get up |
| 4. He's very | He does his work ve | ery badly. | |
| A. incompetent | B. rash | C. hasty | D. unconscious |
| 5. She is very | She can be relied | on to do her job pro | operly. |
| A. efficient | B. cautious | C. serious | D. conservative |
| 6 is | a person who stops fires bur | ning. | |
| A. Policeman | B. Librarian | C. Firefighter D. | Postman |
| 7. "Never be la | te for an interview, | _ you can get a job | ". |
| A. or so | B. unless | C. if not | D. otherwise |
| 8. I am currentl | y for an opportui | nity to use the skills | I learnt in my college. |
| A. watching | B. finding | C. looking | D. taking |
| 9. Doctors are | responsible for the diagnosi | s, care and | of illness and disease. They also |
| have a role in p | rotecting and improving peo | pple's well-being. | |
| A. treatment | B. cure | C. remedy | D. therapy |
| 10. If you want | to inspire young people thr | ough, a j | job as a primary school teacher could |
| be perfect for y | ou. | | |
| A. learn | B. learning | C. being le | earned D. to learn |
| C. READING | | | |
| 1. Read the pa | ssage and choose the best of | option A, B, C or D | to complete it |
| Do you | ever wish you were mor | e optimistic, some | one who always (1) to be |
| successful? Hav | ving someone around who a | lways (2) | the worst isn't really a lot of fun, we |
| all know some | one who sees a single cloud | on a sunny day and | d says "It looks like rain". But if you |
| catch yourself t | hinking such things, it's imp | ortant to do someth | ing (3) it. |
| You car | n change your view of life, (| 4)to psyc | chologists. It only takes a little effort, |
| and you'll find | life more rewarding as a re- | sult. Optimism, they | y say, is partly about self-respect and |
| confidence, bu | ut it's also a more pos | sitive way of loc | oking at life and all it has to |
| (5) | | | |

#LIVEWORKSHEETS

| Optimists ar | re more (6)to | start new projects and a | re generally more prepared to |
|---------------------|----------------------------|--------------------------|-------------------------------|
| take risks. Upbring | ing is obviously very im | portant in forming your | attitude to the wodd. Some |
| people are brought | up to depend too much | on others and grow up | forever blaming other people |
| when anything (7) | wrong. Most optimists | , on the (8) | hand, have been brought up |
| not to(9) | _failure as the end of the | world - they just(10) | with their lives. |
| 1. A. counted | B. expected | C. felt | D. waited |
| 2. A. worries | B. cares | C. fears | D. doubts |
| 3. A. with | B. against | C. about | D. over |
| 4. A. judging | B. according | C. concerning | D. following |
| 5. A. supply | B. suggest | C. offer | D. propose |
| 6. A. possible | B. likely | C. hopeful | D. welcome |
| 7. A. goes | B. fails | C. comes | D. turns |
| 8. A. opposite | B. next | C. other | D. far |
| 9. A. regard | B. respect | C. suppose | D. think |
| 10. A. get up | B. get on | C. get out | D. get over |

2.Read the text. Then choose True (T)/ False (F)/ NOT GIVEN (NG) statements.

I am interested in this job because I am currently looking for an opportunity to use the skills I learnt in my college. I have recently completed a 16-week part-time accounting course (AAT Level 2Certificate). The course covered book-keeping, recording income and receipts and basic costing. We used a wide range of computer packages, and I picked up the accounting skills easily. I was able to work alone with very little extra help. I passed the course with merit. I believe my success was due to my thorough work, my numeracy skills and my attention to detail. During the course, I had experience of working to deadlines and working under pressure. Although this was sometimes stressful, I always completed my work on time.

Unfortunately, the course did not include a work placement, so I have not practised my skills in a business setting, and I am now looking for an opportunity to do so. I am particularly looking for a job in a small company such as yours, as I believe I will be able to interact with a wider range of people, and as a result, learn more skills. I would like to progress within a company and gain more responsibilities over the years.



Although I do not have work experience in finance, I have experience in working in an office environment. Before starting the accounting course, I worked for 6 months in a recruitment office as a receptionist. My duties involved meeting and greeting clients and visitors, taking phone calls, audio and copy typing and checking stock. I also had to keep the petty cash and mail records. Through this work, I developed my verbal and written communication skills. I had to speak confidently to strangers and deliver clear messages. I enjoyed working in a team environment. I believe the office appreciated my friendly manner and efficient work.

| | TRUE | FALSE | NOT GIVEN |
|---|------|-------|-----------|
| | (T) | (F) | (NG) |
| 1.The candidate has a university degree in accounting | | | |
| 2. The candidate worked with an accounting firm as a receptionist | | | |
| 3. The candidate is familiar with some accounting software. | | | |
| 4. The candidate has worked as part of a team in an office environment. | | | |
| 5. The candidate has experience of record-keeping | | | |
| 6. The candidate has a Maths qualification. | | 1 | |
| 7. The candidate intends to study further accounting course. | | | |
| 8. The candidate believes herself to be a careful worker. | | | |
| 9. Deadlines do not stress the candidate. | | 1 | |
| 10. The candidate is applying for a job in a large firm. | | | |

D. WRITING

1. Rewrite each of the following sentences in such a way that it means exactly the same as the sentences written before it. Use Although/ In spite of/ Despite/ Even though.

| 1. Although Tom was a poor student, he studied very well. | |
|--|-------|
| → In spite of | 98 AN |
| 2. Although she said that she would come, I don't think she ever will. | |
| → In spite | |
| 3. Although she has a physical handicap, she has become a success u | |



| → Despite |
|---|
| 4. In spite of the high prices, my daughter insists on going to the |
| → Even though |
| 5. In spite of his good salary, Jack gave up his job. |
| → Although |
| 2. Choose the correct forms of the verbs given to complete the sentences: |
| 1. Police found the woman to lie/lying dead on the floor. |
| 2. We had arranged to meet/meeting in my office so that we could check the documents. |
| 3. Thank you for invite/ inviting me to come and see you next month. rm already excited about to see/ seeing you. |
| 4. She would like him to wear/wearing a tie because they are going to a concert. |
| 5. I planned to visit/ visiting my parents last week, but they suggested to postpone/ postponing the visit for a week because they haven't finished to decorate/ decorating the spare room. |
| 6. 1 need to know/ knowing the letter. Why don't you let me read/ reading it ? |
| 7. I congratulated Ann on to pass/ passing the exam. She spent a lot of time studying /to study |
| 8. I don't mind to walk/ walking but I'd rather get a taxi. |
| 9. Did 1 really tell you I was unhappy? I don't remember saving/ to say that. |
| 10. They don't have much money. They can't afford to go/ going often. |
| 3. Rewrite each of the following sentences in such a way that it means exactly the same as |
| the sentences written before it. Do not change the word given in any way. |
| They are telling me that I must make a decision soon. (pressure) |
| 2. My sister was offended when she was left out of the English dub. (exception) |
| 3. The English actor Oliver Reed was often rude to people although he was always kind to animals (being) |



| 4. By chance I saw your younger brother yesterday.(happened) | |
|---|--|
| 5. I would like you to help me to put the chairs away. (mind) | |

