

I have a ... called Natalia. I've ... her for about 12 years now. We ... at work. She was a ... of mine at the company where I used to work, and we used to have our coffee breaks at the same time.



keep in touch, argue, got on well, have a lot in common, close friend, lost touch, colleague, known, meet

We ... . Although we don't ... (we have quite different interests). We don't work together any more, and when I changed jobs we ... for a couple of years. But now we ... regularly. We phone each other once a week, and we see each other about twice a month. We don't often ..., only sometimes about films as we have completely different tastes!



### 2 Complete the sentences with the correct form of 'used to' and the verb in brackets.

- 1 She ... (*go*) to the cinema every week, but she doesn't have time now.
- 2 We never ... (*eat out*) but now we go to a restaurant twice a week.
- 3 ... (*you/wear*) a uniform when you went to school?
- 4 I ... (*go*) to the gym three times a week, but not any more. I'm too busy.
- 5 He ... (*not like*) children, but now he's the perfect father.
- 6 He ... (*be*) very patient, but now he's really impatient.
- 7 ... (*they/go*) to the bench a lot when they were kids?
- 8 We ... (*not have*) a long holiday, but this year we're going to the Crimea for six weeks!

staff, experience, profession,  
requires, application, apply, well-paid,  
salary, graduated, fluently, Master's  
degree, offers, Bachelor's degree



My cousin Liza is an interpreter. She gets a good (1)... . Liza speaks English and French (2)... . She studied at the university and travelled a lot. It helped her to improve her language skills, learn more about culture and traditions. Liza has an (3)... of working as an interpreter for seven years.

My older brother Denis is a manager. His job is (4)... . Although it is sometimes difficult to get in touch with him during the day, but his (5)... is very interesting.

First he (6)... from a university where he got (7)... ... in economics. Denis' work (8)... a lot of teamwork. I know he is quite successful. I'm proud of him.

As for me, I am a secretary at a textile factory. We receive many letters of (9)..., because our factory (10)... good work conditions. Next year I am going to get a (11)... ... in psychology and to (12)... for a position of a personnel manager. I know the director needs a person who can help to work with the (13)... .

## Grammar

### 2 Complete the dialogues with the Past Simple or the Present Perfect.

1 **A:** How long ... at university? (*you / be*)

**B:** I ... two years ago. I'm in my third year now. (*start*)

**A:** Do you live with your parents?

**B:** I ... with them for the first two years but I ... into a student hostel last September and I ... there since then. (*live, move, live*)

2 **A:** ... a job yet? (*your brother / find*)

**B:** Yes, he ... work in a hotel. (*just / start*)