

## UNIT 2 &gt; Work

## Lesson 2.1 What do you do?

**Vocabulary A** Match 1-4 with a-h. There are **two** answers for each question.

- |  |   |
|--|---|
| 1 Where are you from? _____, _____     | a I work for a small marketing company. |
| 2 Where do you work? _____, _____      | b I sell electric cars.                 |
| 3 What's your job? _____, _____        | c I'm from Füssen. It's in Germany.     |
| 4 What do you do at work? _____, _____ | d I'm a Sales Manager.                  |
|  | e I'm from Nikko in Japan.              |
|  | f I solve technical problems.           |
|  | g I work as a Production Engineer.      |
|  | h I work for Toyota.                    |

**Communicative grammar B** Choose the correct option.

- 1 She *have / has* meetings.
- 2 I *answer / answers* phone calls.
- 3 He's a barista. He *make / makes* coffee.
- 4 We *write / writes* emails.
- 5 She *manage / manages* a big department.
- 6 Maria *solve / solves* IT problems.
- 7 You *sell / sells* chemical products.
- 8 They *work / works* in the finance department.

**C** Look at the information about Anna Robinson. Complete the text with the correct form of the verbs.

Where are you from?  
I'm from Manchester in England.

What's your job?  
I work as a Sales Manager.

Where do you work?  
I work for a transport company.

What do you do at work?  
I manage my sales team. I have twelve people in the team. I make and answer phone calls, have meetings with clients and write reports.

Anna Robinson is from Manchester in England. She <sup>1</sup> works for a transport company. She <sup>2</sup> \_\_\_\_\_ as a Sales Manager. She <sup>3</sup> \_\_\_\_\_ her sales team. She <sup>4</sup> \_\_\_\_\_ twelve people in the team. She <sup>5</sup> \_\_\_\_\_ and <sup>6</sup> \_\_\_\_\_ phone calls, <sup>7</sup> \_\_\_\_\_ meetings with clients and <sup>8</sup> \_\_\_\_\_ reports.

**D** Choose the correct word.

- 1 I work *as / for / on* a telecommunications company.
- 2 I have meetings *in / on / with* clients.
- 3 I work *as / in / on* the Tokyo office.
- 4 I work *as / for / on* projects for other departments.
- 5 I make designs *for / in / with* the website.
- 6 I'm *for / from / with* Hamburg in Germany.
- 7 I work *as / in / on* the marketing department.
- 8 I work *as / in / on* an IT specialist.

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Lesson 2.2 What does the company do?

Vocabulary A Complete the words.

- 1 Daimler **d**\_\_\_\_\_ and **m**\_\_\_\_\_ cars.
- 2 Santander Bank **p**\_\_\_\_\_ financial services.
- 3 Zalando **s**\_\_\_\_\_ shoes and clothes online.
- 4 British Airways and Qantas **p**\_\_\_\_\_ air transport services.
- 5 LG and Samsung **m**\_\_\_\_\_ electronic products.
- 6 Nintendo and Sony **d**\_\_\_\_\_ computer games.
- 7 Gazprom and BP **s**\_\_\_\_\_ gas and oil.

B

Student A

- Practise saying the numbers in the table. Write the words to help you if necessary.
- In turns, dictate the numbers to your partner. Listen and write the missing numbers.
- Check your answers with your partner.

company	employees	company	employees
Alibaba	66,421	H&M	_____
Apple	_____	Lufthansa	129,424
Bank of China	310,042	Toyota	_____

Student B

Turn your page upside down and follow the instructions.

_____	Toyota	_____	Bank of China
_____	Lufthansa	123,000	Apple
148,000	H&M	_____	Alibaba
employees	company	employees	company

- Practise saying the numbers in the table. Write the words to help you if necessary.
- In turns, dictate the numbers to your partner. Listen and write the missing numbers.
- Check your answers with your partner.

a/an C Complete the sentences with a or an.

- 1 Toyota is \_\_\_\_\_ car company.
- 2 Qatar Airways is \_\_\_\_\_ airline.
- 3 She is \_\_\_\_\_ accountant.
- 4 See you in \_\_\_\_\_ hour!
- 5 They work in \_\_\_\_\_ hotel.
- 6 Barclays is \_\_\_\_\_ bank.
- 7 Dell is \_\_\_\_\_ multinational computer company.
- 8 It is \_\_\_\_\_ Indian company.
- 9 DHL is \_\_\_\_\_ international transport company.
- 10 Amazon is \_\_\_\_\_ e-commerce company.
- 11 I have \_\_\_\_\_ email.
- 12 He works for \_\_\_\_\_ university.

## UNIT 2 &gt; Work

## Lesson 2.3 A week in the life

Communicative  
grammar

**A** Complete the blog about Anton, a Fitness Club Manager. Use the correct form of the verbs in the box.

check   make   not go   not spend   spend   talk   not wear   work

Anton is a fitness club manager. He <sup>1</sup> \_\_\_\_\_ on the computer and <sup>2</sup> \_\_\_\_\_ phone calls every day. But he <sup>3</sup> \_\_\_\_\_ all his time in the office. He walks around the club, <sup>4</sup> \_\_\_\_\_ the equipment and he <sup>5</sup> \_\_\_\_\_ to the staff and the club members. He <sup>6</sup> \_\_\_\_\_ a suit to work, he wears gym clothes. He <sup>7</sup> \_\_\_\_\_ to the club on Sunday. He <sup>8</sup> \_\_\_\_\_ time with his family.

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## Lesson 2.4 Small talk

Using 's and s' **A** Put 's or ' in the correct position.

- 1 Sylvia is Jack manager.
- 2 The two managers offices are big.
- 3 Andrea work is interesting.
- 4 My boss name is Philip.
- 5 the four passengers nationalities
- 6 This is the department coffee machine.
- 7 Where is Charles car?
- 8 Maria sales team travel for work.
- 9 the twenty factory workers jobs
- 10 thousands of clients messages

Speaking **B** Complete the dialogue with the phrases in the box. Then practise the dialogue in pairs.

And you! See you soon.  
 I travel for work and have meetings with customers.  
 I'm in sales.  
 Nice to meet you. I'm Christina.  
 Really? Welcome to the company.  
 Yes, it is. And what about you?

**Philip:** Hi! My name's Philip.

**Christina:** <sup>1</sup> \_\_\_\_\_

**Philip:** Which department are you in?

**Christina:** <sup>2</sup> \_\_\_\_\_

**Philip:** What do you do?

**Christina:** <sup>3</sup> \_\_\_\_\_

**Philip:** That sounds interesting.

**Christina:** <sup>4</sup> \_\_\_\_\_

**Philip:** I'm new. I'm an intern in marketing.

**Christina:** <sup>5</sup> \_\_\_\_\_

**Philip:** Nice talking to you.

**Christina:** <sup>6</sup> \_\_\_\_\_