UNIT A

Revision

1 Careers

VOCABULARY

Choose the best word to complete each sentence.

1 Zoltan decided on his career *move* / *plan* when he was in his first year of university, and amazingly, he followed it until he retired.

2 Rupert hopes to make a *living* / *course* doing freelance consulting.

3 My company has a training programme that offers career *opportunities* / *breaks* to students who have just graduated from university.

4 Helena was very happy with the *bonus* / *progress* she got last month.

5 If you want to climb the career *plan* / *ladder*, you have to be prepared to work very hard.

6 Dominic was very pleased when he earned his first *job* / *commission*.

7 Begonia is ready to make a career *opportunity* / *move*, so she's applying for jobs with other companies.

8 Alicia did *a mistake* / *her best* when she completed her job application.

9 Some companies help their employees take a career *path* / *break* by giving them a few months off without pay.

10 Pietro was 55 years old when he took *early retirement* / *a pension*.

11 Mei-Mei didn't follow the usual career *ladder* / *path* for the CEO of a marketing firm. She started out working as a primary-school teacher.

12 Sharon never felt happy working *overtime* / *extra*.

13 Magnus earns *€60K per year* / *flexitime* in his new accounting job.

14 I wasn't surprised to hear that Dean got *the sack* / *a mistake*, but I feel very sorry for him.

MODALS

Complete each conversation with *can*, *could* and *would*. Use each word once in each conversation.

A: .....[1] I help you?

B: Yes. My name's Heinz Wagner. I'm here to see Martina López.

A: She'll be right out. .....[2] you like a cup of coffee or tea?

B: No, thanks. But .....[3] you tell me where the men's room is, please?

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A: My cousin .....[4] speak French and German by the time she was five, and now she .....[5] speak Russian and Greek as well.

B: Do you think she .....[6] like to learn any more languages?

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A: .....[7] you like to ask any more questions about Fabian?

B: Yes. .....[8] he drive? Does he have a licence?

A: I'm not sure. I .....[9] phone him and ask him.

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LIVEWORKSHEETS

SKILLS

Match the halves of the expressions.

Part A

1 Can	a) with someone right now.
2 Can I get him to	b) her to call me back?
3 Can I leave	c) to Michael Sands, please?
4 He seems to be	d) you hold?
5 Could I speak	e) him that I called?
6 Could you	f) call you?
7 Could you ask	g) a message, please?
8 Could you tell	h) transfer me to the IT department, please?

Part B

1 Could you tell me	a) Larissa Schulton speaking.
2 Can I take	b) a message?
3 I can transfer you	c) answer.
4 I'll	d) there's no answer.
5 I'm afraid	e) to her voicemail.
6 I'm sorry, there's no	f) what it's about?
7 Is this the	g) put you through.
8 Who's	h) marketing department?
9 Yes, this is	i) calling, please?

2 Companies

VOCABULARY

Complete the text below with the words in the box.

net profit parent company pharmaceutical share price
Spanish subsidiary turnover workforce

Espania-pharm

Espania-pharm today announced the opening of its new head office in Barcelona. The .....[1] company's efforts to boost its market share paid off in the first quarter, as its .....[2] was almost €15.6 million, leading to a .....[3] of €8 million. The company has also doubled the size of its .....[4] by hiring 50 new employees in the past four months. However, the company's .....[5] is unlikely to go up until investors feel confident that the company is strong.

Espania-pharm is the .....[6] of the global giant. The .....[7], based in Stockholm, reported profits of €950 million in the first quarter.

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LIVEWORKSHEETS