Units 27 and 28 Review 14

A Write one word in each gap.

Dear Sir,

I would like to (**1**) ..... a complaint about an article that appeared in your newspaper last week. In the article, entitled 'Why they are (**2**) ..... of work', the writer suggested that the unemployed were responsible (**3**) ..... their own situation. If the writer had (**4**) ..... their job properly and (**5**) ..... a little effort to speak to local unemployed people, they might have realised that this is not the case.

Let me begin (**6**) ..... saying that most unemployed people want to work. They apply (**7**) ..... jobs and (**8**) ..... a great deal of effort into changing their situation.

The truth is that local businesses are simply not taking (**9**) ..... new staff. The government is to blame for the way in which economic growth has (**10**) ..... down, making life difficult for many businesses.

I look forward to reading a more balanced article in the future.

Yours faithfully,

Rebecca Winterson

(1 mark per answer)

B Complete the sentences by changing the form of the word in capitals when this is necessary.

11 Dave left the office keys in a pub and he was sacked for being so ..... **(RESPONSIBLE)**.

12 'Leave it to me. I'll find a solution,' the manager said, ... **(HELP)**.

13 All ..... **(APPLY)** are asked to send their CV to Mrs Simpson in the Personnel Department.

14 My job is to ..... **(SUPERVISE)** the telesales workers.

15 Carol has worked for us for over twenty years with great loyalty and ..... **(DEDICATE)**.

16 All our ..... **(EMPLOY)** receive four weeks paid holiday per year.

17 The managing director didn't think the suggestion would ever be ..... **(WORK)**, so we had to think of another solution.

18 It seems that Mr Jones lied about his ..... **(QUALIFY)** on his application form.

(1 mark per answer)

C Complete the second sentence using the word given, so that it has a similar meaning to the first sentence. Write between two and five words.

19 Yuri qualified and then immediately found a really good job. **than**
No ..... he found a really good job.

20 Women don't often get promoted in some industries. **do**
Rarely ..... in some industries.

21 I never realised that Tony was the head of Fizzyco. **realise**
Little ..... that Tony was the head of Fizzyco.

LIVEWORKSHEETS

22 I didn't know about the meeting until Tracy rang. **did**
Not until ..... about the meeting.

23 I think you will benefit from getting a new job. **good**
I think it will be ..... a new job.

24 The two companies finally agreed the deal. **reached**
The two companies finally ..... the deal.

25 Customers of the bank are never allowed into the basement area. **circumstances**
Under ..... customers of the bank allowed into the basement area.

26 I didn't think of a good answer to the interviewer's question until later. **did**
Only ..... a good answer to the interviewer's question.

27 It was such a boring job that no one wanted to do it. **was**
Such ..... that no one wanted to do it.

(2 marks per answer)

D Match to make sentences.

28 Ironworks Limited has closed .....
29 Henry asked Janet to stand .....
30 Mr Carter asked me to see .....
31 I heard that Bigburger have taken .....
32 Roger says he never set .....
33 Apparently, Fatfoods are bringing .....
34 I'm thinking of setting .....

A in for him while he went into town.
B out a new flavour of ice cream next month.
C over Cookright and plan to close some branches.
D down and 400 people have lost their jobs.
E up a business selling my own jewellery.
F to the orders while he spoke to a customer.
G out to become a millionaire – it just happened!

(1 mark per answer)

E Choose the correct answer.

35 The ..... for this position starts at thirty thousand euros per year.
A wage C salary
B payment D tip

36 After working at the same factory for thirty years, my grandfather was looking forward to his ..... .
A overtime C charity
B pension D allowance

37 Some people ..... to London every day from as far away as Leeds.
A connect C correspond
B commute D commence

38 Most governments tax people on the amount they ..... each year.
A win C earn
B gain D benefit

39 Shelley disagreed with the board's decision and so she ..... and went to work for another company.
A retired C sacked
B fired D resigned

40 When the factory closed, over a hundred people were ..... redundant.
A done C given
B taken D made

41 Here at Weatherby's, we provide all our ..... members, from senior management down, with regular training.
A staff C crowd
B crew D firm

(1 mark per answer)

Total mark: ..... / 50

LIVEWORKSHEETS