

- 2  22 Listen again and complete the notes with one or two words in each space.

• In an interview, you're selling 1 _____.
• The interviewer wants to hear... 1 something 2 _____ 2 that you're the 3 _____ person.
• Preparation involves thinking of your 4 _____.
• Practice telling your stories... 1 with a 5 _____ 2 by 6 _____ yourself

- 3 Think of your own STAR story and practice it by recording yourself. Do you think this is a useful way to improve your speaking?

Grammar

Have to, don't have to, and can't

- 1  Circle the correct options to complete the advice.

When you're looking for a job, you
¹have to / ¹can't be patient, because it
often takes a long time. Sometimes you
²have to / ²don't have to accept a temporary
job for a while. Obviously, you ³have to /
³don't have to accept just any job, but it's
a good idea to be open to new ideas. You
⁴can't / ⁴don't have to pay a lot of money
to an employment agency—most jobs
are advertised online so you'll see them.
But you ⁵have to / ⁵don't have to look
regularly—probably every day. Finally, you
⁶don't have to / ⁶can feel upset if you apply
for a job but you don't get an interview.
Maybe it's not the job for you.



2 Rewrite the instructions for completing an online form using *have to*, *don't have to*, and *can't*.

1 *You're not allowed to* write outside the boxes on the form.

2 *It's necessary to* send the form before the closing date.

3 *It's necessary to* provide your email address and one telephone number.

4 *It's not necessary to* include a photo.

5 *You're not allowed to* click "send" until the form is complete.

6 *It's not necessary to* send a separate email.



3 Complete the sentences to show obligation in the past or the future.

1 I _____ charge my phone before I leave tonight.

2 We _____ change the day of the party because my parents were on vacation.

3 _____ we _____ go shopping again this week?

4 My tooth was really hurting. I _____ go to the dentist.

5 We _____ clean the apartment tomorrow morning.

6 I _____ send a reply yesterday.

Vocabulary

Work collocations

1 Circle the correct option to complete the questions. Then give your own answers to the questions.

1 Do you work for a *company* / *shifts*?

2 Do you have to meet *deadlines* / *overtime* in your job?

3 How often have you had to call in *full-time* / *sick*?

4 Do you enjoy taking on *freelance* / *responsibilities* at work?

5 Would you like to run a *job* / *a company*?

6 Have you ever applied for a *job* / *sick*?

7 Have you ever had to do *deadlines* / *overtime* on the weekend?

8 Is it easy to go *freelance* / *overtime* in your country?

9 Would you like to work *responsibilities* / *shifts*?

10 Do many people work *freelance* / *part-time* in your company?

