

Work for Matura voc

1 Choose the correct words to complete the sentences.

- 1 My job may be **badly** / **lowly** paid, but it's giving me the chance to learn a lot of useful skills.
- 2 I really think you deserve a **pay** / **salary** rise – you work harder than anyone here!
- 3 Diane used up all her **ill** / **sick** leave when she had her operation.
- 4 You are unlikely to **get** / **take** a promotion in the first year, but there will be many opportunities later on.
- 5 I don't think you should **deny** / **reject** such a good offer unless you know you can get a better one. / 5

2 Complete the sentences with the correct words. The first letters have been given.

- 1 Cecilia is a **l** _____ – she advises people on legal matters and represents them in court.
- 2 We were so disappointed with the restaurant service that we didn't give a **t** _____ to the waiter.
- 3 The **d** _____ for applications has been set for next Monday. After that day, no more applications will be accepted.
- 4 My **e** _____ is great to work for because she wants all her workers to be happy in their jobs.
- 5 We need to call a **p** _____ to have our kitchen sink repaired. / 5

3 Translate the fragments in brackets to complete the sentences.

- 1 We're looking for someone who can _____ (*pracować pod presją*).
- 2 What do your parents _____ (*utrzymują się*)?
- 3 Emma is a senior manager in a big corporation, which means she _____ (*zarządza*, *odpowiada za*) a large team of people.
- 4 My sister has three children, so she wouldn't like to _____ (*pracować na zmiany*).
- 5 Before you _____ (*podpiszesz umowę*) for any new job, you should make sure the terms are acceptable. / 5

4 Complete the text with the correct form of the words in brackets.

Garry was very excited by the fact that he would soon start working as a (1) _____ (**journal**) for one of the most popular newspapers in the country. There had been over two hundred applicants, so he was really glad that they invited him for a job interview. The manager who interviewed him was impressed with his (2) _____ (**qualify**). She warned him, however, that at the beginning, he would be asked to do rather simple and (3) _____ (**monotony**) tasks. She added that the job often involved working (4) _____ (**time**) or at weekends. But Garry was ready for anything – he was fed up with being an (5) _____ (**account**) and he didn't want to be unemployed either.

 / 5

5 Decide if the sentences are true (T) or false (F).

- 1 When something in the house breaks down, you should call a handyman to repair it. T / F
- 2 Peter is very happy – he has a dead-end job. T / F
- 3 An undemanding job requires little skill or effort. T / F
- 4 A civil servant is an ideal person to turn to when you need help in solving your personal problems. T / F
- 5 An appraisal is a discussion about the profits and losses of a business. T / F

EXTENDED

 / 5

6 Complete the sentences with the correct words. The first letters have been given.

- 1 After we'd checked in at the hotel, the **d** _____ helped us with our suitcases.
- 2 All employees have to pay some money into a **p** _____ **s** _____ so as to have some savings when they retire.
- 3 It is a good idea for all applicants to **c** _____ **o** _____ the company and find out as much information about it as possible before their job interview.
- 4 Ian was so disappointed with his new job that he decided to **h** _____ in his **n** _____ and look for something else.
- 5 Doctors often work very long hours – they sometimes have to work nights and do what's called the **g** _____ **s** _____.

