



## 2. Fill in the gaps

1. Bob has good \_\_\_\_\_. He often finishes his work on time.
2. Jim is quite good at creating new ideas. He has a lot of \_\_\_\_\_.
3. Jenny has great \_\_\_\_\_. She always explains things clearly.
4. Kate can do a lot of things at the same time. She has good \_\_\_\_\_.
5. This project requires \_\_\_\_\_ so we all must work well together.
6. Peter has great \_\_\_\_\_. He often suggests effective solutions to the company's problems.
7. The right person for the position of computer engineer needs to have excellent. \_\_\_\_\_.
8. Ken works at a hotel. He can speak some \_\_\_\_\_ and he can support foreign guests.