CAMBRIDGE 16

Test 1

Section 2

Good morning, everyone, and welcome to Stevenson's, one of (1) ..... of metal goods. Thank you for choosing US for your two weeks of work experience. My name is Julia Simmons, and since the beginning of this year I've been the managing director.

Stevenson's is quite an old company. Like me, the founder, Ronald Stevenson, went into (2) ..... when he left school - that was in 1923. He set up this company when he finished his apprenticeship, in 1926, although he actually started making plans two years earlier, in 1924. He was a very determined young man!

Stevenson's long-term plan was to manufacture components for (3) ..... - although in fact that never came about - and for (4) ....., that is, cars and lorries. However, there was a delay of five years before that happened, because shortly before the company went into production, Stevenson was given the opportunity to (5) ..... and other players in the healthcare industry, so that's what we did for the first five years.

Over the years, we've expanded the premises considerably - we were lucky that the site is big enough, so moving to a new location has never been necessary. However, the layout is far from ideal for (6) ....., so we intend to (7) ..... of this site over the next five years.

I'd better give you some idea of what you'll be doing during your two weeks with US, so you know what to expect. Most mornings you'll have a presentation from one of the managers, to (8) ....., starting this morning with research and development. And you'll all spend some time in each department,observing what's going on and talking to people - as long as you don't stop them from doing their work altogether! In the past, a teacher from your school has come in at the end of each week to find out how the group were getting on, but your school isn't able to arrange that this year.

LIVEWORKSHEETS

OK, now I'll briefly help you to orientate yourselves around the site. As you can see, we're (9) ....., which we try to make (10) ..... to visitors. There's a corridor running left from here, and if you go along that, the door facing you at the end is (11) ..... This looks out onto the main road on one side, and some trees on the other, and that'll be where you meet each morning.

The factory is the very big room on the far side of the site. Next to it is the warehouse, which can be accessed by lorries going up the road to the turning area at the end. You can (12) ..... by crossing to the far side of the courtyard, and then the door is on your right.

Somewhere you'll be keen to find is the staff canteen. This is (13) ..... I can confidently say that the food's very good, but the view isn't. The windows on one side look onto (14) ....., which aren't very attractive at all, and on the other onto the access road, which isn't much better.

You'll be using the meeting room quite often, and you'll find it by (15) ..... to the left of the courtyard, and continuing along it to the end. The meeting room is the last one on the right, and I'm afraid there's (16) ..... in the room.

Then you'll need to know where some of the offices are. (17) ..... is at the front of this building, so you head to the left along the corridor from reception, and it's the second room you come to. It looks out onto the main road.

And finally, the boardroom, where you'll be meeting sometimes. That (18) ....., as it looks out on to the trees. Go along the corridor past the courtyard, right to the end. The boardroom is on the left, next to the factory.

OK, now are there any questions before we ...

LIVEWORKSHEETS