The people below are all looking for a job.
There are descriptions of eight jobs.
Decide which jobs would be the most suitable for the people below.

1 Sandra is doing a four-year degree in hair and beauty and wants to work as a volunteer for her third-year work experience. She likes to be part of a team and would enjoy dealing with customers.

2 Manuela is from Spain and is looking for work to support herself financially while she studies English at a local college. She can only work on Saturdays and Sundays and some evenings.

3 Stella is looking for work during the holidays. She's studying business at college and would love somewhere she can gain experience in a business environment and put her IT skills into practice.

4 John is looking for a job where he can work with customers. He recently completed a course in this area of work and is keen to find a job that would offer support in developing skills in managing staff.

5 Simon has a job but wants to work with teenagers during the weekend. He is planning a career change and is happy to work without pay in order to gain experience.

LIVEWORKSHEETS

Jobs Available

A ABC Computer Specialists

Do you have customer service skills? ABC Computer Specialists are looking for sales advisers to join our growing customer service team. This is a full-time post, 37 hours a week, with great opportunities for the right person.

B Mansion House Hotel

An exciting opportunity for students wanting work experience in the Mansion House Hotel on a part-time basis. You will be dealing with international customers and a second language would be an advantage. Hours of work can be agreed to suit your needs though you would be required to work some weekends.

E Amega

Would you like to work in a modern office environment, building relationships with customers, and working with our excellent team? If you've recently completed your studies at university and are looking for a career in the beauty industry, then please get in contact.

F Peterfield Forum

We are looking for keen volunteers to help run our summer school. You will have experience in working with young people and be prepared to accompany them on trips. The school is open from Monday to Friday and we need volunteers for at least two of these days.

LIVEWORKSHEETS

C Susie's Hairdressing

We are a new hairdresser's and we want a young, hard-working volunteer to manage our reception desk. You will take calls, make bookings and help build a relationship with our customers. Suitable candidates will be offered a one-year contract.

D The Daily News

Our business is growing and we need an assistant for our customer service team. The successful person will assist in managing our sales staff and be responsible for reporting on sales. The successful person will receive training.

G Hall Green Community Centre

This is a great opportunity to gain experience in youth work. We are looking for a volunteer with work experience to support our young people as they begin to enter employment. You would be expected to work on Saturdays from 9 a.m. to 5 p.m. with occasional Sunday sessions.

H Lucas Media

Are you a student looking for work from Monday to Friday over the vacation period? We are offering a short-term contract to a keen young person to work with our sales team. You will get an idea of how a modern company operates, deal with customer enquiries and have the chance to help develop our website.

LIVEWORKSHEETS