

PART A: MATCH THE TERMS WITH THEIR MEANINGS

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| A. commission | 1. A system of payment based on sales results rather than a fixed salary. |
| B. bonus | 2. The total amount of money and benefits an employee receives for their work. |
| C. threat of redundancy | 3. A financial reward given for good performance. |
| D. perks | 4. Money paid to an employee when they leave a company involuntarily. |
| E. empowerment | 5. The process of evaluating how well someone is performing their job. |
| F. remuneration | 6. The danger of losing your job due to restructuring or downsizing. |
| G. fringe benefits | 7. Additional advantages, such as a company car or gym membership. |
| H. severance payment | 8. The encouragement for staff to make independent decisions and take responsibility. |
| I. red tape | 9. Complicated official rules and procedures that delay progress. |
| J. assessment | 10. Non-financial benefits provided to employees in addition to salary. |

PART B: REWRITE EACH SENTENCE IN THE PASSIVE VOICE.

- The HR department will give all employees a better working environment.
- The company offers staff a substantial bonus every year.
- Managers are conducting performance assessments this week.
- The CEO praised the sales team for their excellent results.
- They will announce new flexible working hours next month.

PART C: COLD-CALLING - FILL IN THE BLANKS

- Hello, Mr. Smith. My name's Claire. I work for Global Recruiters. _____ your former colleague, Tom Green.
- _____ our new leadership program for senior managers?
- The position comes with excellent benefits. _____ next week?
- _____ ? I'd like to explain more about the package.
- _____ it's a demanding role. However, the rewards are exceptional.


I was given your name by..., Would you like some information about..., I was wondering if you'd be interested in..., Why don't we get together..., People often say that to me, but..., Perhaps we could discuss this face to face?, He thought you might be interested in..., Can you give me some more details?

PART D: VOCABULARY IN CONTEXT – MULTIPLE CHOICE

1. The _____ includes a company car and private healthcare.
a) remuneration c) severance payment
b) fringe benefits d) assessment
2. Employees are motivated by _____ such as recognition and autonomy.
a) perks c) commission
b) bonus d) empowerment
3. After the merger, many staff members faced the _____.
a) empowerment c) remuneration
b) threat of redundancy d) assessment
4. The annual _____ helps managers decide who deserves a promotion.
a) severance payment c) assessment
b) empowerment d) bonus
5. Our sales team earns a _____ for every deal they close.
a) commission c) perk
b) remuneration d) assessment
6. Too much _____ slows down decision-making in government offices.
a) severance payment c) empowerment
b) red tape d) commission
7. Her total _____ package is one of the highest in the company.
a) remuneration c) bonus
b) fringe benefits d) empowerment
8. When John left the company, he received a generous _____.
a) red tape c) commission
b) severance payment d) assessment
9. Staff morale improved after management introduced _____ initiatives.
a) empowerment c) red tape
b) remuneration d) commission
10. The company gives a large _____ at Christmas.
a) remuneration c) bonus
b) commission d) assessment

PART E: WRITING TASK – JOB SATISFACTION

Write a short paragraph (5–7 sentences):

 Describe what makes a job satisfying for you. Use at least three of the following words