



## Vocabulary unit 4 Visitors

**dispatch, maintain / buy / generate / resolve / check / manufacture / invoices / controls / recruit**

**Instruction: Choose the correct option to complete the sentences**

1. The company wants to \_\_\_\_\_ two new mechanics.  
(dispatch / recruit / maintain)
2. Please \_\_\_\_\_ the payment details before sending them.  
(check / buy / manufacture)
3. We need to \_\_\_\_\_ the equipment to keep it safe.  
(maintain / dispatch / resolve)
4. The factory will \_\_\_\_\_ 500 engines this week.  
(generate / manufacture / recruit)
5. The finance team will \_\_\_\_\_ a sales report.  
(generate / control / recruit)

**Instruction: Use the words to create sentences**

- (dispatch / the team / orders / every morning)

\_\_\_\_\_

- (we / check / invoices / on Fridays)

\_\_\_\_\_

- (the company / recruit / new drivers)

\_\_\_\_\_

- (the factory / manufacture / parts)

\_\_\_\_\_

- (IT / resolve / the problem)

\_\_\_\_\_