

## Gateway to the world b2 unit 2 test

### Listening

8  Listen to five speakers. What subject are they all speaking about? Tick only (✓) the best answer.

- 1 A terrible boss they've had at work.
- 2 An unusual experience they had at work.
- 3 A job they did when they left school or university.
- 4 A terrible job they've had.

Score \_\_\_/1

9 Listen again. Choose from the list (A–H) the reason why each speaker (1–5) left their job. There are three extra letters which you do not need to use.

- A the place where they worked had to close
- B the employer's attitude to safety
- C the pay
- D the colleagues
- E the hours of work
- F the manager's attitude to a problem
- G they were fired
- H the food they had to eat

Speaker 1:

Speaker 2:

Speaker 3:

Speaker 4:

Speaker 5:

Score \_\_\_/5

10 Listen again and complete the sentences with a word or short phrase. Write one to three words in each gap.

- 1 Speaker 1 didn't mind the \_\_\_\_\_ where he worked.
- 2 He complained about the \_\_\_\_\_ conditions.
- 3 Speaker 2 had to take breaks because she used to get \_\_\_\_\_.
- 4 Speaker 3 thought her colleagues were \_\_\_\_\_ and nasty.
- 5 Speaker 4 was tired because he had to work \_\_\_\_\_.
- 6 Speaker 5 thought it was dangerous to \_\_\_\_\_ to London.

Score \_\_\_/6

### Vocabulary

1 Complete the sentences with the correct form of the words in the box. There are two extra words which you do not need to use.

charge colleague employee internship manual  
outdoors permanent temporary training

- 1 I really enjoy my job, and I get on really well with most of my \_\_\_\_\_ in the department.
- 2 As the finance director, Lisa is in \_\_\_\_\_ of how the company spends its money.

3 To become a train driver you need to do up to a year of \_\_\_\_\_.

4 I was lucky to get a(n) \_\_\_\_\_ for a year at a national newspaper. I didn't earn much money, but it gave me a great deal of experience in journalism.

5 As a street cleaner, it's important that you enjoy working \_\_\_\_\_ in all kinds of weather.

6 Marco is really pleased to have a(n) \_\_\_\_\_ contract at last. It gives him job security and means he won't have to keep changing jobs.

7 The reason Magda became a mechanic is because she likes doing \_\_\_\_\_ work.

Score \_\_\_/7

6 There are rumours that an international company is going to \_\_\_\_\_ this company.

Score \_\_\_/6

2 Complete the email with the best words (A, B, C or D).

From: Jo  
Subject: Good news  
Hi Lewis,  
I've got some great news! Last week, I 1 \_\_\_\_\_ the job that I 2 \_\_\_\_\_ for two months ago.  
As you know, I had been 3 \_\_\_\_\_ for a job for months after I became 4 \_\_\_\_\_ at the start of the year. The new job is full-time and from nine to five. I only 5 \_\_\_\_\_ part-time in my last job, and I did 6 \_\_\_\_\_, so this is going to be a big change. I 7 \_\_\_\_\_ the contract last week, so it's all official now.  
I'll let you know how it goes after I start.  
Speak soon,  
Jo

1 A received B was offered	C had D became
2 A applied B wrote	C signed D looked
3 A working B looking	C resigning D applying
4 A redundant B retired	C sacked D unemployed
5 A did B earned	C worked D signed
6 A the minimum wage B shift work	C long hours D job hunting
7 A signed B made	C finished D worked

Score \_\_\_/7

3 Complete the sentences with the correct phrasal verbs connected with work.

- 1 When you work for a technology company, it's important to \_\_\_\_\_ with the latest developments in computing.
- 2 I knew that the job wouldn't suit Michael, so I tried to \_\_\_\_\_ him \_\_\_\_\_ from applying for it.
- 3 Zara \_\_\_\_\_ the offer of a job because the salary was very low.
- 4 It wasn't easy to learn Chinese, but Paolo \_\_\_\_\_ it for two years.
- 5 If you want to \_\_\_\_\_ of the competition, you've got to work really hard.

# Grammar

4 Complete the text with the past simple or past continuous form of the verbs in the box. There are three extra verbs which you do not need to use.

arrive do fall get up go have not have rain tell  
wait walk

My first day at work was a disaster.

I (a) \_\_\_\_\_ early so I would have plenty of time to get ready, but while I (b) \_\_\_\_\_ a shower, there was a power cut and the water (c) \_\_\_\_\_ cold before I could wash my hair.

It (d) \_\_\_\_\_ when I left the house, and I (e) \_\_\_\_\_ an umbrella, so I decided to take the bus. But as I (f) \_\_\_\_\_ for the bus, a man (g) \_\_\_\_\_ over and spilled coffee all over my clean shirt. I turned up at work, with dirty hair and covered in coffee. Imagine that! Fortunately, when I (h) \_\_\_\_\_ my boss about it, he just laughed.

Score \_\_\_\_/8

5 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. Use between two and five words.

1 My uncle wasn't a soldier in the army for ten years; he was a captain!

## SPEND

My uncle \_\_\_\_\_ in the army as a soldier!

2 When he was young, my grandfather was a carpenter.

## WORK

As a young man, my grandfather \_\_\_\_\_ a carpenter.

3 When she was a teenager, my mum liked dressing up in 1950s outfits.

## WEAR

My mum \_\_\_\_\_ from the 1950s as a teenager.

4 Many years ago, our family often spent our holidays at the seaside.

## WOULD

Many years ago, our family

\_\_\_\_\_ to the seaside.

5 My neighbour wasn't a drummer when he first moved in next door.

## BE

When he first moved in, my neighbour \_\_\_\_\_ a drummer.

Score \_\_\_\_/10

6 Complete the sentences with the past simple, past perfect simple or past perfect continuous form of the verbs given.

- 1 My fingers \_\_\_\_\_ (hurt) because I \_\_\_\_\_ (play) video games all morning.
- 2 The actors \_\_\_\_\_ (leave) the stage after the clapping \_\_\_\_\_ (stop).
- 3 We \_\_\_\_\_ (have to) go home because my dad \_\_\_\_\_ (forget) to lock the front door.
- 4 We \_\_\_\_\_ (not live) here for long when the roof \_\_\_\_\_ (start) leaking.
- 5 Petra \_\_\_\_\_ (watch) TV all day, and she \_\_\_\_\_ (have) a headache.
- 6 Before I \_\_\_\_\_ (finish) my homework, my parents \_\_\_\_\_ (tell) me that dinner was ready.
- 7 By 10 pm, Veronica still \_\_\_\_\_ (not call) me, so I \_\_\_\_\_ (decide) to go to bed.

Score \_\_\_\_/7

# Use of English

7 Read the text. Use the word given in capitals to form a word that fits the gap.

Getting a good job wasn't easy, and I spent many months (a) \_\_\_\_\_ (EMPLOY) before I managed to find work. But I tried to stay positive and actually, I quite enjoyed the job hunting.

When I was applying for a job, I'd always check what (b) \_\_\_\_\_ (QUALIFY) and experience the company was looking for. Even if I didn't match all their (c) \_\_\_\_\_ (REQUIRE), I would still fill in the (d) \_\_\_\_\_ (APPLY) form.

Don't give up. By the time I got my first interview, I had been (e) \_\_\_\_\_ (LOOK) for work for three months.

The first interview was a disaster. It was for a company called Vita Tech. Everything was going well until I asked about the salary. They looked confused and told me the position was an (f) \_\_\_\_\_ (INTERN). They weren't going to pay anything!

I finally got a job four months ago with a company in the (g) \_\_\_\_\_ (ADVERT) industry. I'm responsible for photo research. It's not exactly well paid, but I'm learning a lot and there is a good chance I'll get a (h) \_\_\_\_\_ (PROMOTE) soon.

Luke, Nottingham

Score \_\_\_\_/8

## Reading

### How to survive your first week at work?

A \_\_\_\_\_

School's out and you've spent weeks or months applying for jobs and attending interviews and finally, you've been offered a job. Congratulations! Now's the time to start thinking about making a great first impression and how to avoid doing anything embarrassing.

B \_\_\_\_\_

Once upon a time that was easy, but these days, every company seems to have different rules. Most importantly, play it safe and be neat and tidy. Even if the dress code is fairly casual, dirty shoes, scruffy shirts and hair that hasn't seen a brush or comb for weeks will not get you off on the right foot. It's also a good idea to stick to neutral colours and avoid short sleeves or skirts. And finally, wear what you feel comfortable and confident in.

C \_\_\_\_\_

Always start off every interaction with a smile, and maintain eye contact. It shows confidence and openness and will leave a good impression. Listen for their name and then repeat it back to them. It'll help you remember. But it's highly unlikely that you'll learn everyone's name first time round, so don't stress if you forget one or two. Just make sure you take the time to find out soon. Asking someone's name during the first week at work is not a problem. Not knowing their name three months later is!

D \_\_\_\_\_

You are there to learn, and finding out about your role and the roles of other people in your department shows you are interested and keen to pick things up quickly. Making notes can be invaluable, too and it will demonstrate to your manager that you are actively listening and well-organised. There's also a good chance that you will be asked lots of questions. If you don't know the answer, be honest and say so. It's to be expected. Finally, remember the power of yes. When you're invited to join a meeting, a training session, a coffee break or a social lunch, say 'yes'. It not only shows you are willing to join in, but positivity goes a long way in the workplace.

E \_\_\_\_\_

Every company has one, and it can take a long time to figure it out. The more you look and listen on your first few days, the more you will learn. Ask yourself these questions. Do your colleagues chat to each other about their lives? Where do they chat? In the office or in the break room or kitchen? What sort of things do they talk about? What don't they talk about? To make sure you don't put your foot in it, just avoid talking about money, religion, politics, the party you went to last night, criticizing your old boss or company, gossiping, complaining and making jokes about your new colleagues even if they are doing it themselves.

F \_\_\_\_\_

If you haven't been given a tour of the workplace, ask a colleague. As well as finding out where the toilets, kitchen, coffee bar, meeting rooms and photocopiers are, it's a great way of getting to know your colleague. The more people you know, the more comfortable you will feel and the better you will work.

Good luck and have fun!

**11** Read the article about starting your first job and match the headings (1–8) to the paragraphs (A– F). There are two extra headings which you do not need to use (put a ‘-’ if the heading is not used).

- 1 The company culture \_\_\_\_\_
- 2 Meeting and greeting \_\_\_\_\_
- 3 Let's talk about money \_\_\_\_\_
- 4 You've got the job! \_\_\_\_\_
- 5 Ask questions \_\_\_\_\_
- 6 The first morning \_\_\_\_\_
- 7 Finding your way \_\_\_\_\_
- 8 Choosing your outfits \_\_\_\_\_

Score \_\_\_\_/8

**12** Read the text again and answer the questions. Write complete sentences.

- 1 What kind of colours and styles should you avoid wearing during your first week?  
\_\_\_\_\_
- 2 How can you appear confident when meeting someone for the first time?  
\_\_\_\_\_
- 3 Apart from helping you to remember information, why is it a good idea to make notes?  
\_\_\_\_\_
- 4 What can you do to find out about the company culture?  
\_\_\_\_\_
- 5 What or who shouldn't you talk about in negative terms?  
\_\_\_\_\_
- 6 What's the best way to learn where everything is in the building?  
\_\_\_\_\_

Score \_\_\_\_/6

Vocabulary \_\_/20

Grammar \_\_/25

Use of English \_\_/8

Listening \_\_/12

Reading \_\_/14

**TOTAL \_\_/79**