Time and Work (phrases, collocations, word patterns)

1. Complete the sentences with the most suitable option from the list. Choose each expression only once.

1. It's _____ the management addressed the growing dissatisfaction among employees, as several staff members have already expressed concerns about workload and communication.
2. She has grown more confident _____ , no longer doubting herself and her decisions.
3. The accident could've been way worse than it was. I just want you to be careful _____.
4. The long-awaited software update should be released _____ , promising to resolve the technical issues that have frustrated users for months.
5. _____ she was promoted to department head, she has been working tirelessly to improve team morale and increase overall productivity.
6. After months of preparation and market research, the product launch marked _____ for the entire development team. The sales figures from the first week will determine whether the product was a success.
7. We submitted our funding application _____ , yet the committee still hasn't provided any feedback, which is beginning to delay the entire project.
8. I'll review the contract _____ , as soon as I finish responding to these urgent emails.
9. Although the company's decision to invest in renewable energy sources may seem expensive at first, it is likely to reduce operational costs significantly _____.
10. After completing her internship, she was offered a _____ position, which allowed her to gain valuable professional experience while continuing her studies part-time.

2. Read the text and choose a suitable word form to make the sentence sound logical.

Today's Work Patterns: How Jobs Are Changing

Sending a job [1]_____ today often means filling in long online forms and completing several stages before you even get an interview. The job market has become extremely [2]_____ , especially for young people trying to find their first position. As a result, some qualified people still find themselves [3]_____ for months.

Many [4]_____ are now expected to reply to messages almost endlessly, even after normal working hours. Unexpectedly, [5]_____ from home has become normal for millions of people around the world. It is not a [6]_____ that flexible jobs are especially popular among younger generations.

Some traditional ways of working may not [7]_____ the rapid development of new technology. At the same time, [8]_____ remote teams can lead to stress and misunderstandings. Many [9]_____ simply want more freedom and a better balance between school, work, and personal life.

In many places, the strict [10]_____ of nine-to-five office life is slowly changing, allowing people to organise their day in a way that suits them better.

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