

1 Complete each sentence with a different relative pronoun (which, where, who and whose).

- 1 My job _____ involves a lot of travelling is quite well paid.
- 2 Andrew _____ is Canadian supervises the football team.
- 3 The school _____ I studied is 100 years old this year.
- 4 Jon _____ wife is Chinese speaks six different languages very well.
- 5 This job is suitable for a person _____ ambition is to become an astronaut.
- 6 The thing _____ I find most stressful about my job is doing paperwork.
- 7 The work _____ we do in our lessons is always fun.

2 Add question tags to the statements.

- 1 They don't think teaching is easy, _____ ?
- 2 You aren't applying for the manager's job, _____ ?
- 3 You weren't doing your homework when she came home, _____ ?
- 4 You won't leave your job, _____ ?
- 5 Peter's been on holiday all week, _____ ?
- 6 Your manager wanted to give you a better job, _____ ? She's very kind!

3 Complete the sentences with the verbs below. There is one verb that you do not need.

answer be deal decide do earn serve supervise use

- 1 Is it your responsibility to _____ the customers as quickly as possible in this shop?
- 2 If you're a coal miner, you don't have to _____ with the public at all.
- 3 I hate it when I have to _____ a computer for work.
- 4 Famous footballers _____ more money from advertising than from playing football.
- 5 Nobody wants to _____ in charge of the marketing office.
- 6 We _____ manual work and we like it – it's quite rewarding.
- 7 It is my job to _____ the phone when customers call with questions.
- 8 I'm the manager of a large team so I have to _____ .lots of people.

4 Read the definitions and complete the names of the jobs.

- 1 A person who works in an office and often writes letters and emails.
s _____
- 2 A person who helps you to look good and feel good.
b _____ t _____
- 3 A person who looks after customers on a plane and gives them food and drink.
f _____ a _____
- 4 A woman who serves food and drink in a restaurant or café.
w _____
- 5 A person who repairs vehicles such as cars and buses.
m _____

6 Choose the correct answers.

1. Belinda is _____. She always works hard and completes jobs on time.
a conscientious **b** flexible **c** polite
2. I always believe what Michael tells me because he's extremely _____.
a energetic **b** self-motivated **c** trustworthy
3. Neil is a good leader and he knows what he is good at. He is really _____.
a confident **b** co-operative **c** creative
4. Fran loves working in a team. She's really _____.
a co-operative **b** fit **c** polite
5. Jerry can usually think of new ways of doing things. He is very _____.
a creative **b** self-motivated **c** trustworthy
6. Do you refuse to let anyone stop you doing what you want to do? Are you _____?
a co-operative **b** determined **c** flexible
7. Mark always gets so much done in a day. He's really _____.
a creative **b** hard-working **c** thoughtful

Read the text. Are the statements true or false?

A degree in *what*?

How many people in the world have a university degree in *enigmatology*? Well, not many. As a matter of fact, the number of enigmatology graduates in the whole world is just one: a man whose job it is to design puzzles for newspapers and magazines.

American Will Shortz is an author and crossword editor. He has worked on over a hundred books, and he owns the world's largest collection of puzzle books and magazines. The oldest title in his collection was published in 1545! And because his work is also his hobby, he has always been interested in learning as much as possible about the subject.

Obviously, because he is the only enigmatologist in the world, there were no university professors who could teach him an established course of studies. He did not go to lectures and classes like his fellow students. Shortz designed his own research programme, which the university accepted, and he completed his course and received his bachelor's degree from Indiana University in 1974.

So the question remains, what exactly is enigmatology? It is the study of puzzles: their types, their history, and their popularity. It's a mixture of history, maths, logic and cultural studies. There were some people who criticised the university for offering a course in such a strange subject, and they were also critical of Shortz, claiming that he had taken advantage of Indiana University's flexibility. But Shortz has his fans too, such as the former US president Bill Clinton. He sent Shortz a personal note on his 50th birthday because he loves the *New York Times* crossword, which Shortz edits. Shortz has also been a guest on several television shows, including an episode of the famous cartoon *The Simpsons*, and the comedy series *How I Met Your Mother*, where he played himself.

1. Shortz's occupation is to write puzzles for university graduates. _____
2. Shortz has worked on all the titles in his collection. _____
3. Shortz did original research and graduated from an American university. _____
4. Some people didn't think enigmatology was an appropriate university course. _____
5. Bill Clinton sent Shortz a note on his birthday because they're friends. _____