

1. You _____ be the new secretary.
2. That's a lovely outfit
you_____ wearing.
3. _____, I must get to work.
4. _____ a seat, Mr Walker.
5. Tell me _____ yourself.
6. Thank you _____ your time.
7. Ready _____ what?

1. The _____ you work, the _____ you learn.
2. You should be looking forward _____ it.
3. That's fine _____ me.

4. I'm sure you will hear from us soon.
5. I'd rather stay in tonight.
6. Má módne zkušenosti v managementu.