

**A**

Look at the pictures and guess what jobs they do.

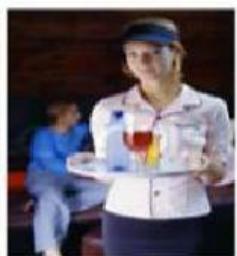
A.



B.



C.



D.


**B**

Listen to what the people say about their jobs. Match the description with the pictures.

Speaker	Picture	What is the job like?
Speaker 1		
Speaker 2		
Speaker 3		
Speaker 4		



**C In pairs, listen to the audio and put the sentences in order. The team that finishes first gets extra points.**

Pierre wants to apply for one of these jobs but first he needs to write a CV and he is going to ask for some information about how to write it.

**Numbers in order**

If you got a degree from a different country, you can say Degree Equivalent to UK Bachelor's Degree in Economics - Lima, Peru.

date of birth, race, sex, political affiliation, names and ages of children, spouse's occupation, and any other personal information that is not relevant to your job qualifications.

Any personal information should be left out also for example:

If you have higher education, you don't have to include the high school you attended on your resume.

In order to use the page most effectively, consider carefully the information you put on your resume.

Photos are not necessary and are usually considered inappropriate by British standards of business.

Provide enough information for the employer to understand your abilities and qualifications for the position without overdoing it.

Your resume will be brief and to the point, in most cases, one full page will be enough for you to say all that you need to say.



D. Listen to these three people talking about their job interviews and write down what they say.

What do they say?

