

Past simple and present perfect



Complete the telephone conversation with the correct form (past simple or present perfect) of the verbs in brackets.

- Rose: Hi, Michelle. I'm calling about our advert for the post of personal assistant.
Has anybody expressed (anybody / express)¹ any interest yet?
- Michelle: Yes, it's all going very well. We (receive)² 31 applications
so far and yesterday alone about ten people (phone)³ for
further details of the job.
- Rose: Excellent. So how many applicants (you / select)⁴?
- Michelle: Well, I (start)⁵ working on the selection as soon as I
..... (arrive)⁶ this morning. I'm afraid I (not /
finish)⁷ yet, but I (already / select)⁸ eight candidates, all
with the right qualifications and experience.
- Rose: Very good. (you / invite)⁹ them for interview yet?
- Michelle: Well, no. I (think)¹⁰ you'd like to have a look at all the
applications yourself first.
- Rose: I won't be back in the office until Friday, I'm afraid, so just go ahead,
Michelle. You know I trust you 100 per cent!
- Michelle: Thanks. OK then. I'll finish selecting candidates and invite them
for interview as soon as I (finish)¹¹ the conference
programme. I (not / have)¹² time to deal with it yesterday,
with all those phone calls.