

52 Work 1

SECTION 2

Complete the following sentences with an appropriate form of the word on the right. There is an example at the beginning (0).

- 0 John had been unemployed for almost six months. **EMPLOY**
- 1 One day, he saw an _____ in the newspaper for an office job. **ADVERTISE**
- 2 He wrote to them and they sent him an _____ form. **APPLY**
- 3 There were over 50 _____ for the job. **APPLY**
- 4 Unfortunately, he lacked experience and the appropriate _____. **QUALIFY**
- 5 He was _____ and decided to try elsewhere. **SUCCESS**
- 6 He was then offered a place on a _____ course offered by another company. **TRAIN**
- 7 He completed the course and was able to fill one of the _____ at the company. **VACANT**
- 8 As a new _____, he found it difficult at first. **EMPLOY**
- 9 Nevertheless, he was good at his job, and managed to impress his _____. **EMPLOY**

Within a short space of time, he was _____

PROMOTE

Unfortunately, he lived a long way from the office and didn't enjoy _____

COMMUTE

After a while, his _____ dropped as he found the work more demanding.

ATTEND

Eventually, the _____ of the company decided to speak to him.

MANAGE

He warned John that he would be _____ if he didn't do better.

DISMISS

He emphasized that he didn't want to get rid of such an _____ worker.

EXPERIENCE

John agreed that he hadn't been doing very well, and offered his _____

RESIGN

 In the exam ...

You may be asked to describe the types of job you would be interested in for the future (if you are still at school or college), or describe your current job (if you are working). You could be asked to talk about the aspects of your job that you like or dislike, or told to describe your 'ideal' job (where it would be, what you would do, etc.)

53 Work 2

The following sentences all talk about John's experience in the story in the previous test. For each sentence, choose the most appropriate word. There is an example at the beginning (0).

- 0 When John saw the job advertised, he wrote to the **personal** / **personnel** manager.
- 1 He was interested in the **post** / **part** that was being offered.
- 2 He needed to provide the names of two **referees** / **referrals** who would tell his potential employer what he was like.
- 3 At the **interrogation** / **interview**, he was unsuccessful.
- 4 He met the other **candidates** / **applications**.
- 5 The course he followed offered **vocational** / **skilful** training.
- 6 He **earned** / **won** a good **pay** / **salary** for his job.
- 7 The company offered him a **retirement** / **pension** scheme.
- 8 He received a **pay raise** / **rise**.
- 9 He received good **perks** / **promotions**, such as free healthcare, free lunches at work and a company car.
- 10 He had good **aspects** / **prospects** for the future.
- 11 His boss threatened to **resign** / **sack** him if he didn't work harder.
- 12 He didn't get much **job satisfy** / **satisfaction**.
- 13 Other workers in his company were made **redundant** / **redundancy** when the company had financial problems.

- 14 He sometimes had to work **overtime** / **extra time** on busy days.
- 15 He had to pay a lot of **income** / **salary** tax.
- He **gave up** / **gave away** his job because he couldn't handle the pressure.
- He found another job, and remained with that company for the rest of his working life before **resigning** / **retiring** at the age of 65.

