

# 2

## Ways of working

### A

#### Old and new ways

I'm an **office worker** in an insurance company. It's a **nine-to-five** job with regular **working hours**. The work isn't very interesting, but I like to be able to go home at a reasonable time.

We all have to **clock in** and **clock out** every day. In this company, even the managers have to, which is unusual!

Note: You also say **clock on** and **clock off**.

I'm in computer programming. There's a system of **flexitime** in my company, which means we can work when we want, within certain limits. We can start at any time before eleven, and finish as early as three, as long as we do enough hours each month. It's ideal for me as I have two young children.

BrE: **flexitime**  
AmE: **flextime**



teleworking



Clocking in

I work in a car plant. I work in **shifts**. I may be on the **day shift** one week and the **night shift** the next week. It's difficult changing from one shift to another. When I change shifts, I have problems changing to a new routine for sleeping and eating.

I'm a commercial artist in an advertising agency. I work in a big city, but I prefer living in the country, so I **commute** to work every day, like thousands of other **commuters**. **Working from home** using a computer and the Internet is becoming more and more popular, and the agency is introducing this: it's called **teleworking** or **telecommuting**. But I like going into the office and working with other people around me.

### B

#### Nice work if you can get it

All these words are used in front of 'job' and 'work':

- **satisfying, stimulating, fascinating, exciting**: the work is interesting and gives you positive feelings.
- **dull, boring, uninteresting, unstimulating**: the work is not interesting.
- **repetitive, routine**: the work involves doing the same things again and again.
- **tiring, tough, hard, demanding**: the work is difficult and makes you tired.

### C

#### Nature of work

My work involves ...

+ noun

human contact

long hours

team work

+ -ing

solving problems

travelling a lot

dealing with customers

- 2.1** Which person (1–5) is most likely to do each of the five things (a–e)?
- 1 A software designer in an Internet company. Has to be in the office.
  - 2 An office worker in a large, traditional manufacturing company.
  - 3 A manager in a department store in a large city. Lives in the country.
  - 4 A construction worker on a building site where work goes on 24 hours a day.
  - 5 A technical writer for a city computer company. Lives in the country.

- a work in shifts
- b work under a flexitime system
- c telecommute
- d commute to work
- e clock on and off at the same time every day

- 2.2** Look at the words and expressions in B and C opposite.  
Five people talk about their jobs. Match the jobs (1–5) to the people (a–e)  
and put the words in brackets into the correct grammatical forms.

- 1 accountant
- 2 postwoman
- 3 flight attendant
- 4 software developer
- 5 teacher

- a Obviously, my work involves ..... (travel) a lot. It can be quite physically ..... (tire), but I enjoy ..... (deal) with customers, except when they become violent. Luckily this doesn't happen often.
- b I like ..... (work) with figures, but my job is much less ..... (bore) and routine than people think. The work ..... (involve) a lot of human contact and teamwork, working with other managers.
- c Of course, it involves getting up quite early in the morning. But I like ..... (be) out in the open air. And I get a lot of exercise!
- d You've got to think in a very logical way. The work can be mentally ..... (tire), but it's very satisfying to write a program that works.
- e I love my job. It's very ..... (stimulate) and not at all ..... (repeat): no two days are the same. It's good to see the children learn and develop.

### Over to you



If you work ...

Do you have a nine-to-five job?

Do you have to clock on and off? Is there a flexitime system in your organization?

Are there people who do shiftwork in your company?

Could you do your job working from home? If so, would you like to?

If you don't work ...

What sort of working hours would you like to have if you worked?

Would you like to work from home?

## A

## Businesspeople and entrepreneurs

A **businessman**, **businesswoman** or **businessperson** is someone who works in their own business or as a manager in an organization.

Note: The plural of **businessperson** is **businesspeople**. **Businessperson** and **businesspeople** can also be spelled as two words: **business person**, **business people**.

An **entrepreneur** is someone who starts or **founds** or **establishes** their own company. Someone who starts a company is its **founder**. An entrepreneur may found a series of companies or **start-ups**. **Entrepreneurial** is used in a positive way to describe the risk-taking people who do this, and their activities. Some entrepreneurs leave the companies they found, perhaps going on to found more companies. Others may stay to develop and **grow** their businesses.

Note: **Found** is a regular verb. Past tense and past participle: **founded**.

**Establishment** can also describe an action (e.g. the establishment of a successful business was his main aim in life).

!

Some English speakers believe it is not correct to use **grow** as a transitive verb in this context.

## B

## Leaders and leadership

A large company mainly owned by one person or family is a **business empire**. Successful businesspeople, especially heads of large organizations, are **business leaders** or, in journalistic terms, **captains of industry**.

There is a lot of discussion about whether people like this are born with **leadership skills**, or whether such skills can be learned.

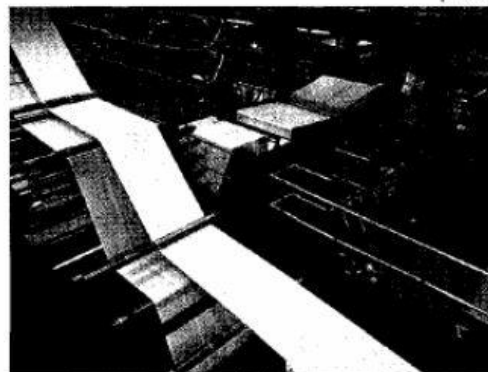
property

## C

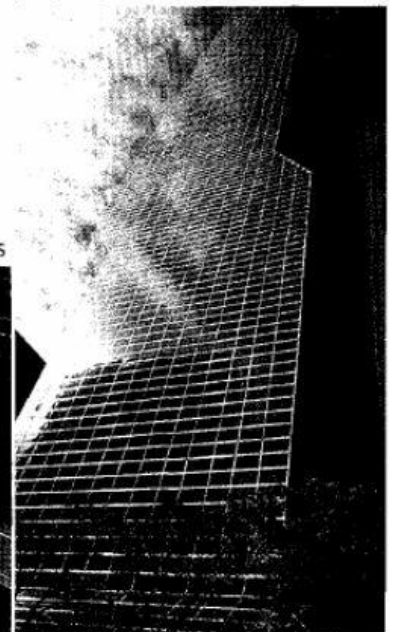
## Magnates, moguls and tycoons

People in charge of big business empires may be referred to, especially by journalists, as **magnates**, **moguls** or **tycoons**. These words often occur in combinations such as these:

media press shipping oil	}	magnate
movie media shipping	}	mogul
property software	}	tycoon



press



shipping



**10.1** Use words from A and B opposite to complete this text.

The big place at the moment for (1) \_\_\_\_\_ is, of course, the Internet. Take John Pace. 'After an engineering degree at Stanford and an MBA at Harvard, I worked for a while in a computer games company. But I always felt I was an (2) \_\_\_\_\_ kind of guy. In 1997, I (3) \_\_\_\_\_ an Internet site for cheap travel: flights, hotels, renting cars and so on. I obtained money for investment in the (4) \_\_\_\_\_ from friends.'

Now the site has 300,000 customers, and Pace is very rich, with a big apartment in Manhattan and a house in the Bahamas. 'I don't want to sell the company,' he says. 'I've had offers from some big companies, but I want to stay independent. I want to (5) \_\_\_\_\_ the business and do things my way.

Unlike many entrepreneurs, I think I have the (6) \_\_\_\_\_ skills to lead and inspire a large organization. I can see the day when I'm in charge of a large business (7) \_\_\_\_\_.'

**10.2** Who are (or were) these famous businesspeople?  
Use the expressions in C opposite to describe them.



**a** Randolph Hearst  
(1863–1951)



**b** Masayoshi Son software  
tycoon (b. 1957)



**c** Rupert Murdoch  
(b. 1931)



**d** Aristotle Onassis  
(1906–1975)



**e** Paul Getty  
(1892–1976)



**f** Donald Trump  
(b. 1946)

*Over to you*

Who are your country's most famous entrepreneurs? What are they famous for?  
In your opinion, are business leaders born or made?