



Name: \_\_\_\_\_

**Match the words and their meanings.**

*smooth (adj)      senior (adj)      shadow (v)*  
*take to sth like a duck to water (v phr)*  
*paperwork (n)*

\_\_\_\_\_ : older and  
more experienced than the other members of  
a team

\_\_\_\_\_ : to learn how  
to do something very easily

\_\_\_\_\_ : happening/  
continuing without any problems







\_\_\_\_\_ : the written  
work in an office, such as filling in forms or  
writing letters and reports

\_\_\_\_\_ : to follow  
someone else while they are at work in order  
to learn about that person's job

