

2 Places and departments

A Places

Where do you work?

I work in a factory.

I work in Paris.



in an office



in a call centre



in a lab



at home



on a construction site



on an oil rig

Where	does	he she	work?
	do	they	

He She	works	in a shop. at head office – the most important office. in Shanghai.
They	work	

B Departments 1

Which department	do	you	work in?
	does	he she	
	do	they	

Note

Don't forget the third person s in the present simple of verbs, for example in He works in the training department.



I work in the production department. We make the company's products.

She works in the training department. She organizes training courses.

They work in the sales department. They sell the company's products.

C Departments 2

You can also talk about the department that people work in, like this:

- I'm in production.
- She's in training.
- They're in sales.
- He's in accounts. He gets the money from customers and pays everyone that the company owes money to.
- I'm in human resources (HR). I find new people to work for the company.
- She's in marketing. She looks after the company's website.
- They're in research and development (R&D). They find new products for the company to sell.
- He's in finance. He goes to banks to find the money that the company needs.

2.1 Look at A and B opposite. Match the pairs of sentences.

- | | |
|--|--|
| 1 I work in the production department. | a I'm in retail. |
| 2 I work in Shanghai. | b I make cars. |
| 3 I work in a call centre. | c I sell machines. |
| 4 I work in a shop. | d I'm an oil worker. |
| 5 I work on an oil rig. | e I talk to people all over the world. |
| 6 I work in the sales department. | f Our head office is there. |

2.2 Look at A and B opposite. Complete these sentences with 'in', 'at' or 'on'.

- 1 I work _____ a lab.
- 2 I don't work _____ a construction site.
- 3 I don't work _____ home because I want to be with people all the time!
- 4 She works _____ a factory.
- 5 He works _____ the accounts department.
- 6 They work _____ a call centre.
- 7 One day, I want to work _____ head office. I want to be the boss!

2.3 Look at A and B opposite. Complete these questions.

- | | |
|----------------------------|--|
| 1 Which department _____ ? | I work in the training department. |
| 2 Which department _____ ? | She works in the human resources department. |
| 3 Which department _____ ? | He works in the production department. |
| 4 Where _____ ? | I work at home. |
| 5 Where _____ ? | They work on an oil rig. |

2.4 Look at C opposite. Complete these sentences.

- 1 I interview people who want to work for the company. I'm in _____.
- 2 She goes to visit customers. She's in _____.
- 3 She organizes English courses for people working in the company. She's in _____.
- 4 They decide how much money the company needs to borrow. They're in _____.
- 5 We organize the company's advertising. We're in _____.
- 6 I work on the machines that make our products. I'm in _____.
- 7 I phone people who haven't paid. I'm in _____.
- 8 He works on new products that the company can sell. He's in _____.

Over to you



Think of three people you know. Describe the places where they work and the departments that they work in.