

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

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.