

# A NEWS ORGANISATION

7 Look at some expressions people use to talk about their jobs. Complete the expressions in bold using the prepositions in the box.

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- 1 I **report** \_\_\_\_\_ the IT Director.
- 2 I'm the **Head** \_\_\_\_\_ Sales.
- 3 I **work closely** \_\_\_\_\_ the Head of Marketing.
- 4 I **look** \_\_\_\_\_ the company website.
- 5 I **take care** \_\_\_\_\_ the export documentation.
- 6 I'm **responsible** \_\_\_\_\_ coordinating the production team.
- 7 I'm **in charge** \_\_\_\_\_ the research and development team.
- 8 I **coordinate** \_\_\_\_\_ all departments to ensure customer satisfaction.

8 Read how two more people at the news organisation describe their jobs. Complete the texts using words from Exercises 6 and 7. Use one word in each gap.

My name's Frances Mullan. I'm the Head of Marketing. I <sup>1</sup> \_\_\_\_\_ a small team of two marketing managers and a video producer. Our work <sup>2</sup> \_\_\_\_\_ a variety of marketing strategies to promote the business, including events, social media and printed advertising. I'm in <sup>3</sup> \_\_\_\_\_ of attracting new customers, retaining existing customers and positioning the business as innovative and creative. I <sup>4</sup> \_\_\_\_\_ directly to the Head of Strategy and Development.

My name's Donovan Parsons. I'm a camera operator and I take <sup>5</sup> \_\_\_\_\_ of the camera equipment. I'm <sup>6</sup> \_\_\_\_\_ for interpreting what the director wants to happen and putting it on screen. I <sup>7</sup> \_\_\_\_\_ closely with other technical departments, such as lighting and sound. My duties also include supervising the work of the camera assistant. We're in a live television environment so we have to make <sup>8</sup> \_\_\_\_\_ we can do the job under pressure.