

A Circle the correct word.

- 1 The **charity** / **union** I'm a member of is calling for a nationwide strike next week.
- 2 It's **company** / **firm** / **business** policy not to allow the use of phones for personal calls during working hours.
- 3 The recent **raise** / **rise** in the cost of petrol has affected loads of small businesses round here.
- 4 In some professions, you have to **retire** / **resign** when you're 60 or 65 years old.
- 5 My grandfather gets a **pension** / **promotion** from the company he used to work for.
- 6 Not only did we all have to work **overtime** / **promotion** this weekend, but we didn't get paid for it!
- 7 Have you had any news about that **work** / **job** / **career** you applied for yet?
- 8 The starting **salary** / **wage** is €20 000 per year.
- 9 You'll get a weekly **pay** / **wage** of about €300 before deductions.
- 10 She became a full-time member of **employees** / **staff** / **employers** last year.

B Complete using the correct form of the words in the box.

commute • deliver • earn • gain • make • sack • win

- 1 No sooner had Denzil the lottery than he decided to quit his job.
- 2 How long does it take you to to work every day?
- 3 How much does a state school teacher each year?
- 4 Over a hundred workers were redundant when the factory closed.
- 5 Our next-door neighbour was for stealing company property.
- 6 Does your local supermarket ?
- 7 Rarely have I so much valuable experience in such a short space of time.

Phrases and collocations

D Match to make sentences.

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|----|--|---|------------------------------------|
| 1 | I put a lot of effort | A | on hold for ages. |
| 2 | They've made their decision | B | about who's going to get promoted. |
| 3 | It's not in your interest to | C | of work for over two months now. |
| 4 | The secretary's kept me | D | into writing this report. |
| 5 | I don't know why you didn't apply | E | business long. |
| 6 | I think we're all in agreement | F | in your work. |
| 7 | Dean's been out | G | for that position. |
| 8 | The shop hasn't been in | H | accept a pay cut. |
| 9 | I'm glad you're finally taking an interest | I | work, doesn't he? |
| 10 | Jason lives fairly near his place of | J | on this, aren't we? |

E Write one word in each gap.

- 1 Maybe you should write a letter complaint to the manager.
- 2 When was the last time you had a off?
- 3 Hardly had the police officer come duty when he had to respond to an emergency.
- 4 My dad's work at the moment, I'm afraid. Can you call back later?
- 5 I am available to an interview at your convenience.
- 6 He's been this job for over thirty years.
- 7 Our company a lot of business with Altech Industries.
- 8 Sol's made an arrangement the wholesalers to deliver more frequently in future.
- 9 June's got several years' experience dealing with young children.

F Choose the correct answer.

- 1 Who is responsible dealing with complaints?
A with B for C in D at
- 2 We began looking round for advertising agencies which had experience of our market.
A to B with C by D at
- 3 The covering letter wasn't attached the CV.
A to B with C from D by
- 4 Don't you think you should apply for the job writing?
A with B for C at D in
- 5 I was only absent the office for a few minutes!
A for B from C in D about
- 6 Success in this industry depends a lot luck!
A with B from C at D on

E Choose the correct answer.

- 35** The for this position starts at thirty thousand euros per year.
A wage C salary
B payment D tip
- 36** After working at the same factory for thirty years, my grandfather was looking forward to his
A overtime C charity
B pension D allowance
- 37** Some people to London every day from as far away as Leeds.
A connect C correspond
B commute D commence
- 38** Most governments tax people on the amount they each year.
A win C earn
B gain D benefit
- 39** Shelley disagreed with the board's decision and so she and went to work for another company.
A retired C sacked
B fired D resigned
- 40** When the factory closed, over a hundred people were redundant.
A done C given
B taken D made
- 41** Here at Weatherby's, we provide all our members, from senior management down, with regular training.
A staff C crowd
B crew D firm