1 A Replace the words in bold in the sentences with the words in the box.

experience	exploited	handles
opportunities	organising	temporary

1 I didn't have many **chances** to travel in my old job.
2 I've got a **short-term** office job at the moment, but I hope I'll find another job soon.
3 Mariam has many years' **background** in management.
4 Vik isn't very good at **planning** his work.
5 Paula is **treated unfairly** by her company. She works very long hours and doesn't get extra pay.
6 Joanna **deals with** most of the budgets in our office.

LIVEWORKSHEETS

B **Choose the correct word to complete the sentences.**

1 My contract isn't **short-term** / **permanent** / **temporary** – it ends next month.

2 I think good managers let you take **responsibility** / **opportunity** / **responsible** for your own projects.

3 Gig workers are often **treated** / **exploited** / **temporary** because they don't get paid if they're sick.

4 Jane is looking for a new job because there aren't many **experiences** / **opportunities** / **responsibilities** for promotion in her current one.

5 Have you **dealt** / **organised** / **exploited** Kieran's leaving party yet?

6 I like my job, but some of the customers are difficult to **plan** / **deal** / **handle**.

LIVEWORKSHEETS

C **Complete the conversation with one word in each gap.**

C Complete the conversation with one word in each gap. The first letter is given.

A: How's your new job?

B: It's great, I love it! There are four of us in my team and I'm taking [1]r..... for one of our biggest projects. I've never been in charge of a such an important project before, so it's a great [2]o..... for me.

A: Wow! That sounds great. Is it a [3]p..... job?

B: No, it's a [4]t..... contract. It ends when we finish the project. I'm hoping that if I show my manager how well I can [5]o..... my work and [6]h..... the challenges of a large project, they might keep me on.



LIVEWORKSHEETS