

1. Fill in the gaps using words and phrases from the lesson:

1. This is not a very complicated job, so no _____ is required.
2. The candidate should have a _____ in marketing.
3. _____ is my main strength.
4. My main reason for _____ for this job is a good salary.
5. Having looked over your CV I noticed your _____.
6. Promotion _____ are very good in this company.
7. During the interview I was asked about my career _____.
8. This company offers many _____ opportunities.
9. My only weakness is that I am not very computer _____.
10. I have no attachments to this particular town and I am more than happy to _____ if possible.

2. Ask for more detailed information:

1. I have spent the last two years living in China.
2. My job responsibilities were very basic.
3. Going to India during my gap year was a great experience. I learned a lot.
4. I find this kind of task very boring.
5. I have had many small jobs over the years.

3. Here are some questions you might be asked at an “extreme” job interview. Put the words in order to make the questions and then answer these questions.:

1. were car , you what if a would be car you?
2. of without name uses five stapler staples a
3. TV is like which you most character?

4. Fill in the gaps.

I find myself a perfect candidate for the job advertised. (1)____ am a hard-working young professional. I have worked in 3 (2)_____ companies since I graduated. I got my first job when I (3)_____ eleven selling lemonade from a stall on my house lawn. I was (4)_____ quite famous entrepreneur in my neighbourhood. At that time I was not (5)_____ good at counting money so I actually worked at a (6)_____. I was probably too soft giving out free lemonade to the pretty (7)_____. I like to think, though, that I have changed. Now I am a real business (8)_____. I've been told that I am quite (9)_____ with clients at times, but my sales rate is (10)_____ steadily. I have set career goals and I am (11)_____ to go all the way to reach them. As you can see from my CV I have had many (12)_____ in my last jobs. I have many strengths and possess superb language (13)_____. I will be a valuable asset to any company willing to (14)_____ me.

Key to ex. 1:

1. Previous experience
2. Degree
3. Flexibility
4. Applying
5. Past achievements
6. Prospects
7. Goals
8. Training
9. Literate
10. Relocate

Key to ex.2:

1. What exactly were you doing in China?
2. Can you be more specific about your responsibilities?
3. Could you tell me exactly what you learned during that year?
4. What in particular do you find boring?
5. Can you tell me a bit more about the jobs you've had?

Key to ex.3:

1. If you were a car, what car would you be?
2. Name five uses of a stapler without staples.
3. Which TV character is most like you?

Key to ex. 4:

1. I 2. Different 3. Was 4. A 5. Particularly 6. Loss 7. Girls 8. Shark 9. Pushy
10. Increasing 11. Willing 12. Achievements 13. Abilities 14. hire