

## Review

- 1 Have a look at the VocabBooster. Match the words in A with the appropriate definitions / synonyms in B. Compare your results with a partner.

ON  
THE JOB

### VocabBooster

	A	B	
part-time	1	<input type="checkbox"/>	working the full number of hours considered normal or standard in a country
to be employed	2	<input type="checkbox"/>	an employee can choose, within limits, the hours for starting and leaving work each day
wage	3	<input type="checkbox"/>	a paid period off work to care for your child / your children
parental leave	4	<input type="checkbox"/>	a fixed regular monthly payment
full-time	5	<input type="checkbox"/>	to have a job, to work
regular working hours	6	<input type="checkbox"/>	working fewer hours than normal
to be unemployed	7	<input type="checkbox"/>	getting a higher position at a job
salary	8	<input type="checkbox"/>	starting and finishing work at the same time every day
flexi-time	9	<input type="checkbox"/>	to work extra hours
to work overtime	10	<input type="checkbox"/>	special courses after work
promotion	11	<input type="checkbox"/>	to have no job
further training	12	<input type="checkbox"/>	a payment, especially on an hourly, a daily or a weekly basis or by piece of a product



- 2 Read the following job advertisement that you found on the online job database *CV-Library.com* and write an e-mail of application. Use the phrases from the LanguageBox on page 247. Write about 150 words.

### Are you interested in an amazing opportunity to work for a 5\* hotel located in Knightsbridge?

We focus on offering a high quality service to our affluent customers and we are looking for a bartender who shares the same vision, passion and enthusiasm.

Successful applicants will have the following skills and attributes:

- at least some experience in a bar / restaurant environment
- a great pride in his or her own appearance
- an outstanding attention to detail
- a willingness to work hard and a positive attitude
- an easy-going and flexible personality
- a true passion for cocktail making



**Working hours:** will be on a shift basis, so some weekends and nights will be required (40 hours per week)

**Salary:** £ 6–£ 6.50 per hour

**Location:** London; Start date: ASAP; Contact name: Alana James  
Please send your résumé and your letter of application.

**Reference:** Cocktail Park Lane / Job ID: 122231968

**Please note:** ASAP= as soon as possible

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### Boys and girls – different strengths and weaknesses?

A recent online survey found that almost 25 per cent of boys have poor communication and writing skills, whereas girls lack maths skills.

Get into groups of three and discuss the following questions. Present your findings in class.

- 1 Based on your personal experience, can you agree with this survey's findings? Give reasons.
- 2 To what extent do survey results like this have an influence on the jobs boys and girls are going to choose in the future? Explain.
- 3 Do you think boys or girls need more help with school matters? Why?
- 4 What can be done to meet the needs of both girls and boys?
- 5 Which special activities could be offered at schools to motivate and support boys and girls in fields where they are not so good and to encourage them in areas where they show special talents?
- 6 What motivated you to decide on your professional field? Explain.

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**Step 1:** Think of as many skills and characteristics as possible that are most important for successful teamwork. Take notes in the mind map.



**Step 2:** Prepare a 3-minute presentation about successful teamwork. In your presentation you should

- say which skills and characteristics make a good team player
- outline pros and cons of working in a team
- explain why teamwork is especially important in the hospitality and restaurant industry.

Get into pairs and give your presentations. Take turns.



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You have been invited to join the Austrian committee which takes part in *Euroskills*, Europe's biggest skills competition in which young people up to the age of 25 from all over Europe will meet to compete for the European title in vocational skills. In the course of the competition you have been asked to give a presentation about your job.

**ON THE JOB**

In your presentation you should

- give some information about a hotel / restaurant where you work / worked
- talk about the tasks and duties your job involves
- outline the positive aspects of your job.



Speak for about four minutes. Get into pairs and give your presentations. Take turns.