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OP Vzdělávání
pro konkurenceschopnost

INVESTICE DO ROZVOJE VZDĚLÁVÁNÍ

Digitální učební materiál

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Ročník studia	4.
Předmět nebo tematická oblast	Anglický jazyk
Výstižný popis způsobu využití materiálu ve výuce	Doplňkový materiál pro výuku anglického jazyka Inovace: komplexní procvičení slovní zásoby tematického okruhu The World of Work na úrovni B1 s využitím ICT při přípravě pracovního listu.

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The World of Work

VOCABULARY

1. Read the following definitions and match them with the jobs in the box.

driving instructor	soldier	lawyer	nurse	programmer
accountant	waiter	scientist		

- 1) This person gives you legal advice.
- 2) He/she looks after you when you are ill in hospital.
- 3) This person develops new computer software.
- 4) Someone who fights for your country when it is in danger.
- 5) He/she teaches people what to do in the car.
- 6) This person serves you in a restaurant.
- 7) He/she is an expert in the field of chemistry or biology.
- 8) This person looks after the money in a company.

2. Read the sentences and check the meaning of the highlighted words in your dictionary.

The Sales Manager **is responsible for** selling the products.
 A psychologist **deals with** mental problems of people.
 The Managing Director is **in charge of** the whole company.
 He **runs** the coffee bar in the theatre.
 Her job **involves** answering questions from journalists.

3. Write definitions of the following jobs using the highlighted words from exercise 2.

flight attendant	
sales representative	
personal assistant	
builder	
surgeon	
security guard	
travel agent	
vet	



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4. Read the text and find the words for the definitions below.

For many people in Britain the working hours are 9.00 am to 5.00 pm and they often talk about nine-to-five job. In the Czech Republic it is a bit different, most people start and finish their work earlier. Some workers have flexitime and some have to do shiftwork. Some people also work overtime and in some companies they are paid for that. Most people are paid every month and this pay goes directly in their bank accounts. It is called a salary. If people work well they can get a bonus. The total amount of money you earn in a year is called your income. This could be your salary from one job, or the salary from two or more different jobs you have. And on this income you have to pay part to the government – the money you pay is called income tax.

- 1) All the money a person makes.
- 2) Money paid once a month for work.
- 3) Working at different times, e.g. days one week, nights the other week.
- 4) The money you pay to the state.
- 5) A reward for excellent work.
- 6) You can start and finish work at different times.
- 7) You spend extra hours at work.
- 8) Regular working hours, typical of Britain.

SPEAKING

5. Talk to your partner. Look at the following points and put them in order how important they will be to you when choosing a job (1 – the most important).

friendly colleagues high salary enjoyable work good boss working hours
the number of days of holiday location of the company other ?

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____



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6. Look at the jobs in exercises 1 and 3. Which of them would and wouldn't you like to do? Why? Why not?

Example: I wouldn't like to be a builder because they have to work hard and they don't earn much.

7. Work in pairs. Discuss the following questions.

- Have you ever had a summer job? What did you do?
- What was good and bad about the job?
- What kind of summer job do you think is the best for a student?
- What do your parents do?
- After you finish your studies would you like to do the same job as your parents? Why? Why not?
- Would you like to work for a big international company or a small local one? Why?

WRITING

8. Complete the letter of application with the words from the box.

CV	interview	skills	experience	apply	responsible
advertisement		qualifications			

May 22, 2012

Dear Sir or Madam,

I would like to (1) _____ for the position of tour guide at your travel agency. I saw your (2) _____ in The Daily Mirror on May 21.

As you can see from my (3) _____ I have all the (4) _____ you require: a certificate of secondary education and language certificates in both English and German. I also have two years' (5) _____ of similar work for a small travel agency in my hometown Olomouc. While working there I was (6) _____ for showing foreign visitors round the town.

My computer (7) _____ include using all the applications in both Microsoft Office and Open Office. I also have a clean driving licence.

I look forward to an opportunity to meet you in person. Please contact me at my email address or telephone number listed in the CV to arrange for an (8) _____.

Yours faithfully,

Ladislav Fraus

Ladislav Fraus

Tento projekt je spolufinancován Evropským sociálním fondem a státním rozpočtem České republiky.

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9. Look at the pictures and discuss the following questions.

- What job is shown?
- What kind of personality do you need for this work?
- What education or training do you need?
- What is good and bad about the jobs?



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ANSWER KEY:

- 1) 1 lawyer 2 nurse 3 programmer 4 soldier 5 driving instructor 6 waiter 7 scientist
8 accountant
- 2) students' own answers
- 3) students' own answers
- 4) 1 income 2 salary 3 shiftwork 4 tax 5 bonus 6 flexitime 7 overtime 8 nine-to-five job
- 5) students' own answers
- 6) students' own answers
- 7) students' own answers
- 8) 1 apply 2 advertisement 3 CV 4 qualifications 5 experience 6 responsible 7 skills
8 interview
- 9) students' own answers

Zdroje:

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