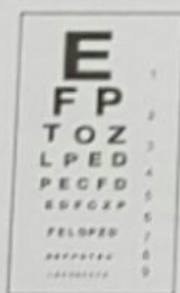


Lessons 1-2 The world of work

- 1 Decide which suffix each of the words below needs and write the whole job title in the correct column in the table.

-er	-ant	-or	-ian	-ic	-ist
cleaner	accountant	actor	electrician	mechanic	dentist
designer	assistant	driver	politician	pharmacist	historian
plumber		instructor			



assist

clean

account

electric

optic

paramed

journal

carpent

instruct

mechan

pharmac

act

plumb

reception

- 2 Complete the sentences.

- I would like to have a balcony outside my room. Do you know a good carpenter?
- I love flying so I would really like to be a pilot.
- I'd like to learn to drive. Can you recommend a driving instructor?
- Mum and Dad both work. They haven't got time to clean the house, so they employ a cleaner.
- Oh no! There's water all over the kitchen floor. I think the water pipe is broken. Call the plumber.
- Our neighbour knows a lot about cars. He's a mechanic at the local garage.
- The lights in the house don't work. Do you know an electrician we can call?
- My uncle studied at university. He now works on big building projects all over the world. He's a engineer.

3 Describe the jobs these people do. If you can, say where they work.

1 A physiotherapist uses special exercises to help people recover from an injury.

A physiotherapist works in a hospital.

2 A receptionist Person who works in a hotel.

3 A taxi driver take passengers in this car. The passenger pay for the journey. A taxi driver works in his own

4 A waiter Person whose job is take orders from customers and bring food and drink.

5 A shop assistant Person who help me in shopping.

6 A paramedic a person who has had special training in caring for people who are ill or hurt.

7 An optician a person who is qualified to test eyes, sell glasses.

8 A journalist Person whose job is to collect, write or publish news.

9 A driving instructor teaches people how to drive. A driving instructor work in his own car or in a official driving school car.

10 A flight attendant flight attendants passengers and serves food and drink on a plane.

4 Find and correct the mistakes in the sentences below.

1 My father works in a banking.

My father works in a bank.

2 My mother works for publishing.

My mother works for a publisher.

3 A receptionist works for a reception area.

A receptionist works in a reception area.

4 Would you like to work for finance?

would you like to work as a financial

5 I don't want to work in office.

I don't want to work in an office.

delete one

Lessons 3-4 Do you have what it takes?

1 What are the 21st century skills described below?

EXAMPLE	SKILL
1 I have interesting ideas that are different from everyone else's. For example, my essays are never boring because I write about unusual subjects and I use lots of adjectives.	Creativity
2 I don't wait to be told what to do. If there are tests at school, I plan how I will study so I'm ready when it's test time.	Proactive
3 When we have group projects at school, my friends always ask me to organise our team and give each member a different job to do.	Leader
4 My presentations are always very clear and easy to understand. I also like listening to my friends' presentations and asking them questions at the end, but I make sure I don't interrupt them while they're speaking.	Communication
5 I always find a solution, even in difficult situations. When the other students don't know what to do, I look at things from different points of view until I find a way forward.	Problem-solving
6 I really enjoy team sports like volleyball or basketball more than individual sports like tennis or running. I like being part of a team and working together with my friends to be successful.	Team player

Choose the correct option.

Hamdan always has very interesting ideas. He's a very creative / creativity person.
 I think I have strong leader / leadership skills because I'm good at organizing teams.
 It's important to be / have proactive when you run your own business.
 Our teacher has / is good communication skills. It's easy to understand what she says.
 If you want to be a fashion designer, you need to have a lot of create / creativity.
 Salwa is the leader / leadership of our group for the school project.

Write three sentences, each using one of *create, creative, creativity* OR *lead, leader, leadership*.

As you can make decisions and have ideas for your leadership
I have different and interesting idea that means I am creative
My friend like create new things.

Work with a partner to decide where to put the following phrases of agreement and disagreement.

• I'm with you on that. • You have a point, but ... • Absolutely. • I don't think so, because...
• That's true. • I'm sorry but that's not right ... • You're absolutely right. • That's not really true.

agree	I disagree
I am with you on that that's true. Absolutely You're absolutely right	I don't think so, because I am sorry but that's not right You have point, but that's not really true.

agree with the following statements using the phrases above.

ink homework is not a good thing.

it think so because we have to do some work at home to remember what we learn in class.

ink it's fine to stop someone when they're speaking if you have something important to say.

am sorry but that's not right you have waiting, when he
then you can take.
stop say you important things.

ot necessary to plan ahead. You can wait until the last minute to do things because someone
ell you what to do.

is not really true because you have to plan ahead
to be your work good.

ttter to work alone than with other people. It's always so difficult for everyone to agree
se they all want to do things their way.

you're absolutely right but I think work is
good better and quick

Lessons 5-6 A day in the life

1 Read what people say about their jobs and complete the words.

- 1 I teach volleyball to children in our neighbourhood sports centre every week. I don't get paid for it, but I really enjoy working with children and the other teachers. We're all volunteers.
- 2 I work in a zoo. My regular duties are feeding the animals, checking that they've got water, checking the fences, and that sort of thing.
- 3 I work in a call centre for receiving calls for the fire service, the police or the ambulance. You have to learn to be calm so that you can deal with emergency, such as traffic accidents or fires.
- 4 I'm a dentist. I studied for five years at university and then I worked at a health centre for a few years. Now I'm setting up my own practice, so I need to buy a lot of expensive equipment.
- 5 I'm a firefighter. As part of my job, I go out to check buildings to make sure everything is OK. It's important to inspect buildings because we have to know whether they are safe.
- 6 I work in IT as a computer programmer. You have to make sure you keep up with new technology.
- 7 I work as a nurse. Sometimes I work during the day and sometimes I do the night shift.

2 Which of the jobs in Activity 1 would you do? Which of the jobs wouldn't you do?

I wouldn't mind being a work in a zoo
because I think it's difficult but sometime I think it is nice things.

I wouldn't enjoy being a nurse
because sometime you during the day I think it is kind

3 Complete the text with the correct -ing forms of the verbs in the box.

• be • check • do • get up • give up • watch • work

I work as a doctor in the Accident & Emergency department of a big hospital. I'm also a volunteer at motor racing events when I'm not working. I don't mind get up ¹ my free time because I enjoy watch ² the races.



Also, as a hospital doctor, I spend all of my time give up ³ inside, so at the end of a hard week I like work ⁴ outdoors for a change. My duties at race meetings include be ⁵ drivers who have had accidents. Sometimes I don't feel like check ⁶ early on a Saturday morning to drive a long way to an event. However, I always enjoy it when I get there, so I keep on do ⁷ it!

4 Rewrite these sentences.

- 1 A good chef makes a new dish several times before serving it to customers.

(Use practise)

A good chef practises making a new dish before serving it to customers.

- 2 Firefighters don't always want to train in the gym.

(Use feel like)

Firefighters don't always feel like training in the gym.

- 3 My sister has just completed her studies at university.

(Use finish)

My sister has just finished studying at university.

- 4 Being a good doctor means that you have to listen to people.

(Use involves)

Being a good doctor involves listening to people.

- 5 Computer programmers have to study to stay up to date with the latest technology.

(Use keep on)

Computer programmers have to keep on staying up to date with the latest software.

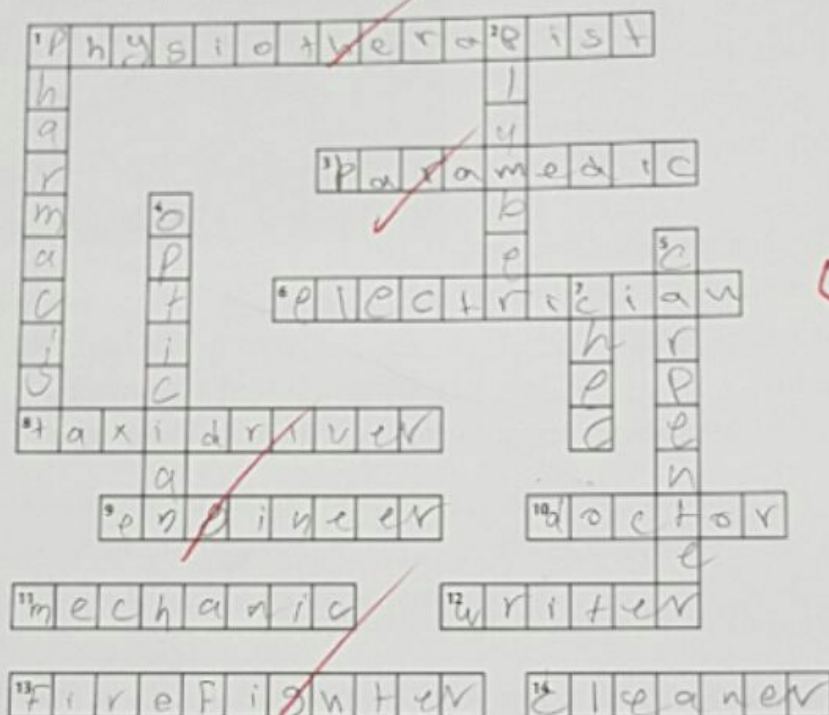
- 6 If you want to work in marketing, it's a good idea to do a business course.

(Use suggest)

If you want to work in marketing, I suggest doing a business course.

Lesson 7 Practise and prepare

1 Name the jobs below to solve the crossword puzzle.



Across

- 1 treats injuries using special physical exercises (15)
- 3 gives medical assistance to people in the place where an accident happened (9)
- 6 works with electricity (11)
- 8 drives a taxi (4, 6)
- 9 designs or builds roads, railways, bridges, or machines (8)
- 10 treats patients (6)
- 11 fixes cars (8)
- 12 writes novels, stories or poems (6)
- 13 puts out fires in buildings and forests (11)
- 14 cleans houses and offices or other buildings (7)

Down

- 1 sells medicines (10)
- 2 repairs taps at home (6)
- 4 checks your eyes (6)
- 5 makes furniture (9)
- 7 cooks in a restaurant (7)

Lessons 8-9 Today's jobs

Write sentences to join the information in the POSITIVE and NEGATIVE column using *but, however, although, even though*.

	POSITIVE	NEGATIVE
Job A	eat food for free	boring
Job B	have a beautiful view of the city below	can't go out with your friends
Job C	work with animals all day	get very fat
Job D	sleep on the job	can fall and get hurt
Job E	surf the Internet all day and night	can't understand what's wrong

Job A: In this job, you can eat food for free. However, you can get very fat.

Job B: In this job, although you have a beautiful view of the city below, you can't go out with your friends.

Job C: In this job, even though you work with animals all day, you can't understand what's wrong with them.

Job D: In this job, you can sleep on the job but it can get boring.

Job E: In this job, you can surf the Internet all day and night, however you can't go out with your friends.

Can you guess each of the jobs above?

Job A	<u>Good teacher</u>
Job B	<u>window cleaner</u>
Job C	<u>Vet</u>
Job D	<u>Professional sleeper</u>
Job E	<u>digital trend reader</u>



28 Jan 2019
Gamed

Fill the gaps with words from the box.

• qualification • positions • make a living • earn • role

How much money does a pilot earn every year?

If you want to find a good job, it's important to have a high qualification like a university degree.

A teacher's role in a student's life is important because a teacher helps students both inside and outside the classroom.

It's difficult to make a living as an artist because not many people spend money on paintings or artwork nowadays.

Hisalati is opening a new branch so they need to fill different positions. They need new secretaries and receptionists.

Describe a job. Say the positive and negative things about the job, but don't say what you actually have to do or the name of the job. Can your friends guess the job?

In this job, you are outdoors and around nature. You can smell the flowers and grass.

However, it can get hot in summer and the mosquitoes can be nasty!

If you become a Pharmacist, the positive side of the job is that you study about all the science and you can make your own pharmacy. There is more place for work in it. The negative side is that it takes long time in study and it is difficult. The salary will be higher.



Lessons 10–11 What about becoming a ...

1 Read and write short answers to the questions in the questionnaire.

What will you do in the future?

- 1 What sort of person are you? What three adjectives would you use to describe yourself? creative, status as
problem solver.
- 2 What are you interested in? when
I make sport
- 3 Are you an indoor person or an outdoor person? outdoor
- 4 How do you feel about taking risks? scared.
- 5 Do you think you will go to university? Yes
- 6 Are you good at working in a team? Yes
- 7 How much time do you spend on a computer each day? 1 hour
- 8 Would you like to have your own business, or would you be happy to work for someone else? I
- 9 Would you consider working as a volunteer? Yes, some time.
- 10 What are your ambitions? to be
Pharmacist.

2 Write a personal profile based on your answers in Activity 1.

- Describe yourself, **but don't say your name** – just say what sort of person you are.
- Say what you're good at.
- Say what you're interested in.
- Say what job you hope you will have in the future.

I'm easy-going, patient and quite creative. I'm not an outdoor person. I'm good at working in a team. I'm interested in designing clothes and in making them, so I'd really like to work in fashion. I hope I'll have a job working for a famous fashion designer.

I am quite person. I am a outdoor person. I
love working in group because we finish the work
quickly. I love the the medicine. I hope to be
a Pharmacist.

Vocabulary

A **personal profile** is a short description of who you are and what you're like.

Writing tip

When you write your personal profile, use language like
I'm interested in ...
By the time I'm (25), ...
I don't mind ...
I enjoy ...
I'd like to/I'd love to ...
I hope that ...

3 Which jobs are these people talking about? Complete what they're saying with the correct word.

1 It's a good job because you can earn a lot of money, but I'm also interested in helping people when they're in trouble. By the time I'm 20, I hope I'll be studying Law at university. It'll be a lot of work, but it'll be worth it in the end. By the time I'm 30, I hope I'll be a successful

lawyer

2 It's a fantastic job, but you never have a break. My plan is to go to university when I'm 18 and then I'll try to find work in a local newspaper. I don't mind just writing articles about the news in my Emirate to begin with. That's the way you learn. By the time I'm 25, I think I'll be a successful

journalist. I'll travel around the UAE and report on what's happening in all our Emirates!

3 I'm really interested in clothes and I enjoy creating new styles. I want to do a university course that's practical. I'd love to do work experience in Milan with one of the top names. I don't mind doing basic jobs to start with, if it helps me to learn about the industry. I hope that by the time I'm 30, I'll be a top fashion designer myself and that I'll be selling the clothes I make from my own shop.

4 Read the information below about becoming a vet. Then answer the questions.

So you want to be a vet?

You need to care about animals. You need to be strong and be able to make decisions. You need to be good at solving problems too. It's also important to have good communication skills, so that you can talk to the animals' owners. And you need to be able to write good letters and emails. It takes five years to study to be a vet. To study veterinary medicine at university, you will need qualifications in biology, chemistry and another subject, such as maths. It's a good idea to get work experience on farms, in veterinary clinics, at riding stables or in animal homes. This will show that you're really keen on becoming a vet and it will help you to get a place on a university course. Being a vet means working long hours, doing a lot of office work and being on call at night for emergencies. However, it's quite a well-paid job and you are helping to improve the health and happiness of animals.

What sort of person do you need to be? _____

strong and decisive

5 What else is useful if you want to get on to university course? _____

What skills do you need? Good at solving

problems

Do you need a university degree to do this and

communication

job? Yes you do

and

letter

and

email

What qualifications do you need to be

accepted on a university course? Biology

chemistry, another subject

6 How long is the course? five years

7 Is the job well paid? quite well paid

8 What's good about the job? _____

happiness of animal

9 Are there any disadvantages? long hours

& a lot of office work

& call at night for emergencies

Lessons 12-13 Looking for work

1 Match the two halves to make one sentence.

A

B

- 1 I really enjoy working with my **colleagues** *g*
- 2 Our shop needs new **employees** *f*
- 3 If you want to work as a Sales Representative *b*
- 4 When you work in a hotel *d*
- 5 We only sell in the UAE for now *c*
- 6 The company is offering some very interesting **benefits** *a*
- 7 The sign on the door says 'staff only' *e*

- a like a company car and a company credit card.
- b it's **essential** that you have good communication skills.
- c but we're looking for **potential** clients in the Gulf Area.
- d you have the **opportunity** to meet interesting people.
- e so only the people who work here can use that room.
- f so we are advertising to find the right people.
- g because they're all very helpful and friendly.

2 Now use four of the words in bold in Activity 1 to make sentences of your own.

- 1 In *my* company *there are many* **employees**.
- 2 when you want *to have a job* it's **essential** to have *qualified*.
- 3 you have one **opportunity** to try.
- 4 In *my* company *there are many* **nice benefits**.



Reorder this jumbled application email.

To recruitment@AdUAE.ae

From Hamda Bin Salem

- a Also, I have a degree in Graphic Arts so I can use different design software programmes.
- b Thank you in advance for your attention.
- c I would be a good choice for this position because I am very creative and I enjoy working with computers.
- d Best regards
- e I would like to apply for the position of Graphic Designer.
- f I have attached my CV so please feel free to contact me for any further information.
- g Dear Sirs

Hamda Bin Salem

g 2 e 3 c 4 a 5 f 6 b 7 d

Write an application letter for one of the jobs advertised on page 104 of the Coursebook

Writing tip

When we write a formal letter or email, we do not use contractions or exclamation marks.



Lesson 14 Practise and prepare

1 Write interview questions for these answers.

a Describe yourself in three words. adjectives.

I'm patient, decisive and hardworking.

b Do you have any question?

No, I don't have any questions. Thank you.

c Where do you think you'll be in 10 years old?

I hope I'll have my own business in 10 years.

d What's your name?

My name is Zainab.

e Tell me about yourself.

I have strong leadership skills.

2 Now re-order the questions and answers above to make an interview.

1 d

3 e

5 b

2 a

4 c

3 Imagine you are being interviewed for a job. You want to know about the following. Write questions.

Skills required: Can you tell me what skills are required?

Salary: how much the salary is?

Duties: could you tell me about the duties.

Work hours: can you tell me about work hours.

Benefits: what the benefits are.



Language tip

When we ask a polite question, we can start by saying Can/ Could you tell me...

Self-assessment

4 Write sentences with the following linkers:

- but _____
- so _____
- although _____
- even though _____

5 How many 21st century skills can you name?

6 What's a CV or résumé?

Lesson 15 **Big fish, small fish?**

- 1 Look at the essay below. The first sentence of each paragraph is missing. Match sentences (a-d) to the paragraphs (1-4).
- a In conclusion, I believe that even though money can help us have a better life, it is not completely happy.
 - b It is not easy to decide whether it is better to have a job that you enjoy doing, even if the salary is low, or earn a high salary, even if the job is not very interesting.
 - c Young people often want a high salary so they can buy everything they can think of.
 - d However, I do not agree with this idea.

What's more important, a high salary or an interesting job?

- 1 b Some people say that if you do not have money, you cannot be happy. However, I think that money cannot buy you happiness, especially if you hate your job. In this essay, I will consider both sides and then give my own opinion.
- 2 c They dream of having beautiful objects such as a big house, a fast car and a high position in their friends and family. It is also important for them to have a high position in their friends and family. So these young people believe that it is more important to have a high salary in life.
- 3 d There are many rich people who are not happy because they have big problems after their money and their companies. Also, if their jobs are not interesting, they waste their days doing something they do not enjoy and therefore wasting their lives.
- 4 a If you look for a job which matches your skills and interests, you will enjoy your life at work, even if the salary is low. We spend a very big part of our lives at work, so we must be sure that we enjoy what we are doing every day.