

Vocabulary

A

Jobs

I can talk about jobs and work.

1 Read the definitions and complete the puzzle.

This person:

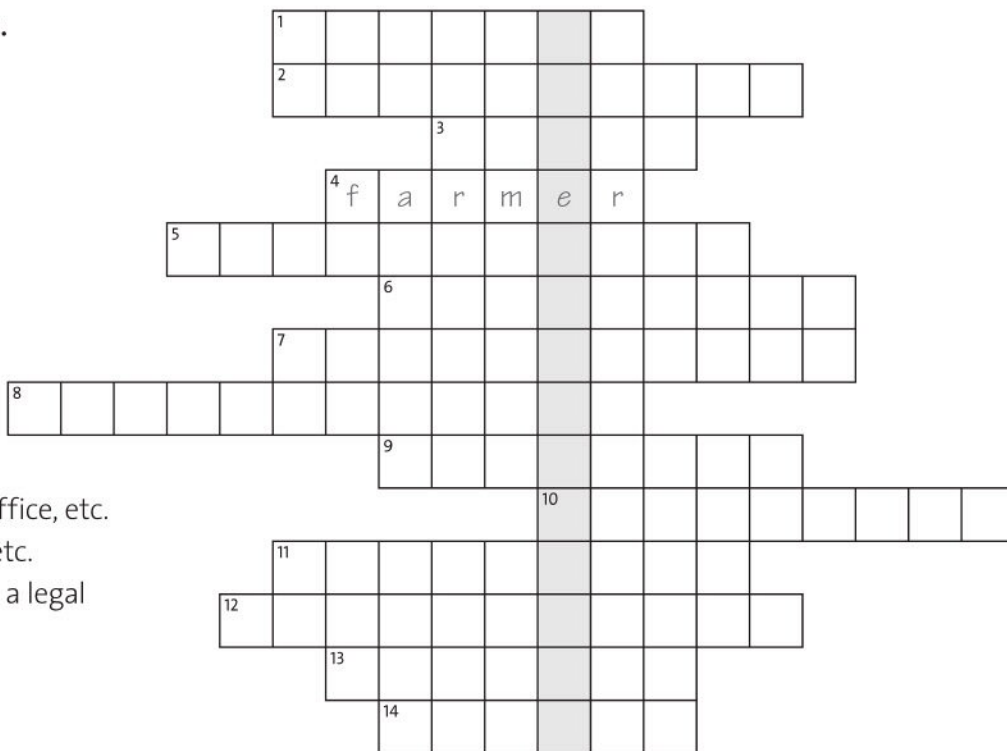
- 1 helps people to look after their teeth.
- 2 writes computer software.
- 3 flies an aeroplane.
- 4 often looks after cows and other animals.
- 5 cuts people's hair.
- 6 helps people who are injured or ill in an emergency.
- 7 trains a person or team to make them better at a sport.
- 8 deals with people who arrive at a hotel, an office, etc.
- 9 designs and builds road, bridges, machines, etc.
- 10 helps people when they buy a house or have a legal problem.
- 11 designs buildings.
- 12 helps people to choose a holiday.
- 13 cleans people's offices, houses, etc.
- 14 brings food and drink to tables in a restaurant or café.

What is the secret job? _____

2 Complete the work activities with the words below. Use each word or phrase only once.

alone children a computer customers your feet
five hours indoors a lot a lot of money outdoors
the phone phone calls the public a team a uniform

- 1 travel _____
- 2 be on _____
- 3 serve _____
- 4 work _____
- 5 wear _____
- 6 deal with _____
- 7 be part of _____
- 8 work nine-to-_____
- 9 work long _____
- 10 make _____
- 11 answer _____
- 12 work with _____
- 13 earn _____
- 14 use _____



3 Complete the adjectives for describing jobs with a, e, i, o, u and y. Then use them to complete the table.

- 1 ch a l l e n g i n g
- 2 b _ d l _ p _ _ d
- 3 cr _ _ t _ v _
- 4 r _ p _ t _ t _ v _
- 5 r _ w _ rd _ ng
- 6 str _ ssf _ l
- 7 t _ r _ ng
- 8 v _ r _ _ d
- 9 w _ ll p _ _ d

Positive 😊	Negative ☹️
challenging	

4 🎧 1.17 Listen to three people talking about their jobs. What are the jobs? Choose two adjectives from exercise 3 which you think best describe each job.

Job	Adjective 1	Adjective 2
1		
2		
3		

will and going to*I can make predictions, plans, offers and promises.*

- 1 Match sentences 1–5 with the decisions, offers and promises (a–e). Complete a–e with **will** or **won't** and the verbs below.

be carry have help lose

- 1 This bag is very heavy. ☐
- 2 See you at eight o'clock. ☐
- 3 You can borrow my phone. ☐
- 4 I can't do this maths calculation. ☐
- 5 What would you like to drink? ☐

- a I _____ it for you.
- b OK. I _____ late!
- c Show it to me and I _____ you.
- d I _____ lemonade, please.
- e Thanks! I _____ it.

- 2 Circle **will** or **going to** to complete the predictions.

- 1 I don't think Chelsea **will** / **are going to** win the Champions League next year. Their team isn't strong enough.
- 2 Look at those clouds. It **'ll** / **'s going to** snow.
- 3 Kat hasn't done any revision. She **won't** / **isn't going to** pass her exams.
- 4 That car is going much too fast! It **'ll** / **'s going to** crash!
- 5 I **will** / **am going to** email you tonight – I promise!
- 6 Jack's holding a tennis racket. He **'ll** / **'s going to** play tennis!

- 3 Look at the pictures and complete the predictions with the affirmative or negative form of **going to**.



- 1 She _____ fall.



- 2 The cat _____ catch the mouse.



- 3 They _____ arrive on time.

- 4 Complete the mini-dialogues. Use **will** or **going to** and the verbs below.

buy close have sleep text visit

- Kate Are you going to Kim's party tonight?
Toby I'm not sure. I ¹ _____ you this afternoon and let you know.
- Zoe We've run out of milk.
Marcus I know. I ² _____ some this afternoon. It's already on the shopping list.
- Alex The blue jeans are £20 and the black ones are £22.
Issy I ³ _____ the blue ones, please.
- Fred What are you doing in the summer holidays?
Emily I ⁴ _____ my cousin in the USA.
- George It's freezing in here!
Amy OK, I ⁵ _____ the window.
- Kelly Have you got any plans for Sunday morning?
Darren Yes, I ⁶ _____ all morning!



- 4 He _____ have lunch.



- 5 He _____ win.

Changing jobs

I can use signpost phrases to predict what I'm going to hear next.

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1 Look at the jobs and answer the questions.

builder estate agent gardener
journalist locksmith photographer
pizza delivery man / woman police officer
stunt performer surfing instructor
video game developer

Which job is connected with ...

- 1 flowers and plants? _____
- 2 selling houses? _____
- 3 a water sport? _____
- 4 fast food? _____
- 5 cameras? _____
- 6 copying keys? _____
- 7 fighting crime? _____
- 8 film and TV? _____
- 9 computers and entertainment?

- 10 construction? _____
- 11 writing for newspapers? _____

Listening Strategy

Some words and phrases can help you to predict what is coming next in a listening. For example, if you hear *however*, you know that it will be followed by a contrasting point. Listen out for 'signposts' like these that help you understand the structure of the listening.

2 Read the Listening Strategy. Then choose the correct words and phrases to complete the sentences.

- 1 Being a surfing instructor sounds great, but **as I see it / not only that**, it's quite repetitive.
- 2 Stunt performers have to do a lot of dangerous things, **moreover / such as** falling off buildings.
- 3 Photographers often travel around a lot, **although / for example** some of them work in a studio.
- 4 Gardeners are not well paid, but **as a result / in spite of this**, many of them love their job.
- 5 Estate agents do badly during recessions, and **nevertheless / that's because** fewer people buy houses.
- 6 Being a builder is hard work. **However / What is more**, you're often on your feet all day.

3 Read the sentences and choose the correct ending, a or b.

- 1 Being a sports coach isn't well paid. On the other hand,
 - a it can be quite repetitive.
 - b it can be very rewarding.
- 2 Farm workers have a physically demanding job. In other words,
 - a it's often very tiring.
 - b it's often quite varied.
- 3 My uncle wanted to be an engineer. However,
 - a he worked hard and got the qualifications.
 - b he couldn't afford to get the qualifications.
- 4 My aunt paid for her degree by getting various part-time jobs; for example,
 - a she worked as a cleaner every evening.
 - b she studied hard and did well in her exams.
- 5 My grandfather worked as a police officer, a paramedic, a farm worker ... What I mean is,
 - a gardener was the job he liked best.
 - b he did a variety of different jobs during his life.

4 1.18 Listen to an interview with a female lorry driver called Sally Stone. What did she do before she became a lorry driver?

- a She went to college. ☐
- b She worked as a hairdresser. ☐
- c She worked at her dad's company. ☐

5 1.18 Read the sentences below. Then listen again. Are the sentences true (T) or false (F)?

- 1 Sally is a qualified hairdresser. ☐
- 2 Sally decided to become a lorry driver because it is easier than hairdressing. ☐
- 3 Sally and her father work in the same job sector. ☐
- 4 Sally took the driving test only once. ☐
- 5 Sally says most men are surprised to see a woman driving a lorry. ☐
- 6 Sally thinks that female lorry drivers are safer than male lorry drivers. ☐

First conditional

I can talk about a future situation and its consequences.

1 Order the words in a–f and then match them with 1–6 to make first conditional sentences.

- 1 If you don't finish your homework in time, ☐
 - 2 She probably won't finish her degree ☐
 - 3 He'll do an hour's revision in the morning ☐
 - 4 If she needs money over the summer, ☐
 - 5 If he decides to become an engineer, ☐
 - 6 If I pass all of my exams, ☐
- a at university / apply / a place / for / he'll

- b teacher / happy / be / our / won't

- c starts / if / well / her / business / new / doing

- d wakes / up / enough / if / early / he

- e parents / give / will / me / my / a reward

- f a / she'll / job / get / part-time

2 Complete the first conditional sentences. Use the present simple or the *will* form of the verbs in brackets.

- 1 If we _____ (not get) to the shops soon, they _____ (be) closed.
- 2 If you _____ (not be) ready by seven o'clock, I _____ (go) without you.
- 3 It _____ (not take) long to tidy the house if we all _____ (help).
- 4 They _____ (not give) you your money back if you _____ (not show) them the receipt.
- 5 If the phone _____ (ring), _____ (you / answer) it?
- 6 If the bus _____ (be) full again, I _____ (be) really cross.
- 7 What _____ (you / do) if you _____ (not find) your keys?
- 8 If people _____ (buy) all their food at the supermarket, the smaller shops _____ (close).
- 9 You _____ (find) a summer job if you _____ (keep) looking.
- 10 If the weather _____ (be) fine tomorrow, we _____ (go) for a bike ride.

3 Complete the dialogue using the first conditional.

- Sarah Do you fancy going to the café later?
- Claire No thanks. If I go to the café, I ¹ _____ (fail) my exam on Monday.
- Sarah Really? What do you mean?
- Claire If I go to the café, I ² _____ (see) Cathy. If I see Cathy, she ³ _____ (invite) me to her party. If she ⁴ _____ (invite) me to her party, I'll stay out late on Saturday. If I stay out late on Saturday, I ⁵ _____ (sleep) all Sunday morning. If I sleep all Sunday morning, I ⁶ _____ (not do) any revision. If I ⁷ _____ (not do) any revision, I ⁸ _____ (fail) my exam on Monday!

4 Now write a dialogue like the one in exercise 3. Use the chain of ideas below.

go shopping → spend all my money → have to stay in on Friday night → not see Connor → he / not invite me to barbecue → not see his sister again

- Susie Would you like to go shopping later?
- Dave I can't. If I go shopping, I won't see Connor's sister again.
- Susie Really? What do you mean?
- Dave If I go shopping, I'll spend all my money.
If I _____

5 Complete these first conditional sentences with your own ideas.

- 1 If I feel unwell in the morning, _____
- 2 If I get hungry in the middle of the night, _____
- 3 If it rains a lot tomorrow, _____
- 4 I'll feel very upset if _____
- 5 My friends will be amazed if _____
- 6 I'll be really happy if _____

Prefixes

I can use and understand a range of prefixes.



COLLEGE drop-out

James Cameron is one of Hollywood's most successful directors. His ¹ _____-award winning films include *The Terminator*, *Titanic* and *Avatar*. When he isn't directing, he works as a scientist and explores the deepest parts of the ocean in a ² _____ marine. But he ³ _____ achieved as a physics student, leaving university without a degree. After working as a lorry driver, he then worked in special effects before becoming a director. Some ⁴ _____-colleagues describe him as a difficult person to work with. However, others say that he is just a perfectionist who tries to ⁵ _____ manage every aspect of his films and sometimes ⁶ _____ reacts when things go wrong.

1 Complete the text with the prefixes below.

ex micro multi over sub under

2 Complete the sentences with the prefixes below.

co mini mis multi over post re semi

- My dad is _____-retired – he still works two or three mornings a week.
- The company lost millions because of _____ management at the highest level.
- Six of my _____-workers have lost their jobs in the past year.
- My last proper holiday from work was four years ago, although I've had a few _____-breaks.
- If we can't find the right person for the job, we'll just have to _____-advertise.
- She finished her university degree and then did a _____ graduate qualification.
- She never stops for lunch: she just drinks coffee and takes _____ vitamin pills!
- I don't want to sound _____ confident, but I'm sure I'll be good at this job.

3 Complete the second sentence so that it means the same as the first. Use one word only, beginning with a prefix from exercise 1 or 2.

- You cooked this meat for too long.
You *overcooked* this meat.
- Our team did not perform well enough last season.
Our team _____ last season.
- I met a former school friend in a café in town.
I met an _____ in a café in town.
- She's an expert in history after World War II.
She's an expert in _____ history.
- I'm sorry, I typed your name incorrectly.
I'm sorry, I _____ your name.
- They bought the house, but sold it again a year later.
They bought the house, but _____ it a year later.
- Ben Stiller wrote *Zoolander* with two other writers.
Ben Stiller and two other writers _____ *Zoolander*.

VOCAB BOOST!

You can use mind maps for groups of words that are connected. Mind maps are particularly useful for people who have a visual memory.



4 Read the *Vocab boost!* box. Add these words and phrases to the mind-map for jobs.

answer the phone badly-paid gardener hairdresser
lorry driver paramedic programmer receptionist
repetitive serve customers tiring well-paid

The worst jobs in the world?

I can understand a text about difficult jobs.

Revision: Student's Book page 58

- 1 Complete the collocations in the sentences. Use the words below.

an advertisement an application the day a degree
a job a job the job a team

- 1 My brother has left school and is looking for _____. He'd like to work in a hotel.
- 2 I noticed _____ for an interesting job in the newspaper.
- 3 I sent in _____ for a holiday job at a fast-food restaurant.
- 4 They offered my mum _____ in a department store, but she decided not to take it.
- 5 My sister joined _____ of programmers who work on video games.
- 6 My brother has _____ in engineering from Cambridge University.
- 7 During the summer holidays I worked at a theme park and had _____ of selling ice cream.
- 8 Joe took _____ off work so that he could visit his mum, who is ill.

Reading Strategy

When you complete gap-fill sentences about a text, the words you need to write are in the text. However, the words immediately before or after the gap may be different. Think carefully about the meaning and look for synonyms and paraphrases.

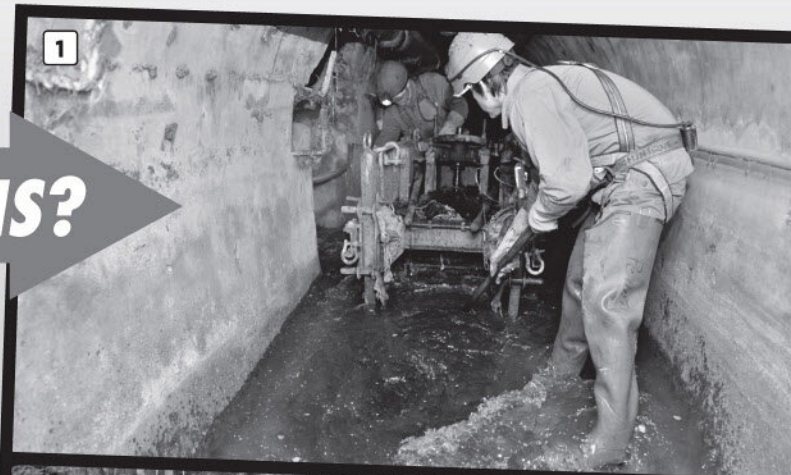
- 3 Read the Reading Strategy. Then complete the sentences with information from the text.

- 1 Jeff Haslam's job is to keep the _____ clear in London. [1 word]
- 2 Jeff has a _____ on his helmet because he works in the dark. (1 word)
- 3 Charlie Radley spends a week at a time on his _____. (2 words)
- 4 Charlie wants to get a different _____ in the next year or two. (1 word)
- 5 Sandy Smith first found out about her job on _____. (2 words)
- 6 Lumberjacks have to work _____ but do not earn a lot of money. (2 words)

- 2 Look quickly at texts A–C. Match each text with the correct photo (1–3).

WOULD YOU WANT TO DO THIS?

- A** Jeff Haslam spends a lot of his time underground. He works in London's sewers – the tunnels under the roads that carry away waste water ... and other, much dirtier things! His job is to keep the sewers clear. 'We work in teams of six,' says Jeff. 'It's very dirty work. And of course we work in the dark.' He has to wear special clothes, a mask and a helmet with a light. 'The most difficult thing is clearing the fat and oil from the sewers under the Chinese and Indian restaurants,' he says. 'Last month we removed 1,000 tonnes of fat!'
- B** Many people like to work outdoors, but few would like Charlie Radley's job. Charlie lives in Alaska and works on a fishing boat. Each fishing trip lasts about a week. 'It's extremely cold and often stormy,' says Charlie, 'so we wear warm, waterproof clothes.' Charlie can earn a lot of money if they catch a lot of fish, but if they don't, he earns very little. 'I'll do this job for a year or two more,' says Charlie, 'then I'm going to look for another job – something warmer and drier!'
- C** Sandy Smith is a lumberjack – somebody who cuts down trees. Sandy noticed an advertisement for lumberjacks on the internet. Lumberjacks work long hours and are not very well paid, but as Sandy likes to work outdoors, she decided to apply for the job. 'It's a very dangerous job,' says Sandy. 'We work with big, dangerous machines, and we're always a long way from the nearest hospital – so I'm always very careful!'



Choosing a job

I can compare and contrast different part-time jobs.

Revision: Student's Book page 60

1 Complete the definitions with the words below.

enthusiastic flexible friendly
good at communicating honest patient
physically fit reliable

- If you're _____, you don't get cross if you have to wait.
- If you're _____, you talk clearly and people find you easy to understand.
- If you're _____, you don't get tired easily.
- If you're _____, you tell the truth.
- If you're _____, you get on well with people.
- If you're _____, you have a very positive attitude to work.
- If you're _____, you're able to do lots of different things.
- If you're _____, people can trust you to do things.

2 Which qualities from exercise 1 do you think you have? Write three.

I think I'm _____, _____ and _____.

3 1.19 Read the task below. Then listen to a candidate doing the task and tick the job he chooses.

You want a part-time job in order to earn some money while you're at school. Discuss the two job advertisements with a member of staff at the job agency. Decide which job you will apply for and why.

Part-time waiter needed to work in our popular city-centre café. Hours: 6 – 10 p.m.
Mon – Fri. £6.50 an hour plus tips. ☐

★ Save job

Gardener needed to work part-time at Highfleet Hall. Hours: 8 a.m. to 3 p.m.
Sat and Sun. £6.50 an hour. ☐

★ Save job

Speaking Strategy

When you discuss a topic and give reasons for your opinions, try to include some complex sentences. For example, use words like *although* / *even though*, *nevertheless* and *however* to make contrasts.

4 1.19 Read the Speaking Strategy. Then listen again and complete the sentences with the words below.

although even though however nevertheless

- I know it's only four hours a day. _____, it's at the end of the day when I am already tired.
- I enjoy working outside _____ the weather is often bad.
- _____ the hours are quite long, they're all at the weekend.
- The money is slightly better too. _____, I'm sure the other job is right for me.

5 You are going to do the task in exercise 3. Look at the two jobs below and make notes.



Sports coach needed to work at our weekend activity camps.
Hours: 10 a.m. – 6 p.m. Sat and Sun. £6.50 an hour.



Receptionist needed to work evenings at the Gallery of Modern Art. Hours: 7–10 p.m.
Mon – Fri. £8.00 an hour.

Which job do you prefer? _____

Why this job? _____

Why not the other job? _____

6 Now do the task in exercise 3, using your notes from exercise 5.

An application letter

I can write a letter applying for a job.

Preparation

1 Put elements 1–6 in the correct places (A–F) in the letter.

- 1 the address the letter is going to
- 2 the writer's name
- 3 the writer's address
- 4 the date
- 5 the writer's signature
- 6 the person the letter is going to

A _____

B _____

C _____

D _____

Dear Sir or Madam,

Application for the post of receptionist

I noticed the advertisement for a receptionist on your website and ¹_____ the post.

In the autumn I am going to study French and Spanish at university. ²_____ a job where my languages will be useful.

³_____ working in a hotel. Last summer ⁴_____ a waiter in a hotel restaurant. Furthermore, I believe I possess the personal qualities necessary for the post. I am friendly and reliable. ⁵_____ with guests in French and Spanish.

I am enclosing my CV and a reference from a teacher. ⁶_____ start work on 1 July.

I look forward to hearing from you.

Yours faithfully,

E _____

F _____

2 Complete gaps 1–6 in the letter with these phrases.

- a I am looking for
- b I am also able to communicate
- c I have some experience of
- d I am writing to apply for
- e I will be able to
- f I worked as

3 Complete the summary of the letter.

The writer is applying for the job of ¹_____.
 He saw the advert ²_____. He thinks that his
³_____ will be useful for the job. He has
 experience of working as a ⁴_____. He thinks he is
⁵_____ and ⁶_____. He is sending his
⁷_____ and a reference with the letter and can
 start work on ⁸_____.

Writing Guide

Writing Strategy

When you write a formal letter:

- Start with: *Dear (Mrs White)*, if you know the name of the person, or *Dear Sir or Madam*, if you do not.
- You can include a subject line at the start, similar to the subject line of an email.
- Write in paragraphs. One-sentence paragraphs are fine for opening or closing an application letter.
- Do not use colloquial language or short forms (*I'm, there's, etc.*).
- Finish with *Yours sincerely*, if you used the person's name at the start, or *Yours faithfully*, if you did not.

4 Read the Writing Strategy above and the job advertisement below. Write a letter applying for the job. Follow the paragraph plan below.



Friendly and hard-working **sales assistant** required for busy music shop. July and August only. 9.00 a.m. – 5.30 p.m. six days a week. Apply enclosing your CV.

Paragraph plan

- A what the job is and how you found out about it
- B why you are interested in the job
- C why you are the right person for the job
- D what you are sending with the letter and when you can start work
- E what you would like to happen next

CHECK YOUR WORK

Have you ...

- ☐ laid out the letter correctly?
- ☐ used appropriate language?
- ☐ checked your grammar and spelling?