

## Unit 6: My first job

### Grammar

1

2 a   3 a   4 the   5 the   6 a   7 a   8 - need   9-   10 a   11 a   12 the  
13 a   14 a   15 a   16 the   17 -

2

2 equipment

7 suggestions

3 food

8 dish

4 suitcases

9 luggage

5 information

10 experienc

6 views

### Vocabulary

1

1 full-time job

4 temporary job

2 paid job

5 skilled work

3 weekend work

6 outdoor work

2

3 occasions → opportunities

4 an opportunity → a possibility/ a chance

5 funny → fun

6 ✓

7 ✓

8 occasion → opportunity/ chance

## Writing Part 2

### Writing tip!

When we write a formal letter, we usually end with 'yours faithfully' or 'yours sincerely'.

### Use

If you start your letter with **no name** *for example, Dear Sir or Madam* - **Yours** faithfully

And

If you start your letter **with a name** *for example, dear Mrs Richardson* - '**Yours sincerely**'

1

2 Although

6 On the other hand

3 so as a result

7 Both

4 For the same reason

8 If you like

5 The disadvantage is that

2

1 He writes about jobs in a supermarket and jobs as a waiter in a restaurant or café

2 There are jobs available because people prefer not to work in the evening and at weekends

3 Working in a restaurant because it's more interesting and you might get free food

3

**Suggested paragraph breaks:** after Jay, Selling!, money!, summer, wishes

4

Dear Sir/ Madam,

I am writing to apply in response to your advertisement for a tour guide in the **Bosham Daily News** last Thursday.

I am a 22 year-old history student at **Arundel University**, where, since **March**, I have been vice-president of the **Canute Local History Society**. As a result, I have a good knowledge of **Bosham's** history and am able to speak confidently on the events and legends which make the town such an attraction, especially for **Spanish** tourists.

5

Although I have never given tours before, I am used to dealing with the public. Last summer I worked in a stationary shop where I had to serve customers and handle money, and the year before I worked at my local swimming pool as a lifeguard. Obviously both of these experiences would help me enormously if I were successful with this application.

Being a student, I am available to work throughout July and August, including weekends. I would also be able to attend an interview any weekday morning this month.

I look forward to hearing from you.

Yours faithfully,

Lucía Puerto

### Sounds and spelling

8

2 home

5 below

3 coal

6 shoulders

4 although

7 potatoes

9

1 soap

5 toe

2 vote

6 flow

3 lonely

7 both

4 soul

8 through

### Listening part 1

1 **B** (M: 'I just need to send a couple of emails. I'll see you outside the supermarket...')

2 **A** (M: 'In fact, it's the job of my dreams but now I've also been offered one nearby')

3 **B** (W: 'But, I love it and the day passes so fast because the whole process fascinates me')

4 **C** (W: 'so, to give everybody the same chance you'll spend a day in each department rather than a week in the same one')

5 **A** (W: 'they haven't filled that extra space with cupboards and filing cabinets' M: 'I know. I've got piles of stuff under my desk because there's nowhere to put it')

6 **B** (Teen: 'she didn't say anything about me needing to do extra')

7 **A** (M: 'I'm really grateful as I don't know what we would have done')

8 **C** (Girl: 'I'd really enjoy booking people in and that sort of think though')

**Reading and use of English part 7**

- 1 **C** (*the editor was impressed by the fact that I came from the area and know about local issues*)
- 2 **A** (*you may have just half an hour to read a report or past stories before you interview someone*)
- 3 **B** (*The experience gaining at a local newspaper will set me up for a job on a bigger newspaper*)
- 4 **D** (*the frustrations include leaving something I'm enjoying working on because the editor wants something else*)
- 5 **C** (*If you're a specialist in anything (sport, music, computer games), write about it.*)
- 6 **A** (*you need to be able to speak to anyone in all walks of life*)
- 7 **B** (*you also have to ensure accuracy in all stories*)
- 8 **C** (*I've made several moves already but it's not clear whether they were upwards, downwards or sideways*)
- 9 **D** (*A crucial part of my job is building contacts locally*)
- 10 **A** (*you have to be unbiased and open to other people's opinions*)

**Please, ask your teacher if you have  
made a mistake and would like it  
explained.**