

Name: Marco Silva

Class: S - 13

I

1. Read the following text and answer the questions.

I'm here to work!

Jake: Excuse me. Do you know the city?

Nicola: Yes, I think so.

Jake: Which bus do I take to get to Fistral Beach?

Nicola: You need to take bus number 53.

Jake: Are you waiting for the 53 too?

Nicola: Yes, I am. Are you a surfer?

Jake: Yes. I'm here for the surfing championships.

Nicola: Where do you come from?

Jake: Cape Town. I'm in the South African surfing team.

Nicola: Are you? Brilliant!

Jake: What about you? Do you live here?

Nicola: No. I live in London.

Jake: Do you? Are you in Newquay on holiday?

Nicola: No. I usually come here on holiday with my parents, but this time I'm here to work.

Jake: Really? Hard luck!

Nicola: I don't mind. It's a part-time holiday job at the hotel. My aunt is the manager there.

Jake: Ohh..and what do you do there? What's your job?

Nicola: I work as a cook there. Look, our bus is coming!



1. Comprehension: Answer T (true) or F (false). Correct the false statements.

a) Jake knows Nicola.

False. They meet at the bus stop.

b) Jake is on a school trip.

False. He is there for the surfing championships.

c) Jake is South African.

True.

d) Nicola is in Newquay on holiday.

False. She is working as a cook in Newquay.

e) This is her first time in Newquay.

False. She usually goes there on holiday with her parents.

f) Nicola's aunt works in a hotel.

True.

g) Nicola's job is flight assistant.

False. Nicola's job is cook.

h) Nicola and Jake are going to travel on the same bus.

True.

2. Useful Expressions

Repeat:

- Excuse me.
- Brilliant!
- Really?
- Hard luck!
- I don't mind.
- Here comes (our bus).

3. Memory Bank

Jobs and Occupations

- a)** How many jobs can you list in five minutes?

An actor, a teacher, a model, a postman, a fireman, a cook, an architect, among others.

- b)** Talk about the jobs of three people you know. Say where they work.

My friend is an electrician and works in an electricity company in Ourém.

My neighbour is a teacher and works in a high school.

My cousin is a civil engineer and works for a construction company.

- c)** Which job rather than yours would you like to have? Why?

I would like to be a computer programmer, because it is a job I always liked.

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II

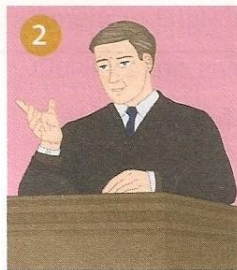
Jobs

A Label the pictures with the correct job.

architect • air hostess • accountant • actor • cleaning lady • carpenter
cook • fireman • gardener • hairdresser • judge • model
plumber • postman • sailor • scientist • secretary • tailor • taxi driver



Actor



Judge



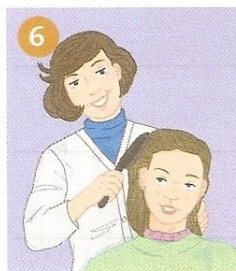
Tailor



Architect



Fireman



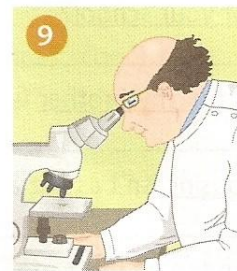
Hairdresser



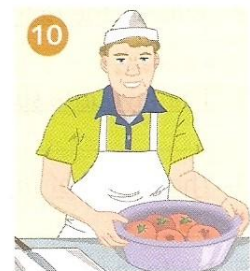
Plumber



Postman



Scientist



Cook



Secretary



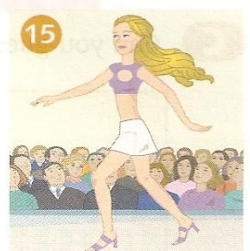
Air Hostess



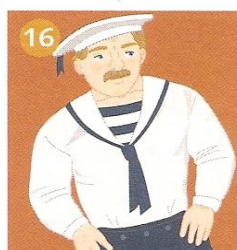
Gardener



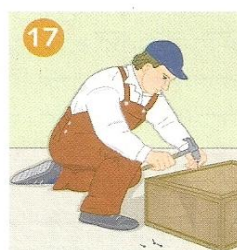
Cleaning Lady



Model



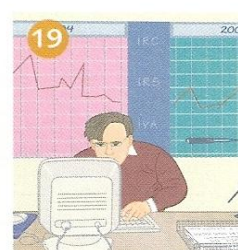
Sailor



Carpenter



Teacher



Accountant


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III

Present Simple vs Present Continuous

A. Presenting New Language



Grammar snapshot

Present simple and continuous

a> Which tenses are used in the sentences below?

- 1 I **come** from South Africa.
- 2 I'm **waiting** for a bus.
- 3 We usually **come** here every summer.
- 4 They're **working** in a hotel for the summer.

b> Go back and look.
Find examples of the present simple and continuous in the dialogue in Exercise 1.

c> Make rules.

- 1 We use the ... for permanent situations and routines.
- 2 We use the ... for activities that are happening at or around the time of speaking.

d> What's the difference in meaning?

- 1 She **works** in a hotel.
- 2 She's **working** in a hotel.

C. Practice

Complete the sentences with the present simple or the present continuous.

- 1 'What's that terrible noise?' 'My brother is having a singing lesson today!'
- 1 'What's that terrible noise?' 'My brother (have) ... a singing lesson today!'
- 2 'How many languages (speak) ... your brother ... ?' 'Two. And he (learn) ... Russian at the moment.'
- 3 'Where (have lunch) ... she usually ... ?' 'She (always/go home)'
- 4 'Where's Sally?' 'She (play) ... tennis in the park. She (play) ... every Friday.'
- 5 '(teach) ... they ... Russian in your school?' 'No, they'
- 6 'What's the lovely smell?' 'My Dad (cook) ... hamburgers on the barbecue.'

- 2 – How many languages does he speak? Two. And he is learning Russian at the moment.
- 3 – Where does she usually have lunch? She always goes home.
- 4 – She is playing tennis in the park. She plays every Friday.
- 5- Do they teach Russian in your school? No, they don't.
- 6 – My dad is cooking hamburgers on the barbecue.

IV

A Letter of Application



Writing

A letter of application is written to apply for a job and it is usually formal. It should refer to the job you are applying for and it should include information about your qualifications and training, experience, qualities and skills.

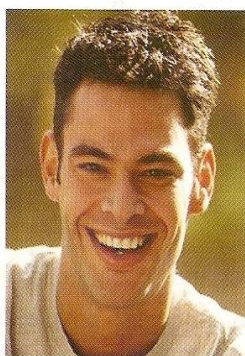
A. Look at the letter of application below and match the following headings to the corresponding part of the letter.

- | | | |
|-----------------------|----------------------------------|-----------------|
| a) address written to | e) qualifications and experience | |
| b) closing remark | f) reason for writing | |
| c) date | g) salutation | i) signature |
| d) personal qualities | h) sender's address | j) subscription |

Receptionist

for a 3-star hotel in Brighton.
All applicants must speak at least two foreign languages.
They should have good people skills and have at least one year's experience.
Good salary and career prospects.

Please send application letter, CV and photograph to: Brighton Sea Hotel, Brighton



Brighton Sea Hotel
Brighton
BN1 55C



3 h

12, Greenham Lane
Brighton
BN1 3JA

21st February

4 g

5 f

6 e

7 d

8 j

Dear Sir/Madam,

I am writing to apply for the job of receptionist advertised in the Brighton News of 20th February.

I am 23 years old. I graduated from Manchester University last year with a degree in Hotel Management. I have been working as a receptionist in an inn and would like the opportunity to work in a larger hotel. I speak fluent Spanish and French and know a little German.

I enjoy working as part of a team and consider myself to be a friendly and organized person.

I enclose a photograph and my Curriculum Vitae and I would be glad to attend an interview at any time.

Yours sincerely,

Paul Reynolds

1 a

2 c

9 b

10 i

B. Answer the questions.

- 1- Why is Paul writing to the hotel?
- 2- How old is he?
- 3- What did he study at university?
- 4- Is he unemployed? Explain.
- 5- What personal qualities does he mention?
- 6- Do you think he is suitable for the job? State your reasons.

1. Paul is writing to the hotel to apply for a job.
2. He is 23 years old.
3. He studied Hotel Management.
4. No, he isn't, because he mentions that he has been working as a receptionist in an inn.
5. He mentions that he is friendly and organized.
6. Yes, because he is a young man looking for an opportunity, he has some experience working in hotels and he speaks many languages.

C. Choose one of the advertisements and write a letter of application.

Life guard

For outdoor swimming-pool open 7 days a week.
All applicants must have some first aid training
and be at least 18. Must be responsible
and enjoy working with children.
Part time / Full time.

Please send application letter, CV
and photograph to: Blackwell Lido,
Gulwich Road, SE26, London

Shop assistant

in fashionable new accessories shop.
All applicants must speak
at least one foreign language.
Full time / part time.

Please send application letter, CV
and photograph to: Accessories Plus,
Oxford Street, London

Introduction:

- reason for writing

Development:

- qualifications / experience / skills / qualities / interests

Conclusion:

- closing remarks

USEFUL LANGUAGE WHEN APPLYING FOR A JOB

Introduction: With reference to your advertisement...; I am writing to apply for the job advertised...

Development: I have already worked as...; I worked for...; I enjoy...; My favourite hobby is...; I studied...

Conclusion: I am available for an interview; I look forward to hearing from you...

**Blackwell Lido
Gulwich Road, SE26
London**

**33, United Nations Avenue
London**

21st April of 2010

Dear Sir/Madam,

**I am writing to apply for the job of life guard advertised in the *Times* of
20th April.**

**I'm 33 years old and I have a first aid course. I love children and I am a very
patient person. Moreover, I am very responsible and I value punctuality.**

**I enclose my curriculum vitae and I would be glad to attend an interview at any
time.**

Yours faithfully,

Marco Silva