

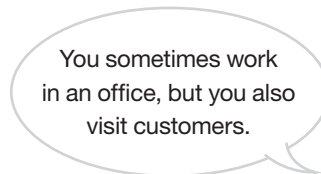
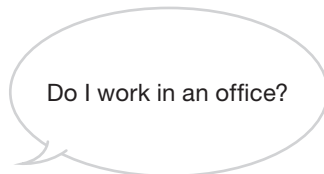
Communicative activities

1.1 What's my job?

Take a card from the pile. Show it to the other students but do not read it yourself! Use the key words below to ask questions in order to find out which job is on your card.

Key words

work alone	work in a team	talk to customers or clients	work regular hours	work from home
work in an office	work in a factory	work in a shop	use machines	use tools
need special qualifications	need special skills	wear a uniform	wear special clothes	write emails
write reports	travel	help people	get a good salary	have a lot of stress





TRAIN DRIVER	ACCOUNTANT	SCHOOL TEACHER
POLICE OFFICER	ACTOR	CAR MECHANIC
YOGA INSTRUCTOR	SALES REPRESENTATIVE	DENTIST
ELECTRICIAN	IT SPECIALIST	STORE MANAGER
MARKETING EXECUTIVE	CHILDREN'S NANNY	PILOT
GARDENER	RESTAURANT MANAGER	TRAVEL AGENT

1.2 Job interviews

1 Read this job advertisement.

WANTED
Island Caretaker

Bored with the office? Looking for something different?
Do you like the natural world and enjoy working outdoors?

Then **THIS** is the job for you!

The job is for a period of one year, on a small island in the
South Pacific. There you will study the wildlife, take
photographs and write reports for social media.

2 Work with a partner. Choose roles and read the information for your role below.

Student A – HR Officer

You are the HR officer who wrote the job advertisement.
Before you interview the candidate for the job:

- Make a note of the qualities and skills you expect a candidate for this job to have.
- Decide what training and support you are able to offer the successful candidate.
- Make a list of questions that you want to ask the candidate during the interview.

Student B – Candidate

You really want this job! You have been invited to attend a job interview with the HR Officer. In preparation for the interview:

- Make a note of the qualities and skills that will be needed in this job. Think about your past experiences and find an example for each one that will help you convince the HR officer that you are the best candidate for the job.
- Make a list of questions you want to ask the HR Officer during the interview.

Qualities & skills

1 _____

2 _____

3 _____

4 _____

5 _____

Questions

3 Carry out the job interview.