

# **Course: Business English**

## **Level 2**

Day №5

- What is your job title?
- What do you do?
- What do you need to do your job? Number these things from 1-5. (5-most important)

- Patience
- Technical skills
- Management experience
- Qualifications
- Confidence



Provide a brief description for each item

1. Patience
2. Technical skills
3. Management experience
4. Qualifications
5. Confidence

# Vocabulary

Look at the pictures. Do you know the names of these jobs? What do these people do? Match the words and phrases to the pictures. The first one is done for you.



1



2



3



4

Job:	1	2	3	4
Working environment:	<i>electronics engineer</i>			
What the company makes/does:	<i>clean room</i>			
Responsible for:	<i>computer chips</i>			
	<i>quality control</i>			

Job	Environment	Product/service	Responsibility
Automobile designer	Office	LAN networking	Quality control
Electronics engineer	Clean room	Services	Finding new customers
Construction supervisor	In customers' offices	Car design and manufacture	Supervising a team of construction workers
Sales representative	On a construction site	Building services	Car body design
		Computer chips	

# Share your ideas...



1. What jobs are popular in Korea?
2. Why do you think these jobs are popular?
3. Name at least three jobs you are interested in.
4. What are the skills or qualifications needed for those jobs?
5. State the reason(s) why you like these jobs.

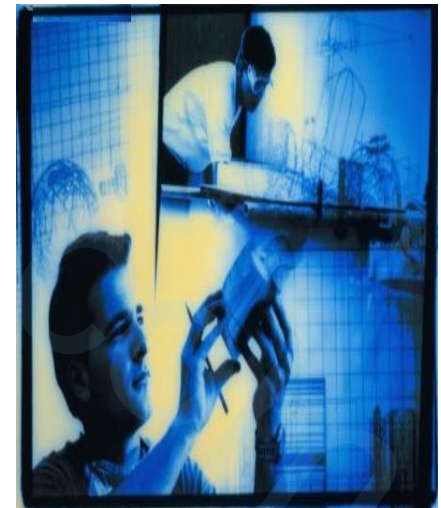
## Reading activity

Read the text below and highlight the responsibilities or descriptions of each job.



1. Hi, I'm Denise O'Connor and I'm the supervisor of a team of contract construction workers. I'm responsible for the safety of my team. I love my work because it's an outdoor job and the people I work with are great fun. Our company is called "Tall Storeys Construction" and I helped start the company in 1997.

2. I'm Encik Hassan. I'm a designer. I design cars for a Malaysian company called Proton. We're quite new to the market really. We started operations in 1993. But our cars are becoming more popular every year, which makes me very proud.



Fill in the blanks using the words in the box. Listen again and check your answers.

Operations

Mechanic

Supervisor

Outdoor

Company

Internet

Construction

Designer

Market

Safety

Cars

Home-page

Hi. I'm Denise O' Connor and I'm the \_\_\_\_\_ of a team of contract \_\_\_\_\_ workers. I'm responsible for the \_\_\_\_\_ of my team. I love my work because it's an \_\_\_\_\_ job and the people I work with are great fun. Our company is called "Tall Storeys Construction" and I helped to start the \_\_\_\_\_ in 1997.

I'm Encik Hassan. I'm a \_\_\_\_\_. I design \_\_\_\_\_ for a Malaysian company called Proton. We're quite new to the \_\_\_\_\_ really. We started \_\_\_\_\_ in 1993. But our cars are becoming more popular every year, which makes me very proud.

## Language focus

Use the useful language box to help you write a paragraph about your job.

Keywords:

Name	Company	Since ...	division/department
responsible for ...	work ...	make ...	do...

Useful language:

My name's (Ron). I've worked for (Wall-Mart) since (1998). I'm (a member of a team) in the (Market Research Department). I'm responsible for (finding out what products the public like). I'm (Jasmine). I'm an (electronics engineer) for (Samsung). I've been working here since (2001). I work in a (clean room) with (silicone wafers) for making (computer chips). I'm responsible for (quality control).



## Job interview



Let's assume that you're on a job interview and you have to state all the positions or jobs you had.

Based on your top three job choices yesterday, prepare a draft of what you're going to say to the interviewer.

You can use the expressions below as a guide.



Keywords:

Name      Company      Since ...

division/department      responsible for ...

work ...      make ...      do...

***Thank you for  
today!***

***I'm looking forward to  
seeing you again!***