

Listening

Listen to the conversation. **Choose** T (true) or F (false).

- 0 Tracy is interested in a receptionist job. T / F
- 1 The job is in the mornings. T / F
- 2 The job is four days a week. T / F
- 3 You need to speak another language for this job. T / F
- 4 The interview is on Thursday. T / F
- 5 The hotel is behind the railway station. T / F

Writing

Write sentences to complete the conversation. Use your own ideas.

Claudia: Do you have a job?

Joe: _____

Claudia: Do you like it?

Joe: _____

Claudia: Do you work every day?

Joe: _____

Claudia: _____

Reading

Read about Sara, Angela and Louise.

For questions 1–5, **choose** the correct answer A, B or C.

A

Sara Kent

Sara is a manager and she works from home. She answers the phone and helps people with computer problems. 'I think my job is great!' she says. 'I don't have an office, I don't drive to work and I start at nine thirty. My home is my office.'

B

Angela Duffy

Angela is a teacher, but she doesn't have a class. She has a small child and she works from home. She teaches on the internet. She helps students with their English. 'This is great for me. I can be with my daughter until she goes to bed at seven o'clock, and teach students too.'

C

Louise Walsh

Louise is an assistant but she doesn't go to the office. She works from her house. She answers emails and writes letters. 'This is an easy job, but it isn't interesting. I don't like it, but I love working from home. I finish work at three o'clock every day.'

- 0 Who is a teacher?
- 1 Who is a manager?
- 2 Who writes letters for her work?
- 3 Who has children?
- 4 Who doesn't like her job?
- 5 Who finishes work at 3.00?