

Job sectors

1 Match the job sectors with the related words.

- | | |
|----------------|---------------------------------|
| 1 Agriculture | a) shopping malls, supermarkets |
| 2 Transport | b) engineers, buildings |
| 3 Health | c) food, restaurants |
| 4 Catering | d) schools, teachers |
| 5 Tourism | e) animals, crops |
| 6 Education | f) doctors, hospitals |
| 7 The media | g) cars, buses |
| 8 Construction | h) hotels, museums |
| 9 Retail | i) newspapers, television |

2 Complete the sentences with the words in the box.

agriculture construction manufacturing
retail technology the arts tourism

The retail industry is growing rapidly with supermarkets adding their share of success.

- A lot of _____ is done outside the UK because it is cheaper to produce goods elsewhere.
- _____ is an important industry in the UK because the country doesn't want to import more food than necessary.
- The communication and _____ industry is growing because of increased internet use.
- _____ provide a small number of jobs in galleries, museums and other creative areas.
- _____ was particularly high in the UK in 2012 due to the Olympics taking place in London.
- The Olympics also provided work for the _____ industry with new stadiums needed.



Personal qualities

3 Circle the correct words.

Lucy is very creative / **patient**. She can paint, draw and sew very well.

- Fred is a very **sociable** / **capable** man. He has a lot of friends and likes meeting people.
- My mum decided to return to university to study recently. She was known as a **mature** / **helpful** student.
- If you are a nurse it helps if you are a **caring** / **logical** person.
- Nico wants to start his own business but I don't know if he's **responsible** / **practical** enough.
- Sam is very **experienced** / **patient** so I think he'll make a good primary teacher.
- When employers have to choose between two people they will take the **friendly** / **experienced** one first.

4 Complete the text with the words in the box or their antonyms.

capable literate patient
reliable responsible sociable

My brother is very (1) irresponsible. He is (2) _____ of arriving on time, so he is usually late. He often doesn't appear at all, so he is (3) _____ too. However, he is very (4) _____ and makes friends easily. He is (5) _____ with children. He isn't (6) _____, so he reads them wonderful bedtime stories and they love it.

Modals of obligation, prohibition and no obligation

1 Complete the sentences with *must* or *mustn't*.

- Successful businessmen must work hard.
- If you want to get a degree, you _____ study hard.
 - If you're a policeman, you _____ wear a uniform.
 - You _____ wear dirty clothes if you want to look smart.
 - You _____ be a teacher if you don't like children!

2 Match the sentence halves.

- | | |
|------------------------------------|------------------------------------|
| 1 You don't have to study history | a) to be a teacher. |
| 2 You have to be caring | b) to get a job, but it helps! |
| 3 You don't have to prepare | c) to be a professor. |
| 4 You have to be patient | d) to work with sick people. |
| 5 You don't have to be experienced | e) for an interview, but it helps! |

3 Complete the text with *must* / *mustn't* or *have to* / *don't have to*.

Tips for being a nurse

You have to wear a uniform and you (1) have to / must keep it clean at all times. You (2) _____ be able to stand the sight of blood. You (3) _____ be caring and friendly. You (4) _____ be impatient or rude. You (5) _____ talk to relatives but sometimes it can help you and the patients. You (6) _____ prescribe medicine – that's the doctor's job!

should / *shouldn't*

4 Match the problems 1–6 with the appropriate advice a–f.

- I don't like school and I don't do well in exams. a
 - I have no idea what career I want to follow. b
 - I've got an interview tomorrow and I'm really nervous. c
 - I had an interview today but I was late and I didn't get the job. d
 - I really enjoy cooking and entertaining other people. e
 - I love showing people around my city and learning about its history. f
- a) You should consider an apprenticeship or vocational training.
- b) You should consider a degree in tourism. I think you'd make a good tour guide.
- c) You shouldn't worry. But try to be on time for the next one.
- d) If I were you, I'd consider a degree in catering or hospitality management.
- e) If I were you, I'd prepare a few questions and read up on the company.
- f) You should talk to your careers advisor as soon as possible.



Job sectors

1 Complete the sentences with the correct industry.

A bus driver or a train conductor works in the transport industry.

- 1 Anaesthetists, psychiatrists, nurses and doctors all work in the _____ sector.
- 2 Cameramen, sound engineers and editors play an important role in the _____.
- 3 Museums, castles, palaces and dungeons all provide exciting attractions for _____ in the UK.
- 4 Celebrity chefs are growing in importance in the _____ industry.
- 5 Teachers, professors and parents all have a role in _____.

2 Complete the sentences with suitable words.

The health sector has experienced great changes over the last fifty years as our understanding of the body has increased.

- 1 _____ today is probably unrecognizable to farmers that worked in the fields a hundred years ago.
- 2 China has one of the fastest-growing _____ industries in the world, with a large number of factories involved in mass production.
- 3 Dubai has a very active _____ industry. One of the world's tallest buildings is there. It's called the Burj Khalifa.
- 4 Every year, around November, the _____ industry gets busy due to people doing their Christmas shopping.
- 5 The _____ sector of any country relies on entrepreneurs to keep it growing.
- 6 A large part of the UK _____ sector, such as theatres and galleries, is funded by the National Lottery.



Personal qualities

3 Complete the dialogue with the adjectives in the box or their antonyms.

capable caring experienced
experienced logical mature practical
reliable responsible sociable

Rick: OK, so let's have a look at the candidates.

Tom: Right, well first Ben. He's worked in the industry for ten years so he's very (1) experienced. He solved the maths problems easily so he has a (2) _____ mind.

Rick: Yes, but he seemed rather (3) _____. He didn't smile or talk much in the interview.

Tom: OK. What about Harry? At 45, he's the most (4) _____ candidate. His reference says that he is very (5) _____. He's always on time and does what he says he will. It also says he is good at solving problems, so he seems like a very (6) _____ man to me. He's also worked in this industry for a long time so he's certainly not (7) _____.

Rick: Yes, I liked him. I liked Mike as well. He is currently the manager of quite a large department. For that you have to be (8) _____. He also seems to care about his team and being (9) _____ is another important quality. He completed the project we asked him to do and showed he was very (10) _____, using whatever materials were available.

Tom: It's a difficult choice!

Modals of obligation, prohibition and no obligation

1 Order the words to make sentences.

work / every day / outside / has to / a farmer .
A farmer has to work outside every day.

1 work / Miners / have to / underground / conditions / in dark .

2 mustn't be / impatient / A shop assistant / aggressive / or .

3 You / don't have to / a degree / to work / have / in a factory .

4 Bus drivers / a driving licence / must have / to work .

2 Complete the sentences with *must* / *mustn't* or *have to* / *don't have to* and a verb in the box.

be be get up have know wear

Soldiers *have to wear* a uniform at work.

- A good tour guide _____ sociable, patient and knowledgeable.
- You _____ creative if you want to work in the arts sector.
- You _____ a criminal record if you want to work with children.
- Farmers often _____ early to attend their livestock or check their crops.
- You _____ how to cook to work in the catering and hospitality industry but it helps.

should / *shouldn't*

3 Complete the sentences with suitable words.

A: I need to learn another foreign language.

B: *If I were you* , I'd learn Spanish.

- A:** I didn't get the job.
B: Don't worry. You _____ the newspaper and see what jobs are advertised today.
- A:** I've got an interview with a large catering company tomorrow.

B: Good luck! _____ I'd go to bed early to be prepared.

3 **A:** Oh dear. I feel sick.

B: You _____ so much chocolate. Don't eat any more.

Cumulative exercise

4 Complete the dialogue with the words and phrases in the box in the correct form.

could help If I were you like much must should should too who would

Ms Smith: So, Kate, how can I (1) *help* you?

Kate: I'd like some advice on my future career.

Ms Smith: Excellent. You (2) _____ think about it carefully. What subjects (3) _____? What are your hobbies?

Kate: I quite like IT and history (4) _____. I love art. That's my favourite subject: particularly drawing. I'm not very sporty, so I don't do (5) _____ exercise.

Ms Smith: Well, I think you (6) _____ consider studying architecture or design, as they require someone (7) _____ is good at drawing and has good computer skills. (8) _____, I'd look for an opportunity to do some work experience in an architect's office.

Kate: Do you know of any companies?

Ms Smith: Let's see. I do have a couple of addresses. You should write to them.

Kate: What (9) _____ I put in the letter?

Ms Smith: Well, if I were you, I (10) _____ tell them about your exam grades. Ask them if they have any work experience positions. You (11) _____ enclose some of your work to show them.

Kate: OK, I'll do that. Thanks!