

Words at work

Parts of the body

Write the number 1-20 next to the correct word. Ask other students to check your answers. The words in brackets are for extra practice.

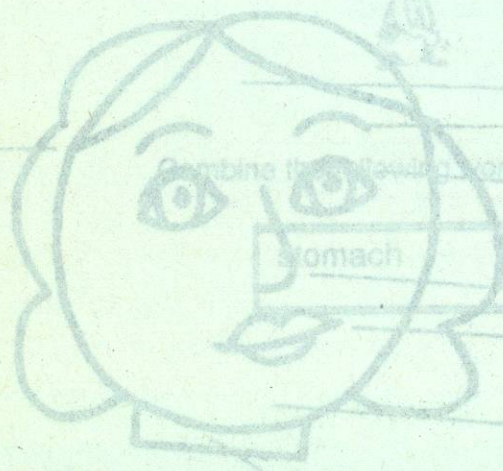
Task 1

Complete the sentences below. Fill in the gaps with over, under, plus or minus. Use the words in brackets.

- I'm really \_\_\_\_\_ my job. (bad)
- My mother really \_\_\_\_\_ my younger brother. (protects)
- One of the reasons for people being \_\_\_\_\_ (weight) is that they eat constantly. It isn't healthy to \_\_\_\_\_ (eat).
- Sometimes teenagers are not self-confident because they \_\_\_\_\_ their own personal qualities. (estimate)
- The girl that just finished the \_\_\_\_\_ post of secretary (qualified) \_\_\_\_\_ a word processor, and she doesn't even type very fast.

Task 2

What's wrong with the people in the picture?



Match the words with the pictures and match with the drawings.

Stomach    tooth    head    back

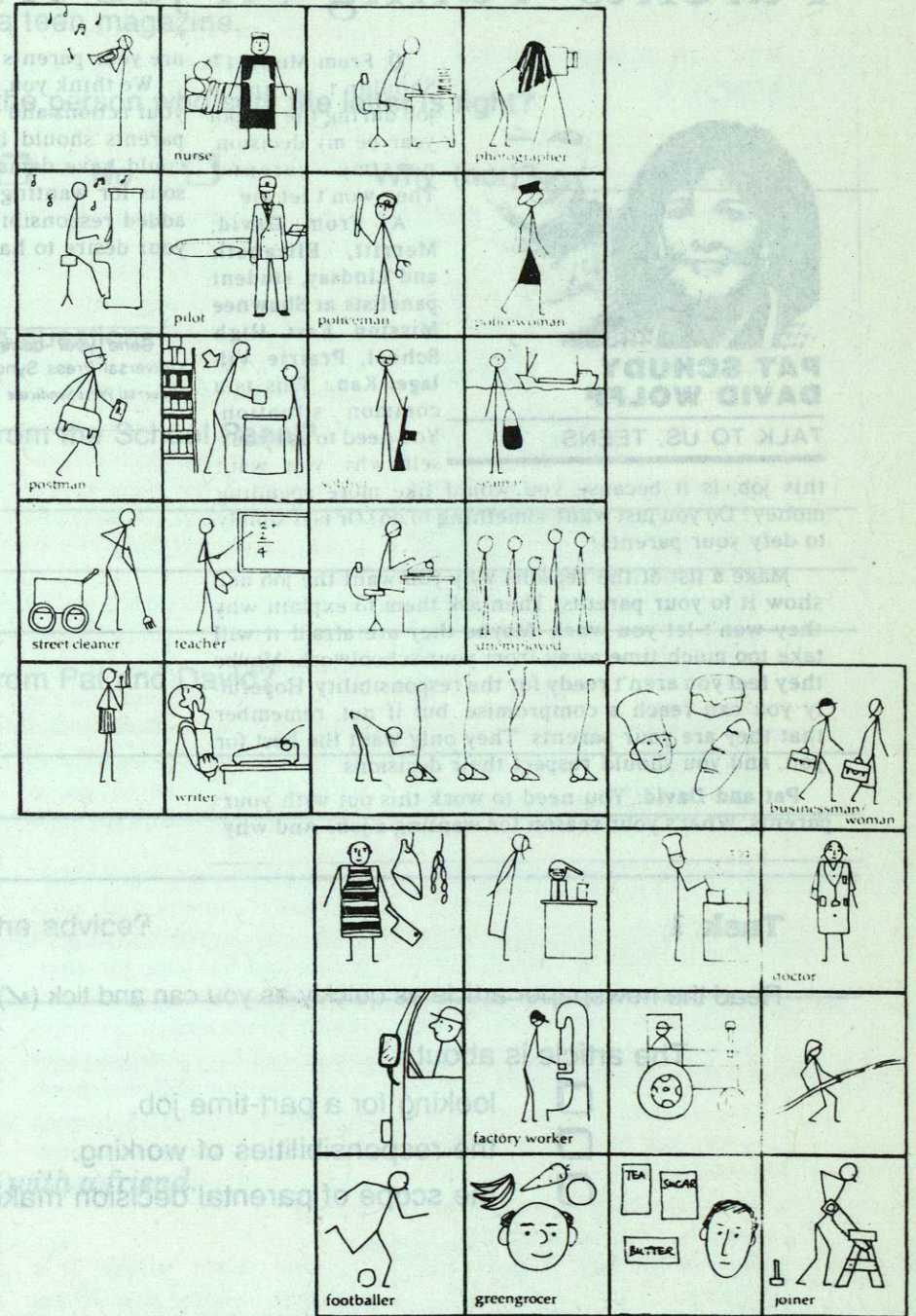
132  
133

# 6 Jobs

## Time to read! (1)

Match each profession or occupation with the corresponding drawing.

- typist
- pianist
- chemist
- office worker
- cook
- farmer
- waiter
- baker
- butcher
- fireman
- shop assistant
- musician
- Yoga teacher
- bus driver
- grocer



Thursday, February 24, 1994

The Dallas Morning News

9 C

# Parents' ruling on job irks teen-ager



**PAT SCHUDY  
DAVID WOLFF**

TALK TO US, TEENS

**Q:** From Missy, 17: Shouldn't getting a job during the school year be my decision, not my parents? They won't let me.

**A:** From David, Merritt, Elizabeth and Lindsay, student panelists at Shawnee Mission East High School, Prairie Village, Kan.: This is a common situation. You need to ask yourself why you want

are your parents vetoing it?

We think you should experience the consequences of your actions and your decisions. On the other hand, your parents should help you avoid making decisions that could have damaging consequences. Explain your reasons for wanting a job and how you would handle the added responsibilities, and find out when they believe your desire to have a job would make sense.

Send your comments and questions to Pat and David at Universal Press Syndicate, 4900 Main St., Kansas City, Mo. 64112. Universal Press Syndicate

this job. Is it because you would like more spending money? Do you just want something to do? Or is it simply to defy your parents?

Make a list of the reasons why you want the job and show it to your parents. Then ask them to explain why they won't let you work. Maybe they are afraid it will take too much time away from your schoolwork. Maybe they feel you aren't ready for the responsibility. Hopefully you can reach a compromise, but if not, remember that they are your parents. They only want the best for you, and you should respect their decisions.

**Pat and David:** You need to work this out with your parents. What's your reason for wanting a job? And why

## Task 1

Read the newspaper article as quickly as you can and tick (✓) the right completion.

The article is about:

- looking for a part-time job.
- the responsibilities of working.
- the scope of parental decision making.

The article comes from:

- an employment guide.
- a daily newspaper.
- a teen magazine.

Do you think the person who sent the letter is right?

Yes  No  Why (not)? \_\_\_\_\_

## Task 2

Answer the following questions.

What is the advice from the School Panel?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What is the advice from Pat and David?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you agree with the advice?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Talk about this with a friend.

**Time to read!**(2)

75 Money matters Unit 6

*This article is about students who work while still at school. Before reading the article, think what sort of things it might discuss.*

**Example:** How many hours a week they work

# Children WHO WORK



**a** Nicky Freeman, a student at Easton Area High School in Pennsylvania, works as many as 20 hours each week in a fast food restaurant. She said her grades had gotten lower since she began working. "It's tough to get the school work done. Lots of times I'm just too tired to do my homework or pay attention to class," she said. She keeps her job because she likes having extra money to buy things like records and clothes.

**b** Several national studies have found that almost three-quarters of high school students in the States have part-time jobs. In 1985, the last year statistics were available, more than one million 14- to 15-year-olds were working. They worked an average of 12 hours per week.

**c** A US Department of Education survey found that about 42 per cent of high school students spent their earnings on personal items such as clothing, records and recreation. A few were saving money for college or contributions to family income.

**d** Some teens such as Lisa Griffith, a high school junior, have to work. Her family needs her income. Lisa said she found it tough to work and study. "I have to work and, right now, I have to go to school; so I do both," she said.

**e** With so many teens working, many parents and other adults are worried that poor grades and less time for after-school activities will be the result. Some adults say teens should not have part-time jobs while they are still in school. But others believe that work teaches teens a sense of responsibility and a sense of self-worth.

**f** One recent survey at a high school found that 70 per

cent of the students worked. One third of them worked more than 15 hours. Of those that worked more than 15 hours, half had a failing grade in at least one subject. Surveys at other high schools have shown no connection between part-time jobs and failing grades.

**g** Keeping good grades and working part-time isn't a problem for 16-year-old Kimberly Baim. She does her homework either on her break or after work. Kim spends about 12 hours a week selling frozen yoghurt at a Chicago shopping mall. She's been working there almost a year. "I took this job for extra spending money," she says. Kim got her first job in a restaurant when she was 13. "Taking a job is a responsibility," Kim told us. "Before you make a commitment, make sure you have enough time in your schedule to work. If you do, working can be fun!"

**h** Carlo Acervida, 14, of Stamford, Connecticut, disagrees. He quit his job as a cashier in a local supermarket because his job took up too much of his time. "I was working after school three days a week and on weekends," he said. "I had to rush in the mornings to get my homework done. Since I quit my job, I have time to study. I have more time to spend with friends."

**Task 1**

Read the text and answer these questions

- 1 Title of the text: \_\_\_\_\_
- 2 The text probably comes from:
  - a magazine
  - a book
  - a newspaper
- 3 What is the aim of the message?
  - teaching
  - informing
  - entertaining
- 4 Who was it written for?
  - parents
  - teachers
  - teenagers
- 5 Do you think it fulfills its aim?
  - yes
  - no

— Discuss your answers with a partner.

**Task 2**

Mark the following sentences F (for) or A (against) teenagers working, according to the arguments in the text. (Underline these sentences in the text)

- \_\_\_\_\_ She said her grades had gotten lower since she began working.
- \_\_\_\_\_ Lisa said she found it tough to work and study...
- \_\_\_\_\_ ...many parents and other adults are worried that poor grades and less time for after school activities will be the result.
- \_\_\_\_\_ Some adults say teens should not have part-time jobs while they are still in school...
- \_\_\_\_\_ ...others believe that work teaches teen a sense of responsibility and a sense of self-worth.
- \_\_\_\_\_ Of those that worked more than 15 hours, half had a failing grade in at least one subject...
- \_\_\_\_\_ ...other high schools have shown no connection between part-time jobs and failing grades.
- \_\_\_\_\_ Keeping good grades and working part-time isn't a problem for 16 year-old Kimberly Baim.
- \_\_\_\_\_ "I had to rush in the mornings to get my homework done..."
- \_\_\_\_\_ Since I quit my job, I have time to study.

Arguments for \_\_\_\_\_ Arguments against \_\_\_\_\_

- Discuss the risks and /or benefits of working while still at school.

**Time to read!** (3)

Fill out this form.

Name \_\_\_\_\_  
 Date of birth \_\_\_\_\_ Age \_\_\_\_\_ Place of birth \_\_\_\_\_  
 Country \_\_\_\_\_ Nationality \_\_\_\_\_  
 Address \_\_\_\_\_ Telephone \_\_\_\_\_  
 Occupation \_\_\_\_\_  
 English teacher's name \_\_\_\_\_

**Task 1**

Read the advertisement as quickly as you can and answer:  
 Is this advertisement for an apartment, a car, or a job? \_\_\_\_\_  
 In what country? \_\_\_\_\_

**VICE PRESIDENT SALES  
INTERNATIONAL MANAGEMENT  
CONSULTANCY**

Our client is a world leader in the provision of Productivity Improvement Consultancy. They are currently working with some of the best known organizations throughout US, Mexico, Europe, Australia and the Far East and are enjoying tremendous demands for their services.

A major factor in the company's success is the quality of their staff and the strength of their Sales & Marketing. In order to further this success, they are currently looking to appoint Senior Level Sales Executives who are able to negotiate at the highest level and can take responsibility for a major territory.

You will be a mature professional with a background in sales or a Managing Director/CEO. You will have the creativity and self discipline necessary to impress at board-room level. Previous experience in Consultancy will be of interest but is not essential. Potential earnings are extremely high indeed. Candidates MUST be fluent in ENGLISH.

All applications will be dealt with in the strictest confidence. Please forward a curriculum vitae or resume to: Director de Personal, Zaragoza #1300 sur, Edificio Kalos, Despacho 247 Piso A2, Monterrey, N.L., México

**Task 2**

Using information from the ad, fill in the boxes.

To get the job you need:

	Yes	No	Not mentioned
1 To be a skilled PC operator.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Previous experience.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 To be at least 25.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 To speak English very well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 To be willing to travel.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Task 3**

Use the employment ads (page 142) to decide which characteristics each job requires. Write the number of the corresponding job ad.

Oral and written communication skills \_\_\_\_\_

Sales abilities \_\_\_\_\_

PC skills, especially Wordperfect software \_\_\_\_\_

A Master's Degree \_\_\_\_\_

A doctorate in linguistics \_\_\_\_\_

Expertise in fiscal administration \_\_\_\_\_

Experience in teaching Spanish as a second language \_\_\_\_\_

Management experience \_\_\_\_\_

Time to read! (3)  
Fill out this form

Name \_\_\_\_\_  
Country \_\_\_\_\_  
Address \_\_\_\_\_  
Occupation \_\_\_\_\_  
English teacher's \_\_\_\_\_

# MARKETPLACE

## EMPLOYMENT

### PROFESSIONAL OPPORTUNITIES

#### 1 GERMAN/SPANISH FACULTY

Christopher Newport University

Assistant Professor of German/Spanish (Specialization other than Twentieth Century in German). Ph.D. required. Near-native fluency. Only those with demonstrated ability to teach Spanish as a second language need apply. Undergraduate level; tenure track M.A.T. program to be developed in the near future.

Salary competitive and accompanied by an excellent package of employer-paid fringe benefits, the total value of which is approximately 27 percent of salary. Position is subject to final budgetary approval.

Screening will begin in late January 1994. Position will remain open until filled. Interested parties are requested to send a letter of application, three letters of recommendation, a current vitae and official transcripts to: Dr. J. Richard Guthrie, Jr., Chairman, Dept. of Modern & Class. Langs. & Lits., Christopher Newport University, 50 Shoe Lane, Newport News Va 23606-2998. CNU is a comprehensive, state-supported university located in the Hampton Roads region of Virginia. CNU employs only U.S. citizens and aliens lawfully authorized to work in the U.S. The University has a vigorous and effective commitment to Affirmative Action; applications from women and minorities are, therefore, especially encouraged.

An AA/EEO Employer.

2

#### SALES AGENT /DISTRIBUTOR WANTED

Int'l trading co. that specializes in apparel, textiles & health & beauty aids seeks sales agent and/or distributors. Unlimited earning potential for right individual. 50% commission plan. If you have overseas contacts, we want to talk to you!

Call Ms. Dooley at 301-459-1689 or 301-459-3011 or fax to 301-459-6912.

3

#### SALES In-Kind Tools Solicitor

Washington based PVO seeks highly motivated person knowledgeable in machine & handtools & with successful sales/solicitation background. Must speak Spanish & operate Wordperfect.

Duties include obtaining donations from US companies for use in vocational schools throughout Latin America & the Caribbean. Send cover letter & CV to:

**Pan American Dev Foundation**  
1889 F St, NW  
8th Floor, Wash, DC 20006-4499

**Volunteer.**  
 **American Heart Association**

## EMPLOYMENT

### PROFESSIONAL OPPORTUNITIES

4

#### ASST. DEAN FOR FISCAL SERVICES

Anne Arundel Community College is a comprehensive two-year college located near the Chesapeake Bay, equal distance from Washington and Baltimore. We are currently accepting applications for Assistant Dean of Fiscal Services, who will be responsible for the management of all fiscal operations of the college, including budget and grants development, oversight of the accounting, accounts receivable, accounts payable, inventory control, and payroll departments of the Business Office, and for the purchasing, mail services, shipping and receiving and central stores functions of the Central Services Office. The Assistant Dean will serve as an advisor and resource to the college administration of fiscal matters. The successful candidate must possess a Master's Degree in business administration, management experience, three years of experience in higher education strongly preferred; demonstrated supervisory skills and experience required; technical competence in the design and use of mainframe and micro automated financial information systems; excellent oral and written communication skills; must be able to deal effectively and tactfully with a wide variety of constituents, including all levels of management, faculty, public officials and the general public. Salary commensurate with credentials.

Send letter and resume to the Human Resources Office, Anne Arundel Community College, 101 College Parkway, Arnold, Maryland 21012 by November 19, 1993.

- 1 To be a skilled PC operator.
- 2 Previous experience.
- 3 To be at least 25.
- 4 To speak English very well.
- 5 To be willing to travel.

Write down what kind of skills and abilities you have. In groups discuss what kind of job can teenagers apply to.

## Time to read! (4)

- 1) What kind of career do you think this ad is promoting?
- 2) What skills and qualities would be necessary for the career you decided on?



EXPRESS

LOOKING FOR AN EXCITING CAREER?