

LESSON 2 TALK ABOUT YOUR WORK EXPERIENCE



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I learn so much by listening to people at job interviews!



1 VOCABULARY Work experience

A ▶ 10-08 Listen. Then listen and repeat.



manage a team



train new employees



create a budget



give a presentation



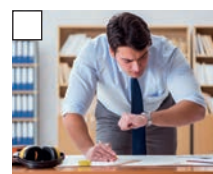
write a report



communicate with team members



resolve a problem



meet a deadline

B ▶ 10-09 Listen to the descriptions. Number the pictures in 1A.

C **PAIRS** Look at the tasks in 1A. Brainstorm 3-5 jobs that need these skills.

Managers need to create budgets.



2 GRAMMAR Present perfect with *for* and *since*; *how long* and *ever*

Use the present perfect with *for* and *since* to talk about something that began in the past and continues up to now.

Present perfect statements with *for* and *since*

Subject	Have / Has	Not	Past participle		For / Since
I / We / They	have		worked	there	for six months.
He / She	has	not	been		since 2017.

To ask about something that began in the past and continues up to now, use *how long*.

Question with <i>how long</i>					Short answers
<i>How long</i>	<i>Have</i>	Subject	Past participle		
<i>How long</i>	<i>have</i>	you	worked	there?	For a few weeks. / Since last month.

To ask about something that happened at a non-specific time in the past, use *ever*.

Question with <i>ever</i>					Short answers	
<i>Have</i>	Subject	<i>Ever</i>	Past participle		Affirmative	Negative
<i>Have</i>	you	<i>ever</i>	managed	a team?	Yes, I have .	No, I haven't .

Notes

- Use *for* + a length of time to show how long something lasted.
- Use *since* + a point in time to show when something started.
- Use the simple past, not the present perfect, to refer to events that happened at a specific time in the past. He **has given** a presentation on this topic. = exact time is not clear
He **gave** a presentation on this topic **in March**. = *in March* is a specific time in the past

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3 PRONUNCIATION

- A** ▶10-11 Listen. Notice the weak and contracted pronunciations of *have* and *has*. Then listen and repeat.

A: How long *have* you been a manager?

B: I've been a manager for six months.

A: How long *has* she worked there?

B: She's worked there for two years.

- B** ▶10-12 Listen. Circle the word you hear. Then listen and repeat.

1. I / I've had a lot of different jobs.

2. I / I've studied computer science.

3. I / I've worked in a restaurant for two years.

4. I / I've managed a business.

5. I / I've lived in another country.

6. I / I've trained other employees.

- C** **PAIRS** Talk about the statements in 3B. Which statements are true for you?

Weak and contracted pronunciations of *have* and *has*

Have and *has* usually have a weak or contracted pronunciation when they come before another word. When *have* and *has* come *after* another word, the *h* is often silent. Notice that the contracted form of *has* sounds the same as the contracted form of *is*.

4 CONVERSATION



- A** ▶10-13 Listen or watch. Circle the correct answers.

1. Joanne started as a marketing **manager** / **analyst** / **assistant**.

2. She has managed two small teams since she **started her career** / **became an analyst** / **became a team leader**.

3. Problem-solving is a **big** / **fun** / **small** part of her job.

4. She feels proudest about **her first project** / **being a team leader** / **meeting her deadlines**.



- B** ▶10-14 Listen or watch. Complete the conversation.



Mandy: How long _____ at your current job?

Joanne: I've worked there for five years.

Mandy: OK. Have you ever managed a team?

Joanne: Yes, I've managed two small teams _____ I started.

Mandy: That's great. What's the hardest part of being a team

leader? Joanne: For me, it's having to solve all of the problems that come up.

- C** ▶10-15 Listen and repeat. Then practice with a partner.

- D** **PAIRS** Make new conversations. Use the words in 1A or your own ideas.



5 TRY IT YOURSELF

- A** **MAKE IT PERSONAL** Look at the list of jobs and skills in 1C. Choose one job from the list.

- B** **ROLE PLAY** Student A, you are a candidate applying for this job. Student B, you are the interviewer. Ask about his or her experience.

A: Have you ever given a presentation?

B: Yes, I've given many presentations since I was hired.

■ I CAN TALK ABOUT MY WORK EXPERIENCE.

