

1 Which companies would be most able or likely to provide which perks?

- | | |
|--|--|
| 1 good pension scheme | a) architectural design company |
| 2 company car | b) bus or train company |
| 3 flexi-hours | c) college |
| 4 child care | d) detergent manufacturer's sales division with nationwide sales network |
| 5 goods at reduced prices | e) editing company working in book publishing |
| 6 training and education allowance | f) fast food restaurant chain |
| 7 family travel pass | g) financial services advisors |
| 8 free meals | h) large factory producing basic components for the electronics industry |
| 9 working at home | i) old people's sheltered housing centre |
| 10 free holidays | j) supermarket chain |
| 11 sports and social club | k) travel company specialising in tourism |
| 12 free accommodation | l) very large company manufacturing cuddly toys |

2 Which jobs would be most suitable for which people?

National Trading Bank
Office assistant
 Looking for a friendly person to do general office duties with secretarial experience. Must be available around 10.30 am.
 • flexible hours
 • good pension scheme
 • friendly environment

City Adult Education College
Receptionist
 Friendly individual required to work on reception desk dealing with visitors, guests and general enquiries.
 • child care facilities
 • free meals
 • free use of sports facilities
 • reduced fees on all courses

Local Primary School
Caretaker:
 Reliable person needed to supervise maintenance of school and grounds. Would hold keys and be responsible for opening and closing all buildings.
 • free housing in school grounds
 • free lunches
 • free use of sports facilities

Sea Fresh Fish Processing
Production line supervisor
 Hardworking person required to supervise team of part-time workers in Fish Products department.
 • child care facilities
 • sports and social club
 • good price reductions on all products

Price Plus Supermarket
Assistant
 Honest and friendly person wanted for work on cash desks and other general duties.
 • 20% discount on all goods
 • 4-day week
 • free overalls

Regional Bus Company
Ticket Inspector
 Good at all things computer and internet. Must be able to travel. Must be able to work on a computer. Must be able to work on a computer. Must be able to work on a computer.

Mark
 Having young twins is really demanding, but they're worth it! They're my whole life now really. When my wife died, I couldn't manage at first. Of course I had to give up college, which limits my future. That's worrying.

Jeff
 My wife Mary is a registered Disabled Person, but we don't get much help from the state. She's fine if I don't leave her on her own too much, as long as I check she's OK now and then. The hospital appointments can be awkward to fit in.

Sheila
 I was divorced six years ago when our kids left home. I got the house, but he's got the pension! I do feel lonely, though. I've got my own little hairdressing business, going to people's houses, but I'd like to meet someone special.

Angela
 Seven children take a lot of looking after. But now they're all at school, I can go back to work. We need the money! Living out in the countryside gives us room to grow our own vegetables, but we're so isolated. Four of the kids travel nearly two hours to school.

KEEPING A JOB

1 What do you consider to be a good job? What things are most important to you in a job? Would you rather have job satisfaction and lower pay or vice-versa?

2 Study the words below and then read the dialogue on the right and fill in the missing words.

- qualifications
- expense account
- workaholic
- retraining
- pension
- slave-driver
- responsibility
- perks
- initiative
- working environment
- career change
- sick pay
- overtime
- promotion
- self-motivated
- stressful
- company car
- passing the buck
- health scheme
- travelling expenses

3  Now listen and check your answers.

4 In the dialogue, Fiona's friend tells her that she can still fulfil her dreams. In pairs, list all of the reasons why she shouldn't leave her job.

- J: Hi Fiona. What's wrong? You look a little down.
 F: Yeah, it's my job. I really don't know what to do.
 J: Why? I thought you were really happy with it.
 F: Well, in many ways it's a great job. It definitely has a lot of 1 _____. I have a 2 _____ I can use at any time, and I have an 3 _____ I can use to pay for my 4 _____. The job offers a great 5 _____ with full 6 _____ when I get ill. And there's a good chance of 7 _____ if I stay with the company for a few years.
 J: It sounds great! So what's the problem, then?
 F: Well, I'm just not satisfied with the job. I have to travel a lot, so I'm always away from Dan and the kids, and when I am here I always have to work 8 _____ so I don't get a chance to see them much either. It's also a very 9 _____ job, and everybody in the office is feeling it, so it's a pretty tense 10 _____. The boss is a 11 _____, which doesn't help. He just walks around yelling about how we all have to show more 12 _____, take more 13 _____ for things instead of 14 _____, be more 15 _____, and all of those things. He can be a real 16 _____ sometimes. But most of all, I'm just sick of selling computers. I want to do something else with my life.
 J: Like what?
 F: I really want to be a teacher, but I'm not a young girl any more, and I'm afraid that it's a bit late to be thinking about a 17 _____ at my age.
 J: Yeah, but what are you going to do – stick with a job you don't like until you get your 18 _____? If I were you I'd leave and find something you like doing better.
 F: I know, but how can I do it? I can't go back to school at my age.
 J: Well, you might not have to do a full degree. You've got "A" level history, haven't you? You should see if that's enough to get a job teaching history somewhere. And even if you do have to do some 19 _____, you could go to evening classes before you quit your present job and get all of the 20 _____ you need.
 F: You know, maybe you're right. I'll have to give it some thought.

Keeping a Job

prospects (of promotion)
 in-service training
 day release
 health scheme (GB) / health plan (US)
 company facilities
 the perks of the job / fringe benefits
 staff discount on products / services
 maternity leave
 maternity grant
 holidays × unpaid leave

sabbaticals
 regular × irregular hours
 flexitime
 fixed × flexible hours
 to work shifts
 to clock in × out
 to share a job
 diligence
 enterprise
 obedience

punctuality
 procrastination
 laziness
 to pass the buck × accept / take responsibility
 self-motivation (a 'self-starter')
 individuality × sociability
 ethical × unethical business practices
 environment(ally)-friendly products

LEAVING AND LOSING A JOB

1 Match the newspaper headlines below to the articles they are for. Then finish the articles. There is one extra headline you do not need to use.

1 SOCIAL PROGRAMS ARE READY FOR AN OVERHAUL

2 THE GLASS CEILING IS STILL INTACT

3 MEXICAN SHIFT BRINGS UNEMPLOYMENT FOR AUTO WORKERS

4 LABOUR-MANAGEMENT BATTLE REACHES A HIGH LEVEL

5 SMALL TOWNS ARE HIT HARDEST BY THE EFFECTS OF THE RECESSION

a A recent survey showed that, despite twenty years of anti-discrimination legislation, women are still having trouble reaching the highest levels of the business world. The survey stated that the main causes of this problem are...

b Union leaders for the United Farm Workers said yesterday that the union would go on strike if three major fruit companies did not give in to their demands. Among other things, the workers are asking for...

c The MBW plant in Patrola provides work for many of the 25,000 people who live here. But this Friday evening, the whistle will blow for the last time. Like many big companies, MBW has decided to move its operations to Mexico in order to...

d Government advisors worked around the clock to prepare a budget that would balance the social programs needed to deal with the recession with the reduced income from taxes that the recession has brought about. Some of the main concerns had to do with...

Leaving or Losing a Job

Leaving a job

to give notice
to take voluntary redundancy
to take early retirement

Unions and strikes

to take industrial action
trade unions
union membership
union dues
union representative
to go on strike / strike
to be on strike
to strike against x for
to come out in sympathy
closed shop
picket (line)
talks / negotiations can be
successful
stalled
deadlocked

conditions of employment
wages keeping pace with inflation
index-linked earnings / pensions
management lockout

Losing a job

probation period
short-term contract
to be laid off
to be given notice / get the sack /
to be fired
to be made redundant (GB)
redundancy payment (GB) / severance
pay (US)
lump sum
the golden handshake
retraining scheme
on social security / income support /
on welfare (US)
(difficult) to make ends meet
sickness benefits
to be on disability (US)

to sign on (for social security)
unemployment benefits / dole (GB)
on the dole (GB)

Personal factors

incompetence
bad quality control
low commission
lack of support from colleagues

External factors

lack of opportunity
passed over for promotion
corruption in high places
stress
bad working environment
unsociable hours
recession
sexual harassment
sexual discrimination
the glass ceiling
declining economic situation