

A. Match the work-related vocabulary from the box to the definitions.

a. salary

b. duties

c. schedule

d. co-worker

e. benefits

1. A person who you work with who has a similar or the same job.
2. The days and times that an employee must do their work.
3. Things that you have to do because they are part of your job.
4. Good things given to employees for their work that do not include money.
5. The amount of money paid into an employee's bank account every month.



B. Complete the sentences with the work-related words above in their correct form. Then, rewrite the sentences, so they change from a like to a dislike or vice versa.

1. I don't get along well with my They aren't friendly and don't help each other.
.....
2. I have a easy I only work four days a week, and I start at 10 a.m. every day.
.....
3. I don't get a lot of with my job. My employer gives me basic health insurance.
.....
4. The best thing about my job is that I have many interesting I don't have to do boring tasks like read long emails.
.....
5. I want to find a new job as I am not happy with my I can't save any money.
.....

C. With a partner, discuss the things you like and dislike about your job. Use the example below to help you.

A: The best things about my job are the salary and benefits. My boss is also very kind.

B: Me too. I have a good salary, and I also get a lot of paid holidays.

Business English Work Text

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Reviewing **Business English Work Text**: Unlocking the Spellbinding Force of Linguistics

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