

D Vocabulary

Key Vocabulary

Read this paragraph about applying for a job and check your understanding of the meaning of the words in bold.

When **employers** want to **fill a permanent** or **short-term / temporary vacancy**, they usually advertise the **position** in a local paper or on the Internet. If you want to **apply for the job**, you should send a well-crafted **cover letter** and **résumé** to the company or **recruitment agency**. You should give important details of your **qualifications** and **references**. If they think you are the right **candidate** for the job, they will call you in for **an interview**. As well as the right qualifications and relevant **work experience**, they might look for other qualities, including **people skills, communication skills**, and the ability to work well in a team. After the interview the company will make a decision whether to **reject** or **hire** you.

Career is a countable noun. We use it to talk about a job considered as a long-term activity or professional occupation.

Job is a countable noun. We use it to talk about a specific task or the regular work a person does to earn a living.

Work is an uncountable noun or a verb. We use it to talk about an activity or task a person does, usually for money.

*I have **a job as a delivery man** for a pizza place. My **work** consists of taking pizzas to our customer*

You can see the whole lesson from your teacher, please ask them to send it to you before the class.

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