

Listening and Speaking


1 BEFORE YOU LISTEN

- A PAIRS.** Read the information about job interviews. Look at the words in boldface. What do the words mean?


At a job interview, the interviewer asks you about your **availability**. For example, "Which **shift** can you work, day or night? and "Can you work on weekends?" The interviewer may ask if your hours are **flexible**. For example, "Can you work different hours if the schedule changes?" The interviewer also asks when you can start. If you are working, you should give your boss one or two weeks' **notice** that you are leaving your job. This will help your boss find a new employee to fill your position when you leave.

- B CLASS.** Do you work? What are your work hours? Do you like your work schedule?


2 LISTEN

- A** CD2 T55  Listen to the end of Manny's interview. When does Manny prefer to work? Check all the correct answers.

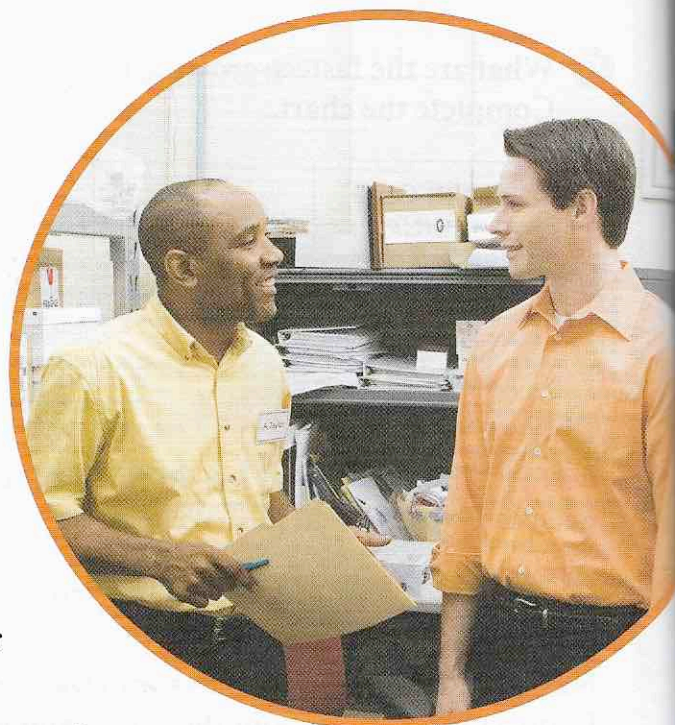
mornings afternoons

- B** CD2 T55  Listen again. When can Manny start work?

a. tomorrow b. in two weeks c. in two days

- C** CD2 T56  Listen to the whole conversation. Answer the questions.

- Manny asks, "When can I expect to hear from you?" What does this mean?
- At the end of the interview, does Manny know if he got the job?



3 CONVERSATION

A  ^{CD2 T57} Listen to the questions. Then listen and repeat.


Do you prefer mornings or afternoons?

Can you work first shift or second shift?

Do you work days or nights?

Pronunciation Watch

Some questions with *or* ask the listener to make a choice. In these questions, the voice goes up on the first choice and down on the last choice.

B  ^{CD2 T58} Listen and repeat the conversation.

Albert: Let me ask you a few questions about your availability.
Do you prefer mornings or afternoons?

Manny: Well, I prefer mornings, but I'm flexible.

Albert: All right. Can you work on weekends?

Manny: Yes, I can.

Albert: Great. And when could you start?

Manny: In two weeks. I need to give two weeks' notice at my job.

4 PRACTICE

A PAIRS. Practice the conversation. Then make new conversations. Use the information in the boxes and your own information.

A: Let me ask you a few questions about your availability.

Do you prefer _____ ?

B: Well, I prefer _____ , but I'm flexible.

A: All right. Can you work on _____ ?

B: Yes, I can.

A: Great. And when could you start?

B: In two weeks. I need to give two weeks' notice at my job.

first or second shift

first shift

Saturdays

days or nights

days

Sundays

B ROLE PLAY. PAIRS. Make your own conversations. Use different information.