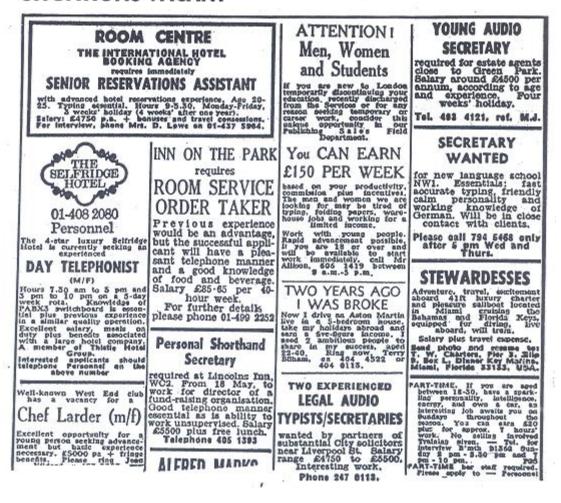
SITUATIONS VACANT



1 Look at the Situations Vacant advertisements above and choose four jobs, one for each of the people who describe themselves below. Decide what might be the advantages and disadvantages of each of the jobs you have chosen for the people concerned.

Anne 'I'm 29 next birthday and I've been looking at the job ads in the evening paper lately. Alan and I are really short of cash these days and I'd li.ke to get out of the house and earn a bit of money if I can. The trouble is that I can't leave the kids alone when Alan's at work - Alison's only $2^1/2$ after all - but at weekends when Alan's at home, I could do something. I could use the car at weekends, too.'

Bob 'I'm 22 now and I've just left college. Urifortunately, I kept getting these headaches in my final year and I couldn't concentrate on my studies,

so I failed the exams. The problem now is how to eanla bit of money and decide what to do with my life. I still feel awfully mixed-up. I don't think I ought to make any hasty decisions about a career at this stage. I'd like a job I can do fairiy mechanically while I look around for something more rewarding and try to sort myself out.'

Cherry . I'm 25 now and I've done all sorts of secretarial work, you know, apart from the obvious shorthand and typing, I've used word processors and worked the switch board and done reception work. My last but-one job was nice because, besides getting well paid, there was such a variety of work to do and my boss there was very sweet, too. But then I left them for a much better paid job in another firm and then, bingo, two months later they went bankrupt! S~ now here I am looking for something which is going to be interesting and where I can use all of the skills I've learned.' Doris 'Unlike the others, I've still got a job but I'm getting more and more bored with it. I'm 26 now and I mainly do clerical work, filing, sorting out documents, answering the phone, you know, stuff like that. I can't type and I did quite badly at school -- J'm not stupid, mind you, it's just that J got bored with what we did there. I want to find a job that'll give me a chance to do something more exciting. I've got no ties or

responsibilities, so I could go anywhere.' ...

2 Write a paragraph about each of the jobs you have selected, beginning as follows. (You will probably need about 50 words for each.)

The best thing for Anne ...

Bob would ...

Cherry might .

Doris should ..