|  |  |  |
| --- | --- | --- |
| BUT Info S3 | Company and Job Facts and Figures  Describing graphs |  |

# KEYWORDS

Match the terms on the left with the definitions on the right:

founder: a person who establishes an organization

annual turnover: the amount of business that a company does in one year

shareholding: a part of a company that is owned by a person or by another company

subsidiary: a smaller company that is owned by another bigger company

division: one of the sectors or groups in a business or organization

multinational corporation: a large company that does business in several different countries

# Describing a company

Listen to a description of the Toyota Motor Corporation and complete the profile below.

|  |  |
| --- | --- |
| Company | Toyota Motor Corporation |
| Headquarters | Japan |
| Founder | Kiichiro Toyoda |
| Year founded | 1937 |
| Year of expansion to US | 1957 |
| Employees | 370 000 |
| Subsidiaries | 608 |
| Turnover (2018) | 270 000 000 000$ |
| Brands owned | Lexus, Scion |
| Shareholdings | Daihatsu Motors, Isuzu Motors and Yamaha Motors |

Now listen to a description of Inditex SA and complete the profile:

|  |  |
| --- | --- |
| Company | Inditex SA |
| Headquarters | Spain |
| Founder | Amancio Ortega Gaona |
| Year founded | 1975 |
| Employees | 170 000 |
| Number of stores | 7 420 |
| Brands owned | Zara, Pull and Bear, Massimo Dutti, Oysho and Stradivarius |
| Profit (2018) | 3 400 000 000€ |

# Useful expressions

Study the following expressions used for describing a company. Listen to the recordings again and tick the ones that you hear:

Headquarters

...is headquartered in... ...is based in...

History

...was founded in/by... ...was established in...

Employees

... has a workforce of ... people ... employs ... people

Size

... operates ... subsidiaries ...has shareholdings in ...

... has a ... per cent stake in ...

...runs ... stores worldwide

Market position

...is currently the world’s largest...

...is the biggest ... in the world

...is one of the largest companies in ...

...has a ... per cent market share

Financial results

...achieved an annual turnover of... ...made a profit of...

Study some more expressions for describing a company:

Competitors

The main competitors are... Customers/clients

Products: The main customers are/include...

Services: The main clients are/include... Products

They produce/manufacture ... Services

They provide/offer ...

# Describing a job

Now listen to three employees of an IT distribution company, Xcel Systems. Complete their profiles.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Anthony Smart | Daniel Goldman | Susan Clarke |
| Position: | Chief accountant | Managing director | HR manager |
| Responsibilities: | Cash flow, credit control, financial statements. | Day-to-day running of the company, organizing work, managing projects, deals with the important customers and suppliers, develops the company’s long-term strategy | Recruiting new employees, organizing training, improve working condition |
| Enjoys: | Working with numbers, the company culture, people, work environment. | Responsability, challenge, salary, motivating people | Working with people, seing employees improve and develop their skills |
| Doesn’t enjoy | Chasing money from late payers. | Long hours, stress, problems with suppliers | Dealing with difficult employee |

# Useful expressions

Complete the sentences from the recordings.

I’m **responsible** for cash flow/credit control/managing projects.

I’m in **charge** of developing the company’s long-term strategy.

My **responsibilities** include recruiting new employees and organising training for company staff.

It’s also my **job** to improve the company’s working conditions.

On the whole, I **enjoy** my work.

What I like **most** about my work is the responsibility, the challenge and of course the salary.

I **find** my work very interesting.

One task I don’t **quite** like is chasing money from late payers.

The **part** I don’t really like is the long hours.

**What** I don’t like so much is when I have to deal with a difficult employee.

Then, in groups of 4 do the “Jobs and Work Game”. Ask for any vocabulary you may need.