**Some people are of the opinion that being highly qualified is the only way to ensure a well-paying job. While others believe that having work experience is the best way to get a well-paying job.**

**Discuss both views and give your opinion.**

**Essay:**

**It is argued that well qualification is the reason to get high paying jobs, while other say that experience on work is the reason to get well paying jobs. I agree that knowing of work will lead to high pay jobs.**

**Many educational institutions are providing best level of training to students to develop their skills to qualify for well-paying jobs with competitive pay. Universities and college have different courses to groom their students based on the corporate needs. For example, students studying in computer related courses, medical courses in reputed universities or colleges are getting jobs in campus interviews with high pay when compared to others.**

**I believe that experience play vital role to achieving job opportunity with high wages. It is also evident that experience professionals are required for many jobs and many companies are ready to pay what they demand as the skillset matters the most. For example, fields like crafts, cinema, media fields, sports activities, IT companies considering the experience mostly and hence they wanted to recruit them regardless the pay they demanded. For example, actors, specialized doctors, politicians, media professionals, sports players are getting salaries in millions and they are deserved as they are specialists in their respective fields.**

**In conclusion, according to some belief that high level degrees are the way to get high pay jobs while other disagreed to this say that experience make the person valuable to company. I personally feel that experience will be most likely the reason for to get well pay jobs.**

After working in your department for over 3 years, you feel the need to switch your department.

Write a letter to your boss requesting a change in the department. In the letter mention:

* Why do you want to switch departments?
* Which department would you prefer?
* Why do you think you are a good fit in that department?

**Department : QA**

**Switch : DEV**

**Reason:**

* **Completed Developer certification**
* **Aspire to work in application development rather than testing**
* **I have been working more than 3 years in QA department and ready to development department as I had very good understanding of business processes.**

**Formal letter:**

Q.1

**You have paid for a cricket course at a Sports Club, but due to a medical reason cannot complete the entire course.**

**Write a letter to the course director. In your letter,**

* **explain your interest in the course**
* **describe your problems**
* **find out if a refund is possible**

**Cricket Course: lessons, classes**

**Reason : basis, cause**

**Interest: significance, curiosity**

**Problems: troubles**

**Refund: reimbursement, money back**

**Possible: feasible, likely**

* **I’m writing this letter to apologize and let you inform that I’m unable to attend the Cricket lessons as scheduled due to unanticipated medical reasons.**
* **I got muscle fracture and need 1-2 months bed rest**
* **Academy is reputed and coach**
* **Refund/later join**

**Informal letter:**

**A friend has agreed to look after your house and pet while you are on holiday. Write a letter to your friend.**

**In your letter:**

* **give contact details for when you are away : Medows Hotel, Ooty**
* **give instructions on how to take care of your pet : Dog, need to feed 3 times/day**
* **-require bed and balnkets**
* **-playtime**
* **-need walk once**
* **One visit to dog room**
* **describe the other household duties**

**-switch off lights before sleep**

**-ensure door locked**

**-water the plants**

**-maid**

**Brainstorm:**

**-**