

Name:

1 Choose the correct word to make common jobs in ICT.

- 1 software ☐ operator ☐ engineer
- 2 computer security ☐ operator ☐ specialist
- 3 blog ☐ administrator ☐ engineer
- 4 help desk ☐ specialist ☐ technician
- 5 DTP ☐ operator ☐ engineer
- 6 hardware ☐ operator ☐ engineer
- 7 network ☐ administrator ☐ operator



Now listen to the jobs and practise saying them.

2 David is having an interview for a job as a webmaster. Choose the correct words from the drop-down menus.

Interviewer: So why (1) for this position?

David: Well, (2) the last three years I (3) in an interesting, but very small, company, and I now feel ready to move on to a bigger challenge. I'd welcome the opportunity to continue my career at a company such as yours.

Interviewer: Right. And can you describe what your responsibilities are at – what's your current company called again? Ah, yes, at *Intertech*?

David: Of course. Well, I (4) working there three years (5) , as I (6) , and (7) July 2007 I (8) responsible for one aspect of the company's online presence – specifically, the online catalogue. However, I was then promoted and put in charge of the design and maintenance of the entire website. In January 2008, I (9) to implement a new e-commerce system, which allows people to buy directly from the catalogue using 'one-click' ordering. It (10) very successful so far.

Interviewer: That's very impressive. What about foreign languages? Your English is obviously very good, but do you speak any other languages?

David: Well, French – my mother tongue – obviously. I also (11) some time in Spain five years (12) as part of my degree, so I'd say I have intermediate Spanish. I (13) it much recently, though.

Interviewer: Well, it is hard to find the time, isn't it? OK, just one more thing. (14) ever had experience of people management?

David: Yes, absolutely. At *Intertech* I'm in charge of one member of staff – a web editor. I've (15) had any problems with the management side of my role; in fact, I really enjoy it.

Interviewer: OK, well that's good news. Well, we need to have a think about it, but we'll let you know ASAP.

David: Thank you for seeing me today. I look forward to hearing from you soon.