**Company Structures**

**Reading**

A. Read the first paragraph of the text about MTS Systems Corporation and complete the following 'fact file'.

*MTS Systems Corporation*

Headquarters in ………………Minneapolis………………………

Specialises in ……mechanical testing and simulation equipment……………………………………

Factories located in …………US…………… , ……France………………………. and …Germany…………………………………

No. of employees ……………2200……………….

B. Now read the rest of the text, in which Bernard Levesque describes the organisation of MTS Paris, and complete the organisation chart on page 2.

'My name's Bernard Levesque and I'm the Technical and Quality Manager at MTS in Paris and work within the MTD — the Materials Testing Division, which makes equipment used by industrial firms to test the strength and durability of materials like plastics, metals and so forth. We're a subsidiary of MTS Systems Corporation, an American firm based in Minneapolis. MTS employs roughly 2,200 people worldwide and is a leading supplier of mechanical testing and simulation equipment. Our major development and manufacturing operations are located in the US, France and Germany, and we have sales and service offices around the world.

Before I describe the organisation of my department, I'll outline the structure from the top, starting with Werner Ongyert, our CEO, who oversees all aspects of our activities here. Just below him is the General Manager, Jacques Mordelet, who is my immediate superior. Then there's Sylviane Villaret, the Human Resources Director, and Genevieve Cornetti, the GM's Secretary, who also report directly to him. We have a management team that includes myself, Dominique Faurieux, the Sales Manager, Jean-Francois Reinauld, the Finance Manager, and of course, Jacques Mordelet, who is also the Marketing Manager. There are also two new departments — Customer Service and NVD, the Noise and Vibration Division — headed by Louis Regnier and Patrick Dhommee respectively.

Now, getting back to the way my department is organised, I'm responsible for operations, so I'm in charge of Purchasing and Planning, R&D and Quality. The Purchasing and Planning Department schedules production based on orders provided by the sales team and forecasts from the Marketing Department. In R&D, there are three sub-departments — Mechanical Engineering, Electronics, and Software Engineering — which are involved in developing new products and modifying existing products to meet customer demands. They receive technical specifications from the Marketing Department and provide drawings, a parts list and assembly instructions. Nathalie Launay works closely with me on Quality — an area that takes up nearly a third of my time. And finally there's the head of Shipping, as well as the person in charge of Assembly, who also report to me.'

1 Werner Ongyert (CEO)

2 Jacques Mordelet (General Manager)

3 Sylviane Villaret (HR director)

4 Genevieve Cornetti (GM’s Secretary)

7 Jacques Mordelet (Marketing Manager)

5 , Jean-Francois Reinauld (Finance Manager)

6 Dominique Faurieux (Sales Manager)

Technical and Quality Manager

9 Patrick Dhommee (NVD Manager)

8 Louis Regnier (Customer Service)

11 Quality (Nathalie Launay)

10 Research and Development (R&D)

Purchasing and Planning

12 Shipping

13 Assembly

Mechanical Engineering

14 Electronics

15 Software Engineering

**Listening 1 Key vocabulary**

Most companies are made up of three groups of people: the \_\_\_\_\_\_shareholders\_\_\_\_\_\_\_\_\_ (who provide the capital), the management and the\_\_\_\_\_\_\_\_\_\_\_\_workforce\_\_\_\_\_\_\_ . The management structure of a typical company is shown in this organisation chart.

*Board of Directors*

*Chief Executive Officer (CEO) / Managing Director (MD)*

*Senior management*

*Middle management*

At the top of the company \_\_\_\_\_hirarchy\_\_\_\_\_\_\_\_\_ is the Board of Directors, headed by the Chairperson or President. The Board is \_\_\_\_\_\_responsible for\_\_\_\_\_\_\_\_\_\_\_\_ policy decisions and strategy. It will usually \_\_\_appoint\_\_\_\_\_\_\_\_ a Managing Director or Chief Executive Officer, who has overall responsibility for the \_\_\_\_\_\_running\_\_\_\_\_\_\_ of the business. Senior managers or company officers\_\_\_\_head\_\_\_\_\_ the various departments or functions within the company, which may include the following:

a Marketing e Finance

b \_\_\_\_\_Public Relations f Production

c Information Technology or IT g Research and Development

d Personnel or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Listening 2**

Listen to seven people talking about their work and decide which department each one works for and make notes on what they do/ are responsible for. Choose from the departments a – g in the previous task.

|  |  |  |
| --- | --- | --- |
|  | **Department** | **Activities/Responsibilities** |
| 1 | Finance | Periodicly producing reports about the companies financial status |
| 2 | R&D | Constantly looking for new ideas and experimenting with new products |
| 3 | Marketing | Decisions are made in which region products are offered and which consumers should be addressed |
| 4 | Public Relations | Answering inquiries, informing the press about company news |
| 5 | Production | Dealing with production quality, improving manufacturing techniques |
| 6 | Personnel | Hire and fire |
| 7 | IT | Ensure all systems are working properly |

**Vocabulary** 1 Circle the word that does not belong in each horizontal group.

|  |  |  |  |
| --- | --- | --- | --- |
| 1 firm | company | society | subsidiary |
| 2 salary | manager | engineer | employee |
| 3 finance | product | planning | marketing |
| 4 ship | assemble | customer | purchase |
| 5 plant | facility | patent | factory |

2 Match the following definitions to the groups of three words that you identified above.

a manufacturing sites \_\_5

b stages in the manufacturing process \_\_\_4

c people who work in a company \_\_\_2

d types of business organization \_\_\_1

e different departments in a company \_\_\_3

3 Match each of the words that you circled with the following definitions.

1 payment for work, usually monthly 2

2 an item that has been made 3

3 an organisation or club with members who share similar interests 1

4 a document that gives the exclusive right to make or sell a new product 5

5 a person who buys goods or services 4