



**1. Match the columns and then write complete sentences using a relative pronoun.**

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1	A multitasker	A	doesn't take unnecessary risks
2	A strategist	B	can adapt to the cultural environment of a company
3	A cultural fit	C	collaborates with other employees
4	A decider	D	questions decisions, challenging the status quo.
5	A cautious person	E	does diverse tasks for the company independently of his role.
6	An independent thinker	F	plans and executes actions
7	A team player	G	is able to analyse and make decisions based on his/her own judgement

**Example: 1- e** A multitasker is a person who does diverse tasks for the company independently of his role.

**2. Connect the sentences using a relative pronoun. Make the necessary changes**

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- Soft skills are personal attributes. You need soft skills to succeed in a workplace.
- Soft skills are intangible and difficult to quantify. They are different from hard skills
- Hard skills can be proven and measured. They are also part of a professional's personal attributes

4. Leadership is a very important attribute. Leadership is one of the soft skills wanted in a professional.





## ANSWERS

### Exercise 1

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- 2- **f** A strategist is a professional /person **who/that** plans and executes actions
- 3- **b** A cultural fit is a professional /person **who/that** can adapt to the cultural environment of a company
- 4- **g** A decider is a professional /person **who/that** is able to analyse and make decisions based on his/her own judgement
- 5- **a** A cautious person is a professional /person **who/that** doesn't take unnecessary risks
- 6- **d** An independent thinker is a professional /person **who/that** questions decisions, challenging the status quo.
- 7- **c** A team player is a professional /person **who/that** collaborates with other employees.

### Exercise 2

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1. Soft skills, **THAT** are personal attributes, are necessary to succeed in a workplace.  
You need soft skills, **THAT** are personal attributes, to succeed in a workplace
2. Soft skills, **THAT** are intangible and difficult to quantify, are different from hard skills  
Soft skills, **THAT** are different from hard skills, are intangible and difficult to quantify
3. Hard skills, **THAT** can be proven and measured, are also part of a professional's personal attributes
4. Leadership, **THAT** is a very important attribute, is one of the soft skills wanted in a professional