



## 1. Match the words describing strengths with their definitions.

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1. Hardworking	a. A person who is never late
2. Responsible	b. A person who is determined to do what he/she wants
3. Optimistic	c. Someone who has a lot of new ideas
4. Reliable	d. Somebody who has specific knowledge
5. Open-minded	e. A person with a lot of work experience
6. Experienced	f. Someone who can plan his/her activities efficiently
7. Punctual	g. Somebody who doesn't easily become angry
8. Qualified	h. Someone who works hard
9. Easy-going	i. A person who encourages other people to work well
10. Self-confident	j. A person who is always positive
11. Creative	k. Somebody people can depend on
12. Helpful	l. Someone with a great sense of responsibility
13. Motivating	m. A person who accepts other ideas and opinions
14. Strong-willed	n. Somebody who is sure of his/her own power to succeed
15. Organized	o. A person who likes to do things for other people

## 2. a. Complete the following descriptions with the name of the professional from the box and choose the correct verb form: active or passive and the correct connector. There are some extra professions.

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Political analysts - industrial engineers - economists -  
accountants - social workers - nurses -electronic engineers -  
lawyers

**2. b. Then, write below each description adjectives that those professionals should have and the personality traits that are necessary**

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1. .... **verify / are verified** the accuracy of an organization's financial records **but / and** look for waste, mismanagement and fraud. Taxes for corporations, government agencies, nonprofits and individuals **prepare / are prepared** by them.

Qualities: .....

Personality traits: .....

2. Clients who face life-threatening diseases **or / but** social problems are also of concern to the .... These problems **may include / may be included** inadequate housing, unemployment, lack of job skills, financial distress, serious illness or disability, substance abuse, unwanted pregnancy or antisocial behavior.

Qualities: .....

Personality traits: .....

3. .... determine the most effective ways for an organization to use the basic factors of production-people, machines, materials, information, and energy-to make a product or to provide a service. **Therefore, / Because** They are the bridge between management goals and operational performance.

Qualities: .....

Personality traits: .....

4. .... research the intent of laws and judicial decisions and **apply / are applied** the law to their clients' circumstances. They may specialize in a number of

different areas, including bankruptcy, intellectual property, international or environmental law.

Qualities: .....

Personality traits: .....

5. .... use mathematical models to develop programs **that / who** predict the answers to questions regarding the nature and length of business cycles, the effects of a specific rate of inflation on the economy or the effects of tax legislation on unemployment levels. They **usually employ / are usually employed** by the government to work in almost every area.

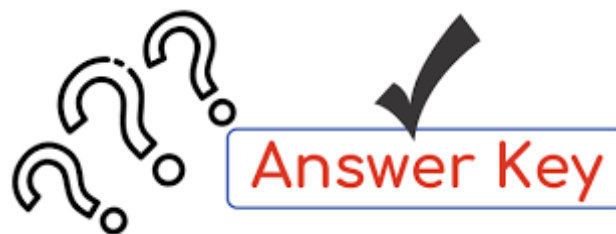
Qualities: .....

Personality traits: .....

6. .... **design / are designed** new products, write performance requirements, and develop maintenance schedules. **However / What's more,** they test equipment, solve operating problems, and estimate the time and cost of engineering projects.

Qualities: .....

Personality traits: .....





## Exercise 1

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- 1-h
- 2-l
- 3-j
- 4-k
- 5-m
- 6-e
- 7-a
- 8-d
- 9-g
- 10-n
- 11-c
- 12-o
- 13-i
- 14-b
- 15-f

## Exercise 2. a.

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- 1. Accountants / verify / and / are prepared
- 2. Or / social workers / may include
- 3. Industrial Engineers / Therefore,
- 4. Lawyers / apply
- 5. Economists / that / are usually employed
- 6. Electronic engineers / design / What's more,

## Exercise 2. b.

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(Las respuestas son a modo de ejemplo)

- 1. Qualities: responsible / organized / reliable / thoughtful  
Personality traits: decider / independent thinker

2. Qualities: helpful / sensitive / reliable / sociable / open-minded  
Personality traits: decider / independent thinker / a cultural fit

3. Qualities: sensible / thoughtful / organized  
Personality traits: decider / independent thinker / multitasker

4. Qualities: reliable / self-confident / responsible / serious  
Personality traits: a cautious person / independent thinker / decider

5. Qualities: organized / responsible / sensible / serious  
Personality traits: decider / independent thinker / multitasker

6. Qualities: creative / practical / sensible  
Personality traits: multitasker / decider / strategist