

The Office - What Do You Do? (C0021)

A: Oh, look, there's Veronica and her boyfriend. She's always going on about him at the office. Oh, great, they saw us. They're coming this way.

B: Oh, man...

C: Jessica! Arthur! Hi! I'd like you to meet my boyfriend Greg, he's the V. P. of quality and safety for a top Fortune 500 food company.

A: Nice to meet you. This is my husband, Arthur.

B: Hey, how's it going?

D: Hello.

A: Veronica talks about you all the time. I guess you must be pretty busy at work.

D: Well, yeah, a V. P. position is not easy, you know! I implement policies and procedures nationwide. of various departments, as well as train junior managers in FDA and EPA regulations. I also have to oversee daily ope

B: Wow, yeah... that sounds exciting.

D: And what about you, Arthur? What do you do for a living?

B: Oh, I'm a Top Gun pilot!

Key Vocabulary

go on about	<i>phrase</i>	talk about something a lot
Fortune 500	<i>phrase</i>	top 500 companies, rated by revenue

implement	<i>principle verb, present progressive</i>	begin to do something, put into action
responsible	<i>Adjective</i>	have the duty or job of taking care of some- thing
nationwide	<i>Adjective</i>	in the whole country
look after	<i>principle verb, infini- tive</i>	take care of
oversee	<i>principle verb, present simple</i>	watch and direct to make sure a job is done correctly
quality control	<i>common noun, non- variable</i>	checking goods to make sure that they are good enough to sell
under me	<i>phrase</i>	working for me

Supplementary Vocabulary

develop rela- tionships	<i>phrase</i>	make good relation- ships
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handle complaints	com-	<i>phrase</i>	look after or take care of complaints
		<i>phrase</i>	/ write official documents
coordinate		<i>verb</i>	make arrangements or plans with a group of people
monitor		<i>verb</i>	watch and check
supervise		<i>verb</i>	be in charge of something , watch and direct
ensure		<i>verb</i>	make sure