**GESL 6 ENGLISH IN COMMON|STUDENT’S BOOK: UNIT 9**

**Vocabulary Definitions: Page 87**

* get promoted(v) = to be given a higher or more important position
* apply for a job(v) = to make a formal request or application for a job
* work long hours(v) = to work for a period of time that is longer than the regular or normal hours
* have an interview(v) = to have a meeting in which someone asks you questions to see if you are qualified or suitable for a job
* prepare a resume(v) = to prepare or organize a CV
* run your own company(v) = to manage your own company
* take a job(v) = to accept a job or to agree that you will do a job
* resign(v) = to quit or leave your job
* be offered a job(v) = to be given a job

**Vocabulary Definitions: Page 88**

* employer(n)= the boss or owner of a company
* employee(n) = a worker
* interviewer(n) = the person who does an interview
* interviewee(n)= the person who is applying for a job
* application form(n) = a form given to you by a company for you to fill in or complete if you want a job
* resume(n)= the summary of your education or qualifications and work experience
* experience(n) = the things you have done related to your job
* education(n) = the degree that you have or classes you have taken
* salary(n) = the money that you earn or get from your job monthly
* bonus(n) = special payment or salary that you get for doing very well
* receptionist(n) = a person who receives or welcomes visitors in an organization, school, hotel, etc
* secretary(n) = a person who takes or makes phone calls and also does other office jobs in a company or organization
* managing director(n) = a person who manages and owns part of a company
* sales rep(n) = a person who is responsible for selling things that a company makes
* company(n) = an organization or business that makes or sells things

**MODALS OF ABILITY: CAN, COULD, BE ABLE TO**

Ability(n) = the power or skill needed to do something

Use can to say that something is possible.

Possible (adj (= can be done, can happen))

1. Use **can** or **be** (**is/am/are) able to** to talk about ability in the present.

Example: I can play the guitar.

Form: **subject + can + base form**

1. Use **could or was/were able to** to talk about ability in the past

Form: **subject + could/was/were able to + base form**

**Examples:**

I could speak 5 languages when I was 5.

I was able to speak 5 languages when I was 5.

1. Use **will be able to** to talk about ability in the future.

Form: **subject + will be able to + base form**

Example: The students **will be able to** pass the midterm exam next week.