

## Unit 2 – Interaction

 **1 Work in pairs. Cut out the sentences. Then create a dialogue and act it out with your partner.**

|                                                                                                                                                                                            |
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| Good morning, Mr Ross. My name is Linda Gossard. I'd like to know if you are still looking for an apprentice waitress.                                                                     |
| Oh, I see. I'll send my documents tomorrow. Thank you very much for all the information.                                                                                                   |
| Goodbye.                                                                                                                                                                                   |
| Yes, of course. You can start a taster course any time you want.                                                                                                                           |
| It usually takes three or four days. We need a letter of application and a CV. If your application documents are okay, we'll invite you for an interview to talk about your taster course. |
| You should be friendly and have good manners. And you should have a good physical condition.                                                                                               |
| Good morning. Carson Hotels London, Henry Ross speaking. What can I do for you?                                                                                                            |
| That's no problem, physical education is one of my favourite subjects at school. Can I do a taster course at your hotel?                                                                   |
| You're welcome. Goodbye.                                                                                                                                                                   |
| Oh yes, are you interested?                                                                                                                                                                |
| How long does it take?                                                                                                                                                                     |
| Yes, I am. What requirements do I need?                                                                                                                                                    |

 **2 Rules for a job interview: Match the sentence halves.**

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|----------------------------------|------------------------------|
| 1 ___ Don't be late              | A down until invited.        |
| 2 ___ Dress                      | B smart.                     |
| 3 ___ Don't sit                  | C for the interview.         |
| 4 ___ Listen to the              | D you are talking to.        |
| 5 ___ Don't wear                 | E impolite.                  |
| 6 ___ Don't stay up              | F honest.                    |
| 7 ___ Ask questions to show      | G dirty shoes.               |
| 8 ___ Don't start with questions | H your interest.             |
| 9 ___ Get information about      | I too long the night before. |
| 10 ___ Don't be                  | J questions carefully.       |
| 11 ___ Be                        | K the company.               |
| 12 ___ Look at the person        | L about holidays and money.  |