

Lengua Extranjera (Inglés)

Cursos: 5º "A", 5º "B" y 5º "C".

Profesora: María Laura Turchetti.

Email: lauraturchetti16@gmail.com

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Trabajo Nº: 4

Actividades:

- 1- Hola chicos! Aquí las dejo las actividades del cuarto trabajo con la copia y las explicaciones pertinentes para que puedan trabajar tranquilos.
- 2- Vamos a trabajar con un texto del libro "English for Banking and Finance" titulado What's your job?
- 3- Van a buscar en el diccionario las palabras del ejercicio 1 de la página 16 y las van a anotar en la carpeta.
- 4- Luego van a leer el texto "Jobs in Banking" (Trabajos en el banco) y van a realizar los ejercicios 2 (Determinar si las oraciones son falsas o verdaderas. No hay que justificar las falsas) y el ejercicio 3 (Buscar palabras y expresiones en el artículo y anotarlas al lado de cada una de las definiciones).
- 5- Resumiendo: Me van a enviar a mi correo las palabras y sus significados y los ejercicios 2 y 3.**
- 6- Cualquier duda o inconveniente comuníquense conmigo para poder ayudarlos. Take care! See you!

# What's your job?

**Reading 1** Look at the words in the box. Which are jobs? Which are companies / places of work?



branch manager   building society   cashier   customer service adviser  
insurance company   investment analyst   senior account manager  
supermarket   supervisor   trainee

## Jobs in banking

Banks offer many different jobs, from trainee cashier right up to senior account manager or investment analyst. Many jobs are in specialist areas such as IT or corporate banking – accounts for business customers. Some banks have call centres where customer service advisers answer telephone enquiries. In the UK today, building societies, insurance companies and even supermarkets can offer the same services as banks. There is a lot of competition, so banks always need top-quality staff with good communication skills.

### Training and opportunities

Trainees with basic school qualifications usually process cheques and do administrative tasks. They then take a training course to become cashiers. Good cashiers often become supervisors, responsible for their own teams of employees.

Graduate trainees have a fast-track training course. They usually spend about two years learning how the bank works. Then they can get management positions.

Branch managers spend a lot of time with customers and sometimes visit business customers in their office or factory.

### Working conditions

Working hours are usually 9 am to 5 pm. Most banks have an annual appraisal system and give salary increases according to performance. Some also have good pension schemes. Larger banks have sports facilities for activities such as golf and tennis.

**2** Read the article. Are these statements *true* (T) or *false* (F)?

- 1 Only university graduates get jobs in UK banks. (T / F)
- 2 Customers visit call centres to talk to customer service advisers. (T / F)
- 3 Some other companies offer the same services as banks. (T / F)
- 4 University graduates become managers as soon as they join a bank. (T / F)
- 5 Managers never leave the bank during working hours. (T / F)
- 6 Working hours are usually 9 am to 5 pm. (T / F)

**Vocabulary 3** Find words and expressions in the article to match these definitions.

- 1 the ability to talk to people clearly and explain things well:  
c \_\_\_\_\_ s \_\_\_\_\_
- 2 banking for business customers rather than individual customers:  
c \_\_\_\_\_ b \_\_\_\_\_
- 3 people who watch over other employees and check their work:  
s \_\_\_\_\_
- 4 a way of deciding how well and how hard an employee works:  
a \_\_\_\_\_ s \_\_\_\_\_
- 5 a way of saving for the time when you are old and don't work any more:  
p \_\_\_\_\_ s \_\_\_\_\_