

# Learn**English** Teens

## Writing skills practice: Applying for a job – answers

### Answers to Applying for a job – exercises

#### **Preparation**

1. teach

4. work

2. drive

5. use

3. cook

6. speak

- 1. Check your understanding: multiple choice
- 1. Football trainer

4. Football trainer

2. Football trainer

5. Sports café staff

3. Sports café staff

6. Sports café staff

- 2. Check your writing: ordering email structure
  - 6 Best regards
  - 1 To: jobs@uoh.edu.uk-sports
  - 7 Shannon McGinty
  - 3 Dear Hoburn University Sports Club
  - 4 Please send me information about the job of trainer for the UOH football team.
  - 2 Subject: Job

I love football and I play football every day. I teach football to children at a school too. I organise all the children's football teams at the school. I can speak two languages: English and Italian. I can drive a car and I have got my own car.

3. Check your writing: gap fill

To: jobs@uoh.edu.uk-sports

Subject: Job

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Dear Hoburn University Sports Club,

Please send me information about the job of receptionist at the gym.

<u>I can speak</u> Japanese and Chinese. <u>I love</u> sports and working with people, and <u>I can</u> use a computer very well.

Best regards,

Riku Kato

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