

Angielski w pracy dla średnio zaawansowanych

Business English Express

Conversation two "Job interview"

♪5

(C-Chief Executive; M-Mr Makowski)

Listen.

- C - ...Now let me ask you a question we ask all our candidates. Why do you want this job?
- M - Well, I've done research about various organisations and I learnt that you are a company that really values flexibility and innovation. I also like the idea of managing more people, a role for which I'm really ready.
- C - Tell me about yourself.
- M - Is there any particular information you'd like me to discuss?
- C - What are your qualifications?
- M - Well, I hold a Bachelor's Degree in Marketing. I had ten years of sales experience with Siemens in Warsaw. I was promoted in 2000 and I've worked as the Head of the Sales Department since then. I enclosed a detailed track record with my CV.
- C - And what's your greatest strength? What do you think you're good at?
- M - Greatest strength? I'm efficient, and I know how to get things done.
- C - Uh huh. And how do you work under pressure?
- M - Quite well, I'd say. Although I usually try to avoid getting into 11th hour situations.
- C - Mm, interesting! And a final question. What are your salary requirements?
- M - Well, based on my track record and qualifications, what would be the salary range for the position?
- C - I'm sure we can negotiate a compromise on that.
- M - I'm sure we can.
- C - Do you have any questions?
- M - What are the employment conditions?
- C - We have a 40-hour working week. You get a basic salary plus a performance-based bonus...
- M - And what is the benefits package?
- C - We offer medical benefits, employee catering, company social activities fund, a company car and some additional professional insurance.
- M - I understand. Thank you very much.
- C - Thank you for coming. You'll be hearing from us soon.

GLOSSARY

value flexibility and innovation – cenić elastyczność i nowatorstwo

I like the idea of managing more people. – *Lubię kierować większym zespołem.*

to hold a degree – *posiadać stopień naukowy*

to have ten years of sales experience in Siemens premises – *mieć dziesięcioletnie doświadczenie handlowe w oddziale Siemens'a*

to be promoted – *zostać awansowanym*

to work as the Head of the Sales Department – *pracować jako kierownik działu sprzedaży*

to enclose a detailed track record with the CV – *załączyć szczegółowy opis swoich osiągnięć wraz z życiorysem*

to be efficient – *być wydajnym i zorganizowanym*

I know how to get things done. – *Wiem jak doprowadzić sprawy do końca.*

to work under pressure – *pracować pod presją*

to avoid getting into 11th hour situations – *unikać sytuacji "za pięć dwunasta"*

salary requirements – *wymagania płacowe*

based on my track record and qualifications – *biorąc pod uwagę moje osiągnięcia i kwalifikacje*

the salary range for the position – *przedział płacowy na stanowisku...*

to negotiate a compromise on something – *wynegocjować kompromis*

the employment conditions – *warunki pracy*

40-hour working week – *40-godzinny tydzień pracy*

to get a basic salary – *otrzymać pensję podstawową*

performance-based bonus – *premia zależna od wyników pracy*

the benefits package – *pakiet socjalny*

medical benefits – *opieka medyczna*

employee catering – *baza gastronomiczna*

company social activities fund – *fundusz socjalny*

additional professional insurance – *dodatkowe ubezpieczenia biznesowe*

WWW.DIM.NAUKA.I.MULTIMEDIA.PL