

Advanced 4 vocabulary

I **applied** for a full-time job with Microsoft, but didn't have enough experience or skills.

to apply for a job – to put oneself forward formally as a candidate for a position.

It's hard work juggling a job with a baby, but it's **worth** it.

to be worth it – to be sufficiently good, important, or interesting to be treated or regarded in the way specified.

At a large company you'll get the chance to **specialize** in a specific expertise or job function.

to specialize in – to concentrate on and become expert in a particular subject or skill.

He worked under **pressure** for 10 hours a day 6 days a week and he finally resigned from his job.

under pressure - a sense of stressful urgency caused by having too many demands on one's time or resources.

Schools should regularly **screen** candidates by conducting police criminal record checks.

screening – the evaluation or investigation of something as part of a methodical survey, to assess suitability for a particular role or purpose.

After giving her employers notice, Mary quit her job at the firm to help her ailing father **run** the shop.

to run (a department or firm) – to be in charge of or to manage.

ailing – in poor health

to give or hand in notice – to give a formal declaration of one's intention to end employment.

If your **predecessor** was incompetent, then maybe your employer's expectations will be lower.

predecessor – a person who held a job or office before the current holder.

Companies try to meet **targets** that they have previously set.

target – an objective or result towards which efforts are directed.

I received a letter of **rejection** from the company, but they encouraged me to re-apply for a part-time vacancy they're going to advertise later this week.

rejection - the dismissing or refusing of a person, proposal, idea, etc.

a vacancy – an unoccupied position or job.

While there were 200 candidates applying, the human resources department **selected** only one of them.

to select – to carefully choose as being the best or most suitable.

Steven earns his **living** as an English teacher.

to earn a living – to obtain money in return for labour or services.

The company has **laid** off 30 percent of its staff.

to get laid off – to be fired or sacked from work temporarily or permanently
staff - all the people employed by a particular organization.

Low-income workers all around the world are struggling to get better **wages**.

wage(s) – a fixed regular payment earned for work or services, typically paid on a daily or weekly basis.

income - money received, especially on a regular basis, for work or through investments.

Workers in Spain are often victims of wage-theft, or non-payment of their legitimate income, whenever they work **overtime**.

to work overtime - time worked in addition to one's normal working hours.

She didn't think it was a good idea to leave her daughter home alone when she was so **downhearted** and depressed.

downhearted – discouraged or in low spirits

Plumbers, carpenters, electricians and welders are all **trades**.

a trade – a job requiring manual skills and special training.

The once great artist lacked **inspiration** in his later years and produced no more great masterpieces.

inspiration – the process of being mentally stimulated to do or feel something, especially to do something creative.

Most **candidates** applying for positions in technology companies should be computer-literate.

candidate - a person who applies for a job or is nominated for election.

Restaurants that are open 24 hours a day need workers who will work in different **shifts**, the worst one being the one at night.

a shift - a group of workers who do a job for a period of time during the day or night, or the period of time itself.

Mothers of babies or infants are more likely to request things like **flexitime** and less overtime from their employers.

flexitime (flexitime) – a system of working a set number of hours with the starting and finishing times chosen within agreed limits by the employee, flexible working times.

The Human Resources (HR) Director is in **charge** of the department, and is the person responsible for recruiting, screening, interviewing and placing workers.

in charge – in control or with overall responsibility.

The details of the plan are still **sketchy** at the moment, but will likely improve in a few days.

sketchy - not thorough or detailed.

Great value is placed on higher education, and those who have university degrees and professional **qualifications** are accorded high status.

qualification – a pass of an examination or an official completion of a course, especially one conferring status as a recognized practitioner of a profession or activity.

to confer – to grant a title, degree, benefit or right.

At the interview to become a police officer, the idiotic job **applicant** admitted he had committed a crime earlier.

applicant – a person who makes a formal request to be considered for a job.

In my opinion, if you're new to this line of work, you should keep your **head** down and just follow orders.

to keep one's head down – to remain inconspicuous, or invisible, in difficult or dangerous times.

Employers are keen to recruit workers with extraordinary computer **skills**.

skill – a particular ability.

He got fired from his job and is on the **dole**.

to be on the dole - to receive unemployment benefits or compensation when unemployed.
(British informal)

His **severance** pay was worked out according to the number of years he had been with the company.

severance pay - an amount paid to an employee on the early termination of a contract.

Ever since the crisis of 2008, few people have gotten pay **raises** in Spain, while many have received pay cuts.

rise / raise – an increase in salary or wages.

Inexperienced recruits will often get on the **job** training by either a more experienced colleague or a specialized trainer.

on the job – while at work.

Teaching is recognized as a **career** with unique opportunities and satisfying experiences.

career - an occupation undertaken for a significant period of a person's life and with opportunities for progress.

Chuck Berry's rock and roll **contemporaries** included the likes of Elvis Presley, Buddy Holly and Roy Orbison.

contemporary – a person of roughly the same age as another.

Success in the world of work may be a **matter** of luck, but without hard work, you will be unlikely to get lucky.

a matter of – a thing that involves or depends on

Hopefully, your performance at work is **exceeding** your employer's expectations and you will get a good evaluation.

to exceed – to be better than.

A **survey** conducted by the government indicated that nearly 30% of the population is at risk of falling below the poverty line.

survey – an investigation of the opinions or experience of a group of people, based on a series of questions.

I should have studied more; I **barely** passed the exam.

barely – only just, almost not.

"I'm thinking of applying for that job." "Go **for** it!"

to go for it – to do anything you have to in order to get something

It is **advisable** to drink lots of water during a fever.

advisable – sensible; to be recommended.

The happiness that accompanies a promotion **wears** off soon and gives way to the anxiety of handling the new responsibilities.

to wear off – to lose effectiveness or intensity.

I get such a **thrill** out of skydiving.

to get a thrill – to have a feeling of extreme excitement, usually caused by something pleasant.

The company doesn't have the **funds** for hiring new employees at the moment.

funds – financial resources.

If you want to get a **promotion** at work, you should spend some of your free time improving yourself.

promotion – the action of raising someone to a higher position or rank.

Students who are **majoring** in the sciences should probably try to develop more general communications and analytical skills.

major – a university student's principal subject or course.