

**Контрольна робота №2 (2 курс семестр 3)  
з дисципліни «Практика усного та писемного мовлення (англійська  
мова)»  
Варіант 1.**

ПІБ \_\_\_\_\_

Дата \_\_\_\_\_

**Task 1. Fill in the gaps with the words from the table below:**

**The Glass Ceiling and Women's History**

discriminate visible promotions prevent racial existence raises barrier artificial exist
--

"Glass ceiling" means an invisible upper limit in 1) \_\_\_\_\_ and other organizations, above which it is difficult or impossible for women to rise in the 2) \_\_\_\_\_. "Glass ceiling" is a metaphor for the hard-to-see informal barriers that keep women from getting 3) \_\_\_\_\_, pay 4) \_\_\_\_\_ and further opportunities. The "glass ceiling" metaphor has also been used to describe the limits and barriers experienced by minority 5) \_\_\_\_\_ groups.

It is glass because it's not usually a 6) \_\_\_\_\_ barrier, and a woman may not be aware of its 7) \_\_\_\_\_ until she "hits" the 8) \_\_\_\_\_. In other words, it's not an explicit practice of discriminating against women, though specific policies, practices, and attitudes may 9) \_\_\_\_\_ that produce this barrier without intention to 10) \_\_\_\_\_. The term was popularized in the 1980s.

The U.S. Department of Labor's 1991 definition of glass ceiling is "those 11) \_\_\_\_\_ barriers based on attitudinal or organizational bias that 12) \_\_\_\_\_ qualified individuals from advancing upward in their organization into management-level positions." (Report on the Glass Ceiling Initiative. U.S. Department of Labor, 1991.)

**Task 2. Translate the text from English into Ukrainian in writing giving special attention to the words bold.**

When you are officially accepted into a new job at a company, you are **hired** by the company. For example, "I was **hired** by an insurance company just two weeks after graduating from college."

When you're hired, you become an **employee** of the company. The company becomes your **employer**. The other employees in the company are your **colleagues** or **coworkers**. The person above you who is responsible for your work is your **boss** or **supervisor**.

You can work **full-time** (usually about 40 hours per week) or **part-time** (usually 15-25 hours per week). A small number of companies offer **flex-time**, meaning the employee can set his/her own schedule.

In some jobs, you work **shifts** – meaning the hours aren't the same every day; instead, you work a specific block of hours that the manager schedules. If you work **overtime**, it means you work extra hours in addition to your normal schedule.

**Test 3. Choose the best answer:**

1. I'm \_\_\_\_\_-employed; I do freelance web design.

- A auto
- B owner
- C self

2. "Good news - I \_\_\_\_\_!" - "Congratulations!"  
A got a raise  
B was fired  
C got demoted
3. Helping kids learn to read is very \_\_\_\_\_ because it's a skill they'll use for the rest of their lives.  
A demanding  
B rewarding  
C repetitive
4. The employee with the best work will \_\_\_\_\_.  
A get laid off  
B get a boss  
C get a bonus
5. After six months looking for a job, she was finally \_\_\_\_\_ by the country's biggest TV station.  
A hired  
B fired  
C retired
6. We threw a big party for my father when he \_\_\_\_\_ after 35 years in the company.  
A hired an employee  
B laid off  
C retired
7. I \_\_\_\_\_ because I didn't like working such long hours.  
A got a raise  
B quit my job  
C fired my colleague
8. I get along well with all of my \_\_\_\_\_. They're great to work with.  
A employers  
B colleagues  
C retires
9. A lot of people \_\_\_\_\_ during the global financial crisis.  
A got promotions  
B were laid off  
C earned a salary
10. You need to get approval from the \_\_\_\_\_ before signing that contract.  
A resign  
B pay raise  
C supervisor

#### **Task 4. Translate into English.**

У Сполучених Штатах, як і в інших країнах, питання працевлаштування вирішують по-різному. Можна, наприклад, переглядати оголошення в пресі або оголошення агентств із найму, які запропонують вам безліч вакансій. Можна шукати вакансії в Інтернеті і вибрати ті, що відповідають вашій кваліфікації та бажаній зарплатні. Часто потрібно надіслати своє резюме, інколи вимагають і супроводжувальний лист (cover letter).

Якщо ваша кандидатура зацікавить роботодавця, вас відберуть до так-званого «короткого списку» і запросять на співбесіду.

Готуючись до співбесіди, приділіть увагу своєму костюму, навіть якщо ваша майбутня посада не вимагає, щоб Ви елегантно виглядали. Важливо з'явитися точно в призначений час, щоб відразу не залишити про себе погане враження.

Про те, чи прийняті Ви на роботу, нерідко повідомляють відразу ж після співбесіди електронною поштою. Але іноді доводиться чекати, поки рішення не буде прийнято, і сподіватись, що Вам зателефонують і повідомлять приємну новину.

**Task 5. Give extended answers to the following questions in writing.**

- 1) What kind of jobs have you had (part-time and full-time)?
- 2) Are there any jobs you would refuse to do, regardless of the pay?
- 3) Are there jobs that are only for women or only for men?
- 4) What is your dream job?

**Контрольна робота №2 (2 курс семестр 3)  
з дисципліни «Практика усного та писемного мовлення (англійська  
мова)»  
Варіант 2.**

ПІБ \_\_\_\_\_

Дата \_\_\_\_\_

**Task 1. Fill in the gaps with the words from the table below:**

1 \_\_\_\_, 2 \_\_\_\_, 3 \_\_\_\_, 4 \_\_\_\_, 5 \_\_\_\_.

### Job interviews

Knowing as much as possible about the company can help you be more confident when answering the interviewer's questions. It will also show your potential employer that you have a genuine interest in <sup>1</sup>\_\_\_\_ with the organization. So, before you go for your job interview, prepare answers to the most <sup>2</sup>\_\_\_\_ asked questions.

If you feel that you <sup>3</sup>\_\_\_\_ to remain calm during the interview, take a few deep breaths before entering the room. Also, never underestimate <sup>4</sup>\_\_\_\_ power of dress. Wearing inappropriate clothes will make you feel uncomfortable and give out the wrong signals. Also, don't forget to wash your hair – if it <sup>5</sup>\_\_\_\_ greasy on the day, this won't make a positive impression on your interviewer. Remember all these points and you should be fine. Good luck!



- |   |              |              |              |                 |
|---|--------------|--------------|--------------|-----------------|
| 1 | A work       | B to work    | C working    | D having worked |
| 2 | A frequent   | B frequency  | C frequently | D frequented    |
| 3 | A can't      | B don't have | C mustn't    | D won't be able |
| 4 | A the        | B some       | C a          | D such          |
| 5 | A is looking | B looks      | C looked     | D will look     |

**Task 2. Translate the text from English into Ukrainian in writing giving special attention to the words in bold.**

**A.**

I do what is called **manual** work. I start work at seven o'clock when I'm on my **day shift**. The job's very **mechanical** and **repetitive**. There isn't any variety, the job's very **monotonous**. All I ever think about is finishing work at three. I feel very depressed sometimes as there is no **job satisfaction** as it's a dead-end job.

**B.**

I have a glamorous job. The hours are **irregular** and **antisocial**, but I am **not stuck behind a desk** and there's **a lot of variety**. Sometimes I have **to work under pressure**. But the job is financially rewarding. The **stress levels** can be quite high when you know that everything depends on you. I like to do a **challenging** job. I feel sorry for people who are working in **dead-end jobs**.

**C.**

My job is sometimes called "a white collar job". Most of the day I do routine tasks, mostly **paperwork** (I have to write letters and reports, complete the forms), but occasionally there is a crisis or I have **to meet a deadline**. At certain times of the year I have a very heavy **workload** but at other times it can be quite **light**. What I really hate about my job is the **red tape** that you can't avoid. At times I think I'm **overworked and underpaid**.

**Test 3. Choose the best answer:**

1. We threw a big party for my father when he \_\_\_\_\_ after 35 years in the company.  
A hired an employee  
B laid off  
C retired
2. "Good news - I \_\_\_\_\_!" - "Congratulations!"  
A got a raise  
B was fired  
C got demoted
3. The employee with the best work will \_\_\_\_\_.  
A get laid off  
B get a boss  
C get a bonus
4. A lot of people \_\_\_\_\_ during the global financial crisis.  
A got promotions  
B were laid off  
C earned a salary
5. After six months looking for a job, she was finally \_\_\_\_\_ by the country's biggest TV station.  
A hired  
B fired  
C retired
6. I \_\_\_\_\_ because I didn't like working such long hours.  
A got a raise  
B quit my job  
C fired my colleague
7. I get along well with all of my \_\_\_\_\_. They're great to work with.  
A employers  
B colleagues  
C retires
8. You need to get approval from the \_\_\_\_\_ before signing that contract.  
A resign  
B pay raise  
C supervisor
9. I'm \_\_\_\_\_-employed; I do freelance web design.  
A auto

B owner

C self

10. Helping kids learn to read is very \_\_\_\_\_ because it's a skill they'll use for the rest of their lives.

A demanding

B rewarding

C repetitive

#### **Task 4. Render the following dialogue in English:**

**Мереджер відділу кадрів:** Сідайте, будь ласка. Ми отримали Ваше резюме на минулому тижні. У Вас чудова кваліфікація.

**Сьюзен:** Дякую.

**М:** Після закінчення навчання Ви пішли працювати до страхової компанії. Які у Вас були обов'язки?

**С:** Спочатку я допомагала віце-президенту з корпоративних продажів. Я виконувала більшу частину другорядної роботи, а також здійснювала адміністративні функції.

**М:** Бачу, Вас двічі підвищували по службі.

**С:** Так, зараз я регіональний представник з продажу.

**М:** Дозвольте запитати Вас, чому Ви хочете залишити свого нинішнього роботодавця?

**С:** Посада, про яку ви давали рекламне оголошення, надає мені можливість просунутися на управлінську посаду. Думаю, що це правильний крок на цьому етапі моєї кар'єри.

**М:** Зрозуміло. Ви дуже цікавий кандидат. Я повинен обговорити Ваше резюме зі своїми колегами. Ми повідомимо Вас на наступному тижні.

**С:** Дякую.

#### **Task 5. Give extended answers to the following questions in writing.**

- 1) What kinds of jobs interest you most and least? Why?
- 2) Does everyone have equal job opportunities in your country?
- 3) Is being a housewife a job? Should women get paid for this?
- 4) What are the toughest jobs in the world?

**Контрольна робота №2 (2 курс семестр 3)  
з дисципліни «Практика усного та писемного мовлення  
(англійська мова)»**

**Варіант 3.**

ПІБ \_\_\_\_\_

Дата \_\_\_\_\_

**Task 1. Fill in the gaps with the words from the table below:**

1 \_\_\_\_, 2 \_\_\_\_, 3 \_\_\_\_, 4 \_\_\_\_, 5 \_\_\_\_, 6 \_\_\_\_, 7 \_\_\_\_, 8 \_\_\_\_, 9 \_\_\_\_, 10 \_\_\_\_

**Remote working**

Try typing in the phrase 'work from home' on your search engine. This will most likely result in hundreds of examples of studies, message boards or blogs <sup>1</sup>\_\_\_\_ on the subject. And indeed, the number of people keen on the idea of working from home has been <sup>2</sup>\_\_\_\_ growing for a few years. Rapidly changing social and <sup>3</sup>\_\_\_\_ trends have made workers and employers increasingly open to the distance working option. Modern technologies that are needed to <sup>4</sup>\_\_\_\_ up an office at home are relatively inexpensive. The basic <sup>5</sup>\_\_\_\_ are a table or other workspace with a computer, telephone and a fast Internet connection.

Surveys carried out in this area show that at <sup>6</sup>\_\_\_\_ a third of workers prefer to work from home occasionally. Being at home gives employees more <sup>7</sup>\_\_\_\_ to solve everyday problems, such as caring for young children or elderly parents. In addition to more time <sup>8</sup>\_\_\_\_ with family, another important advantage is saving time by not having to travel to work. There are of course disadvantages, too, such as <sup>9</sup>\_\_\_\_ separating work and home life. Not having <sup>10</sup>\_\_\_\_ to chat to can also be hard, and people can end up feeling isolated.

- |    |                |              |               |                 |
|----|----------------|--------------|---------------|-----------------|
| 1  | A focusing     | B lighting   | C fixing      | D developing    |
| 2  | A totally      | B hugely     | C steadily    | D thoroughly    |
| 3  | A historical   | B economic   | C scientific  | D practical     |
| 4  | A take         | B make       | C bring       | D set           |
| 5  | A requirements | B conditions | C demands     | D prescriptions |
| 6  | A last         | B least      | C less        | D smallest      |
| 7  | A compromise   | B adaptation | C flexibility | D accommodation |
| 8  | A spent        | B spread     | C used        | D felt          |
| 9  | A effort       | B struggle   | C problem     | D difficulty    |
| 10 | A colleagues   | B staff      | C operators   | D employees     |

**Task 2. Translate the text from English into Ukrainian in writing giving special attention to the words in bold.**

As an employee of the company, you **earn a salary** – money you receive regularly for your work. Don't make the mistake of saying "win a salary" – the correct verb is "earn."

If you're good at your job, you might get a **pay raise** (or a **raise**) – an increase in your salary. You could also get a **promotion** – an increase in importance and authority. At the end of the year, some companies give their employees a **bonus** – extra money for work well done.

The opposite of "hire" is **fire** – when your company forces you to leave your job. For example, "Peter was **fired** because he never came to work on time." Usually if someone is fired, it's because they did something bad.

If an employee loses his or her job because of a neutral reason, like the company reducing its size, then we say the employee was **laid off**. For example, "Donna was **laid off** when her company started having financial problems."

**Test 3. Choose the best answer:**

1. After six months looking for a job, she was finally \_\_\_\_\_ by the country's biggest TV station.  
A hired  
B fired  
C retired
2. I \_\_\_\_\_ because I didn't like working such long hours.  
A got a raise  
B quit my job  
C fired my colleague
3. We threw a big party for my father when he \_\_\_\_\_ after 35 years in the company.  
A hired an employee  
B laid off  
C retired
4. "Good news - I \_\_\_\_\_!" - "Congratulations!"  
A got a raise  
B was fired  
C got demoted
5. The employee with the best work will \_\_\_\_\_.  
A get laid off  
B get a boss  
C get a bonus
6. I'm \_\_\_\_\_-employed; I do freelance web design.  
A auto  
B owner  
C self
7. Helping kids learn to read is very \_\_\_\_\_ because it's a skill they'll use for the rest of their lives.  
A demanding  
B rewarding  
C repetitive
8. A lot of people \_\_\_\_\_ during the global financial crisis.



- A got promotions
- B were laid off
- C earned a salary

9. I get along well with all of my \_\_\_\_\_. They're great to work with.

- A employers
- B colleagues
- C retirees

10. You need to get approval from the \_\_\_\_\_ before signing that contract.

- A resign
- B pay raise
- C supervisor

#### **Task 4. Render the following dialogue in English:**

Міжнародний День перекладача (30 вересня) - професійне свято людей цієї славної професії, за даними проекту DiloVaMova.com, з'явився за ініціативи FIT, Міжнародної Федерації Перекладачів, у 1991 році. Професійні перекладачі, що забезпечують взаєморозуміння між різними мовами і народами, підтримують гармонію спілкування і цілісність світосприйняття нашої цивілізації.

Без них багато творів літератури і кіномистецтва, досягнення науки і техніки були б недоступні. Саме перекладачі дозволяють людям з різних країн і континентів знайти спільну мову, саме з їх допомогою відбуваються угоди між президентами різних країн.

І хоча в світі не раз приймалися спроби створити універсальну спільну мову, але жодна з таких спроб не втілилася в життя. Адже кожному з «природних» мов притаманні свої особливості і своя мудрість. Наприклад, в китайській мові ієрогліф, що означає проблеми, неприємність і сварки, пишеться як «дві жінки під одним дахом».

Непідвладні тонкощі перекладу і онлайн-перекладачам. Професіонали перекладу лише сміються, чуючи хвалькуваті заяви розробників про те, що штучний інтелект скоро залишить людей без роботи. Майстрам перекладу добре відомо, що жодна програма ніколи не зможе вірно передати гру слів або прочитати підтекст між перекладними рядками.

У цей день ми приєднуємося до привітань на адресу всіх перекладачів і бажаємо їм міцного здоров'я, добрих професійних досягнень, сил і хорошої енергії! Адже професія перекладача, мабуть, одна з найважливіших в світі! З Міжнародним Днем перекладача!

#### **Task 5. Give extended answers to the following questions in writing.**

1. What are the advantages of a mental job?
2. Is being a housewife a job? Should women get paid for this?
3. What kinds of jobs interest you most and least?
4. What are the toughest jobs in the world?