

A New Job in London

Level: B1

Read about Ana's first months in a new job. Then answer the questions and listen to the key sentences.

Reading text

Ana moved to London in April to start a new job at a small design company. Before that, she worked in a shop, so working in an office was new to her. On her first morning, she arrived early and waited outside the building with a cup of coffee. She felt nervous because the new colleagues were strangers to her. Her manager, Priya, welcomed her and showed her the team's room. Ana's new task was to help create posters for local businesses.

Since that day, Ana has been learning something new every week. She has been working with a colleague called Ben on a poster for a city festival. Ben has worked at the company for five years, and he has been giving Ana useful advice. At first, Ana found the design software difficult, but she asked questions instead of pretending to understand. Now she can make changes to a poster without asking for help each time. She has also been taking an evening course since May to improve her skills.

The team meets every Monday to talk about its projects and deadlines. Last week, Priya asked Ana to present the festival poster to a client. Ana spent two days preparing because she wanted to explain every choice clearly. During the meeting, the client asked for a brighter colour and a larger title. Ana listened carefully, wrote down the changes and finished the new version that afternoon. The client liked it and thanked the whole team.

Ana has been living in London for three months, but she still misses her family. She calls them every Sunday and tells them about her work and the people she has met. Her mother asked, "Do you want to return to the shop at home?" Ana said no: the new job has been challenging, but it has given her more confidence. Next month, she will apply for a permanent position at the company. She might not get it, but she is proud of how much she has learned.

Glossary

colleagues	people you work with
manager	a person who leads a team at work
advice	ideas that help someone decide what to do
software	programs that you use on a computer
deadlines	dates by which work must be finished
client	a person or company that buys a service
permanent	expected to continue for a long time
confidence	a feeling that you can do something well

Exercise 1: Choose the correct answer

Read the story and select the best answer.

1. What did Ana do before moving to London?
a) She worked in a shop b) She designed festival posters c) She taught an evening course
2. Why did Ana ask questions about the software?
a) She wanted a different job b) She wanted to learn how to use it c) She was training Ben
3. What change did the client request?
a) A smaller title and fewer pictures b) A different meeting day c) A larger title and brighter colour
4. What will Ana do next month?
a) Return to the shop at home b) Apply for a permanent position c) Move to another city

Exercise 2: Right or wrong?

Decide whether each statement agrees with the text.

5. Ben has worked at the company for five years. True / False
6. Ana has been taking an evening course since April. True / False
7. The client disliked the revised poster. True / False

Exercise 3: Complete the sentence

Use a word from the story to complete each sentence.

8. Ana has been living in London ____ three months. (a length of time)
9. Ana has been taking an evening course ____ May. (a starting point in time)
10. The team meets every Monday to talk about projects and _____. (dates by which work must be finished)

Exercise 4: Listen and choose

Listening: online only.

Exercise 5: Listen and write

Listening: online only.

Answer key

Exercise 1: Choose the correct answer

1. a) She worked in a shop
2. b) She wanted to learn how to use it
3. c) A larger title and brighter colour
4. b) Apply for a permanent position

Exercise 2: Right or wrong?

5. True
6. False
7. False

Exercise 3: Complete the sentence

8. for
9. since
10. deadlines

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