

# **JOBS:**

## **WORK**

- a day off
- a dead end job
- a job interview
- back-breaking work
- challenging
- covering letter
- dirty work
- donkey work
- employed
- experience
- financial distress
- financial forecast
- financial liability
- financial wellbeing
- freelance
- holiday/vacation (AmE)
- humdrum
- job satisfaction
- job vacancies
- labour-intensive work
- overtime
- perks
- probation period
- promotion
- references
- retirement plan
- rewarding
- self-employed
- to apply for
- to be made redundant
- to be sacked/fired(AmE)
- to do a nine to five job
- to do a training course
- to do overtime
- to get a pay rise
- to get/be promoted
- to leave your job
- to look for a job
- to lose your job
- to resign/quit (AmE)
- to retire
- to send a CV
- to set up (a business)
- to work extra hours
- to work flexitime
- to work long hours
- to work shifts
- to write a CV

## **JOB REQUIREMENTS**

- creative
- fit
- flexible
- formal qualifications
- good communication skills
- methodical
- positive and encouraging
- stamina
- to be a peoples' person
- to be in charge of
- to be responsible for
- to control budgets
- to cooperate
- to crunch the numbers
- to delegate
- to explain things clearly
- to make decisions
- to organise
- to persuade people
- to prioritise
- to solve problems
- to work in a team

## **PEOPLE**

- business person
- chief
- civil servant
- colleague
- co-worker
- employee
- employer
- entrepreneur
- freelancer
- manager
- outworker
- permanent worker
- self-employed person
- shiftworkers
- staff
- temporary worker
- unemployed person
- well-qualified worker

## TYPES OF EMPLOYMENT

- casual employment
- daily hire and weekly hire
- fixed term contract
- full-time employment
- on probation
- part-time employment

## MONEY

- bonus/bonus pay
- Christmas bonus
- Disability pension
- financial aid
- financial year
- gross salary/gross wages
- income
- in the red
- in the black
- Maternity leave
- minimum wage
- net salary
- payroll
- payslip
- Pension plan
- Retirement pension
- salary
- salary/cash advance
- Sick leave
- tax
- to earn money
- to make money
- unemployment benefit/allowance
- wage
- wage withholding
- Widow's/widower's pension

## IDIOMS

- a golden handshake
- a win-win situation
- to balance the books
- to be snowed under
- to be thrown in at the deep end
- to be up to your eyes
- to bring home the bacon
- to burn the candle at both ends
- to pull a few strings
- to pull your socks up
- to put your cards on the table
- to put your feet up
- to save for a rainy day
- to sell like hotcakes
- to think outside the box
- to work your fingers to the bone
- work for peanuts
- work like a dog