

Citizenship Language Pack For Migrants in Europe - Extended

English

Multimedia Course in Language and Culture for Migrants

A2 Level

To aid communication in everyday English in Ireland

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Module 4:

Work Life




Introduction

This video shows a telephone conversation between two Irish people, Mr Powell and an employee of a gardening company, a secretary. Mr Powell is looking for Mr Sands because of a job vacancy at the company for a driver. Mr Sands is not in and the secretary suggests to Mr Powell that he leave a message for Mr Sands, Mr Powell accepts, leaves his message, and thanks her.

Dialogue 8: Gardening Company Phone Call

<https://www.youtube.com/playlist?list=PLAHmRvsk0yq3eKIr35DOT7-5M2f7ynI4m>

 <p>Mary Halpin Mr Powell</p>	<p>Situation: A phone call to the office of a gardening company</p> <p>Characters: Dermot Powell and Mary Halpin, the secretary</p>
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Mary- Good morning. The Gardening Company. Mary Halpin. What can I do for you?

Mr Powell- Good morning. This is Dermot Powell. I would like to speak to Mr Sands. Would that be possible? When is he coming, please?

Mary- He will be in his office after two.

Mr Powell- I see. Shall I call after two, so?

Mary- Yes, you can. But you can also leave a message, if you wish.

Mr Powell- Yes, that would be better. Could you please tell Mr Sands that Dermot Powell called about the job for the van driver at the company?

Mary- Well, I'll tell Mr Sands, and he can call you back. What's your phone number, please?

Mr Powell- It is 088 538 97 97.

Mary- Thank you. I will repeat that again: 088 538 97 98.

Mr Powell- No, no, no! It's 088 538 97 97. The last number is 7 not 8. Yes, now it's right.

Mary- Could you spell your name?

Mr Powell- Yes, of course. It's P-O-W-E-L-L.

Mary- Thank you. So, I'll tell Mr Sands that Mr Powell called about the job for a driver at our company.

Mr Powell- Yes, thank you very much. That's very kind of you.

Mary- Not at all. Goodbye.

Mr Powell- Bye bye.

Oral Comprehension

Answer the following questions. The correct answers can be found in the key on the last page.

Exercises 1 - 4:

State whether the following sentences are true or false:

- The company's name is 'The Gardening Company'.
- Mr Sands is going to be back at the office at 4pm.
- Mr Powell is Mr Sands' friend.
- Mr Sands is looking for a driver for his company.

Exercise 5:

Listen to the video/audio again and write down Mr Powell's correct phone number:

Grammar

Present simple continuous:

The purpose of using present continuous is to express ideas that are happening now at this very moment.

The modal “could” and “can” are used to ask for permission, invitation and request politely.

Examples:

Affirmative form:

Mr Sands is visiting another branch at the moment.

Question form:

When is he coming back?

What can I do for you?

Could you please tell Mr Sands that Dermot Powell called?

Links:

Present Continuous:

<http://www.englishpage.com/verbpage/presentcontinuous.html>

<http://learnenglish.britishcouncil.org/en/english-grammar/verbs/present-tense/present-continuous>

<http://www.edufind.com/english-grammar/present-continuous-tense/>

Using could and can:

<https://learnenglishteens.britishcouncil.org/grammar-vocabulary/grammar-videos/can-could-and-would-invitations-offers-requests-and-permission>

<https://learnenglish.britishcouncil.org/en/english-grammar/verbs/modal-verbs/ability-permission-requests-and-advice>

<http://www.grammar-quizzes.com/modal5.html>

In Ireland

When looking for a job, it is always good to check the local newspaper for job advertisements, which are often called 'situations vacant'. Have a copy of your CV saved in a computer file so that you can apply by email if needs be or call the company to express your interest. It is also worth visiting places where you would like to work and checking if they are in need of staff. Ask to talk to a manager and have copies of your CV on hand. There are many job search websites for Ireland in addition to SOLAS, the Further Education and Training Authority. Below are some links to useful websites for job hunting in Ireland:

<http://www.solas.ie/>

<http://www.irishjobs.ie/>

<https://www.recruitireland.com/>

<http://www.jobs.ie/>

<http://www.monster.ie/>

Vocabulary

Possible	Office	Message
Company	Phone number	Name

Number 1 – 9 for saying phone numbers:

0 is 'zero' or 'naught' or, especially in phone numbers, it is pronounced as the letter 'o'.

One	Two	Three
Four	Five	Six
Seven	Eight	Nine

<http://dictionary.cambridge.org/>

Key

After you have completed the exercises, check your answers here.

Exercise 1 – 4:

- a. True
- b. False
- c. False
- d. True

Exercise 5

Mr Powell's correct phone number is: 088 538 97 97.