

**Unit 5: CAREERS****Lesson 5 H: Writing****Vocabulary**

	Key Word	Phonetic Transcription	POS	Meaning
1.	sit for a test	/sɪt fɔːr ə test/	phr	tham gia kỳ thi
2.	patient	/'peɪʃnt/	adj	kiên nhẫn
3.	academic manager	/,ækə'demɪk 'mænɪdʒə(r)/	n	quản lý học thuật
4.	TA = teaching assistant	/ 'tiː 'eɪ/ /'tiːtʃɪŋ ə'sɪstənt/	n	trợ giảng
5.	competence	/'kɒmpɪtəns/	n	năng lực
6.	a perfect fit	/ə 'pɜːfɪkt fɪt/	phr	một sự phù hợp hoàn hảo
7.	be in charge of	/bi ɪn tʃɑːrdʒ əv/	phr	chịu trách nhiệm về
8.	a gathering point	/ə 'gæðərɪŋ pɔɪnt/	phr	điểm tụ tập
9.	peer	/piə(r)/	n	bạn cùng trang lứa
10.	mentor	/'mentɔː(r)/	n	người cố vấn

**EXERCISES****I. Fill in each blank with the most suitable word:**

**gathering - academic - sit - charge - competence - mentor - patient - assistant**

- The students will \_\_\_\_\_ for a test next week to assess their progress.
- Being \_\_\_\_\_ is essential when working with young children.
- The \_\_\_\_\_ manager oversees the curriculum and ensures that the educational goals are met.
- The teaching \_\_\_\_\_ helps the main teacher by supporting students during lessons.
- To succeed in this role, you need to demonstrate a high level of \_\_\_\_\_.
- She will be in \_\_\_\_\_ of the new project and ensure it is completed on time.
- The park is often used as a \_\_\_\_\_ point for community events and social gatherings.
- As a \_\_\_\_\_, he guides and supports younger colleagues in their career development.

**II. Arrange the letter**

A/ Thank you for considering my application. I look forward to hearing from you at your earliest convenience.

B/ I am writing to express my interest in the part-time position at EZ convenience store, as advertised in our local newspaper. I am a high school student eager to embark on my first formal employment experience, and, this opportunity aligns perfectly with my objectives.

C/ My goal is to gain practical work experience while contributing positively to your team. I am particularly interested in developing customer service skills and understanding the retail business operations. I am confident that my enthusiasm and willingness to learn will make me a valuable addition to your store. Balancing academic responsibilities with a part-time job requires strong organisational skills and dedication, qualities I have honed during my academic career. I am also known for my friendly demeanour and reliability, traits I understand are crucial in a customer-facing role.

D/ Yours sincerely,

Nguyen Lam Anh

E/ Dear Mr Hoa An,

F/ I am available to work after school hours and at weekends. I am very excited about the prospect of joining EZ convenience store and would welcome the opportunity to discuss how I can contribute to your team.