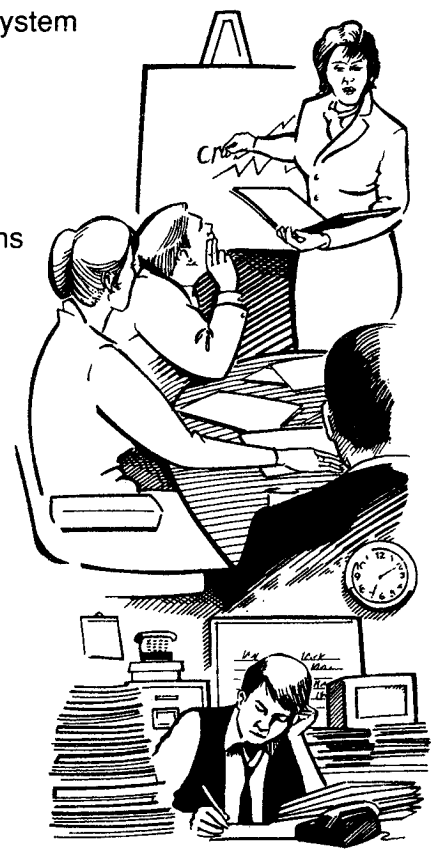


**26** *The right qualifications*

France Telecom  
require a  
**Regional Sales Director  
(Far East Area)**  
The successful applicant must...

**TV PRESENTER**  
**required to present weekly  
business news programme for  
leading TV station**  
Applicants must...

- good knowledge of the Japanese distribution system
- contacts in political and business worlds
- between 35 and 45 years old
- five years experience in telecommunications
- at least two languages (one oriental)
- able to work under pressure
- a good record in selling
- good knowledge of world affairs
- a degree in Economics
- willing to travel
- smart appearance
- strong negotiating skills
- excellent presentation and communication skills
- 



**YOUR JOB**

(company name) \_\_\_\_\_

require a (job title) \_\_\_\_\_

to (job description) \_\_\_\_\_

Applicants must be \_\_\_\_\_

and have \_\_\_\_\_

Teacher's Notes

*The right qualifications* Worksheet **26**

**ACTIVITY**

Pairwork: speaking

**AIM**

To talk about the requirements for a particular job: personal qualities, skills and experience people must have.

**GRAMMAR AND FUNCTIONS**

Obligation, necessity and lack of necessity: *must, have to* and *don't have to/don't need to*

**VOCABULARY**

Qualifications and skills: *knowledge, experience, appearance, a contact, a record, a skill, a degree, to be willing, to work under pressure*

**PREPARATION**

Make one copy of the worksheet for each student in the class.

**TIME**

25 minutes

**PROCEDURE**

- 1 Ask students what kind of qualifications a bank manager should have.
- 2 Write up the two job titles, TV presenter and Regional Sales Manager, and ask the students what qualifications might be necessary for these jobs. Encourage them to use the target language.
- 3 Give the students a copy of the worksheet and ask them to work in pairs to say which qualifications on the list are necessary for each job.  
For example:  
*The sales director must have a good record in selling.*  
*The TV presenter doesn't need to have strong negotiating skills.*
- 4 Go through the answers with the whole class. Below are suggested answers, but accept any reasonable answer.
- 5 Ask the students to look at the box marked 'Your job' at the bottom of the worksheet and write an advertisement for their own job or a job they would like to do. If you like, ask the other students to guess what qualifications are necessary for each job before the advertisement is presented to the class.

**SUGGESTED ANSWERS**

**TV presenter**

contacts in political and business worlds  
between 35 and 45 years old  
able to work under pressure  
good knowledge of world affairs  
a degree in Economics  
excellent presentation and communication skills  
smart appearance

**Sales director**

good knowledge of the Japanese distribution system  
five years experience in telecommunications  
at least two languages (one oriental)  
a good record in selling  
willing to travel  
strong negotiating skills