

Ways of working

Sarah is an office worker in an insurance company. She has a nine-to-five job with regular working hours. The work isn't very interesting, but she likes to be able to go home at a reasonable time. In her company everybody has to clock in and clock out every day, even managers, which is unusual.

Her husband, Rob, is a computer programmer. He works for a large multinational. There is a system of flexitime in his company, which means that they can work when they want, within some limits: start at any time before eleven, and finish as early as three, as long as they do enough hours each month. It's ideal for him as they have two young children with Sarah.

Rob's father works in a car plant. He works shifts, He may be on the day shift one week and on the night shift the next week. At the beginning it was difficult for him to change from one shift to another, but after many years of working like this, he got used to it.

Their friend, Jessica, is a copywriter in an advertising agency. She works in the city centre, but lives in the suburbs so she has to commute to work every day. Working from home using a computer and the Internet is becoming more and more popular, and her agency is introducing this: it's called teleworking or telecommuting. But Jessica is not sure that she would like to work this way: she likes going into the office and meeting her colleagues every day.



Ex. 1 Find the words or expressions in the text which mean the following:

- 1) the guarantee to be given some money if something bad happens: _____
- 2) the time you spend at work: _____
- 3) acceptable: _____
- 4) to show what time you come to work: _____
- 5) a company operating in many countries: _____
- 6) not too much and not too little: _____
- 7) the place where heavy things are produced: _____
- 8) an area far from the centre of a city: _____
- 9) to travel to work every day: _____
- 10) the person you work with: _____

Ex. 2 Match the expressions from the two columns into logical collocations:

- | | |
|----------------|------------|
| 1) advertising | worker |
| 2) car | to work |
| 3) computer | time |
| 4) insurance | shifts |
| 5) office | programmer |
| 6) reasonable | plant |
| 7) working | colleagues |
| 8) to commute | hours |
| 9) to meet | company |
| 10) to work | agency |

Ex. 3 Provide English equivalents of these expressions:

1) pracownik biurowy	7) pracować na zmiany
2) godziny pracy	8) autor tekstów reklamowych
3) odbijać kartę zagarową	9) agencja reklamowa
4) firma międzynarodowa	10) dojeżdżać do pracy
5) elastyczne godziny pracy	11) praca zdalna
6) fabryka	12) kolega (z pracy)

Grammar corner...

“At the beginning it was difficult for him to change from one shift to another, but after many years of working like this, he got used to it.” The underlined phrase means that somebody learned to live in a way which was unusual for them at first (Polish: “przyzwyczać się”). It is composed of the verb *get* (or *be* – then it means “być przyzwyczajonym, mieć w zwyczaju”) and has to be followed by a noun (pronoun) or –ing form: *be/get used to (doing) sth.*

For example, *Jestem przyzwyczajony do wczesnego wstawania.* would be: *I am used to getting up early.*

Ex. 4 Rewrite the sentences using the structure *be/get used to (doing) sth*:

- 1) I never eat breakfast before 9 am.

I _____

- 2) She learned to drive on the left when she lived in London.

She _____

- 3) They use English at work every day.

They _____

- 4) I learned to work under stress.

I _____

GLOSSARY	
insurance company	firma ubezpieczeniowa
a nine-to-five job	praca o stałych godzinach
working hours	godziny pracy
at a reasonable time	o rozsądnej porze
clock in / clock out	odbijac kartę zegarową przychodząc / wychodząc
a multinational	firma międzynarodowa
flexitime	elastyczne godziny pracy
within some limits	z pewnymi ograniczeniami
enough	wystarczająco
car plant	fabryka samochodów
to work shifts	pracować w systemie zmianowym
a copywriter	autor tekstów reklamowych
advertising agency	agencja reklamowa
suburbs	przedmieścia
to commute	dojeżdżać do pracy
to introduce	wprowadzać
teleworking / telecommuting	praca zdalna
colleague	kolega z pracy

ANSWER KEY:

Ex. 1

- 1) insurance
- 2) working hours
- 3) reasonable
- 4) to clock in
- 5) multinational
- 6) enough
- 7) plant
- 8) suburbs
- 9) to commute
- 10) colleague

Ex. 2

- 1) advertising agency
- 2) car plant
- 3) computer programmer
- 4) insurance company
- 5) office worker
- 6) reasonable time
- 7) working hours
- 8) to commute to work
- 9) to meet colleagues
- 10) to work shifts

Ex. 3

- 1) office worker
- 2) working hours
- 3) to clock in/out
- 4) multinational
- 5) flexitime
- 6) plant
- 7) to work shifts
- 8) copywriter
- 9) advertising agency
- 10) to commute
- 11) teleworking, telecommuting
- 12) colleague

Ex. 4

- 1) I am not used to eating breakfast before 9 am.
- 2) She got used to driving on the left when she lived in London.
- 3) They are used to using English at work.
- 4) I got used to working under stress.