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Intermediate Student’s Book

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**R = Rudi, M = Mark**

**R:** This looks interesting – this assistant researcher job for a TV company.

**M:** I know, the only thing is the experience. They want two years, but I’ve only worked part-time for a year, really.

**R:** One or two years’ experience it says, and anyway you meet the other requirements. You’re good under pressure and with deadlines – you always hand your essays in on time at college!

**M:** I’m not sure that’s the same thing!

**R:** Of course it is. And you’re really well-organised, hard-working, highly motivated …

**M:** OK, OK, if that’s what you think. Is it all right if I give you as my referee?

**R:** Hmm, I’m not sure about that. I don’t think you can just put down your friends’ names.

**M:** I know, shame! But seriously, do you mind helping me with my CV? I need to make it look a bit more professional.

**R:** Of course not. Are you going to apply for this job, then?

**M:** Yeah, I think I will. But I’ll need my CV anyway, whichever job I apply for.

**R:** OK, print it out and I’ll have a look at it.

**M:** Will you be able to do it today?

**R:** Yes, I will. But what’s the hurry?

**M:** The closing date for applications is in a couple of days. Oh, can you have a look at my covering letter too?

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**R:** Have you already written it?

**M:** No, but I’ll do it this afternoon and then I can send everything off tonight. Hey, they might ask me to go for an interview this week!

**R:** Yeah, they might.

**M:** But I haven’t got any smart clothes! Would it be OK to borrow your suit?

**R:** Sure, no problem.