VOCABULARY

1

1 F it, I'm sure you'll get it done in no time.
2 G he's enthusiastic and determined to succeed.
3 H which I don't like because he's not my boss.
4 A to succeed in her career is very impressive.
5 C and thinks other people have a low opinion of him too.
6 E out, he could be an exceptional employee.
7 B when you've got problems.
8 D often find him working late to finish reports.

2

1 made
2 turned
3 live
4 came
5 speak
6 set
7 keep

GRAMMAR

3

1 being
2 being
3 be
4 to be
5 being/to be
6 to be
7 being
8 to be

4

1 to be offered
2 to be chosen
3 be asked
4 to be interviewed
5 being found out
6 being told
7 to be believed
8 be taken on

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