

## UNIT 2. MY WORK

## Reading

**Exercise 1.** Read the text and answer the questions.

1. Who works for a logistics company?
2. Who deals with delivering goods?
3. Who has driving experience?
4. Who works in a warehouse?

I'm Robert Brown. I work for a logistics company. My work involves transporting goods. To be exact, I run the Transportation Department. I am a transportation manager. Fifteen people work under me. I am responsible for preparing transportation schedules and shipping goods. Our Department is responsible for providing transportation services.



My name is John Smith. I work for Avis. I am a logistics specialist. I am responsible for managing the logistics via rail and road carriers for incoming ingredients for the production plants within the region. I am also responsible for the purchasing and logistics of ready products and timely delivery of ingredients to plants.



Hi, I'm Ed. I'm a driver. I have four years' pickup and delivery experience driving a 24 ft truck. I work for Prologis. On average, I drive about 8000 km per month. I pick up goods from our warehouse and deliver them to consignees.

Hi, I'm George Blackwell. I'm a warehouse assistant. I am responsible for picking items for shipment from the warehouse. I work with a computer a lot. My job requires using bar code scanners and keeping inventory reports up-to-date.

## Glossary

<b>to work for <i>sb</i></b>	pracować dla
<b>to work on <i>sth</i></b>	pracować nad czymś
<b>to work under <i>sb</i></b>	podlegać komuś, pracować dla kogoś
<b>to run</b>	kierować czymś, być szefem czegoś
<b>to be responsible for <i>sth</i></b>	być odpowiedzialnym za
<b>a logistics company</b>	firma logistyczna, spółka logistyczna
<b>experience in <i>sth</i></b>	doświadczenie w czymś
<b>goods</b>	towary
<b>transportation manager</b>	kierownik ds. transportu, menedżer ds. transportu
<b>Transportation Department</b>	dział transportu
<b>to prepare schedule</b>	przygotowywać harmonogram
<b>to ship delivery</b>	przewozić, dostarczać (towary)
<b>pick up</b>	dostawa
<b>pickup and delivery</b>	tu: odbiór
<b>truck</b>	tu: odbiór i dostawa
<b>on average</b>	samochód ciężarowy
<b>ft</b>	średnio, przeciętnie
<b>per month</b>	skrót <i>foot</i> (stopa) lub <i>feet</i> (stopy)
<b>to pick</b>	(jednostka długości odpowiadająca 30 cm)
<b>warehouse</b>	na miesiąc
<b>to deliver</b>	odbierać, pobierać
<b>consignee</b>	magazyn
<b>logistics specialist</b>	dostarczać
<b>to manage</b>	odbiorca
<b>to transport</b>	specjalista ds. logistyki
<b>transportation</b>	kierować, zarządzać
<b>carrier</b>	transportować, przewozić
<b>rail carrier</b>	transport, przewóz
<b>road carrier</b>	przewoźnik
<b>incoming</b>	przewoźnik kolejowy
<b>ingredient</b>	przewoźnik drogowy
<b>production</b>	przychodzący
<b>to purchase</b>	składnik
	produkcja
	kupować, nabywać

<b>logistics</b>	logistyka
<b>ready products</b>	produkty gotowe, produkty finalne
<b>timely</b>	na czas
<b>warehouse assistant</b>	magazynier (odpowiedzialny za stany w magazynie)
<b>inventory</b>	stan magazynowy
<b>up-to-date</b>	aktualny
<b>report</b>	raport
<b>shipment</b>	wysyłka (towarów)
<b>to require</b>	wymagać
<b>bar code scanner</b>	czytnik kodów kreskowych

### Vocabulary

**Exercise 1.** Supply the missing words and expressions.

1. I'm a \_\_\_\_\_ (specjalista ds. logistyki).
2. Steve is \_\_\_\_\_ (odpowiedzialny za) delivering goods.
3. Our company has three \_\_\_\_\_ (magazyny).
4. This company \_\_\_\_\_ (świadczy) logistic services.
5. I deal with \_\_\_\_\_ (usługi transportowe).
6. Our drivers \_\_\_\_\_ (dostarczają) goods to our \_\_\_\_\_ (odbiorcy).
7. Raben is one of the biggest \_\_\_\_\_ (firm logistycznych) in Poland.
8. I'm a \_\_\_\_\_ (magazynier) and I'm responsible for picking items for \_\_\_\_\_ (wysyłka).

**Exercise 2.** Supply the missing prepositions.

1. I would like to work \_\_\_ a logistics company.
2. I have a lot of experience \_\_\_ logistics.
3. Ten people work \_\_\_ me.
4. Steve is responsible \_\_\_ delivering goods \_\_\_ consignees.
5. \_\_\_ average, I work 40 hours per week.
6. I usually leave \_\_\_ work \_\_\_ 7 o'clock.
7. I arrive \_\_\_ work half past seven.
8. I start work \_\_\_ 8 o'clock.

## Speaking

### Exercise 1. Discuss.

1. What is your job?/ What do you do?
2. What are your responsibilities?/  
What are you responsible for?
3. What time do you start your work?
4. What time do you leave for work?
5. How long do you work?
6. How long does it take you to get to work?
7. What time do you arrive at work?
8. What sort of job do you find interesting?
9. What job would you like to have?
10. What is your dream job?

### Exercise 2. Ask your partner the following questions.

Student A	Student B
1. What is your name?	1. What's your name?
2. When were you born?	2. How old are you?
3. Where do you come from?	3. Where are you from?
4. Where did you go to school?	4. What school did you graduate from?
5. What is your phone number?	5. What is your e-mail?
6. What is your job?	6. What is your profession?
7. What is your address?	7. What is your home address?
8. What is your hobby?	8. What are you interested in?

## Bank of useful phrases and expressions

### Basic biographical information

My name is Jan Kowalski.

I'm Jan Kowalski.

I'm 20.

I'm fifteen years old.

I was born on 12 November 1982 in Lublin.

I was born in 1990 in Warsaw.

I went to secondary technical school in Kielce.

I come from Radom.

I am from Poland.

What is your address?

My address is ...

My mobile is ...

### **Your job**

My first job was with Raben.

I worked as a warehouse assistant.

At present I work as a junior logistic specialist in Warsaw with Prologis.

I work for Raben as a logistics assistant in the Department of Logistics of Fresh Products.

I mostly deal with ... (kind of work).

I mostly deal with preparing shipments.

I am responsible for ...

I am responsible for international shipments.

My job involves a lot of physical work.

My job involves a lot of picking and sorting.

What I like about my job is that I meet a lot of people.

I've been with the company for 5 years.

I've been with the company since 2006.

I've been in my present job for 5 years.

### **Education**

I went to secondary technical school in Kielce.

After leaving school I studied logistics at the Poznań School of Logistics.

I graduated from the Poznań University of Technology.

After leaving school I studied logistics at the Poznań University of Technology.

I did a course in transportation.

I did a degree in logistics.

I did an apprenticeship in forwarding.

### **Hobbies**

I like swimming.

I am interested in football.

I am fond of windsurfing.

I'm keen on basketball.