**Job Qualities**

**Positions** **Adjectives**

office manager late friendly

office worker on time helpful

designer punctual

bookkeeper organized

salesperson disorganized

supervisor good with people

cashier hardworking

mechanic lazy

prep cook bad attitude

cleaner positive attitude

**Conversation:**

A: Who will get the job as the new \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_?

B. I think \_\_\_\_\_\_\_\_\_\_\_ will get the job. He’s / She’s\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

A: Yes, and he / she \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. A: bookkeeper

B: Jon……….organized

A: is always on time

2. A: office manager

B: Ben……….hardworking

A: has a good attitude

3. A: supervisor

B: Tim……….never late

A: is good with people

4. A: salesperson

B: Ken………good with people

A: is very organized

5. A: cashier

B: Maria………friendly

A: is always punctual

6. A: prep cook

B: Julia………hardworking

A: is very helpful

7. A: mechanic

B: Barbara………organized

A: has a positive attitude