

Lesson 3: Job Requirements

By Xandra

1. Dialogue

First, repeat after your tutor. Then, practice each role.

Yuzuki is applying for a job. He has gone to the company to apply personally. He has brought all the necessary papers with him.

Yuzuki: Good morning. I'm here to apply for a position as an accountant.

Ben: Hello. My name's Ben. Did you bring the documents listed in the ad?

Yuzuki: I'm Yuzuki. (Shakes hands with Ben) Yes. They're all in here.

Ben: Let me **go over** these documents. In the meantime, kindly fill out this application form.

(After a while...)

Ben: It looks like you fit the job requirements. You may proceed to room five for your interview.

Yuzuki: Thank you.

2. Today's Phrase

First, repeat after your tutor. Then, make a few sentences using Today's phrase.

1. It's important to **go over** a contract before signing it.
2. I keep forgetting the last part of my speech. Can you help me **go over** it?
3. Jack **goes over** his reports many times before showing them to his boss.

* **go over** ~ / ~を綿密に調べる

3. Your Task

You would like to apply for a job but you're not sure of the job requirements. Call the company (= your tutor) and get more information about the job.

4. Let's Talk

Is it difficult to get a job in Japan?

Is it important to have a college degree?

What important details should we write in a resume?

5. Today's photo

Describe the photo in your words as precisely as possible.



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