

Dialogue

3

Miss Miller submitted her application for an advertised job. As she heard nothing from the company, she phones to find out what had happened to her application.

Lost Documents

Miss Miller phones a company to enquire about her job application.

1

Miller Good day. My name is Miller.
I have applied for a job in your company.

Jones Good day Mrs. Miller.
Which post are you referring to?

2

Miller The post as secretary.
You advertised it in the Albstadt Mirror about two weeks ago.

Jones Oh, the one advertised in the paper!
The post as personal secretary in our Albstadt branch?

3

Miller Yes, that's the one.

Jones Just a moment please. Let me have a look in our files.

Mister Jones looks in the files

4

Miller

Jones I'm afraid, I don't have any application of yours.

Miss Miller is shocked and sad.

5

Miller What? You have not received my application?
I sent it by registered mail more than two weeks ago.

Jones I'm sorry. We have not received it.
And it's too late anyway, the post has been filled.

Dialogue

3

Miss Miller submitted her application for an advertised job. As she heard nothing from the company, she phones to find out what had happened to her application.

Lost Documents

Mister Jones smirks and he is glad that Miss Miller can not see his face.

6

Miller

And there is nothing you can do?

Jones

I'm afraid not! Sorry!

Miss Miller is not happy with the situation. She goes to the company in person to find out what went wrong with her application.

7

Topic 1

Write ONE of the following dialogues:

Dialogue between Miss Miller and mister Jones' boss.

She alleges that mister Jones deliberately lost the documents to ensure that his girlfriend would get the job.

Topic 2

Dialogue between Mister Jones and his boss.

After Miss Miller complained and stated that mister Jones deliberately dumped her application, his boss calls him in to investigate the matter..
