

Amir Looks for a Job Teacher Notes

Blurb

Amir Looks for a Job is a short story about a young man who needs a job to help his family. In the story, Amir learns that getting a job is not as straightforward as he thinks it will be and discovers that there are different ways to do it. This story describes the job-seeking process and introduces students to a range of relevant work-related vocabulary words.

Considerations

It is recommended that the key vocabulary words (*résumé, cover letter, job interview, manager, etc*) in this series are pre-taught for all levels as the terms are topic-specific and may be foreign to students.

Compatible Topics

You can use this series to teach or highlight the following topics and concepts in a unit of work or a lesson:

- Job seeking
- Asking for help
- Using public services (community centre)
- Writing for practical purposes (résumé, cover letter, job interview written responses)

Suggestions for Use

The primary purpose of this series is to outline the job seeking process for students. Therefore, this series could be used at the beginning of any job seeking unit to give students an overview of the process, before moving on to break it down into various sections. Activities to follow could include writing a résumé, cover letter or email, reading and understanding job advertisements, using job seeking websites or practising for mock job interviews,



Amir Looks for a Job Pre-Level 1

Language Features

Vocabulary

Nouns	job, teacher, résumé, help (gerund), internet, job interview, manager, questions
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Adjectives	my (possessive)
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Verbs	is, need to get, ask, need, get, to write, find, email, meet, answer, calls, got
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Main Grammar Features

- **Simple present tense** - with one sentence using the simple past tense (p13).
- **Simple sentences** - S-V-O structure with some prepositional phrases.
- **Simple dialogue** - conversational language (p4, p8)
- **Prepositional phrases** - **for** help, **for** a job interview, **on** the internet
- **Pronouns** - I, you
- **Subject-verb agreement** - I get, you need, the manager asks
- **Punctuation** - full stops, capital letters, quotation marks and one exclamation mark



Amir Looks for a Job Level 1

Language Features

Vocabulary

Nouns / Noun groups	family, grandma, part-time job, résumé, volunteer, jobs, schools, skills, website, friend, problem, uncle, fruit shop, job interview, questions
Adjectives	sick, upset, nice, early, his (possessive)
Verbs	is, wants to help, don't know, asks, need to write, goes, helps, looks, emails, walks, tells, needs, meets, practises, puts on (phrasal), answers, got

Main Grammar Features

- **Simple present tense** - with occasional use of the simple future tense (p4) and the simple past tense (p30)
- **Simple sentences** - a range of simple sentence structures
- **Questions** - How do I get a part-time job? Speech bubble questions - What are you good at? When can you work? What are you studying?
- **Simple dialogue** - conversational language
- **Prepositional phrases** - **to** the community centre, **for** help, **with** his résumé, **about** Amir's jobs, **on** a website, **in** a grocery store, **from** the stores, **after** school, **at** 5:00pm
- **Pronouns** - he, you, they, someone
- **Subject-verb agreement** - he tells, you need, they write
- **Punctuation** - full stops, capital letters, quotation marks, question marks, apostrophes and one exclamation mark



Amir Looks for a Job Level 2

Language Features

Vocabulary

Nouns / noun groups	grandma, medicines, part-time job, shelf-filler, grocery store, résumé, job, online, store managers, community centre, volunteer, list of questions, skills, website, job advertisements, cover letter, fruit shop, job interview
Adjectives	worried, sick, different, small, confused, close, excited, upset, interested, big, best, clean, nervous, deep, late, new
Verbs	moved, didn't want/know, thought, got, decided, waited, said, told, helped, wrote, asked, searched, found, clicked, emailed, called, introduced, practised
Modal verbs	need to, can, would
Adverbs	together, really, politely, very, so

Main Grammar Features

- Simple past tense
- Simple, compound, complex sentences - and, when, after, that, but
- Questions - Excuse me Miss, how do I get a part-time job? What is that? Why can't I just find a job? Are you interested?
- Dialogue - conversational and instructional language
- Prepositional phrases - **after** school, **on** weekends, **in** a small grocery store, **for** help, **to** the store managers, **about** your résumé, **with** his friend Sami, **after** school, **into** his office
- Time markers - the next day, first, then, next, two weeks, at 5pm, on the day of the job interview
- Punctuation - full stops, capital letters, commas, quotation marks, question marks, apostrophes and one exclamation mark



Amir Looks for a Job Level 3

Language Features

Vocabulary

Nouns / noun groups	part-time job, work experience, skills, referees, shelf-filler, cover letter, job advertisements, employer, community centre, duties, volunteers, résumé, job interview, produce, good impression, customer service
Adjectives / adverbs	happily, sick, worried, expensive, popular, disappointed, worrying, suitable, scared, early, difficult, confidently, carefully, excitedly, eagerly, quickly
Verbs	remembered, worked, recommended, listed, appeared, saved, emailed, applied, filled, stacking, nodded, invited, practised, searched, addressed
Modal verbs	can, could, couldn't, would, had to, might
Phrasal verbs	read through, typed up, filled in, sat back, heard back, find out
Colloquial/idiomatic expressions	starting from scratch, wow, give it a go, a real chance, headed home, too good to be true, think of an answer on the spot, a tonne of work

Main Grammar Features

- **Past tense** - simple past tense and past perfect tense
- **Simple, compound and complex sentences** - and, but, if, because, when, since, once, which, that
- **Questions** - Could you help me? What is going on? How am I going to earn money now? Do you speak Lebanese Arabic? What do I do?
- **Prepositions/prepositional phrases** - **for** over a year, **from** school, **in** a small grocery store, **about** his problem, **with** his friend, **after** class, **without** looking at the paper, **into** his office
- **Relative pronouns** - who, which
- **Time markers** - later, then, the next day, first, after two weeks, next, the next morning



Amir Looks for a Job Level 4

Language Features

Vocabulary

Nouns / noun groups	part-time job, shelf-filler, application process, résumé, work experience, education, skills, referees, job advertisements, tailored cover letter, job type, positions, duties, customer service, teamwork, applicants, owner, employer's requirements, employee, job-hunt issue, job interview, detail
Adjectives / adverbs	content, ill, expensive, desperately, suitable, determined, uneasy, satisfied, professional, confident, passionately, contentedly, worried, eagerly, sympathetically, firmly, approvingly, proactive, nerve-wracking
Interesting verbs	earn, brainstormed, faded, realised, had recommended, applied, listed, skim, had hired, ruminated, seemed, stack, rushed, proceeded
Phrasal verbs	carrying out, bolted out, jot down, run throughs, picked out, let out
Colloquial/idiomatic expressions	starting from scratch, wracking his brain, as soon as possible, that seems like a tonne of work, too good to be true, there was no room for error, bring it on! as much detail as possible, on the spot, curve balls!

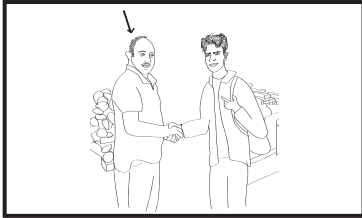
Main Grammar Features

- **Past tense** - simple past tense and past perfect tense with some use of the past continuous tense
- **Simple, compound and complex sentences** - and, but, because, when, so, as, before, while, if
- **Questions** - What on Earth is going on? How am I going to earn money now? What's wrong? Why didn't you say you were looking for a job? What am I going to wear?
- **Prepositional phrases** - **for** over a year, **in** the future, **at** a local grocery store, **on** his walk to school, **about** the job hunt issue, **after** school, **out** of the classroom, **from** skills
- **Relative pronouns** - who, which
- **Time markers** - First, then, next, the next day, the day after his interview
- **Additional cohesive devices** - however, suddenly, for instance, sitting in class, once

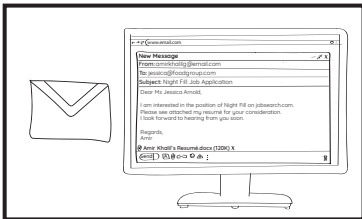


Amir Looks for a Job Pre-Level 1

Match the word to the picture.



job



résumé



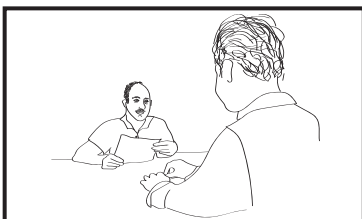
email



job interview



manager



internet



Amir Looks for a Job Pre-Level 1

Use the words in the table to fill in the gaps.

job	résumé	internet
manager	email	job interview

I needs a _____ .

I meet the _____ .

I email my _____ .

I find a job on the _____ .

I go to a _____ .

I write a _____ .



Amir Looks for a Job Pre-Level 1

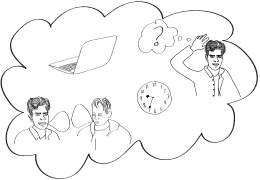
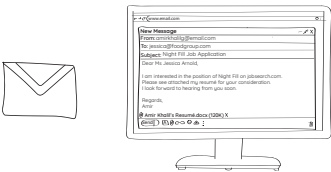
Cut out the sentences on page 2 and glue them into the table below in the correct order.

1	
2	
3	
4	
5	
6	



Amir Looks for a Job Level 1

Match the words from the story to the pictures below.

Monday: Work Tuesday: Work Wednesday: School Thursday: School Friday: School Saturday: Work Sunday: Day off 	p _____ j _____
	r _____
	c _____ c _____
	v _____
	s _____
	w _____
	e _____
	j _____ i _____



Amir Looks for a Job Level 1

Use the words in the table to fill in the blanks below.

skills	community centre	email	volunteer
website	job interview	résumé	part-time job

1. Amir wants to work and study. He looks for a _____ .
2. A _____ helps Amir to write a résumé.
3. Amir put lots of information about himself on his _____ .
4. Amir has many _____ like being on time.
5. Sami's uncle asks Amir many questions in the _____ .
6. Amir uses a _____ to look for jobs.
7. Amir sends an _____ with his résumé.
8. Amir gets help at the _____ .



Amir Looks for a Job Level 1

Cut out the sentences below and glue them into your book in order. Write numbers 1-8 in the box.



	He emails his résumé to the stores.
	Amir needs a part-time job.
	He looks for jobs on a website.
	Amir got the job.
	Amir writes a résumé.
	Amir practises for his job interview.
	Sami's uncle invites Amir for a job interview.
	He goes to his job interview.



Amir Looks for a Job Level 2

Use numbers or colours to match each word to its meaning.

1. part-time	when you can do something well. At work, this can be communication or teamwork.
2. résumé	a person who is in charge of a business like a shop. They tell others what to do.
3. skills	when you only work some days in the week, not 5 days for 8 hours a day.
4. volunteer	a person who does a job but does not get paid for it. They do it to help others.
5. manager	when you meet with a manager or boss to talk about working for them.
6. job advertisement	when you can do something well. At work, this can be communication or teamwork.
7. cover letter	you need it to apply for a job. It has your work experience, education and skills on it.
8. job interview	a letter that explains your résumé. It says why you are the best person for the job.



Amir Looks for a Job Level 2

Finish the sentences below.

1. Amir wanted to get a job because _____

2. He decided a part-time job was a good idea because _____

3. He thought he could work in a grocery store because _____

4. He went to the community centre so he could _____

5. Meera helped Amir to _____
6. They included information such as _____

7. Amir needed to email his résumé and _____
8. Amir was upset when _____
9. To prepare for his job interview, Amir _____

10. Amir got the job at _____



Amir Looks for a Job Level 2

Below are some steps for applying for a job. There are steps missing. Use the story to help you fill in the missing steps.

1	Write a résumé.
2	
3	Read the job advertisement carefully.
4	
5	Apply for the job by sending your résumé and cover letter.
6	
7	Plan your outfit and your travel time.
8	



Amir Looks for a Job Level 2

Below are questions that Sami's uncle asked in the job interview. What do you think Amir said? Write his answers.

Questions	Answers
 "Tell me about your last job."	
 "What are your skills?"	
 "Have you worked in a team before?"	
 "When can you work?"	



Amir Looks for a Job Level 3

Fill in the blanks using the words in the table below.

cover letter	part-time	employer	job advertisements
referees	job interview	skill	résumé

1. A _____ is where you explain your résumé and provide more information about your work experience, education and skills for a job.
2. A person or business that pays people to work for them is called an _____.
3. When you meet the employer or manager to discuss a job you are interested in, it is called a _____.
4. When you work some days in a week, **not** 5 days for 8 hours, you work _____.
5. You will find _____ on a job search website and they tell you information about the job.
6. A document where you list your work experience, education, skills and hobbies is called a _____.
7. The people you put on your résumé who can talk about your skills or experience are called _____. They can be previous employers, teachers or cultural leaders, but cannot be friends and family.
8. When you can do something really well and have practised it a lot, it is called your _____. At work, this can include customer service, organisation, teamwork and communication.



Amir Looks for a Job Level 3

Use arrows or colours to match each word with its definition.

starting from scratch	people think positively about you after they meet you.
good impression	to try something.
tricky	challenging or difficult
a real chance	you are fairly sure something will happen.
give it a go	starting from the start again, often with nothing.

Circle these phrases in the story, then choose 3 to put in a sentence.

1.

2.

3.



Amir Looks for a Job Level 3

Answer the questions below.

1. Why did Amir need to get a job?

2. What was Amir's previous work experience?

3. How did Amir work out how to get a job?

4. What information did Amir include in his résumé?

5. Why did Amir feel confident when he applied for the jobs?

6. Which skills did he write about in his cover letter and why?

7. Why was Amir disappointed?

8. Why do you think Amir got the job?



Amir Looks for a Job Level 3

Write detailed steps for applying for a job. The first one has been done for you as an example.

Step 1	Write a résumé. Make sure to include information such as work experience, education, skills and referees.
Step 2	
Step 3	
Step 4	
Step 5	
Step 6	
Step 7	
Step 8	



Amir Looks for a Job Level 4

Use the words in the table to fill in the blanks below.

cover letter	employers	employed	applicants
job-hunt	job ad	application process	tailoring

Amir was on a _____ desperately looking for a part-time job. He started the _____ by writing a résumé and searching online. Then he carefully read the _____ and used the information inside them to write his _____. Each cover letter was slightly different because every job advertisement had different skills and experience that the _____ required. So, Amir spent time _____ his cover letter to suit each job. After applying for the jobs, Amir was disappointed to hear that the other _____ were hired but he was not. Eventually, his friend Sami helped him get a job interview at his uncle's fruit shop, and soon after, he was _____ there.

Put each of these words in a sentence.

overwhelmed

uneasy

professional



Amir Looks for a Job Level 4

Circle these idioms in the story. Then, answer the multiple choice questions.

1. **'Wracking his brain'** means...
 - a) thinking really hard to find a solution
 - b) hitting his head
 - c) he has a headache
2. **'Starting from scratch'** means...
 - a) you are beginning to write
 - b) you are itchy
 - c) starting from the beginning again, often with nothing.
3. When you have **'a tonne of work,'** you...
 - a) find the work too heavy to carry
 - b) have a lot of work to do
 - c) have not enough work to do
4. If an experience was **'nerve-racking,'** that means...
 - a) it made you feel really excited
 - b) it made you feel really nervous
 - c) it made your body sore
5. If something is a **'good fit,'** it means..
 - a) it is suitable
 - b) you wear it well
 - c) it is big enough
6. If you **'land'** a job, that means...
 - a) you are a pilot
 - b) you work on a farm
 - c) you get the job
7. Another word for **dilemma** is..
 - a) problem
 - b) simple
 - c) job
8. To be thrown a **'curve ball'** means...
 - a) something is unexpected
 - b) a ball is curved
 - c) it went smoothly



Amir Looks for a Job Level 4

Answer these questions about the story in full sentences.

1. On page 2, Amir says, *“I can’t leave school yet because that’s going to help me earn more money in the future.”* What do you think he means by that?

2. Why do you think Amir felt *‘uneasy’* about going to the community centre?

3. What information did Amir include in his résumé?

4. Why is it important to keep your résumé short?

5. On page 9, it says Amir was trying to *‘find the job advertisements for suitable positions.’* What does *‘suitable positions’* mean in this sentence?

6. Why did Amir find examples of when he had used customer service and teamwork skills?

7. Why do you think Fadi asked Amir about what Amir was hoping for his future?

8. Why do you think Amir got the job?



Amir Looks for a Job Level 4

There are many steps in the job application process. Imagine that you are writing instructions to help a friend understand the steps involved.

Step 1	Write a résumé. Make sure to include information such as work experience, education, skills and referees and to write it in dot point form.
Step 2	
Step 3	
Step 4	
Step 5	
Step 6	
Step 7	
Step 8	

