

1 Living abroad

1.1 About business Working abroad

Discussion

1 Look at the people in the photos. They all work away from home. Read the quotes below and match them with the people.

- I work abroad but I never stay in one country for very long. I install software systems and train people how to use them. I'm in Thailand at the moment and I'll be here for another six months.
- My university has links with engineering firms in Germany. As part of my degree I'm working for one of them in Hamburg.
- I spend two months every year in India buying supplies for my jewellery business. At the moment I'm staying in Jodhpur.
- I spend ten months every year working abroad. I never know where I'm going to be. It's always in places where there are medical emergencies.

Have you ever lived or worked abroad? Do you know anyone who lives or works abroad? Compare your answers with a partner.

Collocations

2 You are going to read an article about how to get a job abroad. Before you read match a word on the left with a word on the right to make a collocation.

- | | | | |
|------------------------|--------------|---------------------|-------------------|
| 1 career <i>d</i> | a) process | 5 degree <i>g</i> | e) letter |
| 2 work <i>c</i> | b) language | 6 cover <i>e</i> | f) an application |
| 3 foreign <i>b</i> | c) placement | 7 short <i>h</i> | g) subject |
| 4 application <i>a</i> | d) ladder | 8 withdraw <i>f</i> | h) list |

Reading for detail

3 Read the article and mark the sentences *T* (true) or *F* (false). Change any false sentences to make them true.

- To have a successful career these days you need to have experience of working abroad.
- A work placement abroad will help your application attract attention.
- Nannette Ripmeester thinks that the Euro CV is the best kind of CV to use when looking for a job.
- You need to check that your employers will recognise your degree subject.
- CVs are more important than cover letters.
- A cover letter in France may be studied by a specialist.
- Sarah Hall withdrew her application for a job in Spain because she didn't like the questions in her interview.
- When working abroad you should behave in a similar way to those around you.

Listening and note-taking

4 1:01-1:04 Listen to the four people from 1 talking about their work experience abroad and complete the table.

name	country	how long	likes
Kiki	India	1)	2)
Anil	Thailand	3)	meeting people
Jean Marc	4)	5)	working with children
Marika	Germany	6)	her local family

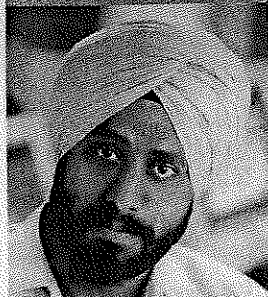
Listening for detail

5 Listen to the interviews again and answer the questions.

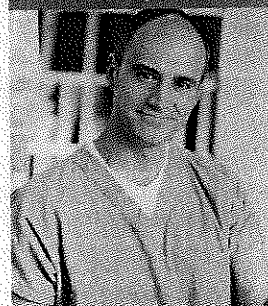
- Who was in Venezuela last year?
- Who hopes to get a good reference from their company?
- Who found the food strange when they first arrived?
- Who is going on holiday when their job is finished?
- Who is staying in an expensive hotel?
- Who has a lot of business contacts in the country where they are?



KIKI YI, 54, Hong Kong, jewellery retailer



ANIL BASU, 35, UK, software analyst



JEAN-MARC SABATIER, 32, France, doctor



MARIKA LAANET, 22, Estonia, engineering undergraduate

Internet research

Search for the keywords *working abroad* to see what jobs are on offer. Hold a class vote to choose the three most attractive jobs.

Discussion

6 In small groups discuss the questions.

- 1 Which countries would you like and not like to go and work in?
- 2 What problems do you think people who work abroad have?
- 3 Do you think working abroad is essential for a successful career? Why / Why not?

CULTURAL Chameleons

IN today's competitive job market, not spending time abroad can seriously damage your chances of climbing the career ladder. It is no surprise then that more and more graduates and professionals are looking for opportunities to live and work in a foreign country.

With record numbers of workers hoping to relocate, it is no longer enough to have done a work placement abroad or to speak a foreign language. 'This is no longer something that makes you different,' says Nannette Ripmeester, director of Expertise in Labour Mobility. 'It is something employers expect.'

But even if you are a strong candidate, the application process for foreign jobs is far from straightforward. The EU has introduced the Euro CV to standardise application procedures throughout Europe, but Ripmeester believes that a culturally adapted CV is better. 'What do I mean by that? For example, in the UK, it is customary to add hobbies and interests at the bottom of the page. In Italy however, that information is not necessary.'

When you write your CV it is also a good idea to check whether a photo is necessary and whether an English-language CV should be written in American or British English. Another point to think about is whether or not employers will recognise your degree subject, especially when you have studied a subject, such as Wireless Network Systems, which doesn't necessarily translate into another language and culture.

You also need to consider the cover letter, the first thing that an employer will read. Approaches differ from country to country: get

the CV right but the cover letter wrong and you destroy your chances of getting shortlisted for interview because the cover letter is the first thing that an employer will read. The

mirror the kind of messages you get about communication and appearance

British usually write long letters to draw attention to relevant sections on the CV, the Italians want one or two sentences and the French expect candidates to handwrite detailed letters which may be analysed by handwriting experts.

When it comes to interviews, make sure you know about the work culture and understand the importance different countries place

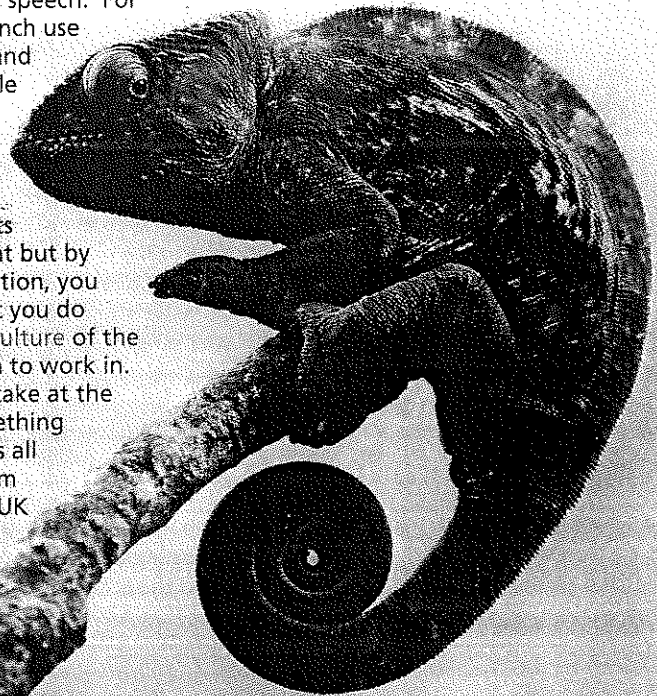
on language and speech. For example, the French use short sentences and hate silence, while Scandinavians have a deep respect for pauses. You may think these points are not important but by not paying attention, you are showing that you do not respect the culture of the country you wish to work in.

Making a mistake at the interview is something Sarah Hall knows all about. She is from Liverpool in the UK and has worked in Germany, Sweden and Spain.

'My advice is be aware of 'culture clash.' In Britain there is usually a maximum of two interviews. In southern Europe they will call you back for a third or fourth interview. I lost a very good job in Spain when I thought they weren't serious. I withdrew my application because they asked me to go for a fourth interview. Looking back, I now realise they were doing as they always do. I behaved wrongly.'

'It's important to show that you understand the working culture. Adapting a similar style of dress to your co-workers, eating the kind of food they eat, enjoying similar activities - these things help to win trust and respect.'

'Think of yourself as a cultural chameleon, mirror the kind of messages you get about communication and appearance. People like people who remind them of themselves, and nobody likes what they don't understand.'



cover letter - one sent with the document(s) or goods

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Living abroad

1.2 Vocabulary Living abroad



Discussion

1 Look at the picture above. What everyday problems do people who live abroad have?

Reading and vocabulary

2 Read the extracts from an article on living abroad. Find the correct heading for each extract.

health opening a bank account mobile phones accommodation

3 Read the texts again and use the words in the boxes to fill in the spaces.

bills notice contract deposit apartment

1 Perhaps the most difficult thing to organize is where you are going to live. Your employer might help you find an (1) apartment or it might even be provided for you. The best advice is to start looking before you go. Use the Internet to look for places to rent and post your own advert on bulletin boards. It is important to view anywhere though before you sign a (2) contract and give a large (3) deposit to a landlord. You also need to check whether or not the utility (4) bills are included and how much (5) deposit you need to give when you want to move out. Many people choose to live with a local family as a way of learning about the culture of the country they are in.

credit cards salary overdraft

2 To open a bank account in another country you will need to show your passport, proof of earnings, proof of your address and residency. It is also likely that you will be expected to show proof that your monthly (6) salary will be paid into this account. Remember that rules regarding banks are not the same in every country. You have to pay for an (7) overdraft on your account in France, and the rules on (8) credit cards can differ greatly, make sure you check before you sign up!



CARMEN, from Brazil, working for a pharmaceutical company in Auckland



PETRA AND CHRIS, from Germany, working as architects in Nice



MR GOODMAN, from the USA, working for Citibank in Geneva



YUKI, from Japan, working for an engineering company in Copenhagen

Internet research

Search for the keywords *moving abroad advice* to read more about what you need to do when moving to another country.

check-up insurance scheme national health service

3 In most countries you have to pay for medical treatment. For trips of up to three months in Europe, the European Health Insurance Card may allow you to be treated for free by the (9) doctor of the country you are in. Your employer may have an (10) insurance scheme that you can join or you might want to take out your own insurance policy. This will help you if you need to see a doctor while you are abroad. You may need to register with a doctor and you may also need to have a (11) check-up.

top-ups landline contract number

4 In many countries, the process of buying a mobile phone is straightforward: you choose the phone and the provider you want, you are then given a (12) number. Italy is one exception, where you will need your national ID card and your tax code. When you don't know how long you are planning to live in the country, many people choose prepaid packages that allow (13) top-ups. This means you can cut off the service when you want without worrying about being tied into a (14) contract. These days many providers also offer wireless Internet access meaning you won't need to have a (15) landline put into your flat or apartment.

Listening for gist

4 1:05-1:08 These people are all living abroad. Listen to four conversations. Where is each person? What is he or she trying to do?

Listening for detail

5 Listen to the conversations again and answer the questions.

Conversation 1

- 1 What does Carmen want to do?
- 2 Which documents does Carmen need to show?

Conversation 2

- 3 How many bedrooms are there in the apartment?
- 4 How much is the rent?

Conversation 3

- 5 Does Mr Goodman have a European Health Insurance Card?
- 6 How tall is Mr Goodman?

Conversation 4

- 7 Why doesn't Yuki want a phone with a contract?
- 8 How much free talking time does the phone have?

Giving advice

6 Look at the eight pieces of advice for people who are going to live abroad. For each set of four match the beginning with the correct ending.

- | | |
|---|--|
| 1 You might have to pay two month's rent <u>d</u> | -a) for free with most banks. |
| 2 When you move out of a flat <u>b</u> | -b) your landlord will check the inventory. |
| 3 You can have an overdraft <u>a</u> | -c) to withdraw money from a cash point. |
| 4 You can use your bank card from home <u>c</u> | -d) as a deposit before you move into a flat. |
| 5 You need to be registered with a doctor <u>g</u> | -e) broadband access in the area where you live. |
| 6 Most employers include medical insurance <u>h</u> | -f) means you don't need to sign a contract for your mobile phone. |
| 7 Using top-ups <u>f</u> | -g) to get medical treatment. |
| 8 You need to check that there is <u>e</u> | -h) as part of their employment package. |

Which pieces of advice are true for your country? Which are different? What other advice and information could you give? Compare your answers with a partner.