

## Looking for Work 6

### First Listening:

1. What job is the 'Help Wanted' ad for?

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2. How do you apply for the job?

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### Second Listening:

3. Why are the job duties of librarian assistant?

a. \_\_\_\_\_

b. \_\_\_\_\_

### Third Listening:

Try to guess what goes in the blanks. Listen again and compare your answers.

A: Here's that 'Help \_\_\_\_\_' ad for the librarian's \_\_\_\_\_.

B: Does it say what the job \_\_\_\_\_ are?

A: It says, "The librarian's assistant is responsible for \_\_\_\_\_ books to \_\_\_\_\_ as well as helping \_\_\_\_\_ find books and other resources."

B: I can do that. How do I \_\_\_\_\_?

A: It says you need to \_\_\_\_\_ a resume and \_\_\_\_\_ letter via email.

B: I don't have a resume. I'd \_\_\_\_\_ write one tonight.

## Looking for Work 6

A: Here's that help wanted ad for the librarian's assistant.

B: Does it say what the job duties are?

A: It says, "The librarian's assistant is responsible for returning books to shelves as well as helping patrons find books and other resources."

B: I can do that. How do I apply?

A: It says you need to submit a resume and cover letter via email.

B: I don't have a resume. I'd better write one tonight.