

# 21 Vocabulary

## 21.1 WORKING

It is difficult to work a **nine-to-five** job when you have young children.

**nine-to-five**

[a job with regular hours]



We've built a positive **working environment** for our staff.

**working environment**

[the conditions in which you work]



Our employees are qualified and also have **hands-on experience**.

**hands-on experience**

[the knowledge and skill gained through doing something yourself]



Have you ever **held a position** in management?

**hold a position**

[have a job]



My career really **took off** after I got that first big deal.

**take off**

[suddenly begin to have more success]



Her chosen **career path** meant she worked abroad a lot.

**career path**

[progression within a profession, in a job or through a series of jobs]



I worked my way up from the **bottom of the career ladder**.

**bottom of the career ladder**

[a position with the lowest level of responsibility or compensation]



I'm going to college so I don't have to get a **dead-end job**.

**dead-end job**

[a position without many prospects]



He was **fired** for stealing goods from the warehouse.

**be fired**

[be forced to leave your job for doing something wrong]



Many people were **laid off** from the factory.

**laid off / made redundant (UK)**

[made to leave a job because there is not enough work available]



I'm **stepping down** to let another person do the job.

**step down**

[stop doing a job voluntarily]



We had to **tackle this problem head-on** before it got worse.

**tackle something head-on**

[deal with something directly]



We've **set our sights** on being number one in our industry.

**set your sights on something**

[aim to achieve a particular goal]



You need to work hard to **get ahead** in this industry.

**get ahead**

[make more progress than others]



We **took on** three new members of staff this year.

**take somebody on /**

**take on somebody**

[employ somebody]



I'm sorry I didn't answer your email. I was **snowed under**.

**be snowed under**

[have too much work to do]



She must **have her hands full** with those four children.

**have your hands full**

[be busy with a task or many tasks]



I can't come out because I'm **up to my eyes** with work.

**be up to your eyes / ears**

[be so busy that you can't take on anything else]



He always **goes the extra mile** to ensure deliveries are on time.

**go the extra mile**

[do more than you are required to do]



The deal involved **give and take** on both sides.

**give and take**

[compromise]

