EWS Academy

English with a Smile

Learn • Practice • Glow • Smile

Job Interview English | Worksheet 2

Beginner practice | Explaining a challenge

Watch a lesson in your level playlist. Pause, repeat, then complete this page. Check the separate answers afterwards.

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1. Choose a suitable opening for this situation: Explaining a challenge. A: May I give you an example? B: Go away. C: I will not listen.

2. Fill the gap. I asked a colleague for advice ___ I was unsure. Use: because / under / across

3. Put these words in order: time / on / task / the / finished / We

4. Make this message polite: “My old manager was terrible.”

5. Describe a work problem, your action and the result. Use short, simple sentences.

Speak your answers aloud. Clear meaning matters more than speed.

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Extra 3 / 6 / 10 / 10+ sets with answers: charges apply.

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Intermediate practice | Explaining a challenge

Watch a lesson in your level playlist. Pause, repeat, then complete this page. Check the separate answers afterwards.

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1. Write one sentence before and one sentence after this line: “May I give you an example?”

2. Complete and extend this sentence with a useful detail: I asked a colleague for advice ___ I was unsure.

3. Explain the meaning of this line in simple English: “We finished the task on time.”

4. Rewrite “My old manager was terrible.” politely. Add one reason.

5. Describe a work problem, your action and the result. Add a reason or a follow-up question.

Speak your answers aloud. Clear meaning matters more than speed.

Job Interview English | Worksheet 2

Advanced practice | Explaining a challenge

Watch a lesson in your level playlist. Pause, repeat, then complete this page. Check the separate answers afterwards.

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1. Adapt “May I give you an example?” for a formal situation. Say who you are speaking to.

2. Expand “We finished the task on time.” into two connected sentences. Add a practical next step.

3. Explain why “My old manager was terrible.” could cause a problem. Then write a fairer alternative.

4. Write a follow-up question about “Explaining a challenge”. Explain how it helps the conversation.

5. Describe a work problem, your action and the result. Add one possible difficulty and a calm response. Use clear English.

Speak your answers aloud. Clear meaning matters more than speed.