



W S C WIĘCEJ NIŻ OCZEKIJESZ

Warsaw Study Centre

## say it with Mr Zloty

### HAVE FUN WITH MR ZLOTY

Reaching the end of a job interview, the Human Resources person asked a young applicant fresh out of Business School, "And what starting salary are you looking for?"

The applicant said, "In the neighborhood of \$125,000 a year, depending on the benefits package."

The interviewer said, "Well, what would you say to a package of 5-weeks vacation, 14 paid holidays, full medical and dental, company matching retirement fund to 50% of salary, and a company car leased every two years - say, a red Corvette?"

The applicant sat up straight and said, "Wow! Are you kidding?"

And the interviewer replied, "Yeah, but you started it."

### READ AND LEARN

#### In this issue we take a look at new trends in recruitment and employment

The latest survey conducted by one of the American employment agencies identified eight recruitment and **retention** trends for 2008. The survey was based on the responses of over three thousand hiring managers and human resource professionals in private-sector companies. Have a look at them and think how they compare with employment trends in our country...

**1) Bigger paychecks**, say 80 percent of the survey respondents. Of those expecting to increase wages, 64 percent say it will be at least 3 percent, and 17 percent say 5 percent or more.

**2) Flexible work arrangements** are **on the rise**. Sixty percent of employers offer flexible work plans now — usually alternative schedules with shifted start and quit times, condensed work weeks or telecommuting, while 39 percent expect to offer some form of flex-time still in 2008.

**3) Online candidate screening** will grow, and not only the use of qualifying pre-application questions, but **full-blown** searching of social networking sites and **search engine** checks.

**4) Retiree rehiring** will increase as companies remain pressured from the loss of more experienced workers. Twenty-one percent say they are likely to re-hire retirees from other companies in 2008; another 14 percent plan to provide incentives for workers at or approaching retirement age to stay on with the company longer. The numbers here aren't large, but

this trend won't go away.

**5) Recruiting diversity workers**, especially workers bilingual in Spanish, will continue to be an important focus of American recruiters. Survey respondents particularly noted Hispanic workers, women, African American workers and "mature" workers.

**6) Freelance or contract hiring** will continue to be a key part of the workforce mix, with 31 percent of employers anticipating a working relationship with freelancers or contractors this year.

**7) Perks and benefits** will receive more attention from companies wanting to remain competitive in attracting and keeping workers. In light of rising healthcare costs, nearly one-in-five employers (19 percent) report their companies plan to offer more comprehensive or better health benefits to employees in 2008. Ten percent plan to **enhance** or add perks such as bonuses, discounts, company cars, stock options, free childcare, educational **reimbursement**, transit passes and wellness programs.

**8) One in four** (26 percent) of the surveyed companies are likely to provide **more promotions and career advancement opportunities** in 2008.

More than half of workers stated that a company's ability to offer career advancement is more important than salary, so employers are taking action to **carve out** career paths for employees.

Moreover, twenty-seven percent of workers say they are dissatisfied with pay, but 67 percent of workers reported they received a raise in 2007.

A quarter of the surveyed workers plan to change jobs within the next two years: 41 percent are leaving their jobs to find a position with better pay and/or career advancement opportunities; 8 percent are changing careers; 7 percent say they want to find a company where they would feel appreciated; 7 percent are retiring; and 5 percent plan to start their own business.

#### Now match the underlined word and phrases from the text and their definitions:

1. <b>retention</b>	a. fully expanded and developed
2. <b>on the rise</b>	b. the continued use, existence or possession of something or someone
3. <b>full-blown</b>	c. to successfully create or obtain something, especially a work position, by working for it
4. <b>search engine</b>	d. a person who has stopped working
5. <b>retiree</b>	e. the act of paying back money to someone who has spent it
6. <b>enhance</b>	f. increasing
7. <b>reimbursement</b>	g. to improve the quality, amount or strength of something
8. <b>carve out</b>	h. a computer program which finds information on the Internet by looking for words which you have typed in

KEY: 1b, 2f, 3a, 4h, 5d, 6g, 7e, 8c

**COLOUR UP YOUR ENGLISH**

**Do you know the difference between a demanding job and a challenging job?**

Think of the differences between the following pairs/groups of words/ phrases and complete the sentences with one of each pair or group.

**1. A demanding job and a challenging job?**

**a demanding job** – one which requires a lot of time, attention and energy

**a challenging job** - difficult, in a way that tests your ability or determination

*Maria can't take such a \_\_\_\_\_ right now, she's just had a baby and she'll rather look for something part time.*

**2. A golden hello, golden handcuffs and a golden handshake?**

**a golden hello** - an extra payment made to a new employee who is particularly valued

**golden handcuffs** - payments made to employees, especially those in a high position, as a way of persuading them not to leave their jobs and go and work somewhere else

**a golden handshake** - a usually large payment made to someone when they leave their job, either when their employer has asked them to leave or when they are leaving at the end of their working life, as a reward for very long or good service in their job

*Our former CEO retired early, he must have been offered a \_\_\_\_\_.*

**3. The next rung on a ladder and a stepping stone?**

**rung on a ladder** – next stage in one's career

**stepping stone** - an event or experience that helps you achieve something else

*I see this job just as a \_\_\_\_\_ to better things.*

**4. To pull strings for someone and to headhunt them?**

**to pull strings** – to secretly use the influence you have over important people in order to get something or to help someone

**to headhunt** - to look for especially competent managers and offer them jobs in other companies

*I may be able to \_\_\_\_\_ a few \_\_\_\_\_ if you need the document urgently.*

KEY: 1. demanding job, 2. golden handshake, 3. stepping stone, 4. pull strings

**COMMUNICATION SKILL PILL**

**Language for handling interview questions**

**Expand these prompt to form full interview questions:**

- 1) How quickly/ you learn new skills?  
.....
- 2) What/ you/ see/ yourself doing in five years' time?  
.....
- 3) You/ rather/ be out and about, or office-based?  
.....
- 4) You/ think/ could tell me about your greatest weakness?  
.....
- 5) I/ like you/ describe a difficult situation you handled well.  
.....
- 6) You/ mind/ tell/ us how much you/ currently earn?  
.....

KEY: 1. How quickly do you learn new skills?, 2. What do you see yourself doing in five years' time?, 3. Would you rather be out and about or office-based? 4. Do you think you could tell me about your greatest weakness?, 5. I'd like you to describe a difficult situation you handled well, 6. Would you mind telling us how much you are currently earning?

**Now match the replies a-f to the interview questions above.**

- a) I'd much rather be visiting customers than be stuck behind a desk.  
.....
- b) In five years' time I see myself running a large department, or my own business.  
.....
- c) I'd rather not talk about money at this stage, if you don't mind.  
.....
- d) Mm, that's an interesting question. I'm pretty good at adapting to the situation I guess, I could use a new computer system almost immediately at my previous job.  
.....
- e) Certainly. Once I was forced to dismiss an employee whom I personally liked a lot. We had a long conversation, I did it, two years on and we're still friends.  
.....
- f) Well, I tend to be slow at dealing with paperwork, but I'm improving.  
.....

KEY: 1d, 2b, 3a, 4f, 5e, 6c

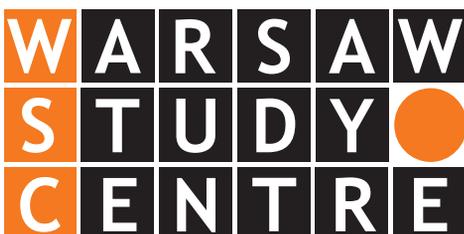
**MORE FUN WITH MR ZŁOTY**

Employer to applicant: „In this job we need someone who is responsible.”

Applicant: „I'm the one you want. On my last job, every time anything went wrong, they said I was responsible.”

„Young man, do you think you can handle a variety of work?”

„I ought to be able to. I've had ten different jobs in four months.”



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