

Useful sentence patterns

- People find it difficult to get a job because ...
人們覺得很難找到工作，因為……
- Apart from ..., I think ... also makes employees unhappy.
除了……，我認為……也令上班族感到不快。
- A nice working environment can not only ... but also ...
良好的工作環境不但……，而且……
- If workers have chances to be promoted or get their salaries increased, they will ...
如果僱工有晉升或加薪的機會，他們會……
- The higher the work efficiency, the (comparative adjective + subject + verb) ...
工作效率越高，……越……
- Instead of just earning money, I think employees should ...
我認為僱員應該……，而不是只為了賺錢。
- People who have a lot of work pressure may suffer from ...
飽受工作壓力的人可能會患上……
- If these symptoms persist, they should ...
如果這些症狀持續，他們應該……
- To relax from work pressure, I suggest people (bare infinitive) ...
要舒緩工作壓力，我建議人們……
- It's important to strike a balance between ... and ...
在……和……之間取得平衡是很重要的。

Vocabulary and phrases

Verbs / verb phrases

compete with	與……競爭
contribute to	為……作出貢獻
depend on	取決於
earn a living	維持生計
employ / hire	僱用
get promoted	升職
handle	處理
lay off / fire	解僱
motivate	推動
perceive	理解
strike a balance between A and B	
在 A 和 B 之間取得平衡	
suffer from	受……之苦
work overtime	超時工作

Nouns / noun phrases

colleague	同事
employee / worker	僱員
employer	僱主
financial downturn	經濟低迷
headache	頭痛
high unemployment rate	高失業率
insomnia	失眠
job market	勞動市場
money reward	金錢回報
pay rise	加薪
performance	表現
prospects	前途
reward	回報
sense of belonging	歸屬感
staff	一班員工

stomachache	胃痛
uncertainty	不確定
work attitude	工作態度
work efficiency	工作效率

Adjectives

bad-tempered	脾氣壞的
caring	關心別人的
cooperative	合作的
demanding	高要求的
depressed	抑鬱的
exhausted	疲憊的
forgetful	善忘的
impulsive	衝動的
incapable	無能的
interrelated	互相影響的
insecure	不安的
insensible	不智的
materialistic	物質主義的
money-oriented	金錢主義的
multi-national	跨國公司的
productive	有生產力的
sacked	解僱的
stressed	受壓的
rational	明事理的

Others

on time	準時地
on top of	除了……