ADVANCED

Directions: First of all, watch once or twice the video you have downloaded. Then try to answer the activity below. Finally check the video transcription and the correct answers.

2 - Downsizing

Activity

1. What does CEO stand for in this context?
   - Civil Engineer Operator.
   - Chief Executive Officer.
   - Corporate Entrepreneur Organizer.

2. What is the company's plan?
   - To trim staff by 18 per cent in 20 months
   - To reduce staff by 20 per cent in 18 months.
   - To train production staff with 20 years of service.

3. What does "early retirement" mean?
   - re-location to another area of the company
   - non-renewal of short-term contracts
   - end of employment before the legally stipulated age

4. "Downsizing" means ...
   - reducing the number of staff in a company
   - negotiating a dismissal with the CEO of the company
   - increasing the number of workers in a company

5. Who is usually in charge of this kind of negotiations?
   - the CEO of the company.
   - the Personnel manager.
   - the Unions.

6. What will happen to the company work force, according to John?
   - They will be left with staff under 10 years of service.
   - They will be left with untrained middle-aged people.
   - They will be left with untrainable 50-year olds.
Video transcription

TED: John, the new CEO will be addressing the staff next week, and it isn’t good news.

JOHN: More reductions?

TED: I’m afraid so. The plan is to trim present levels of staffing by 20% over the next 18 months.

JOHN: Early retirement? Re-location? Non-renewal of short-term contracts?

TED: All that and more. The CEO is prepared to release production staff with under ten years of service.

JOHN: And who will be negotiating that with the Unions, might I ask?

TED: As Personnel Manager, it will be in your hands, with our full backing, of course.

JOHN: So much for our plans to upgrade the work force! We’ll be left with untrained youngsters and well-nigh untrainable fifty-year olds.
**Answers Activity**

1. What does CEO stand for in this context?
   - Chief Executive Officer.

2. What is the company's plan?
   - To reduce staff by 20 per cent in 18 months.

3. What does "early retirement" mean?
   - End of employment before the legally stipulated age

4. "Downsizing" means ...
   - Reducing the number of staff in a company

5. Who is usually in charge of this kind of negotiations?
   - The Personnel manager.

6. What will happen to the company work force, according to John?
   - They will be left with untrainable 50-year olds.