

A

Abilities
Abuse of authority
Absence
Accident
Accountability
Active job search
Address
Allowance
Appointment
Apply
Appreciation
Assault
Asset

B

Basic salary
Benefits
Bias
Bilingual
Bonus

C

Candidate
Career
Compensate
Compulsory
Conduct
Confident
Confidential
Conflict
Cover letter
Credible
Cut

D

Discrimination
Dismiss
Doable
Draw up

E

Earnings
Efficient
Employee
Employment
Ethical
Evaluate

F

Fair
Fixed-termed contract
Fluent in English
Freelance
Fall behind
Fill in (for someone)
Fire
Foster
Full time

G

Goal
Ground rule
Gross income
Gross salary

H

Harassment
Health insurance cover
Hire
Hold accountable
Holidays
Honest
Hourly rate

I

Incentive
Insurance
(company)
Intern
Internship
(Be) interviewed

J

Job
Job interview
Job offer
Job application

K

Key Performance
Indicators (KPIs)

L

Language skills
Launch
Lay-off
Luncheon voucher

M

Manage / Manager
Maternity leave
Meal ticket
Minimum wage
Misconduct

N

Negotiation
Networking
Needs
Nomination
Notice

O

Objectives
Onboarding,
Organizational
development
Outsource
Outplacement
Overtime

P

Part time
Pay rise
Pay slip
Payroll
Performance appraisal
Permanent contract
Promotion
Position

Q

Qualifications
Quota
Quality of work life
Questionnaire
Quick hiring

R

Recruit
Reliable
Remuneration
Resign
Retire
Retirement

S

Salary
Self-employed
Severance pay
Sick leave
Skills
Shortage
Stalking
Staff

T

Temporary employee
Time off
Threat
Trainee
Trade union
Turn down

V

Vacancy

Vacations

W

Wage

Working conditions

Working day

Work experience

Work overtime

Work-related Injury

Ideas for using this Word List

- Write the translation next to each word. Cover the columns and test yourself!
- Write each word you don't know on a small card. Write the translation on the back. Carry these
- "flash cards" with you and test yourself regularly throughout the day.
- Make sentences using each word. Learning words in context is very effective.
- Choose the most useful words. Then use a dictionary to make a list of related words