

Exercise 1

Translate the following verbs.

To monitor, to deal with, to coordinate, to analyze, to allocate, to develop, to plan, to improve, to use, to manage, to require, to work

Exercise 2

Use these verbs to make up expressions.

1. _____ the quality and quantity of goods. 2. _____ the order cycle and associated information systems. 3. _____ data to monitor performance and plan improvements and demand. 4. _____ staff resources according to changing needs. 5. _____ customers and suppliers. 6. _____ business by gaining new contracts. 7. _____ warehouse or transport staff. 8. _____ delivery timetables. 9. _____ computer databases.

. Exercise 3

Match the following terms with their definitions.

Logistics

Supply chain

Logistics management

Customs clearance

Cargo

Logistician

Provider

Reverse Logistics

a) A network of facilities that performs the function of procurement of materials, transformation of these materials into finished products, and the distribution of these products to customers

b) All operations related to the reuse of products and materials

- c) Goods carried by a ship, aircraft, or other vehicle
- d) The management of the flow of goods, information and other resources, between the point of origin and the point of consumption
- e) Someone whose business is to supply a particular service or commodity
- f) That part of supply chain management, which plans, implements, and controls the flow and storage of goods between the point of origin and the point of consumption
- g) A specialist in logistics
- h) The act of passing goods through customs so that they can enter or leave the country

Exercise 4

Read the text below. Write a short summary of the text in your mother tongue. Ask 5 questions to the text.

What Does a Logistician Do?

Logisticians work in nearly every industry. Most logisticians work for either large shipping firms or international distribution companies. They are responsible for organizing, scheduling, and managing the distribution of materials. This career experienced a rapid growth in the mid-1980s as manufacturing firms shifted to just in time delivery. As a result of this change, it was necessary to schedule and manage the movement of large volumes of materials all over the world. This career has continued to grow, with the enhancement of computer technology that allows more firms to take advantage of this cost-reduction measure. Managing the supply chain is the top priority for a logistician. The supply chain refers to every step in the process from the procurement of materials to the production and shipment of those materials to different locations.

The timing, costs, and efficiency of this process is the responsibility of the logistician. Making transportation arrangements involves coordinating the efforts of the shipper from the supply firm, the selection and scheduling of the transportation company, and the completion of the customs documentation, if required. It is important to note that these shipments are typically very large and

may require specialized containers, unique transportation solutions or include hazardous materials

. **Exercise 5**

Answer the following questions.

1. Are you the best person for this job? Why?
2. What interests you about this job?
3. Do you think you will get bored of this job easily?
4. Is the job challenging enough to keep you stimulated?
5. How would you define “success” for this position?
6. What are the pros and cons of being a manager?
7. How long do you expect to work for this company?
8. What training and development opportunities will be available?
9. What are your salary requirements?
10. What are you looking for in terms of career development?

Exercise 6

Agree or disagree with the following statements using the following speaking clichés:

That's wrong...

In my opinion ...

That's right ...

To my mind...

I totally agree ...

As far as I am concerned...

I am sure that ...

I'm not entirely sure about that

I think ...

That's quite true, but ...

It seems to me that ...

I'm afraid I disagree...

From my point of view ...

I totally disagree ...

I believe...

1. Today, no marketing, manufacturing or project execution can succeed without logistics support.
2. Efficient logistics and transportation system are important prerequisites of the development of and economy.
3. Effective logistics revolves around five key issues: movement of product, movement of information, time/service, cost and integration.
4. As the world becomes more interconnected and employees more mobile, logistics has become one of the most important career fields in the world.
5. The reduction of trade barriers internationally has led to rapid growth in the logistics market.
6. As world trade grows, so do challenges for the transportation and logistics industry.
7. Over the next few years the global logistics market will see the growth in demand away from traditional Western economies to the emerging markets of China, India, the Middle East and Latin America.