Write a Professional Profile

B2 · Writing · WORKSHEET

Name: _____ Date: _____

1. Choose the best answer.

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1. Which sentence is a good profile opening?
   Choices: I am a motivated sales assistant with five years of experience. / I like football and my dog. / Hello, friend.

   Answer: _____

2. Which phrase uses a gerund correctly?
   Choices: skilled at managing customers / skilled at manage customers / skilled to managing customers

   Answer: _____

3. Which sentence states an achievement?
   Choices: I increased sales by 15%. / I like sales. / Sales are important.

   Answer: _____

4. A profile should be…
   Choices: short and clear / very long / full of jokes

   Answer: _____

2. Complete the sentence.

Write one or two words.

1. I am skilled ___ managing teams.

2. She is interested ___ developing new products.

3. I led a team ___ ten people.

4. I am looking ___ an opportunity to grow.

3. Your turn.

Write your own answers.

1. Write the opening of your own profile.

3. Your turn. (continued)

2. Write two skills with gerunds.

3. Write a goal sentence.