

Nominal group structure

1. clients' research requirements
2. a good entrepreneur/ good entrepreneurs
3. a Portuguese course
4. the lack of privacy
5. that kind of question / those kinds of questions
6. my ability to convince

Presenting/general information vs Presuming/specific information

- | | | | |
|--------|---------|---------|---------|
| 1. ∅ | 11. the | 21. ∅ | 31. ∅ |
| 2. a | 12. ∅ | 22. a | 32. The |
| 3. the | 13. ∅ | 23. ∅ | 33. ∅ |
| 4. ∅ | 14. a | 24. The | 34. the |
| 5. The | 15. a | 25. the | 35. ∅ |
| 6. the | 16. a | 26. a | 36. a |
| 7. the | 17. ∅ | 27. ∅ | 37. ∅ |
| 8. the | 18. a | 28. ∅ | 38. the |
| 9. ∅ | 19. ∅ | 29. ∅ | 39. ∅ |
| 10. a | 20. the | 30. ∅ | |

Sentence structure

1. I believe that my qualifications and experience will enable me to perform all the job tasks well. (Delete negative beginning)
2. Furthermore, the group projects in which I participated gave me a thorough understanding of how to work as a team player. I am fully prepared to deal with problems and able to work together with the team to find a solution.
3. I am currently finishing a degree in Economics at ISEG School of Economics and Management in Lisbon. The degree includes curriculum units such as Industrial Economics, Communication and Negotiation, and Management of Innovation, which have helped prepare me to perform the tasks required in SW6. In particular, in the latter course I developed an innovation audit on one of the biggest Portuguese Renewable energy companies, Martifer Solar, which gave me a thorough understanding of the energy sector and its market dynamics.
4. Studying abroad in Lisbon for two semesters enabled me to get more specialised qualifications, especially in the field of Human Resource management. I was also able to learn Portuguese, and I would enjoy using and developing this knowledge in the job.
5. I've been a volunteer as a Tutor in a social institution, where I worked with underprivileged children. This brought me into contact with a new reality, and I learnt a lot through helping these children.
6. My planning became better, my organization skills improved and my communication skills grew. In addition I have worked in non-governmental associations, which has been important in the development of my leadership skills.

7. Despite the problems, the objectives set were completed, and I learned much about recruitment, in theory and practice. Moreover, I learned about how to work with several different people in a high-pressure environment.
8. My degree in management makes me a strong candidate for the position because I have developed knowledge in human resources and strategy. Furthermore, the degree gave me a solid background in how to do a thorough analysis and carry out research.