

Unit 2

- **recruit** - to find new people to join a company; zaposliti;
- **position** – job – post;
- **apply to sb for sth** - to make a formal request, usually in writing, for sth such as a job; prijaviti se;
- **application**; prijava;
- **applicant** - a person who makes a formal request for sth; onaj koji se prijavljuje, kandidat;
- **cover letter** – **covering letter** – **letter of application**; prijavno pismo;
- **CV** – **resume**; biografija;
- **complete** – fill in, ispuniti;
- **shortlist** (noun) - small number of candidates for a job, etc., who have been chosen from all the people who applied; uža lista;
- **shortlist** (verb) - to put sb/sth on a shortlist for a job, prize, etc; ući u užu krug;
- **hire** – give sb a job; employ; zaposliti;
- **recruitment agency** – search firm – agencija za zaposljavanje;
- **suitable** – appropriate – odgovarajući;
- **unwind** - to stop worrying or thinking about problems and start to relax, opustiti se;
- **advertisement** – oglas; skraćeno: ad ili advert;
- **advertise** – oglasavati, reklamirati;
- **probation period** – probni period;
- **award** – reward – nagrada;
- **campus** - the buildings of a university or college and the land around them;
- **on-campus** – na fakultetu;
- **graduate** (noun) - a person who has a university degree; diplomac, diplomirani;
- **graduate** (verb) - to get a degree, especially your first degree, from a university or college; diplomirati;
- **intern** - a student or new graduate who is getting practical experience in a job, for example during the summer holiday/vacation; stazirati; raditi praksu;
- **internship** – staziranje, pripravnički rad;
- **perform** (well / badly) - to work or function well or badly; obavljati (posao);
- **require** – tražiti, zahtijevati;
- **requirement** – zahtjev;
- **unique** – jedinstven;
- **pinball** – fliperi;
- **token** – zeton;
- **current** – sadašnji, trenutni, aktuelni;
- **acquire** – get;
- **conduct** - to organize and/or do a particular activity; sprovesti, obaviti;
- **participate** – take part; ucestvovati;
- **exposition** - an event at which people, businesses, etc. show and sell their goods; a trade fair; poslovni, trgovački sajam;
- **confident** – sure of sth;
- **rely** – osloniti se na nešto;
- **cunning** - the ability to achieve sth by tricking or deceiving other people in a clever way; lukavstvo;
- **accomplishment** - an impressive thing that is done or achieved after a lot of work; postignuce;
- **record** - the facts that are known about sb/sth's past behaviour, character, achievements; dosije;

- **propel** – push; gurati;
- **ladder** – stube, merdevine;
- **white-collar** - working in an office, rather than in a factory, etc.; connected with work in offices; kancelarijski;
- **submit** – podvrgnuti se necemu;
- **brainteaser** – a problem which is fun to solve; zagonetka, mozgalica;
- **trained** – obucen;
- **skill in/at sth** – ability to do sth; vjestina, sposobnost;
- **clerical** - connected with office work; kancelarijski, sluzbenicki;
- **intangible** – neopipljiv, apstraktan;
- **entrepreneurial** – preduzetnicki;
- **urgency** – hitnost;
- **recruit** (noun) – a hire – usposleni, zaposleni; a person who joins an organization, a company;
- **corporate** - connected with a corporation; korporacijski;
- **broad** – širok;
- **face** – suociti se;
- **intended** – namjenjen, sa namjerom;
- **pattern** – sablon, sema;
- **emerge** – pojaviti se;
- **senior – top-level**; visi; senior employees – radnici viseg ranga, polozaia, suprotno; junior – lower-level;
- **failure** – neuspjeh, promasaj;
- **judge** – procijeniti;
- **downsize** – smanjiti broj radnika;
- **slash** – cut;
- **pace** – ritam;
- **accelerate** – ubrzati;
- **vice-president** – podpresjednik;
- **guarantee** – garantovati;
- **environment** – okruzenje;
- **shift** – change from one state to another; promijeniti;
- **bring around** – ubijediti;
- **base** – zasnovati;
- **size up** - to form a judgement or an opinion about sb/sth; procijeniti, odmjeravati;
- **common** – uobicajen;
- **common as a ten-dollar bill** (American idiom) – very common and easy to find;
- **extensive** – opsiran;
- **toughen** - to make sth such as laws or rules stricter;
- **evidence** - the facts, signs or objects that make you believe that sth is true;
- **harassment** – uznemiravanje; zlostavljanje;
- **comprehensive** – obuhvatan;
- **aim** – imati za cilj, ciljati;
- **personality traits** – crte licnosti;
- **evaluate** – assess – procijeniti;
- **aim** – goal – cilj;
- **coach** – obučavati;
- **survey** (noun) – anketa;
- **survey** (verb) – sprovesti anketu, anketirati;
- **mild** – blagi;
- **recovery** – oporavak;

- **respondent** – onaj koji odgovara, anketirani, ispitanik;
- **market crash** – krah, slom trzista;
- **assumption** – pretpostavka;
- **rationalize** – get rid of unnecessary staff and equipment, reorganize;
- **headhunter** – people in charge of finding new recruits for a company; agenti za zapošljavanje;
- **time-consuming** – koji trosi dosta vremena;
- **risk-taker** – onaj koji preuzima rizik;
- **problem-solver** – onaj koji rijesava problem;
- **wage-earner** – onaj koji zaradjuje platu;
- **law-breaker** – onaj koji krši zakon;
- **troubleshooter** - a person who helps to solve problems in a company or an organization;
- **articulate** - good at expressing ideas or feelings clearly in words; rjecit, koji umije da se izrazava;
- **well presented** – sa dobrim nastupom;
- **challenge** – izazov;
- **rapidly** – brzo;
- **contribute** – doprinjeti;
- **contribution** – doprinos;
- **trade fair** – trgovacki, poslovni sajam;
- **exhibition** – izložba;
- **substantial** – znacajan;
- **proficiency** – ability to do sth well because of training and practise; vrlo dobro znanje, poznavanje (neke materije);
- **gritty** - difficult or unpleasant;
- **references** – preporuke; a letter written by sb who knows you, giving information about your character and abilities, especially to a new employer;
- **chamber of commerce** – trgovacka komora;
- **associate** - a person that you work with; saradnik;
- **trust** - an organization or a group of people that invests money that is given or lent to it and uses the profits to help a charity; fondacija;
- **ensure** – osigurati;
- **media coverage** – medijska pokrivenost;
- **disabled** – invalidan;
- **highlight** – naglasiti;
- **willingness** – voljnost;
- **attend** – prisustvovati;
- **non-profit making organization** – neprofitna organizacija;
- **enclosed** – prilozen;
- **hesitate** – oklijevati;
- **account handler** - a person whose job is to keep or check financial accounts, accountant;
- **media literacy** – the ability to access, analyze, evaluate and communicate information in a variety of format, including print and nonprint; medijska obrazovanost, medijska obavjestenost;
- **acquisition** - a company, piece of land, etc. bought by sb, especially another company; the act of buying it;
- **job seekers** – oni koji traže posao;
- **raise** – mention; pomenuti;
- **material incentive** – materijalni podsticaj, motivacija;
- **fringe benefit** - extra things that an employer gives you as well as your wages; beneficije;
- **assume** – pretpostaviti;
- **vague** – not clear; nejasan;

- **supply** - an amount of sth that is provided or available to be used;
- **oomph** – entuzijizam;
- **primarily** – prvenstveno;
- **leadership skills** – liderske sposobnosti;
- **achievement** – postignuce;
- **driven** – pokrenut, vodjen;
- **sound** - good and thorough;
- **novice** – novajlija;
- **aptitude** - natural ability or skill at doing sth; sposobnost, sklonost;
- **racy** – uzbudljiv;
- **health insurance** – zdravstveno osiguranje;
- **start-up** – u zacetku, u pocetku;
- **currently** – trenutno;
- **value** – vrijednost;
- **solution** – rijesenje;
- **cost-effective** - giving the best possible profit or benefits in comparison with the money that is spent; najisplativije;
- **staff turnover** - the rate at which employees leave a company and are replaced by other people; promet radnika, fluktuacija radnika;
- **main** – glavni;
- **customer** – musterija;
- **long-term** – dugorocni.