

Spelling Contest Word Bank

Intermediate (Level B)

| | | | |
|-----------------|--------------|---------------|-------------|
| assistant | term | earn | greeting |
| receive | experience | description | increase |
| responsibility | monitor | require | curious |
| mark | attention | detail | schedule |
| training | wage | duty | chief |
| available | accurately | attendance | catalog |
| punctual | reliable | advantage | budget |
| qualification | enroll | presentation | afford |
| skill | leadership | communication | artificial |
| Apply for | submit | application | consist |
| position | respond | advertisement | dessert |
| comprehensive | closely | faculty | entertainer |
| conference room | professional | capacity | customer |
| advice | attach | resume | produce |
| review | profile | highlight | supply |
| competence | ambition | certificate | logo |
| standard | organization | discuss | charge |
| interview | process | appointment | postage |
| inspection | apologize | early | condition |
| holiday | requirement | promising | payment |
| Meeting room | decorate | discussion | belongings |

| | | | |
|----------------|------------------|-----------------|----------------|
| storage | extra | furnish | address |
| staircase | flooring | location | goal |
| transportation | private | Parking lot | program |
| High-rise | weekend | natural | option |
| lighting | department | Interior design | operation |
| Headset | equipment | computer | ability |
| file | staff | electrical | wedding |
| priority | colleague | projector | confident |
| heavy | method | delegate | message |
| cooperation | Video conference | briefing | representative |
| Cell phone | compose | stationery | responsible |
| quite | subject | assistance | offer |
| significant | manner | convenient | laptop |
| relationship | formal | consider | finish |
| permit | audience | cultural | estimate |
| point | purpose | impression | approximately |
| expect | gourmet | familiar | urgent |
| employee | photographer | effectively | baked |
| banquet | invoice | convey | innovative |
| appetizer | product | company | present |
| reception | owe | probably | explain |
| dancer | layout | attractive | convincingly |
| opportunity | expand | boost | memorize |

| | | | |
|----------------|---------------|-----------|---------------|
| statement | expense | question | software |
| receipt | deposit | loudly | rearrange |
| precise | usually | content | alert |
| order | missing | mention | enthusiasm |
| fee | noisy | speech | deliver |
| cash | spelling | slide | figure |
| due | potential | quite | facility |
| gain | accommodation | mistake | alternative |
| chart | confirmation | space | surrounding |
| rather | lunch meeting | error | blank |
| duplicate | research | client | reservation |
| block | focus | arrange | return |
| bring | arrangement | airfare | boarding pass |
| salesperson | itinerary | timetable | bow |
| allow | respect | list | shuttle bus |
| senior | executive | etiquette | terminal |
| procedure | airport | deal | departure |
| see the sights | upgrade | upcoming | pack |
| update | recommend | arrival | direct |