

## Task 2b

The magazine *ASEAN Today* has asked for government employees in member countries to submit articles about their jobs. This will allow staff with similar jobs to compare responsibilities and to make professional contacts. Your director has asked you to write an **article** for the magazine.

In your article you should

- explain the purpose of your job
- discuss how your job relates to jobs in other departments
- describe the skills required to do your job well

Write an **article** of at least 300 words. Give your article a title.

