

BREVET DE TECHNICIEN SUPÉRIEUR

Assistant de gestion de PME-PMI

À RÉFÉRENTIEL COMMUN EUROPÉEN

Épreuve de langue vivante étrangère

U21 – Compréhension de l'écrit et expression écrite

ANGLAIS

SESSION 2019

Durée : 2 heures

Coefficient : 2

Matériel autorisé :

- LE DICTIONNAIRE UNILINGUE EST AUTORISÉ
(à l'exclusion de tout dictionnaire électronique)
- CALCULATRICE INTERDITE

Dès que le sujet vous est remis, assurez-vous qu'il est complet.

Le sujet se compose de 3 pages, numérotées de 1 à 3

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What job-seekers now want more than anything else: unlimited holiday

Flexible hours and remote working are two workplace trends that have boomed over the past few years, as companies try desperately to lure¹ new talent and retain their best staff amid the current skills shortage in Britain.

However, a new employee benefit has spread from Silicon Valley to the UK, and job-seekers are now looking for it more than ever: unlimited holiday, while the perk is controversial among employers.

While demand for the perk is increasing and is outweighing supply, the majority of businesses are failing to make their holiday policies more flexible. Employees in the UK are entitled to 28 days' paid annual leave each year, if they work a traditional five-day week.

Many firms that have adopted a flexible approach to holidays champion the idea of giving their employees more freedom in the workplace, saying it boosts productivity and improves work-life balance, helping staff retention.

Nevertheless, other businesses think that an unlimited holiday allocation would discourage employees from actually taking the holiday and would instead encourage a culture of presenteeism.

Adapted from *The Telegraph*, 5 June 2018

The ugly truth about unlimited holidays

A bottomless vacation allowance sounds dreamy — but the companies who offer this perk may have an ulterior motive

Although having an endless allowance of leave may sound like heaven, in reality you would not be likely to spend half the year sipping piña coladas on a remote beach.

Bottomless holidays first appeared in the mid-90s in Silicon Valley and now are spreading into British workplaces.

Firms that have introduced unlimited holidays claim the policy works wonders, helping their employees to create a better work-life balance. Having control over holidays is also said to make employees happier, which should make commercial sense, because happier workers are generally more productive. A flexible holiday policy could also help companies attract skilled employees, which is particularly important in industries where talent is scarce², such as software development.

The reality is often quite different. The package is limited to a tiny number of UK workplaces, usually in the technology and professional service sectors. The companies that offer it tend to be demanding and all-consuming workplaces, so taking time off can make employees feel guilty – particularly as it may show their boss and their colleagues that they are not fully committed. If you are up for a promotion against another colleague, it is unlikely you will book that two-week Himalayan trek. This means employees often end up taking less time off, not more.

In addition, it means firms do not need to account for holidays they would previously have owed to employees. Not so heavenly after all.

Adapted from *The Guardian*, 5 June 2018

¹ lure: tempt, attract

² scarce: rare

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A. Compréhension de l'écrit (10 points)

Vous rédigez en français en 180 mots (plus ou moins 10%) un seul compte-rendu des deux textes ci-dessus. Vous indiquerez **impérativement** le nombre de mots utilisés.

B. Expression (10 points)

Vous rédigez, en anglais, une note de service à propos de la nouvelle politique de vacances illimitées.

Vous êtes Sam PARKS, l'assistant(e) de gestion d'Alex BAIN, directrice des Ressources Humaines de l'entreprise *Mainstream Computing*. Alex BAIN vous demande de rédiger, en son nom, une note interne à l'attention de tous les chefs de service à propos du concept de vacances illimitées.

Vous mentionnerez les points suivants :

- La direction a remarqué que les avantages traditionnels ne suffisent plus à motiver le personnel (citez au moins deux avantages de votre choix).
- De nouvelles mesures sont nécessaires pour relancer la motivation des salariés et augmenter le chiffre d'affaires.
- Prendre des vacances à volonté sera possible à condition :
 - de s'assurer de la présence d'au moins trois personnes, par jour et par équipe ;
 - de renoncer aux congés payés habituels ;
 - de prévenir l'entreprise six mois au préalable.
- Il appartiendra aux chefs de service de diffuser l'information et de mettre en place cette nouvelle politique.
- Vous les convoquez à une réunion d'information sur le sujet qui aura lieu le 20 juin 2019, à 9h30, dans la salle du conseil d'administration.
- Pour tout renseignement complémentaire, vous pouvez prendre rendez-vous auprès de l'assistant(e) de gestion du service de Ressources Humaines.

Formules et présentation d'usage.

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