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BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

ENGLISH		DEFINITION	SLOVAK
UNIT 1			
autocratic	adj	demanding absolute obedience from other people	autokratický, usilujúci sa o nadvládu
bonus	n	extra amount of money that is given to you as a present or reward in addition to the money you were expecting	prémie
by the book	adv	formally, or according to the rules	podľa predpisov
dress code	n	set of rules for what you can wear	pravidlá obliekania
goal	n	aim or purpose	cieľ, zámer
mentor	n	person who gives another person help and advice over a period of time and often also teaches them how to do their job	inštruktor, učiteľ
vision	n	ability to imagine how a country, society, industry, etc. could develop in the future and to plan in a suitable way	vízia, predstava (o budúcnosti)
dotcom	n	Internet company	internetová spoločnosť
publicly accountable	adj	responsible to the government	zodpovedajúci sa vláde / štátu
rat race	n	struggle of individuals in a competitive environment	súperenie jednotlivcov v konkurenčnom prostredí, honba za kariérou
red tape	n	paperwork	byrokracia, "papierovanie"
streamline	v	make more efficient	zefektívniť, urobiť efektívnejším
board	n	group of people who are responsible for controlling and organising a company or organisation	správna rada
bottom line	n	final line in the accounts of a company or organisation, which states the total profit or loss that has been made	konečný súčet, konečný hospodársky výsledok firmy za určité obdobie
make redundant	v	no longer employ someone because there is not enough work	prepustiť pre nadbytočnosť
market share	n	percentage of all the sales within a market that are held by one brand or company	podiel na trhu
monitor	v	watch and check a situation carefully for a period of time in order to discover something about it	monitorovať, sledovať, kontrolovať
return	n	amount of profit on an investment	výnos, zisk

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revenue	n	money earned from sales	výnos, tržba
shareholder	n	person who owns shares in a company	akcionár, vlastník akcií, podielnik
UNIT 2			
delegate	v	give a particular job, duty, right, etc. to someone else so that they do it for you	postúpiť, prideliť (určitú prácu, povinnosť...)
get down to work	v	start to direct your efforts and attention towards work	pustiť sa do práce
hands-on approach	n	way of doing things which is practical, not theoretical	praktický (nie len teoretický) prístup
trouble-shooting skills pl	n	ability to remove or solve difficulties	schopnosť riešiť či odstraňovať problémy
brand builder	n	developer of a product's image	osoba budujúca image určitej obchodnej značky
brand image	n	impression of a product in the minds of potential customers	image určitej obchodnej značky
empire	n	very large and important business organisation	obchodné / podnikateľské impérium
feedback	n	remarks passed back to the person responsible, so that changes can be made if necessary	spätná väzba
fire	v	dismiss	prepustiť / vyhodiť z práce
incompetent	adj	showing lack of ability or skill to do something successfully	neschopný, nespôsobilý, nekvalifikovaný
ranks	pl n	the membership of a group or organisation	členská / personálna základňa, členovia skupiny / organizácie
rate	n	level of payment	miera, tempo, sadzba
stake	n	share or financial involvement in a business	podiel, účasť
venture	n	new activity, usually in business, which involves risk or uncertainty	riskantná podnikateľská aktivita
workload	n	amount of work to be done, especially by a particular person or machine in a period of time	pracovná náplň / vyťaženie
administer	v	manage or govern	vykonávať, riadiť, spravovať
assess	v	judge or decide the amount, value, quality or importance of something	hodnotiť, stanoviť
brand management	n	how a company manages its brands and brand image	manažment obchodnej značky

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crisis management	n	process of dealing with difficult situations	krízové riadenie / vedenie
line management	n	direct management of staff	líniové / priame riadenie / vedenie
middle management	n	level between senior management and junior management	stredný manažment
performance pay	n	salary that increases when your work improves or becomes more productive	odmeny / prémie k platu za výkonnosť
quality management	n	managing systems in a company so that each department works effectively and produces products or services of the required standard	manažment kvality
risk management	n	process of assessing and measuring possible dangers and evolving strategies to deal with them	manažment rizík
time management	n	skill of administering your time so as to work effectively	manažment efektívnosti
UNIT 3			
budget	n	plan to show how much money an organisation will earn and how much they will need or be able to spend	rozpočet
in-house magazine	n	publication which is written and produced within an organisation by its employees	firemný časopis
memo	n	message or other information in writing sent by one person or department to another in the same business organisation	záznam, hlásenie, memorandum v písomnej forme
one-to-one interview	n	meeting between just two people	schôdzka medzi dvomi osobami
target	n	level or situation which you intend to achieve	cieľ
timekeeping	n	ability to arrive at a place at the time expected	dochvilnosť, dodržiavanie termínov
item	n	one of several subjects to be considered	bod, položka (napr. schôdze)
query	n	question	otázka
rota	n	list of things that have to be done and of the people who will do them	zoznam, rozpis, prehľad (úloh, prác)
update	v	give someone the most recent information	aktualizovať, doplniť najnovšie informácie
within budget	adv	not exceeding the amount of money you have available to spend	v rámci rozpočtu
input	n	something, such as advice, information or effort, that is provided in order to help something succeed or develop	vstupné dáta / informácie / zdroje

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overworked	adj	having to work too much	pracovné preťaženie
agenda	n	list of matters to be discussed at a meeting	program dňa / schôdze / jednaní
issue	n	subject or problem which people are thinking and talking about	záležitosť, vec, otázka
UNIT 4			
allot	v	give (especially a share of something available) for a particular purpose	prideliť, rozdeliť
dealings	pl n	activities involving other people, especially in business	styky, jednanie, rokovanie (hlavne obchodné)
overview	v	short description of something which provides general information about it, but no details	prehľad, súhrn
procedure	n	set of actions which is the official or accepted way of doing something	stanovený postup / procedúra / metodika
proceedings	pl n	series of events that happen in a planned and controlled way	priebeh / kroky / organizovaný postup
summon	v	officially arrange a meeting of people	zvolať, zhromaždiť
undertaking	n	formal promise	záväzok, záruka
attendee	n	someone who goes to a place, event, etc.	účastník (jednaní, konferencie)
gross profit	n	company's profit before certain costs and taxes are deducted	hrubý zisk
incentive	n	something which encourages a person to do something	motivácia, podnet, stimul
internal candidate	n	person seeking a position who already holds another job within the organisation	interný kandidát
interview panel	n	group of people who ask candidates questions to see if they are suitable for a job	výberová komisia
outcome	n	result	výsledok
productive	adj	useful	prínosný, plodný, produktívny
psychometric test	n	exam to measure scientifically a person's mental capacities and personality	psychometrický test
report back	v	bring information to someone in authority	podať hlásenie / správu nadriadenému
run over time	v	take longer than scheduled	prekročiť stanovený čas

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vacancy	n	job that no one is doing and is therefore available for someone new to do	voľné pracovné miesto
schedule	v	arrange that an event or activity will happen at a particular time	časovo naplánovať
shrewd	adj	based on a clear understanding and good judgement of a situation	bystrý, chytrý, inteligentný
UNIT 5			
ship	v	send goods by any form of transport to a distant place	zaslať / dopraviť tovar
call-centre operative	n	person who works in an office where large numbers of telephone calls, especially from customers, are handled for an organisation	operátor telefónneho centra
customer care	n	protection and service provided to customers	starostlivosť o zákazníkov; služby zákazníkom
frontline staff	n	employees with direct contact with customers	pracovníci v priamom kontakte so zákazníkmi
outsourcing	n	the practice of a company paying to have part of its work done by another company	mimo zdrojový; externé zdroje / zákazky / činnosti
asset	n	something valuable belonging to a person or organisation which can be used for the payment of debts	klad, prínos, výhoda
cross-selling	n	suggestion that customers buy additional or related accessories or products during or just after their primary purchase	krížový predaj; dokupovanie príslušenstva a doplnkom k primárnemu výrobku
profit margin	n	profit that can be made in a business or sale after costs have been subtracted	zisková marža / prirážka
profitability	n	capacity to make a profit	ziskovosť, schopnosť produkovať zisk
undervalue	v	consider someone or something as less valuable or important than they really are	nedoceniť, podhodnotiť
enhance	v	improve the quality, amount or strength of something	zlepšiť, zvýšiť
UNIT 6			
bid	v	compete against other firms by offering to do a job or contract for a certain amount of money	návrh, cenová ponuka
brand identity	n	see brand image	vid'. brand image

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itemise	v	list things separately	uviesť / spísať jednotlivé položky
proven track record	n	all the successful achievements that someone or something has had in the past	zoznam dosiahnutých úspechov / úspešných jednotlivcov v určitom odbore
specification	n	detailed description of how something should be done, made, etc.	presné určenie požiadaviek
value for money	adj	something well worth the money spent	odpovedajúci vynaloženým financiam
allocate	v	give something to someone as their share of a total amount, for them to use in a particular way	stanoviť, rozdeliť, prideliť
benchmark	v	measure the quality of something by comparing it with something else of an accepted standard	orientačný bod / kritérium
critical path	n	sequence of stages determining the minimum time needed for the execution of an entire project	plán zložitej operácie vykonateľnom v minimálnom čase
key stage	n	important time period in a sequence of events	kľúčové štádium / fáza
map	v	make a plan in detail	mapovať, zmapovať
trade press	n	magazine published for and read by members of a particular trade group	obchodná tlač
bid for	v	offer to do some work for a particular price	ponúknuť (cenu)
estimate	v	guess the cost, size, value, etc. of something	odhadnúť, ohodnotiť
team up with	v	work together with	spolupracovať s niekým
work out	v	calculate	spočítať, vykalkulovať
procurement	n	the obtaining of supplies	získavanie, obstarávanie (zásob)
tender	n	formal written offer to do a job for an agreed price	cenová ponuka vo verejnej súťaži
entrant	n	person who takes part in a competition or an examination	účastník (napr. súťaže)
fee	n	amount of money paid for a particular piece of work	finančná odmena, honorár
go out of business	v	no longer able to operate as a business	skončiť, ukončiť činnosť (firmy)
UNIT 7			
deadline	n	time or day by which something must be done	konečný termín / lehota

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stock control	n	in a company or shop, the system of making certain that new supplies are ordered and that goods have not been stolen.	správa skladových zásob
outlay	n	amount of money spent for a particular purpose, especially as first investment	výdaj, náklad
output	n	amount of something produced by a person, machine, factory, country, etc.	objem výroby
overheads	pl n	the regular and necessary costs, such as rent and heating, that are involved in operating a business	prevádzkové náklady
payroll	n	list of the people employed by a company	výplatná listina
retail outlet	n	shop	obchod, predajňa
systems engineer	n	person who designs and installs computer systems	systémový inžinier
VAT return	n	declaration of Value Added Tax (= a type of tax in European countries which is paid by the person who buys goods and services)	priznanie DPH
reinvest	v	invest again	znovu investovať, reinvestovať
sales force	n	all the employees of a company whose job is persuading customers to buy their company's products or services	pracovníci v oblasti predaja
shipper	n	person sending of goods from one place to another or company whose job is to organise the sending of goods from one place to another	dovozca, vývozca, špeditér
tax exposure	n	financial commitment to pay tax	daňová povinnosť
UNIT 8			
per capita	adv	if you state an amount per capita, you mean that amount for each person	na hlavu / osobu
factor	n	fact or situation which influences the result of something	faktor, činiteľ, okolnosť
capitalise on	v	use to your advantage	využiť v svoj prospech
consolidate	v	combine several things, especially businesses, so that they become more effective	konsolidovať, usporiadať, spojiť
foreign exchange fluctuation	n	rises and falls in the currencies of other countries	kolísanie / výkyvy zahraničných mien
gain ground (on)	v	make progress at the expense of	nadobudnúť prevahu, dostať sa do popredia

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niche market	n	small area of trade within the economy, often involving specialised products	špecifický segment trhu
production capacity	n	total amount of resources available to achieve maximum output	výrobná kapacita
storage and handling facility	n	place or building used to store and distribute goods	skladovacie a distribučné priestory / vybavenie
disposable income	n	money which you can spend as you want and not the money which you spend on taxes, food and other basic needs	príjem k dispozícii na inú útratu než sú dane, potraviny a základné potreby
distribution	n	making goods available to customers	distribúcia
join-venture partner	n	associate in a commercial enterprise which is undertaken jointly	partner v spoločnom obchodovaní
penetration	n	how much share of a particular market a company or a product manages to achieve	prenikanie na trh (získanie určitého podielu na trhu)
shift	n	change in position or direction	zmena, posun
spending power	n	ability to purchase goods	kúpna sila
player	n	important company involved in a market or industry	“hráč”- významná firma pôsobiaca na trhu
UNIT 9			
advertising campaign	n	organised programme of advertisements, usually concerning promoting a certain product or brand	reklamná kampaň
banner ad	n	form of advertising on the World Wide Web which involves putting a wide and short, or tall and narrow advert on an interesting web page	reklama na internete
brand awareness	n	knowledge of a particular make of product	povedomie o obchodnej značke
classified ad/advertisement	n	small advertisement placed in a newspaper by a person wishing to buy or sell something, offer or get employment, etc.	malý inzerát v novinách
customer loyalty	n	when a customer favours a certain brand or company over others (the company sometimes offers financial or other rewards for this favouritism)	vernosť zákazníkov (určitej značke)
point-of-sale display	n	visual presentation for promotional purposes at the place where goods are sold	vizuálna propagácia tovaru na mieste predaja
sample	n	group of people or things that is chosen out of a larger number and is questioned or tested in order to obtain information about	vzorka

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		the larger group	
barcode	n	small rectangular pattern of thick and thin black lines of magnetic ink printed on an item, or on its container, so that its details can be read by and recorded on a computer system	čiarový kód
exposure	n	experience of something	vystavenie sa niečomu, publicita (výrobku, firmy)
scanner	n	device for reading information into a computer system	skener
target audience	n	particular group at which advertising is aimed	cieľová skupina zákazníkov, na ktorých je zameraná reklama
survey	n	examination of opinions, behaviour, etc., made by asking people questions	prieskum
UNIT 10			
customise	v	make or change something according to the buyer's or user's needs	prispôbiť potrebám zákazníka; vyrobiť na objednávku
purchase	n	something that you buy	vec na kúpenie
sponsored link	n	text-based advertisement which describes an advertiser's website and the products and services offered	platený odkaz (v internetovom vyhľadávači)
account for	v	form the total of something	vyúčtovať, zúčtovať
brochure	n	type of small magazine that contains pictures and information on a product or a company	katalóg, brožúra
e-sale	n	sales transaction performed digitally, usually over the Internet	elektronický predaj; predaj cez internet
over-the-counter sale	n	ordinary sales transaction in a shop	bežný predaj v predajni (pultový predaj)
recession	n	period when the economy of a country is not successful and conditions for business are bad	recesia, dočasné oslabenie ekonomiky
rocket	v	rise extremely quickly	prudko stúpnuť ("raketovou rýchlosťou")
screen out	v	filter out/remove	vylúčiť, vytriediť
showroom	n	large shop in which people are encouraged to look at the goods that are on sale before buying them	priestor určený na vystavenie tovaru (vo veľkých obchodoch, autosalón...)
search engine	n	computer program which finds information on the Internet by looking for words which you have typed in	internetový vyhľadávač
pop-up box (also pop-up ad/pop-up)	n	form of online advertising on the World Wide Web when certain websites open a new window to display advertisements	reklama objavujúca sa v samostatnom okne na internetovej stránke

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			("vyskakujúca reklama")
shop around	v	compare the price and quality of the same or a similar item in different shops before you decide which one to buy	porovnávať ponuku, kvalitu a ceny tovaru v rôznych obchodoch
take (someone) for a ride	v	deceive or cheat (someone)	podviesť, oklamať (niekoho)
direct response advertising	n	form of advertising designed to obtain a direct response between the viewer and the advertiser: the customer responds to the marketer directly	reklama vyzývajúca zákazníka k priamej reakcii
UNIT 11			
corporate catering service	n	business of providing food service to businesses (usually at a remote site)	cateringové služby (zabezpečovanie občerstvenia)
life insurance	n	system in which you make regular payments to an insurance company in exchange for a fixed amount of money which will be paid to someone you have named, usually a member of your family, when you die	životné poistenie
machine tool	n	mechanically operated tool for cutting or shaping wood, metals, etc.	obrábací stroj
source	v	get something from a particular place	získať / získavať niečo; zdroj niečoho
time-share holiday home	n	when people buy a holiday home together which each person can use for a different part of the year	spoločné využívanie rekreačného objektu
decline	v	gradually become less, worse, or lower	klesať, upadať
dwindle	v	become smaller in size or amount, or fewer in number	zmenšovať sa, znižovať sa, upadať
halve	v	if something halves, it is reduced by half	zmenšiť sa / znížiť sa na polovicu
plummet	v	fall very quickly and suddenly	prudko padnúť / klesnúť
recede	v	fall	klesať
shrink	v	become smaller, or make something smaller	zmenšiť sa, zraziť sa
soar	v	rise very quickly to a high level	prudko stúpať, "vyletieť" hore

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take off	v	suddenly start to be successful or popular	ujať sa; úspešne sa rozbehnúť
go bankrupt	v	become unable to pay what you owe, and have control of your financial matters given, by a court of law, to a person who sells your property to pay your debts	skrachovať, zbankrotovať
appraise	v	examine someone or something in order to judge their qualities, success or needs	hodnotiť, ohodnocovať
disclose	v	make something known publicly, or show something that was secret	uverejniť, zverejniť, odhaliť
network	v	meet people who might be useful to know, especially in your job	nadväzovanie užitočných kontaktov (z oblasti podnikania)
tax liability	n	amount of tax which must be paid to the government	daňová povinnosť
margin	n	amount by which revenue from sales exceeds cost of sales	marža, rozdiel
sales pitch	n	way of talking that is intended to persuade you to buy something	presvedčovanie zákazníka rôznymi argumentmi, vychvaľovanie tovaru
selling point	n	characteristic of a product which will persuade people to buy it	prednosť / výhoda výrobku, pre ktorú si ho zákazník kúpi
sales volume	n	amount of purchases made	množstvo predaného tovaru
UNIT 12			
cold-calling	n	when a person in business telephones or visits a possible customer to try to sell them something without being asked by the customer to do so	telefonické volania potenciálnym zákazníkom bez ich vyžiadania
on site	adv	inside a factory, office building, etc.	na mieste, v mieste
reinstall	v	put back into position and make ready for use again	znovu nainštalovať / obsadiť pozíciu
concierge service	n	doorkeeper or porter services	služba vrátnika / domovníka
get on board	v	make (someone) part of a group or team, or become part of a group or team	stať sa súčasťou, nastúpiť do tímu
liability	n	when you are legally responsible for something	zodpovednosť (právna)
mid-size	adj	describes something that is neither large nor small	stredne veľký
prospect	n	potential purchaser or customer	nádejný / potenciálny zákazník

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referral	n	the referring of an individual to an expert for advice	odkázat' niekoho na odborníka
screening	n	examining someone or something to discover if there is anything wrong with them/it	hodnotenie, testovať
solicit	v	ask for money, information or help	prosiť o, žiadať o
track down	v	find by searching or following tracks	vystpovať, vypátrať
up and running	adj	operating	(z)prevádzkovať; byť v prevádzke
risk-averse	adj	have a strong dislike for taking risks	neochotný postupovať riziko
staffing level	n	the numbers of employees	počet zamestnancov
UNIT 13			
quality control	n	process of looking at goods when they are being produced to make certain that all the goods are of the intended standard	kontrola kvality výroby
shortage	n	when there is not enough of something	nedostatok, deficit
backup plan	n	scheme ready to be used in place of or to help another	záložný plán
competency	n	important skill that is needed to do a job	kvalifikovanosť, odborná spôsobilosť
fall short	v	fail to reach a target	neuspieť
go bust	v	if a company goes bust, it is forced to close because it is financially unsuccessful	skrachovať, zbankrotovať
insight	n	(the ability to have) a clear, deep and sometimes sudden understanding of a complicated problem or situation	hlbšie nahliadnutie do niečoho, porozumenie s niečím
morale	n	amount of confidence felt by a person or group of people, especially when in a dangerous or difficult situation	morálka, morálny stav tímu
pay off	v	if an investment or risk pays off, it is successful	vyplatiť sa, vrátiť investíciu
retrenchment	n	when an organisation spends less or reduces costs to avoid losing money	zníženie výdajov / nákladov
scenario	n	description of possible actions or events in the future	"scenár"- možný vývoj budúcich udalostí
stock price	n	valuation of a company's shares	cena akcií

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axe	n	way to reduce the number of employees	prepúšťanie zamestnancov
in sync	adj	at the same time or the same speed	v súlade
layoff	n	when someone stops employing someone, sometimes temporarily, because there is no Money to pay them or because there is no work for them	odstávka, zastavenie práce (dočasné či trvalé)
shortfall	n	an amount which is less than the level that was expected or needed	schodok, deficit
turnover	n	amount of business that a company does in a period of time measured in terms of the amount of money obtained from customers	obrat
balance sheet	n	statement that shows the value of a company's assets and its debts	účtovná súvaha, bilancia
current asset	n	something owned by a business that it does not expect to keep for more than 12 months	bežné aktívum
debtor	n	someone who owes money	dĺžník
depreciation	n	loss of value of an asset such as machinery over time	odpis, opotrebovanie, amortizácia
dividend	n	(a part of) the profit of a company that is paid to the people who own shares in it	dividenda
emerging market	n	area or country where there is growing demand for goods	novovo vznikajúci, formujúci sa trh
fixed asset	n	building, equipment or land owned by a company	stále aktíva, základný majetok
goodwill	n	value of the popularity, the regular customers, etc. of a business calculated as a part of its worth when being sold	dobré meno podniku, priazeň
key	adj	very important and having a lot of influence on other people or things	klúčový, veľmi dôležitý
liability	n	debt	dlh, záväzok
operating profit	n	measure of profit that a business earns on its normal operations	čistý príjem z podnikateľskej činnosti, prevádzkový zisk
overdraft	n	an amount of money that a customer with a bank account is temporarily allowed to owe to the bank, or the agreement which allows this	prečerpanie úveru
premises	pl n	land and buildings owned by someone, especially by a company or organisation	areál, priestory, budovy
pre-tax profit	n	money which is earned in trade or business before taxes have been paid	zisk pred zdanením

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

profit and loss account	n	financial statement that summarises the expenses, losses and overheads of a company, used to calculate the net profit	vyúčtovanie hospodárskeho výsledku
retained earnings	pl n	earnings which are kept by the company to invest in future projects, market research, etc.	nerozdelený zisk, časti čistého príjmu určené na reinvestovanie
stock	n	total amount of goods available	skladové zásoby
bang their heads together	v	when two or more people get together to work out complicated issues, usually involving some argument, before reaching a solution	dať hlavy dokopy
collate	v	bring together different pieces of written information	zhromažďovať a triediť
count on	v	be confident that you can depend on (something/someone)	počítať s, spoliehať sa na niečo
go on a hunch	v	act on an idea which is based on feeling and for which there is no proof	riadiť sa intuíciou / predtuchou
have a bearing on	v	have an influence on something or a relationship to something	mať vplyv na niečo
hunch	n	see go on a hunch	viď. go on a hunch
lucrative	adj	producing a lot of money, profitable	výhodný, výnosný, ziskový
mainstream	adj	desired by most people	hlavný prúd, väčšinový
nose-dive, take a	v	fall or drop suddenly and by a great deal	prudko klesať, "strmhlať"
pull figures out of the air	v	choose numbers in a random way, rather than one based on evidence or logic	"vycucať si čísla z prstu"
underestimate	v	fail to guess or understand the real cost, size, difficulty, etc. of something and think it is less	podceniť, podhodnotiť
spreadsheet	n	computer program, used especially in business, which allows you to do financial calculations and plans	tabuľkový procesor (počítačový program)
UNIT 14			
angel	n	wealthy person who invests money in new business projects	sponzor; bohatý človek ochotný investovať do nových projektov
backer	n	person who gives financial support to something	sponzor; človek, ktorý niečo finančne podporuje
flutter	n	small bet	malá stávka
hire	v	employ someone or pay them to do a particular job	najmúť si niekoho na určitú prácu

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

loan	n	sum of money which is borrowed, often from a bank, and has to be paid back, usually together with an additional amount of money that you have to pay as a charge for borrowing	pôžička
put up (money)	v	provide or lend an amount of money for a particular purpose	poskytnúť alebo požičať peniaze na určitý účel
run at a loss	v	cost more money than is received from sales	podnikať so stratou
sponsor	v	support a person, organisation or activity by giving money, encouragement or other help	sponzorovať
sue	v	take legal action against a person or organisation	žalovať, podať žalobu na súd
deficit	n	amount of money a company has lost during a particular period of time	deficit, schodok
feasibility	n	whether something can be done, made or achieved	realizovateľnosť, uskutočniteľnosť
high-profile	adj	attracting a lot of attention and interest from the public and newspapers, television, etc.	priťahujúci pozornosť / publicitu
logo	n	design or symbol used by a company to advertise its products	logo
miscellaneous	adj	consisting of a mixture of various things which are not usually connected with each other	pestrý, rozmanitý, rôznorodý
offset	v	balance one influence against an opposing influence, so that there is no great difference as a result	vyrovnať, kompenzovať
bankable	adj	likely to make money	potenciálne výnosný / ziskový
cash cow		very profitable business or part of the business	stále výnosný zdroj, "dojná krava"
running costs	pl n	money you need to spend regularly to keep a system or organisation functioning	prevádzkové náklady
executive summary	n	overview of the main points of a business plan or proposal	zhrnutie hlavných bodov podnikateľského plánu
reap the benefits	v	get the benefit, etc. that is the result of your own actions	mať z niečoho prospech / úžitok
stock exchange	n	place where shares in companies are bought and sold	akciová burza; burza cenných papierov
UNIT 15			
bank charge	n	sum of money paid by a customer for a bank's services	bankový poplatok
bookkeeping	n	job of keeping a record of the money that has been spent or received by a business	účtovníctvo

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

cash	n	money which is immediately available	hotovosť
credit limit	n	maximum amount of money a bank will allow you to borrow	úverový limit
credit worthiness	n	calculation of someone's ability to pay back money which they have borrowed creditor (p 67) someone to whom money is owed	schopnosť splácať úver
factoring	n	system of buying debts for less than they are worth and then obtaining payment for them from the debtors	skupovanie pohľadávok (za nižšiu cenu než je ich hodnota)
outgoings	pl n	amounts of money that regularly have to be spent	náklady, prevádzkové náklady
overtrading	v	operating a business while not having enough money to pay creditors and employees	stav, keď nie je dostatok hotovosti na vyplatenie veriteľov a zamestnancov
constraint	n	something which controls what you do by keeping you within particular limits	obmedzenie
order book	n	book in which a company or shop keeps a record of customers' orders	kniha objednávok
punitive	adj	used to describe costs which are so high they are difficult to pay, and which are often used to punish someone or limit their activities	represívne opatrenie
unauthorised	adj	without official permission	neoprávnený
be in a position to	v	be able to do something, usually because you have the necessary experience, authority or money	byť v stave, byť niečo schopný urobiť
settle your account	v	pay all the money you owe	splatiť / vyrovnať dlh
transaction	n	payment or business deal	transakcia, finančná operácia
extend your overdraft	v	lengthen the period of time before you have to pay back the money you have overdrawn	predĺžiť dobu splatnosti bankového prečerpania
registered letter	n	valuable letter which, for an additional charge, can protect the sender against loss	doporučený list
UNIT 16			
lease	n	legal agreement in which you pay money in order to use a building, piece of land, vehicle, etc. for a period	nájom, prenájom
penalty clause	n	part of a contract which punishes the person or organisation doing the work if it is not completed on time	penalizačná klauzula / doložka
service agreement	n	contract between two businesses where one agrees to provide a service to the other, or between a landlord and a tenant	dohoda o poskytovaní služieb

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

bargaining point	n	something which someone else wants that you are willing to lose in order to reach an agreement	bod rokovania / jednania; ochota ustúpiť so stratou, aby sa dosiahla dohoda
compromise	n	agreement in an argument in which the people involved reduce their demands or change their opinion in order to agree	kompromis
deadlock	n	situation in which agreement in an argument cannot be reached because neither side will change its demands or accept the demands of the other side	situácia na mŕtvom bode
envision	v	form a mental picture of something, typically something that may occur or be possible in the future	predstaviť si, predvídať
horse-trading	n	negotiation which requires bargaining and each side reducing their demands	obchod s vyjednávaním; obchodné handrkovanie sa
leverage	n	power to influence people and get the results you want	schopnosť dosiahnuť svoje
in line with	adv	organised at the same level as	v zhode s
leaseholder	n	person who pays the owner of a piece of land, a building, etc. in order to be able to use it	nájomca
draw up	v	prepare something, usually something official, in writing	načrtnúť / vypracovať nejaký písomný dokument; koncipovať
get down to business	v	start talking about the subject to be discussed	pustiť sa do niečoho; pristúpiť k niečomu
get (something) straight	v	understand correctly, or make something clear	správne pochopiť
jot down	v	write something quickly on a piece of paper so that you remember it	poznačiť si, poznamenať si niečo
landlord	n	person or organisation that owns a building or an area of land and is paid by other people for the use of it	prenajímateľ
buzz session	n	activity where a group of people make lots of suggestions quickly	diskusia
knock (something) off the price	v	give a discount off the price	zraziť niečo z ceny
deposit	n	sum of money which is given in advance as part of a total payment for something	záloha
evict	v	force someone to leave somewhere	nútene niekoho vystáhovať
lump sum	n	sum of money that is paid in one large amount on one occasion	jednorázová platba
shell out	v	pay, especially unwillingly	neochotne vyplatiť

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

UNIT 17			
camaraderie	n	feeling of friendliness towards people with whom you work or share an experience	kamarátstvo, priateľenie
competitive	adj	competitive prices, services, etc. are as good as, or better than, other prices, services, etc.	konkurencieschopný
field	n	area of activity or interest	oblasť, sféra, odbor
lay off	v	stop employing (someone), sometimes temporarily, because there is no money to pay them or because there is no work for them	(dočasne) prepustiť zamestnancov pre nedostatok práce
outperform	v	do well in a particular job or activity compared to others of a similar type	podat' lepší výkon než iný
peer group	n	people who are approximately the same age as you and come from a similar social group	skupina osôb podobného veku a postavenia
underpaid	adj	paid less than the market rate	zle / nedostatočne platený
adversarial	adj	involving opposition or disagreement	nepriateľský, konfliktný
approach	n	way of considering something	prístup
assembly	n	process of putting together the parts of a machine or structure	kompletovanie, skladanie
assembly line	n	line of machines and workers in a factory which a product moves along while it is being built or produced. Each machine or worker performs a particular job, which must be completed before the product moves to the next position in the line	montážna linka
cipher	n	a person or group of people without power, but used by others for their own purposes, or someone who is not important	bezvýznamný člen skupiny, "nula"
impact	n	powerful effect that something, especially something new, has on a situation or person	dopad, vplyv
reward	n	something given in exchange for good behaviour or good work, etc.	odmena
subcontractor	n	person or company that does part of a job which another person or company is responsible for	subdodávateľ
transactional	adj	in a way that is a direct business exchange	obchod, transakcia, finančná operácia
peak	v	reach the highest, strongest or best point, value or level of skill	dosiahnuť vrchol

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

trend	n	general development or change in a situation or in the way that people are behaving	trend
absenteeism	n	employees not being at work when they should be	neprítomnosť zamestnanca v práci v dobe, kedy by tam mal byť
sabotage	n	intentional damage to machines, buildings, etc.	sabotáž
shop-floor worker	n	worker in a factory (the factory is the shop floor)	robotník v dielni
union (also trade union)	n	organisation that represents the people who work in a particular industry, protects their rights, and discusses their pay and working conditions with employers	odborová organizácia
white-collar worker	n	person who works in an office or at a professional job, rather than one who works with their hands	pracovník v kancelárii, administratívny pracovník
work-life balance	n	amount of time you spend at work compared with your free time	pomer (rovnováha) medzi pracovným a súkromným životom
across the board	adj	happening or having an effect on people at every level and in every area	paušálny, celkový, všeobecný
perk	n	advantage or benefit given to an employee in addition to their salary, e.g. private health care or a company car	zamestnanecká výhoda (napr. služobné auto)
sick leave	n	absence from work because of illness	neprítomnosť pre chorobu; pracovná neschopnosť
surveillance	n	the careful watching of a person or place	dozor, dohľad
UNIT 18			
blue-collar worker	n	worker who does unskilled work rather than office work	pracovník v továrni (nekvalifikovaný)
freelancer	n	worker who does particular pieces of work for different organisations, rather than working all the time for a single organisation	nezávislý pracovník, "na voľnej nohe"
knowledge worker	n	person whose work requires specialist knowledge	pracovník so špecifickými znalosťami; odborník
self-employed	adj	not working for an employer but finding work for yourself or having your own business	samostatne zárobkovo činný
semi-skilled	adj	having or needing only a small amount of training	čiastočne kvalifikovaný; čiastočne vyškolený
temp	n	person employed to work for a short period, especially in an office, while another person is absent or when there is extra	pracovník na výpomoc, brigádnik

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

		work	
union rep	n	worker elected by workers in a factory or business to represent them in discussions with management	zástupca odborov
downsize	v	if you downsize a company or organisation, you make it smaller by reducing the number of people working for it, and if it downsizes, it becomes smaller in this way	zmenšiť, znížiť
place a premium on	v	especially value	zvlášť si ceniť
technophobe	n	person who dislikes or fears new technology	osoba, ktorá nedôveruje výdobytkom techniky; "technofób"
teleworking		the activity of working at home, while communicating with your office by telephone, fax or computer	práca z domova, keď komunikácia s firmou prebieha pomocou telefónu, faxu, internetu...
flexible working	n	working without strict times for starting and finishing	pružná pracovná doba
home working	n	working at home, while communicating with your office by telephone, fax or computer	práca z domova, keď komunikácia s firmou prebieha pomocou telefónu, faxu, internetu...
job sharing	n	doing part of a job with someone else, so that each person works part-time	pracovný úväzok rozdelený medzi viacerých pracovníkov
career break	n	period in which a person decides to leave their job temporarily	kariérna / pracovná prestávka
career continuity	n	ability to continue your professional career	schopnosť pokračovať v kariére
overtime	v	extra payment for working beyond the usual time	nadčas
cut of the profits	n	share in the profits	podiel na zisku
loss adjuster	n	person who works for an insurance company and decides how much money should be paid out in each case of something having been damaged or lost	likvidátor poisťných udalostí
going rate	n	standard rate of payment for a particular job	bežný plat za určitú prácu
stockbroker	n	person or company that buys and sells stocks and shares for other people	burzový maklér
UNIT 19			
buoyant	adj	healthy and strong	živý a pevný s možnosťou vzostupu
labour intensive	adj	needing a lot of workers	pracný; náročný na množstvo zákazníkov

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

natural wastage	n	reduction in the number of people who work for an organisation which is achieved by not replacing those people who leave	prirodzený úbytok zamestnancov
voluntary redundancy scheme	n	arrangement when a company needs to reduce its workforce and some employees choose to be made redundant (because they have found another job or would like to stop working)	dobrovoľný odchod z firmy
excess production capacity	n	ability of a factory to produce more than it actually does	nevyužitá výrobná kapacita
glitch	n	small problem or fault that prevents something from working well	drobná porucha, chvíľková zmena
hire and fire	v	employ and dismiss	prijímať a prepúšťať
lead time	n	time needed to design and develop a new product	doba rozbehu
product-led	adj	activities are determined by the requirements of the product (as opposed to customer-led or marketing-led)	vedený / určovaný výrobkom
retool	v	change or replace machinery in a factory	vymeniť strojné zariadenie v továrni
stockpile	v	build up a large store of goods which have not been sold yet	zásoba, rezerva
symposium	n	occasion at which people who have great knowledge of a particular subject meet in order to discuss a matter of interest	odborná porada / konferencia / sympóziu
churn out	v	produce large amounts of something quickly, usually of low quality	chrlieť
downside	n	disadvantage of a situation	odvrátená / temná stránka, nevýhoda
gadget	n	small device or machine with a particular purpose	dômyselný prístroj / zariadenie
manufacturing base	n	all the companies producing goods in a country or region	výrobná základňa
shift	v	sell	predať
vagaries	pl n	any of a set of unusual or unexpected events or changes that have an effect on someone	rozmary, vrtochy
UNIT 20			
incentive payment	n	financial reward to stimulate action from staff or customers	motivačná finančná odmena
put your money where your mouth is	v	show that you believe in something by spending/or investing money	finančne odmeniť, "nemlieť zadarmo"

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

reformulate	n	develop again all the details of a plan for doing something	prepracovať, zmeniť
resettlement package	n	collection of benefits offered to an employee who is relocating to another town, city or country for their work	výhody poskytované zamestnancovi, ktorý je ochotný presťahovať sa z pracovných dôvodov
get your desk clear	v	finish all your work	splniť všetky úlohy, dokončiť svoju prácu
put more on someone's plate	v	give someone more work to deal with	pridať niekomu viac práce; "naložiť viac na plecía"
safety procedure	n	official or accepted set of actions used to keep people safe	bezpečnostné opatrenia
workstation	n	area in a workplace where one person works	pracovisko
breadwinner	n	member of a family who earns the money that the family needs	živiteľ rodiny
close down	v	if a business or organisation closes down, or someone closes it down, it stops operating	zavrieť podnik, zastaviť výrobu...
package	n	related group of things when they are offered together as a single unit	balíček, súbor (výhod)
cut back	v	use in smaller amounts	znížiť; zmenšiť
legal entitlement	n	something that, in law, you have the right to do or have, or when you have the right to do or have something	právny nárok
one-off payment	n	money that is paid only once	jednorázové finančné vyrovnanie
out of pocket	adj	having less money than you started with	prerobiť, stratiť peniaze
outplacement service	n	professional service to help redundant employees to search for a new job, paid for by the former employer	preradenie zamestancov do iného zamestnania
UNIT 21			
point on the pay scale	n	position on the salary scale which shows different rates of pay depending on your job and your seniority	platobná trieda
corporate social responsibility (CSR)	n	proposal that organisations should be obliged to make decisions based not only on financial/economic factors but also on the social and environmental consequences of their activities	spoločenské záväzky firmy
discharge a debt	v	pay a debt completely	splatiť / vyrovnať dlh

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

ethics	pl n	a system of accepted beliefs which control behaviour, especially such a system based on morals	etika
faulty	adj	not perfectly made or not working correctly	poruchový, chybný, vadný
advocate	n	person who supports an idea (or product)	advokát, obhajca, zástanca
benefits	pl n	things such as medical insurance that employees receive in addition to money	výhody k platu; benefity
better off	adj	richer	bohatší
knock-on effect	n	when an event or situation has a knock-on effect, it indirectly causes other events or situations	nepríjemný / nepriaznivý efekt, dôsledok
premise	n	idea or theory on which a statement or action is based	predpoklad, premisa
progressive	adj	encouraging change in the way that things are done	pokrokový, vzostupný, progresívny
recycle	v	collect and treat rubbish in order to produce useful materials which can be used again	recyklovať
regulation	n	official rule	predpis, smernica, nariadenie
stakeholder	n	person such as an employee, customer or citizen who is involved with an organisation and therefore has an interest in its success	zainterosovaná osoba
unethical	adj	not morally acceptable	neetický
break even	v	make neither a loss nor a profit doing business	vychádzať bez zisku a bez straty
economic downturn	n	reduction in a country's financial activity	ekonomický pokles
pursuit	n	when you try to achieve a plan, activity, or situation, usually over a long period of time	snaha, úsilie
slip	v	go into a worse state, often because of lack of control or care	upadať, prepadať sa na horšiu pozíciu
compliance	n	when people obey an order, rule or request	poddajnosť, poslušnosť, podrobenie sa
mandatory	adj	describes something which must be done, or which is demanded by law	povinný, nariaďujúci, prikazujúci
word of mouth	n	people telling each other how good a product is	ústna reklama (šíriaca sa medzi ľuďmi, aká je ich spokojnosť s určitým výrobkom)
crop	n	(total amount gathered of) a plant such as a grain, fruit or vegetable grown in large amounts	úroda, zber

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

subsidy	n	money given as part of the cost of something, to help or encourage it to happen	finančná pomoc / podpora, subvencie, dotácia
trade tariff	n	tax collected by a government on goods coming into or sometimes going out of a country	clo, colný tarif
UNIT 22			
acquisition	n	buying new companies	získanie, kúpa (jednej firmy druhou)
double-digit	adj	number with two digits (i.e. between 10 and 99 inclusive)	dvojciferný
sustained	adj	continuing for a long time	trvalý, neprerušovaný
diverse footprint	n	varied area over which something is present	široké územné pôsobenie
expertise	n	high level of knowledge or skill	odborná znalosť
line of business	n	particular kind of commercial enterprise	oblasť podnikania
synergy	n	the combined power of a group of things when they are working together which is greater than the total power achieved by each working separately	efektívne spolupôsobenie, synergia
briefing	n	meeting where information and instructions are given	informatívna porada / schôdzka
clutch	n	handful	hŕstka, niekoľko
customer base	n	regular customers	zákaznícka základňa
FTSE	n	Financial Times Stock Exchange 100 index; the main measure of the amount by which the leading 100 shares sold on the London Stock Exchange have gone up or down in value	jeden z burzových indexov novín Financial Times
rate	v	judge the value or character of someone or something	hodnotiť, odhadovať
straight talking	n	direct and straightforward way of communicating with others	otvorenosť v komunikácii
surge	v	increase suddenly and greatly	prudko stúpnuť
quarterly	adv	once every three months	štvrtročne
alignment	n	agreement between people who want to work together because of shared interests or aims	zoskupenie, zoradenie, usporiadanie
calibre	n	degree of quality or excellence of someone	stupeň kvality, hodnota

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

leafleting	n	giving out leaflets to people	rozdávanie letákov
management reporting	n	monthly report(s) on financial performance produced by management for shareholders	pravidelne správy manažmentu firmy
ongoing	adj	continuing to exist or develop, or happening at the present moment	pokračujúci
realise	v	change into money by selling	získať hotovosť predajom
supply base	n	range of suppliers and potential suppliers	dodávateľská základňa
take over	v	get control (of a company) by buying most of its shares	ovládnúť / prevziať kontrolu
supervision	n	when someone watches a person or activity and makes certain that everything is done correctly, safely, etc.	dozor, dohľad, kontrola
UNIT 23			
in the pipeline	adv	being planned and developed	aktívne pripravovaný
patent	v	register the official legal right to make or sell an invention for a particular number of years	patentovať
economies of scale	pl n	where the costs of production fall as a business grows in size	úspory z rozsahu výroby, úspory zavedením veľkovýroby
ground-breaking	adj	if something is ground-breaking, it is very new and a big change from other things of its type	priekopnícky, prelomový
get off the ground	v	if a plan or activity gets off the ground or you get it off the ground, it starts or succeeds	rozbehnúť sa, úspešne sa odraziť
global presence	n	if a company has a global presence, it sells its products all over the world	globálne / celosvetové pôsobenie
presence	n	see global presence	pôsobenie; prítomnosť, výskyt
UNIT 24			
contingency plan	n	programme of action designed for handling possible	záložný / náhradný plán, "plán B"
have your hands in the till	v	steal money from the place where you work	okrádať firmu
trade away	v	pass on to someone else	zbaviť sa, odovzdať, postúpiť

BUSINESS BENCHMARK ADVANCED WORDLIST: ENGLISH TO SLOVAK

come under scrutiny	v	subject to careful and thorough examination	byť podrobne skúmaný / pozorovaný
get a bad press	v	receive criticism from the media	zlý mediálny obraz; kritika v médiách
limited liability company	n	if this type of business goes bankrupt, then the owners will only risk the money they have invested in the company	s ručením obmedzeným
marketing-led	adj	influenced by customers' needs (as opposed to being product-led)	určený potrebami trhu

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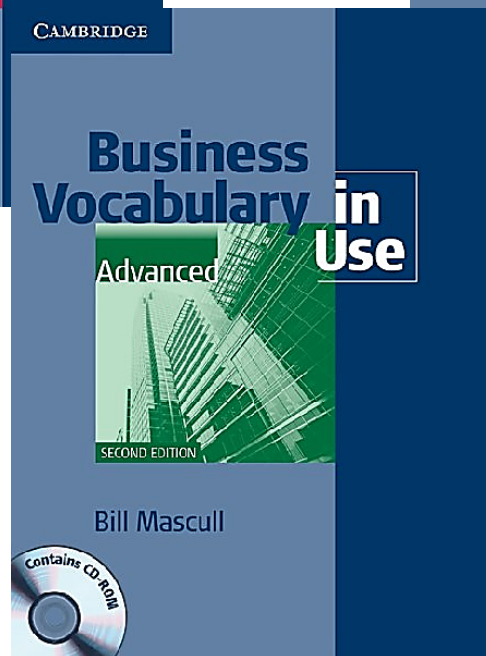
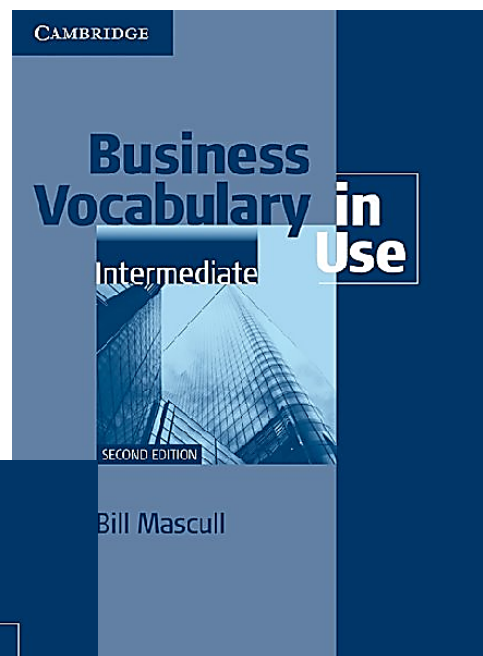
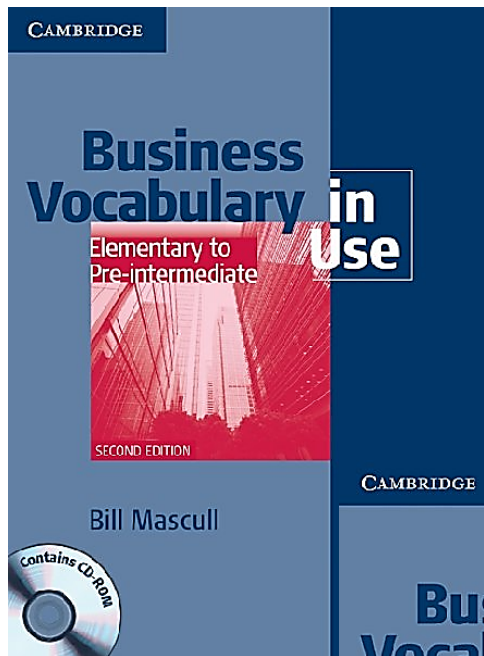
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