

实用英语之面试英语辅导：关于高级生产管理人员职务 PDF
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https://www.100test.com/kao_ti2020/261/2021_2022__E5_AE_9E_E7_94_A8_E8_8B_B1_E8_c96_261024.htm Key Sentences (重点句子) 821. Excuse me, is this personnel division? 劳驾，请问这是人事部吗？ 822. I came about your advertisement for a senior production planner. 我是来应聘你们广告的招聘高级生产管理人员的。 823. Is there any still available now? 还有空缺职位吗？ 824. Here is my resume. 这是我的简历。 825. What degree do you have now? 你获得了什么学位？ 826. I have the degree of the Master of Applied Mathematics. 我获得了应用数学硕士学位。 827. Why are you interested in the position? 你为什么对这一职位感兴趣？ 828. Because I read your advertisement in the newspaper last week. It says that you need a senior production planner, who is fluent in English and good at mathematics. I think I'm fit for the position. 因为我读了你们在上周报纸上的招聘广告，上面说要招一名高级生产企划人员，英语流利并擅长数学。我认为我适合这一职位。 829. For the past six years, I've been dealing with foreigners in English so my ability to write and speak English is out of question, and what's more, I'm sure my major would be of great use for the position. 过去的六年中，我一直用英语与外国人打交道，所以我英语口语和书面语的应用能力是不成问题的。此外，我肯定我的所学专业对这一工作一定会很有用处。 830. I'm quite happy in my present work, indeed. But it's known to all yours is a great company of high prestige. I hope I would have more responsibility and improve my position. 我目前的工作还是

让我很开心的，真的。但人人都知道贵公司是声名远扬的大公司。我希望能承担更多的责任，找到更好的工作。

831.Excuse me for interrupting , but could you tell me what types of people you like to work with ? 请原谅我打断一下，能不能告诉我你喜欢与哪一类人一起工作？

832.To tell you the truth , I can cooperate with various people.People say Im a good-natured person. But , of course , I especially enjoy working with people who are responsible , friendly and helpful. 说真话，我能和各种各样的人合作。人们说我是个性子很好的人，但是，当然，我特别喜欢与有责任感、待人友好、乐于助人的人一起工作。

833. What section would you like to work in if you enter this company ? 你如果进入本公司，你希望在哪个部门工作？

834.I wish to work in the planning department. 我希望在计划部工作。

835.What type of work will you expect to do at first ? 你希望起初干什么工作？

836.I want to design the corporate identity. 我想设计企业形象。 Dialogue A (I = Interviewer主试人 A = Applicant 申请人) A : Excuse me , is this personnel division ? I : Yeah.What can I do for you ? A : I came about your advertisement for a senior production planner.I there any still available ? I : Oh , yes. Wont you sit down ? Whats your surname ? A : My surname is Liu. I : Whats your first name , Mr Liu ? A : Its Zhiliang. I : Im the director of personnel devision of the company , Mr. Brown. A : How do you do , Mr Brown ? I : How do you do , Mr Liu ? A : Here is my resume. I : Fine.Youve been in the States about six years , havent you ? A : Yes , I came to study in Princeton University in 1989. I : Who

was the advisor of your research programme ? A : Professor Smith.

I : What degree do you have now ? A : Master of Applied

Mathematics. I : Why are you interested in the position ? A

: Because I read your advertisement in the newspaper last week. It says that you need a senior production planner , who is fluent in English and good at mathematics. I think Im fit for the position. For the past six years , Ive been dealing with foreigners in English , so my ability to write and speak English is out of question , and whats more , Im sure my major would be of great use for the position. I

: I see. Are you satisfied with your present work in Tulane University ? A : Im quite happy in my present work , indeed. But its known to all yours is a great company of high prestige. I hope I would have more responsibility and improve my position... I

: Excuse me for interrupting , but could you tell me what types of people you like to work with ? A : To tell you the truth , I can cooperate with various people. People say Im a good-natured person. But of course. I especially enjoy working with people who are responsible , friendly and helpful. I : Thats good. Do you have any

particular conditions that you would like our company to take into consideration ? A : No , nothing in particular. I : All right. If we decided to hire you , wed pay you two thousand and five hundred yuan a month at the start. You can have Saturdays and Sundays off. Besides , you may have a paid month holiday every year. How do you think about it ? A : As regards salary , I leave it to you to

decide after experience of capacity. I : Well , well give you our decision in a couple of days. Its a pleasure to talk to you , Mr. Liu. A

: Thank you , Mr Brown.I really appreciate your assistance. Notes
注释 1.Im the director of personnel division of the company , Mr.
Brown. 我是本公司人事部主任布朗。 2.Who was the advisor of
your research programme ? 你的研究项目的导师是谁 ? 3.Are
you satisfied with your present work in Tulane Universi - ty ? 你对
目前你在杜兰大学的工作满意吗 ? 4....a great company of high
prestige. 一家极具声誉的大公司。 5.No , nothing in particular.
不 , 没有什么特别的事情。 6.You can have Saturdays and
Sundays off. 你星期六、星期天不上班。 7.As regards salary , I
leave it to you to decide after experience of capacity. 至于薪水 , 还
是留给你对我的能力了解之后再决定。 Words and
Expressions Yeah ad.英语口语 , 相当于 yes surname n.姓 the
States 即 the United States , 美国 advisor n.导师 out of question 不
成问题 , 毫无疑问 fluent a.流利的 whats more 另外 , 而且 of
great use 具有很大用途 a good-natured person 一个性格很好的人
nature n.此处指性格 take into consideration 把.....考虑进去
capacity n.能力 100Test 下载频道开通 , 各类考试题目直接下载
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