商务英语口语每日会刊NO.2 PDF转换可能丢失图片或格式,建议阅读原文

https://www.100test.com/kao\_ti2020/505/2021\_2022\_\_E5\_95\_86\_E 5\_8A\_A1\_E8\_8B\_B1\_E8\_c85\_505303.htm 日常办公室用语询问 (1) 1.Badge 门卡, 工卡 A:Julie, where can I get a badge? B:Go to the Security Office, they will help you. A:朱莉,我到哪能拿到 门卡啊? B:到保安办公室,他们能帮你。 2. Company bus 班 车 A: Are these company buses? B: Yes. Its a service hired by the company. A:这是我们的班车吗?B:是的,这是公司提供的 服务。 3.Communication Meeting 交流会 A: How often is the communication meeting? B: Every quarter. Therell be a notice before the meeting. A: Whats covered in the meeting? B: Business status, financials, and the outlook of the company. A:交流会多长时间开 一次? B:每季度开一次,开会前会有通知。A:会上都说 些什么啊? B:业务情况,财务情况和公司发展前景。 4.Get paid 发工资 A: How often do we get paid? B: Twice a month as a salaried employee. The hourly workers get paid every week. A: 我 们多久发一次工资? B:薪水工每月两次,小时工每周发一 次。 5.Get to work 来上班 A: How do I get work? B: There are quite a few buses you can take. Ill get a bus schedule for you. A:我 怎么来上班啊? B: 有几趟你可坐的公交车(通勤车), 我 会给你一份公交车时间表。 100Test 下载频道开通, 各类考试 题目直接下载。详细请访问 www.100test.com