

职场礼节英语：茶水间里也要讲礼貌实用英语 PDF转换可能丢失图片或格式，建议阅读原文

[https://www.100test.com/kao\\_ti2020/639/2021\\_2022\\_\\_E8\\_81\\_8C\\_E5\\_9C\\_BA\\_E7\\_A4\\_BC\\_E8\\_c96\\_639932.htm](https://www.100test.com/kao_ti2020/639/2021_2022__E8_81_8C_E5_9C_BA_E7_A4_BC_E8_c96_639932.htm) 陈豪工作的公司里有一个公用的厨房，里面有冰箱，咖啡壶，微波炉等供工作人员使用。还有美籍华人Mary刚走进厨房，看见陈豪有点不知所措的样子。(Office ambience) M: Hey, Chen Hao, what happened? C: Someone ate my lunch! 早上我买了一盒土豆沙拉放在冰箱里。现在没了! M: Gone? Did you have your name on it? C: Write your name on the box? 是不是自己的饭还不知道呀? 我要收藏 M: 外面买的饭，盒子看起来都差不多不少。If you don't have your name on it, 别人拿错是很有可能呀! C: 那倒是。不过，发生了今天的事，I don't think I'll ever forget to put my name on my lunch。 M: 不过这冰箱确实是个大问题。 Sometimes people bring their lunch, and later decide to go out to eat and forget about their food in the frig until it starts to smell。 C: 是呀，有两次我看到有东西都发霉了。I just have to throw them out. 得了，别说了，真恶心。I have to find some lunch。 M: See you later。 C: Hi, Mary, ready to go home? Can I walk with you? M: Sure. By the way, did you find out who ate your lunch? C: Oh, yes, I did. It was all a mistake. Brian太忙，让William给他带个沙拉回来放在冰箱里。Brian去冰箱拿沙拉的时候William还没有回来。他以为我的沙拉就是William替他买的，所以就吃了。 M: 原来如此。 But we do need to remind people to observe simple kitchen courtesies。 C: Simple kitchen courtesies? 厨房里还有礼貌呀? M: 当然有呀! For example, if

you drink the last cup of coffee, you should fix a new pot for others。  
C：我同意。有两次，我想喝咖啡，可是到了厨房看见的是空咖啡壶。 I have to make a new pot and wait for a long time to get the coffee ready。 M：Also, it's just good manners to clean up after yourself such as wiping off the counter and throwing away the trash。 C：噢，擦桌面和扔垃圾！这我倒没有想到，因为在家里这些不是我妈，就是我姐姐做的。不过，Next time, I should pay more attention to it。 M：You also have to remember: keep the refrigerator clean -- put your name on your food and throw away any unwanted food. make a new pot of coffee when you drink the last cup. Throw away the trash, and clean the counter。 C  
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