

外销员外贸外语辅导：Askingforvacation申请休假外销员考试  
PDF转换可能丢失图片或格式，建议阅读原文

[https://www.100test.com/kao\\_ti2020/645/2021\\_2022\\_\\_E5\\_A4\\_96\\_](https://www.100test.com/kao_ti2020/645/2021_2022__E5_A4_96_)

E9\_94\_80\_E5\_91\_98\_E5\_c28\_645437.htm Asking for vacation 申请休假 办公室里，白领们工作时精神高度集中，常常为了赶一个任务忙得疲惫不堪。大家都企盼能有时间好好休息休息，这期我们就来谈谈关于休假的用语吧。【基本句型】：1、I feel very tired.我觉得很疲惫。表示精疲力竭，过度劳累时可以说：exhausted、fatigued、burnt-out. 例句：The project went on for over two years and by the end of it I was just burnt-out. 工程足足进行了两年多，到最后我精疲力竭。2、I am sick and tired of it!工作时发牢骚说“烦透了”，例句：Im sick and tired of junk mail.表示我对那些垃圾电子邮件真是厌倦透啦！3、Do you think its because of insomnia? 你认为这是因为失眠吗？Insomnia：失眠，失眠症。例句：I know some one with insomnia who only gets two hours of sleep each night.我认识一个患有失眠症的人，他每天晚上只能睡上两个小时。4、Its time for me to apply for some leave.现在该是我申请休假的时候了。Leave：Official permission to be absent from work or duty请假、休假、假期、准假。例句：He had six weeks leave.他有六个星期的休假。The human resources department is responsible for approving leave applications from staff.人力资源部负责批准员工的休假申请。无限扩展：Its time for sb to do sth是做...的时候了。比如：Its time for us to knock off.是我们下班的时候了。5、He is going on holiday tomorrow.他明天要去度假。On holiday等于on vacation，表示度假。比如接到一个找正在休

假的同事的电话时，就可以做出如下回答：Hes on vacation this week.他本周休假。 He is on vacation until next Wednesday.他休假到下周三。 无限扩展：也可以用to be off。比如He is off today.他今天休假。 6、 I feel a little bit homesick. I want to take a home leave and be with my family for a week.我有点想家了。我想休息一周与我的家人团聚。 7、 I ' m afraid I can ' t come to work today. I ' m not feeling well.我恐怕今天不能上班了。我觉得很不舒服。 8、 I ' ve been really busy for a long time. I need some rest.我忙了好长一段时间，我需要休息。 9、 I ' m asking for a week ' s leave to prepare for my wedding.我要请一周假，因为我要结婚了。 【实战对话】：对话一： A： Do you feel tired these days,Billy?这些天你觉得累吗，比利？ B： I sure do. Do you think its because of insomnia?我确实觉得很累，你认为这是因为失眠吗？ A： No. I know exactly why we are so tired.不是，我知道为什么我们这么累的确切原因。 B： And your answeris?答案是？ A： We are very fatigued, burnt-out!我们非常疲劳，筋疲力尽！ B： Thats because we work so hard every day.那是因为我们每天工作很辛苦的原因。 A： Its time for me to apply for some leave.现在是我申请休假的时候了。 B： Thats a great idea! We can apply together and then go on holiday.好主意！我们可以一起申请，然后去度假。 A： But if we both apply for leave on the same day, the company might say no to both of us!可是如果我们俩在同一天申请休假的话，公司可能会对我们俩说不！ 对话二： Employee: I would like to take my vacation next month.我想下个月休假。 Boss: How long did you have in mind?你想休多长时间？ Employee: I would like to take my two weeks

vacation time.我想休两周的假。 Boss: Seeing as next month is our slow season, that should not be a problem.下个月是淡季，应该没有问题。 Employee: Great. I will make my reservations as necessary.太好了。我要去做旅行准备了。 Boss: Just make sure to turn in all the necessary paperwork to ensure there are no problems with the days you want to take off.一定把必要的文件交上来，这样可以确保你休假的日子不出问题。 欢迎进入：  
：2010年外销员课程免费试听 点击进入免费体验：百考试题  
外销员在线考试中心 更多信息请访问：百考试题论坛外销员  
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](http://www.100test.com)