

脱口说英语

畅销口语王牌书

面试口语大全

SPOKEN

第2版

ENGLISH

主审◎北京外国语大学 江 涛

主编◎浩 瀚

审订◎【美】Eve Bower

SPOKEN ENGLISH



附赠
超值

12小时
MP3



光盘一张

已连续42个月位居
全国畅销书排行榜

石油工业出版社

脱口说英语

畅销口语王牌书

面试口语大全

SPOKEN

第2版

ENGLISH

主审◎北京外国语大学 江 涛

主编◎浩 瀚

审订◎【美】Eve Bower



石油工业出版社

图书在版编目(CIP)数据

脱口说英语·面试口语大全/浩瀚主编.—2版.
北京:石油工业出版社,2012.1
ISBN 978-7-5021-8694-4

I. 脱…

II. 浩…

III. 英语—口语

IV. H319.9

中国版本图书馆 CIP 数据核字(2011)第 190351 号

脱口说英语 面试口语大全(第2版)

浩瀚 主编

出版发行:石油工业出版社

(北京安定门外安华里2区1号 100011)

网 址:www.petropub.com.cn

编辑电话:(010)64250213 发行部:(010)64523603

经 销:全国新华书店

印 刷:北京晨旭印刷厂

2012年1月第2版 2012年1月第3次印刷

710×1000毫米 开本:1/16 印张:24.75

字数:700千字

定价:39.80元(超值附赠 MP3 光盘一张)

(如出现印装质量问题,我社发行部负责调换)

版权所有,翻印必究

本书编委会

○主 编：浩 瀚

○副主编：刘早晨

○编 委：孙 卓 张 冉 李明亚 王 艳 张文娟
陈伟华 廖志谦 王亚彬 徐光伟 徐继宁
邹佳新 赵修臣 陈 丹 齐 齐 尹晓洁
张丽娟 高化文 汪丽琴 李文萍 李 硕
马 兰 刘雷雷 孙 伟 蔡 丹 李庆磊
徐 萍 李 红 刘梓红 韩 磊 李林海
宋美盈 余燕南 宋海燕 姚 青 于文娟
柏 媛 林晓雯 刘 璐 李洪丰 李 伟
蔡 翠 郭美娟 林 琳 汪丽琴 王 勇
赵修臣 王应铜 赵秀丽 李洪伟 王建伟
武 平 马 迅

前言 Preface

首先,非常感谢广大读者对《脱口说英语》系列丛书的厚爱和关注,自从《脱口说英语》系列丛书面世以来,受到广大读者的追捧,也先后接到众多读者的来信、来电。自第1版出版以来已有近两年的时间,为了让读者看到最新的内容,读到最纯正的美式英语,我们将《脱口说英语 面试口语大全》一书改版。新版删改了很多过时的内容,听取了一些读者的意见,加入了一些时尚对话,并增加了“趣味链接 身在美国”板块,生动讲解美式俚语、成语。我们相信《脱口说英语 面试口语大全》(第2版)一定会对您的英语学习大有帮助。

面试口语,看这本书就够了:本书包括4个章节,每章有3个到20个单元不等,内容包括:准备面试、参加面试、面试职位、附录……精彩绝伦,丰富有趣,几乎涵盖了与我们面试活动息息相关的全部内容,意在把读者带到英语语境中,全新开发读者朋友的语言潜力。

面试英语,这样学就对了:将美国人最常用的与主题相关的词汇与句型分别总结到“闪亮词语”和“七彩精句”部分。由词汇到句型,再由句型到对话,是我们学习英语的最有效方式。“鲜活会话”中列举相应的情景对话,即学即用。让您在与老外聊天时出口成章,不再无话可说!“身在美国”部分生动讲解最地道的美国俚语、成语,并配以鲜活的实用对话。打开这本书,您会感觉如亲临美国街头,体验地道的美语,烂熟于心,并在将来的职场面试中脱口而出。

有了坚持不懈的努力,有了我们全新的英语口语训练工具书——《脱口说英语 面试口语大全》(第2版),谁说学英语“谈何容易”?谁还对英语“谈虎色变”?





目录

CONTENTS

Chapter 1

Getting Ready for the Interview 准备面试

- Unit 1** Getting Information 获取信息 (2)
- Unit 2** Etiquette of Dressing 着装礼仪 (12)
- Unit 3** Etiquette of Interview 面试礼仪 (21)

Chapter 2

Taking Part in the Interview 参加面试

- Unit 1** Opening Remarks 开场白 (32)
- Unit 2** Personal Information 个人信息 (40)
- Unit 3** Family Information 家庭状况 (46)
- Unit 4** Education Background 教育背景 (51)
- Unit 5** Grades at School 在校成绩 (57)
- Unit 6** Personal Ability 个人能力 (62)
- Unit 7** Language Ability 语言能力 (71)
- Unit 8** Work Experience 工作经验 (78)
- Unit 9** Achievement 个人成就 (87)
- Unit 10** Personality 个性 (94)
- Unit 11** Hobbies and Interests 兴趣爱好 (107)
- Unit 12** Ambitions and Aspirations 理想与抱负 (113)
- Unit 13** Remuneration 薪酬 (124)
- Unit 14** Vacations and Benefits 节假日和福利 (133)



Unit 15	Reasons for Changing the Present Job 换工作的理由	(141)
Unit 16	Ending an Interview 结束面试	(154)
Unit 17	The Result of Job Hunting 应聘结果	(160)
Unit 18	Signing the Agreement 签订协议	(167)

Chapter



Position 面试职位

Unit 1	Office Clerk 办公室职员	(174)
Unit 2	Bank staff Member 银行职员	(187)
Unit 3	Manager 管理人员	(198)
Unit 4	Secretary 秘书	(210)
Unit 5	Accountant 会计	(233)
Unit 6	Customs Officer 海关人员	(247)
Unit 7	Public Relations Officer 公关人员	(253)
Unit 8	Trademan 贸易公司职员	(260)
Unit 9	Computer Engineer 电脑工程师	(276)
Unit 10	An Assistant of Manager 经理助理	(291)
Unit 11	Editor 编辑	(298)
Unit 12	Translator 翻译	(312)
Unit 13	Guide 导游	(319)
Unit 14	Salesperson 销售人员	(336)
Unit 15	Nurse 护士	(355)
Unit 16	Stewardess 空姐	(362)
Unit 17	Driver 司机	(372)



Chapter



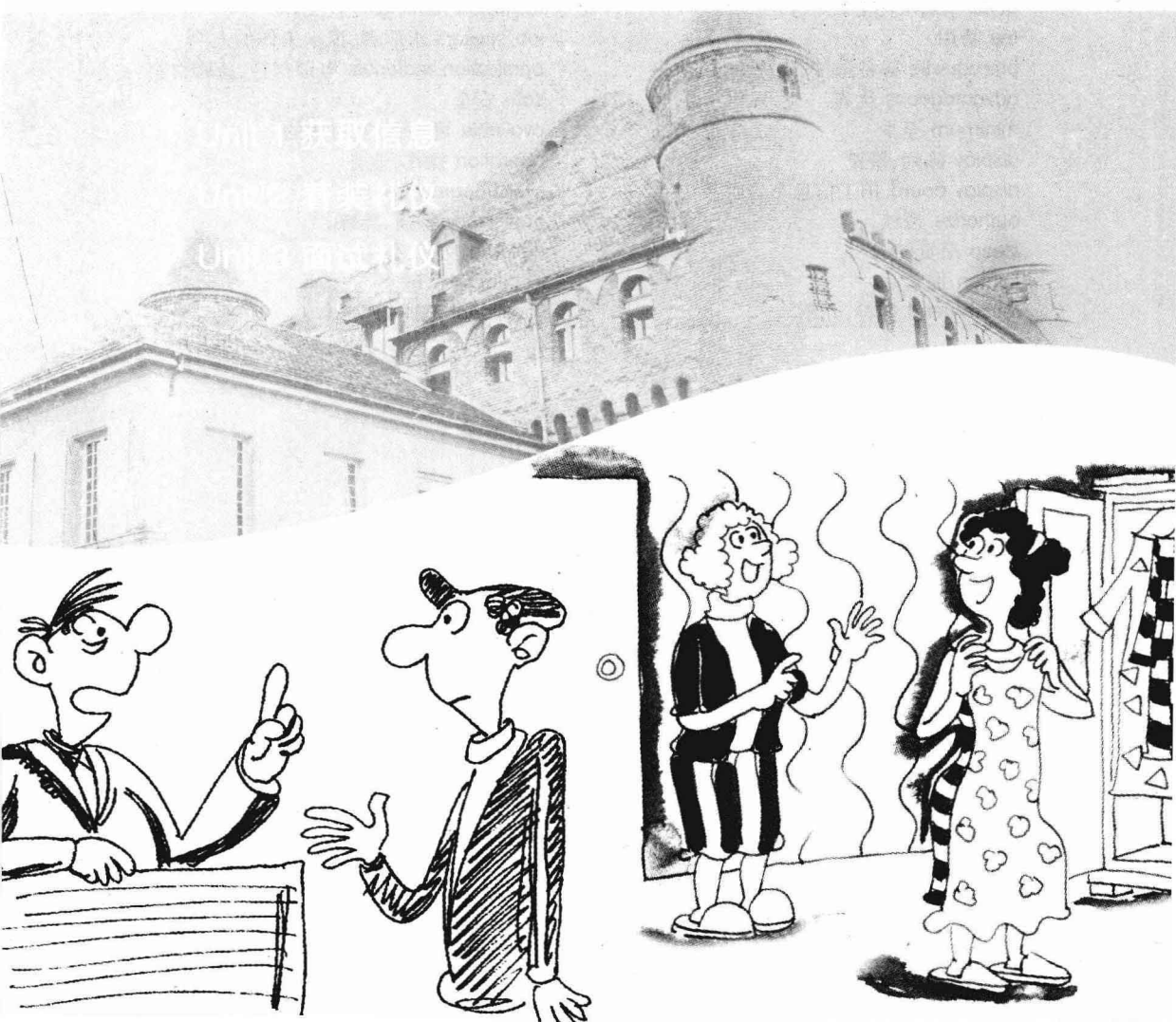
Appendix 附录



Unit 1	Interview Conversation Techniques 面试会话技巧	(381)
Unit 2	Major English Recruitment Websites 国内外主要求职站点	(385)
Unit 3	Popular Websites for Companies 著名公司网址	(386)
Unit 4	Abbreviations used in English recruitment ads 招聘广告缩略语中英文对照	(387)

Chapter 1 | Getting Ready for the Interview

准备面试



Unit

1

获取信息

Getting Information



点滴积累 闪亮词语

advertisement 广告
 opening 空缺职位, 机会
 interview (招聘、应聘) 面试
 vacant 空缺的
 qualification 资格
 fee 费用
 prerequisite 必备条件, 先决条件, 前提
 advantageous 优先
 minimum 至少
 display 陈列, 展览
 display board 招工信息布告牌
 authorize 授权
 steep 昂贵的
 tighten 加紧
 recommend 推荐, 介绍

official 正式的, 正规的, 审批合法的
 give out 发布
 web 网络
 enrollment 登记, 注册, 成为会员
 to go job-hunting 寻找工作
 job seekers 求职者, 谋求工作的人
 application materials 申请材料, 应聘材料
 safe 安全
 available 可得到的, 可用的
 operation 操作, 业务
 switchboard 交换台
 proficiency 精通, 熟练
 diploma 文凭, 公文
 ID card 身份证
 vocational 职业的

连点成线 七彩精句 Useful Sentences

Job-hunting Advertisement 关于招聘广告

1. Do you think the recruitment advertisements are true in this newspaper? 你认为这家报纸登的招聘广告真实吗?
2. Bachelor or above degree with major in Computer Science or equivalent. 计算机科学或相关专业毕业, 学士或以上学位。
3. Completed education (PHD/master/bachelor degree) at a university, college or technical college in Electrical Engineering or Electronics. 在大学、学院或技术学院中受过正规教育(如博士/硕士/学士学位获得者), 电气工程或电子学专业毕业。
4. Requires minimum two years experience in business administration/accounting/finance. 要求至少具有2年工商管理/财会/金融方面的工作经验。
5. Have more than three years experience in application development, system integration or IT service. 必须具有3年以上应用发展、系统融合或信息技术服务方面的工作经验。
6. Preferable background as an English teacher, an English editor or educational software designer. 具有英语教师、英文编辑或教育软件设计背景者优先。
7. Willing to have frequent travel. 愿意经常出差。
8. Be able to contribute and advise on issues related to hiring and recruiting in Shanghai city. 能对在上海进行招聘和雇佣员工等相关问题提出建

Getting Ready for the Interview 准备面试

议并作出贡献。

9. We should place an ad in the paper. 我们应在报纸上刊登招聘广告。
10. I saw the notice in your window, and came right in. 我看见您窗上贴的招聘广告,所以就进来了。
11. In reply to your advertisement in China Daily of May 16 for a clerk, I offer myself for the post. 我读了5月16日贵公司在《中国日报》上的招聘办事员广告,特来应征。
12. I'm reading an advertizement in People's Daily. 我正在看《人民日报》上的广告。
13. Do you still have that vacancy? 你们还有空缺职位吗?
14. Hello, I'm calling in answer to your advertisement in yesterday's "Yangcheng Evening News" for an

English telephone operator. 你好,我打电话来是想应聘你们昨天在“羊城晚报”上登广告招聘的英语话务员一职。

15. Yes, but do you have any experience as a shop assistant? 还有空缺,请问你有做售货员的经验吗?
16. I'll make an appointment for an interview for you. 我想为你约定一个面试的时间。
17. I'm enquiring about your advertisement for a driver in yesterday's China Daily. 我打电话想询问昨天《中国日报》上广告招聘的驾驶员一职。
18. I'd like to come in and apply for the job of the bank clerk. Can you help me? 我想来申请银行职员一位,你能帮助我吗?



Job-hunting on the Internet! 网上求职

1. Just give out an application. 发布一个求职信就行了。
2. Such as Sina, 21 Century Talent Net, and so on. 像新浪, 21 世纪人才网等都有。
3. Of course, if you log on some standard websites. 如果你登录一些正规网址,当然安全。
4. Generally speaking, job seekers can enter the websites either of job agencies or of some units for job advertisements. 一般来说,求职者可以进入职业介绍网站或者某些单位发布招聘广告的网站。
5. You can e-mail your application materials for application to the websites of job agencies for enrollment in their database. 可以用电子邮件给职业介绍网站发送应聘材料,以加入求职数据库。
6. Yes, usually it takes a short time, but you have to

wait the choice of the units for a while. 对,通常只需很短时间,但对于招聘单位的选择,你得等一阵子。

7. We received a lot of responses from our Internet ads. 我们从网络的招聘启事上收到很多回应。
8. Why not have a try online? 为什么不在网上试一下?
9. Have you tried hunting for a job on the Internet? 你试过在互联网上找工作吗?
10. Job-hunting on the Internet becomes more and more popular. 网上求职越来越流行。
11. I learned about it from the Internet. 我是从网上获知的。



Headhunter 职业中介

1. This is for registration. After you have given us your personal details, we'll match these against new jobs as they come in. And we'll contact you when there is a job that suits you. 用来登记的。你把你的个人资料给我们,我们将把这些情况同收到的新招工信息进行比较。一有适合你的工作我们将与你联系。
2. Not too bad, I've just found a job through it. 不错呀,我刚刚就是通过人才公司找到了一份工作。
3. Do you have any questions about the headhunter's

fee? 你对职业介绍所的中介费有什么问题吗?

4. At my rate of pay that's a big chunk of change. 关于职业中介费的问题,这笔费用对我的薪水来说,是很大一部分的费用。
5. Will you please fill out this form? 请填写这张表好吗?
6. Check the job boards at the job center regularly and check the newspaper daily. 经常来看职业介绍所的招工牌,每天查报纸。
7. It's just the headhunter's fee. That's pretty steep

and I really can't afford to pay it. 我想谈的是中介公司的费用。这笔费用很高,我真的负担不起。

8. If that's all that's holding you back, I'm willing to sign an agreement stating I have to reimburse you for the fee if I quit within one year. 如果这是你最大的顾虑,我愿意在合约中标明,如果我在

一年时间内离职,我会偿还这笔费用。

9. There is one thing I need to clear up. 有一件事我想弄清楚。
10. I'm sorry I have to tell you this, but I'm not authorized to pay them for you. 很抱歉我得告诉你,公司没有授权我帮你支付这笔费用。



Recommending a Job 推荐工作

1. I am greatly pleased to recommend to you a former student of mine, Mr. Lei Yanlin, as a designer in your company. 我极为高兴地推荐我过去的一名学生雷延林先生赴贵公司任设计师一职。
2. I have always appreciated Miss Paley's talent in studying language. Her academic records in all her major subjects were exceptionally good when she was at our college. 我一直很欣赏佩利小姐学习语言的天赋。她在我院学习时,所有专业课程的成绩都极其优异。

3. There is little doubt that Mr. Han is abundantly prepared for the position he is applying for. I sustain his application without reservation. 毋庸置疑,韩先生已为他申请到的职位作好了充足的准备。我毫无保留地支持他的申请。
4. I should appreciate it very much if you would consider Mr. Wen's application for entering your company. 如果你们考虑文先生加入贵公司的申请,本人不胜感激之至。

由线到面 鲜活会话 Fashion Conversations

Conversation 1

A: How do you want to advertise the opening?

B: I've had good responses from the *Beijing Times*' help-wanted ads.

A: All right. I suggest posting the ad Monday through Friday.

B: OK. Monday is the big day for job ads.

A: And job seekers will certainly check the paper over on Tuesday.

B: Let's post on the Internet, too. We'll get a better response. I'll post the ads. I know some good sites.

A: Such concern for the company, Craig! I'm impressed.

A: 你打算怎样替这个职位做广告?

B: 以前我们曾在《京华时报》上刊登招聘广告,反应不错。

A: 好的,我建议把广告从星期一到星期五。

B: 好,星期一是刊登招聘广告的黄金时间啊。

A: 求职者一定会在周二时翻看报纸的。

B: 也把招聘广告登在网上吧,这样我们可以得到更多的回应。我去刊登,我知道一些不错的网站。

A: 这么关心公司啊,克雷格!你真是令我欣赏。

Conversation 2

A: Taylor, can you tell me how to apply for a job on the Internet?

B: Just fill out an application.

A: Do I have to send an E-mail?

A: 泰勒,你能告诉我怎样在网上求职呢?

B: 发布一个求职信不就行了嘛。

A: 用 E-mail 发送吗?

B: You are expected to know the E-mail address of the unit.

A: But I still don't know which unit is in need of staff.

B: Send out an application through Job-wanted on the website.

A: Can any unit see my information?

B: It's a two-way choice. And your application will be read.

A: Which websites offer this service?

B: Sina, 21st Century Talent Net, and a few others.

A: Thank you.

B: 那你必须知道用人单位的电子信箱地址。

A: 可我还不知道哪个单位需要员工。

B: 那你就在网站的“求职”频道发布求职信息。

A: 用人单位能看到我的信息吗?

B: 双向选择嘛, 你的求职信会有人看到的。

A: 告诉我哪些网站提供这项服务?

B: 新浪、21 世纪人才网, 还有其他一些网站。

A: 谢谢。

Conversation 3

A: Hello. May I help you?

B: Yes, please. I've been here for nearly two months, but I still haven't found a job. Do you think you can find one for me?

A: Don't worry, we'll try to help you. Will you please fill out this form?

B: What's this form for?

A: This is for registration. After you have given us your personal details, we'll match these against new jobs as they come in. And we'll contact you when there is a job that suits you.

B: That's great. But how long do I have to wait?

A: Maybe several weeks, maybe several months. It's hard to tell.

B: Oh, dear. How can I wait for such a long time?

A: Actually, many jobs are filled by people who select vacancies from the display boards there.

B: Then, what do you think I should do?

A: My advice is to keep looking for jobs yourself. Check the job boards at the job center regularly and check the newspapers daily. If you have friends or relatives here, ask them for help, too.

B: I see. Thank you very much for your advice. Bye.

A: Keep in touch.

A: 喂, 有事吗?

B: 是的, 我已经在此近两个月了, 但是仍没有找到工作。你能为我找一份工作吗?

A: 不要急, 我们可以尽力帮你。你愿意填这张表吗?

B: 这张表是做什么用的?

A: 用来登记的。你把你的个人资料留给我们, 我们将把这些情况同收到的新招工信息进行比较。一有适合你的工作我们将与你联系。

B: 很好。我要等多久?

A: 也许几周, 也许几个月, 很难说。

B: 天呀! 我怎么能等这么长时间?

A: 实际上, 广告牌上的许多空缺都有人补上了。

B: 那么, 你认为我能做什么呢?

A: 我认为你还是自己常去找为好。经常去看职业介绍所的招工牌, 每天去查报纸。如果你有朋友或亲戚在这里, 也可让他们帮忙。

B: 我知道了。多谢您的建议。再见。

A: 常联系。

Conversation 4

A: Are you here for the position advertised in *China Daily*?

B: Yes, I am. I'm very interested in that advertisement about hiring a computer program designer, and hope to know a little more about it.

A: What kind of information would you like?

B: Well, first I would like to know if this position is still available.

A: Yes, it's still open.

B: Terrific! Then how should I apply for?

A: Oh, we need your resume, health report, three photographs and several letters of recommendation. Would you please send them to us by next Wednesday?

B: Thank you very much. Bye-bye.

A: Bye-bye.

A: 你是为《中国日报》登的广告而来的吧?

B: 是的,我对招聘计算机程序员的广告非常感兴趣,我想多了解一点。

A: 你了解点什么呢?

B: 首先我想知道那个职位还有空缺吗?

A: 空缺,这个职位还留着。

B: 太好了! 那么我该怎么申请呢?

A: 哦,我们需要你的履历、体检报告及3张照片和几封推荐信,请在下周三之前寄给我们,好吗?

B: 非常感谢,再见。

A: 再见。

Conversation 5

A: I think if I'm going to find a job, I'll look over the job board.

B: Well, there's no doubt that lots of people have found employment in the help wanted section.

A: Right, so I picked up a copy of the *Sunday Globe* this morning.

B: Did you get a copy of the *Herald* too?

A: No, why should I? The *Globe's* help wanted section is the best.

B: That's true, but still the *Herald* lists some jobs the *Globe* doesn't have.

A: Not enough to worry about. Why do I waste the money buying two papers?

B: It's only a couple of dollars more. For that much money you can afford to risk it.

A: I guess you're right. I'll get a *Herald* as soon as I finish looking over the *Globe*.

B: Good idea.

A: 我想我要是找工作的话,我会看报上的招聘版。

B: 嗯,的确有很多人通过招聘版找到了工作。

A: 是啊,所以今天早上我买了份《周日全球报》。

B: 你是不是也买了《先锋报》?

A: 没有,我为什么要买?《全球报》的招聘版是最好的。

B: 没错,不过《先锋报》上刊登的工作,有些是《全球报》没有的。

A: 这没什么好担心的。为什么要浪费钱买两份报纸呢?

B: 只不过多花几块钱罢了。多花那些钱可以让你少承担些风险。

A: 我想你是对的。我看完《全球报》以后,马上去买《先锋报》。

B: 好主意。

Conversation 6

A: Hi, Tony. Haven't seen you for a long time. How have you been?

A: 你好,托尼。好长时间没看见你了,你怎么样?

B: OK, I've been looking for a job for days, and I haven't found one yet. It's so hard finding work these days. Have you had any luck?

A: Yes, I've got a job, a waiter's job in a restaurant.

B: Are you well paid?

A: Well, \$10 per hour, but I can keep the tips. That comes to roughly \$80 every evening.

B: Not bad.

A: Actually, there's still another opening. If you are interested, you'll surely get it.

B: That's great! I'll go there right now and speak with the boss.

A: There's no rush. You can see him tomorrow. I've told him about you. He promised to give you the job.

B: That was nice of you, Susan. Thanks a lot.

A: Think nothing of it, Tony. I'm sure you'd do the same for me.

B: Could you tell me a bit more about the work there? I mean, those dos and don'ts. I am a green hand, you know.

A: First of all, you must be punctual. You should be there before 6 p. m. so that you will have half an hour for preparation changing clothes and things like that. Then, remember you should smile. Smile to your customers all the time. Never pull a long face even if you feel awful that day. Anything else? Oh, yes. Never argue with your boss. Learn to say "Yes, sir."

B: Be a yes-man, you mean?

A: You may put it that way if you like. Don't worry. You'll have no problem.

B: I hope not.

B: 还好,我已经找了好几天工作了,但是还没找到。这些日子太难找到工作。你的运气怎么样?

A: 还行。我有一份工作,是在一家餐馆做服务生。

B: 待遇好吗?

A: 嗯,每小时 10 美元,但我能把小费留下。每晚大概能有 80 美元。

B: 不错呀。

A: 其实,还有一个空缺。如果你感兴趣,我肯定你能得到这份工作。

B: 那太好了! 我现在就去跟老板谈谈。

A: 不必匆忙。明天你能见到他。我已经跟他提起过你。他答应给你这份工作。

B: 你太好了,苏珊。多谢了。

A: 这没什么,托尼。我肯定你会为我做同样的事。

B: 你能跟我再讲讲那儿的工作吗? 我的意思是,那些注意事项,你知道,我是个新手。

A: 首先,你必须准时。你应该在下午 6 点之前到达那里,这样你有半个小时的准备时间——换衣服等类似的事。其次,记住你应该微笑。时常对你的顾客微笑。即使当天你感觉不好也不要拉长着脸。还有什么呢? 噢,对了,不要与你的老板争论。学会说“是的,先生”。

B: 你的意思是说做一个唯唯诺诺的人?

A: 如果你愿意你可以这么说。别担心,你不会有问题的。

B: 我希望不会的。

Conversation 7

A: Oh, Mia, I'll be graduating from college soon, but I haven't found a job yet.

A: 噢,米娅,我要大学毕业了,可还没找到工作。

B: Dear Bill, you can try posting your job seeking information online.

A: Good idea! But I don't know how to set up and send an online resume.

B: Be patient, I'll offer you seven steps to successful online resume writing:

I. Set your page width to 60 characters.

II. If you have used bullets, replace them with hyphens.

III. Take out all tabs, and use your spacebar instead.

IV. Delete any long leaders like "...". Use short lines.

V. If you have written your resume using word-processing software like Word or Word Perfect, save an additional version in text format.

VI. Edit the text to make sure that it is text-only at this point.

VII. Cut and paste the text onto an e-mail page and send it to the website of the job agency.

A: It sounds very easy.

B: Yes, it isn't difficult. Happy hunting!

A: Thank you!

B: 亲爱的比尔, 你可以试试将求职信息发布到网上。

A: 好主意! 但是我不知道如何拟定和发送网上个人简历。

B: 耐心点, 我可以告诉你成功制作网上个人简历的7个步骤:

I. 把你的页面宽度设为60个字符。

II. 如果你用了项目符号, 把它们换成连字符。

III. 去掉所有标记, 用间隔线代替。

IV. 删除所有连续点, 比如“……”。用短线。

V. 如果你是用 Word 或 Word Perfect 这样的文字处理软件写的简历, 那么再另外以文本格式保存一份。

VI. 编辑文件, 保证是文本格式。

VII. 把文本文件剪切, 粘贴到电子邮件页面上, 然后发送给人才市场网站。

A: 听起来很容易。

B: 是的, 不难, 祝你求职顺利!

A: 谢谢!

Conversation 8

A: What are you typing there?

B: I'm working on my resume.

A: Really? Did you find any information about a new job?

B: Yeah, I just got some good information off the internet.

A: Great! Do you think you have a chance at getting the job?

B: I didn't just find out about one job. There were several ones that looked good.

A: Maybe I should try looking on the web for work.

B: Sure you have to be patient. But I think it's much less trouble to sit in front of a computer than to go door to door or to make a lot of phone calls.

A: 你在那里打些什么东西?

B: 我正在做一份简历。

A: 真的? 你找到了新工作的信息吗?

B: 是的, 我刚刚从互联网上找到了一些很有用的信息。

A: 太好了! 你认为你有机会得到那份工作吗?

B: 我不止找到了关于一份工作的情况。有几份工作看起来都不错。

A: 也许我也应该试一试在网上找工作。

B: 当然你必须耐心点。但是, 我觉得坐在电脑前浏览信息比挨家挨户或不停地打电话去找工作要容易多了。



A: But there must be so many people who also see the advertisement for that job on the net. You might have no chance.

B: How do you know if you don't have a try?

A: 可是在互联网上一定会有很多人也看到这份工作的广告。你可能没什么机会。

B: 你不试一下怎么知道呢?

Conversation 9

A: I called about that ad we saw in the paper.

B: For the bank manager?

A: That's the one.

B: What happened?

A: You were right, it was from a headhunter. He wouldn't tell me anything without a signed contract.

B: Well, no surprise there.

A: No! Not at all. But I did find out they have more than one position with different clients, so at least one would probably work out.

B: Great, so are you going to sign a contract with them?

A: I'm going there tomorrow.

B: Great! Good luck.

A: And I think I'll look in on a few other Employment Agencies while I'm downtown, to see what they have.

B: Good idea. The more people you ask, the better your chances are.

A: 我打电话去询问那个我们在报上看到的广告了。

B: 那个银行经理的职位?

A: 就是那一个。

B: 情况如何?

A: 你说得没错,那出自职业中介公司。在签约之前,他不会透露任何资料。

B: 嗯,这倒是不奇怪。

A: 不!一点也不。不过我倒是知道不止一个雇主在找这样的人,这样一来或许至少有一个能够成功。

B: 太好了,那你准备去跟他们签约了吗?

A: 我明天要过去。

B: 太好了!祝你好运。

A: 我想在去的时候,顺便找几家职业中介公司,看看他们有什么职缺。

B: 好主意。问的人越多,机会就越多。

Conversation 10

A: I've been at this for two weeks now and nothing's turned up.

B: You're right. I think it's time to seek professional help.

A: What do you mean?

B: I know you don't want to pay for a job, but I think it's time we consulted a headhunter.

A: You're right, I don't want to pay, but I don't want to live without pay.

A: 我找工作已经找了两个星期了,至今尚无转机。

B: 没错,我想你需要寻求专业帮助。

A: 什么意思?

B: 我知道你不想花钱找工作,但是我认为我们该找职业介绍所帮忙了。

A: 你说得没错,我不想花钱,但我也想过着没有薪水的日子。