

English Conversation for Shop Assistants

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各業

售貨員英語會話

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出版說明

本書是專為從事售貨員工作的職業青年編寫的，目的是幫助他們應付職業上的需要，通過自學方式，學習用英語接待外國顧客。

全書共二十四課，包括二十四種大行業，例如百貨、珠寶、鐘錶、書籍、文具、樂器、玩具、藥房、服裝等。每課附有常用語句和常用詞彙，幫助讀者掌握每種行業常用的基本句型和詞彙，以便變化運用。

每種行業的英語會話，都有它的常用語句和專用詞彙，但從事某一行業的讀者，除認真熟習其本行的語句和詞彙外，也應該學習其他行業的課文，這樣可以收到觸類旁通的效果，提高會話的能力。

本書附有聲帶兩卷，由英語教學專家林秋玲女士及 Geoffrey A. Davis 先生，以售貨員同外國顧客對話的方式，將全書課文包括常用語句和詞彙全部錄音。發音標準清晰，講話速度較慢，特別適合初級英語程度的讀者自學。我們相信，這本書和聲帶將會受到正在做事和準備出來做事的青年朋友的歡迎。

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1. At a Department Store

百貨公司

(At the Information Desk) (詢問處)

A: I'm looking for the toy department. 我想找玩具部。

G: It's on the 5th floor right in front of the lift. 在六樓電梯的前面。

A: Thank you. 謝謝你。

G: You're welcome. 不用客氣。

..... *

B: Where do they sell men's furnishings? 賣男仕用品的地方在哪裏?

G: On this floor, sir, at the foot of the escalator. 就在這層樓，先生，在自動扶手電梯之下。

B: Thanks. I also want to know if I can buy cultured pearl necklaces in this store. 謝謝你，我還想知道在這間百貨公司可不可以買到養珠項鍊。

G: Oh, yes, sir. Cultured 噢，可以的，先生。養

pearl necklaces are sold
on the 4th floor at the
jewelry counter.

珠項鍊在五樓的珠寶部
出售。

B: I'm very much obliged
to you.

很感謝你。

G: You're welcome, sir.

不用客氣。

..... *

C: Please tell me what is on
the roof of this store?

請告訴我這間公司的天
台有些什麼？

G: There is a roof garden,
with a children's play-
ground, a miniature zoo,
and several snack count-
ers.

有一個天台花園，一個
小型動物園和幾個小食
部。

C: Does the lift go up to
the roof garden?

· 電梯上不上天台花園？

G: Yes, sir. Take the expres-
s lifts marked 4 and 5.

上的，先生。請乘 4 號
或 5 號特快電梯。

C: Thank you.

謝謝你。

..... *

D: Is there any bargain sale
going on now?

現在有沒有減價貨品出
售？

- G: Yes, ma'am. A special summer sale is being held on the 2nd floor.
- D: What sort of commodities are being sold?
- G: It's a general sale of various types of goods, ranging from shoes, socks and handkerchiefs to kitchen utensils.
- D: I was told that this store is also having a special exhibition of flower arrangements.
- G: That's right, ma'am. The flower arrangement show is being held to the end of this week on the 4th floor.
- D: Can I buy a ticket for the exhibition here?
- G: Admission is free, ma'am.
(At the Provision Counter)
- E: Do you have imported canned goods?
- 有的，太太。三樓現舉行夏季特別大減價。
- 賣些什麼東西呢？
- 各種貨品都有，包括鞋、襪、手帕以至廚房用具。
- 聽說這公司還有一個特別的插花展覽。
- 是的，太太。插花展覽在五樓，至本週末結束。
- 我可以在這裏買看展覽的票嗎？
- 是免費入場的，太太。
(食品部)
- 你們有外國的罐頭嗎？

- S: Yes, we do, ma'am. You will find them on the shelves over there. 有，太太，你到那邊的架上便可以看到。
- E: Do you keep cereals too? 你們也有穀類食物嗎？
- S: Oh, yes, many varieties. What kind do you want, ma'am? 噢，有的，有很多種，你要哪一種呢？太太。
- E: Corn flakes. 我要玉蜀黍片。
- S: Here is K's corn flakes. 這是K牌玉蜀黍片。
- E: I want the economy size. 我要大盒的。
- S: I'm afraid this is the largest size we have. 我們現有的這是最大盒的了。
- E: All right, give me two boxes. 好吧，給我兩盒。
- S: Yes, ma'am. 是，太太。

..... *

- F: I want a pound of coffee, please. 我要一磅咖啡。
- S: One moment, please. I 等一等，我把這些剛炒

will grind these freshly 好的咖啡豆磨碎給你。
roasted beans for you.

F: Thank you. 謝謝你。

USEFUL EXPRESSIONS

常用語句

Books are sold on the 1st 書籍在二樓 書籍部出
floor at the books depart- 售。 / 書籍部在二樓。
ment. / The books depart- / 你到二樓就可以買到
ment is on the 1st floor. / 書籍。
You can buy books on the
1st floor.

Take the lift marked 3, please. 請乘 3 號電梯。

The exhibition is being held 展覽在六樓舉行。
on the 5th floor.

I'm afraid this is the only 恐怕我們只有這一種。
kind we have.

You'll find them on the shel- 你在那邊的架子上就可
ves over there. / They are 找到。 / 它們放在那邊
on the shelves over there. 的架子上。

Here's your change, sir, please 這是找回給你的錢，先
check it. 生，請點點數。

VOCABULARY

常用詞彙

big clearance sale 清貨大減價

reduction sale 減價出售

year-end bargain sale 歲晚
大減價

price tag 價目標籤

marked price 標價

to give a discount 給予折扣

one price, 不二價

new goods 新貨

second-hand goods 舊貨

wrapping paper 包裝紙

wrapped up as a gift 作禮
物包裝

show window 櫥窗

salesgirl 女售貨員

salesclerk 售貨員

lift 電梯

escalator 自動扶手電梯

British-made 英國製造

made in China 中國製造

2. At a Hardware Store

五金店

- A: Are you looking for some particular type of hardware? 你是在找某些金屬用品嗎?
- B: Yes. I want some hinges that will fit my door. 是的，我要給我的門配一些門鉸。
- A: May I ask what the size is? 請問是什麼尺寸的?
- B: I'm sorry I don't know. However, here's a sample of the kind of hinge I want. 很抱歉，我不知道。不過，我這裏有一個同類的樣品。
- A: Maybe I can find the right size for you. Ah! Here's an identical one. Will this do? 也許我可以給你找到合適的。呀，這裏有一個是同樣的，你看行嗎?
- B: Yes, I think so. Please give me about two dozen. 是的，我看行。請給我兩打吧。這是銅做的，

- These are made of brass,
aren't they? 是嗎?
- A: Yes. Would you like to
take a can of polish to
keep them bright? 是。你要不要一罐擦銅
膏來保持光亮?
- B: Yes, I think I will. I
would also like to see
some padlocks that are
burglar-proof. 好，我要。我還想看看
防盜扣鎖。
- A: Here's a patented padlock
that would puzzle any
burglar. 這是一把特製的扣鎖，
任何盜賊也開不了。
- B: Then it's the very thing
I want. Where is the
key? 這正是我需要的，鑰匙
在哪裏?
- A: Right here. If you lose
it, we can always supply
you with another. 就在這裏。如果你遺失
了鑰匙，我們可以隨時
給你另配一把。
- B: Good. By the way, I
would also like a box
of nails. 好。順便我還要一盒釘
子。
- A: What size, please? 請問要多長的?
- B: About one inch. 一吋左右的。

A: I'm sorry we've run short of one-inch nails. Wouldn't these do? They're only a fraction shorter than an inch.

對不起，一吋長的釘子賣完了。這些行嗎？比一吋只是短一點點。

B: I don't think it makes much difference, so I'll have it in that length.

我看差不了多少，就要這樣長的吧。

A: How do you intend to carry the box home? It's quite heavy, you know.

你打算怎樣把這盒帶回家？你知道，這是相當重的。

B: That's quite all right. I have my car parked outside.

不要緊，我的車停在外邊。

A: Then you'll have no trouble.

那就沒問題了。

B: The next items on my shopping list are pots and pans.

我的購物單上面，下一個項目是鍋和盤。

A: We have several kinds, all made of different materials.

我們有好幾種鍋盤，原料都是不同的。

B: What kind are the most durable?

哪一種最耐用？

A: Well, here's one kind made of duralumin that's both cheap and durable. Over here, we also have some made of enamel and also of stainless steel.

哦，這裏有一種是用強鋁做的，既便宜又耐用。這邊還有一些是用搪瓷或不銹鋼做的。

B: I think I'll have the stainless steel ones. They appear to be solidly built.

我要不銹鋼那種吧，它們看來造得結實。

A: Yes, they'll last you for ages. Stainless steel products are always popular because they're rustproof.

是的，可以用上很多年。不銹鋼製品因為能防銹，所以它總是受歡迎的。

USEFUL EXPRESSIONS

常用語句

May I ask what the size is?
/ Will you please tell me the size?

請問是什麼尺碼？ / 可否請你把尺碼告訴我？

Will this do? / Won't this do?

這個行嗎？ / 這個不行嗎？

I'm sorry we've run short of nails. / I'm sorry nails are out of stock now.

很抱歉我們鐵釘賣完了。 / 很抱歉鐵釘現在沒貨。

This is made of brass.

這是銅做的。

They are durable.

它們是耐用的。

They are rustproof.

它們是防銹的。

VOCABULARY

常用詞彙

pan; saucepan 平鍋, 有柄

小鍋

stew pot 燉鍋

kettle 水壺

bucket 水桶

metal basin 金屬盆

metal fittings 金屬用具

saw 鋸

handsaw 短鋸

hammer 鎚

file 銼

plane 鉋

chisel 鑿

screw driver 螺絲鑽

axe 斧

safety razor 安全剃刀

steel wire 鋼線

tweezers 鑷子

can opener 罐頭刀

magnet 磁鐵

solder 焊料(錫等)