

# 《实用商贸英语听说教程》

## 图书基本信息

书名：《实用商贸英语听说教程》

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作者：田晖，骆莲莲，周

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# 《实用商贸英语听说教程》

## 内容概要

《实用商贸英语听说教程(套装共2册)》主要内容简介：自加入世界贸易组织以来，我国对外商贸活动日益频繁，对新世纪的商务人才提出了新的挑战：他们必须从单纯的语言交流走向多元化的国际交往，必须是既熟练掌握英语技能又熟悉国际商务交往的复合型人才。正是基于对这种复合型人才的广泛的社会需求，我们编写了《实用商贸英语听说教程》一书。

# 《实用商贸英语听说教程》

## 书籍目录

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## 章节摘录

插图：Chronological resume documents work experience and education in chronological order, with the most recent dates first. Major categories are: Work Experience, Education, Professional Affiliations and Awards. This format is generally used by candidates applying for jobs in "traditional" organizations or for those who are staying in the same field. This type of resume is best used when your job history reflects growth, when the prior employment has been with a prestigious employer, and you want to emphasize that work experience, or when a prior job title may be considered impressive to the reader. This format may not be the most appropriate to use when your job history is irregular: you are changing careers, you have changed employment frequently, or you have little employment history. Functional resume intends to highlight your specific skills and accomplishments which have been demonstrated through specific work related achievements. Note that your skills do not necessarily have to be presented in the order in which they were accomplished; list them by order of importance as they relate to the job for which you are applying. Major categories are: Technical Abilities, Work History, Education, and Professional Affiliations. This format is best used when you want to change careers, when you are returning to the job market after a long absence, when your career growth has not been good, or when you believe extended work experience is not needed or desired for the job for which you are applying.

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## 编辑推荐

《实用商贸英语听说教程(套装共2册)》由中南大学出版社出版。

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