

# 英語會話 電話談話



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Tel/WhatsApp/WeChat/PayMe/FPS: 852-94735846

## 電話交談 Talking on the phone

- ☎ Can I take a message? 需要留個口訊嗎
- ☎ Extension 209 please. 請搭內線 209
- ☎ He has just left 他剛走了
- ☎ He's in. Hold on the line please 他在，請不要斷線
- ☎ He's not in at the moment 他現在不在這裏
- ☎ He's out. He won't be back until 5 p.m. 他走了，五點會返
- ☎ Hello. Is Mr. Yeung there? 楊先生在嗎  
☺: Yes, speaking 就是我了
- ☎ Hold on a minute, please. 請不要斷線
- ☎ I am sorry. Mr. Lee isn't in. Would you like to leave a message? 對不起，李先生不在，需要留個口訊嗎
- ☎ I beg your pardon 聽不清楚，請再說一遍
- ☎ I should like to talk to Miss Amy Chow, please 我找周愛美
- ☎ I think there is something wrong with the phone. Could you please phone again some time later? 似乎線路有問題，可否稍候再致電
- ☎ I want Mr. Smith. Is he in? 我找史勿夫先生，他在嗎
- ☎ I want to talk to Mr. Cheung, please 我找張先生，唔該
- ☎ I'll call later 遲些我再打過來
- ☎ I'm sorry. Would you repeat that, please? 可否再說一遍
- ☎ Is Mr. Chan there? 陳先生在嗎
- ☎ Is that you, Mr. Lee? This is John Chan.  
你是李先嗎？我是陳約翰
- ☎ Is this Inland Revenue Department? 這是稅務局嗎

- 📞 It's very noisy here. Could you speak louder?  
這裏很吵，可否說大聲點
- 📞 Just hold on a minute, please 等一等，唔該
- 📞 May I ask who is calling? 我想問你是誰呢
- 📞 May I have your name? 你叫什麼名字
- 📞 May I know who's calling? 我想知是誰的電話
- 📞 Mr. Lee, there is a phone call for you from your home.  
李先生，你家人打電話找你
- 📞 Mr. Lee, you are wanted on the phone 李先生，電話找你
- 📞 My boss is coming. I have to hang up now. Goodbye.  
老闆來了，我要掛線，拜拜
- 📞 One moment, please 等陣先
- 📞 Please ask Mr. Cheung to phone home. It's urgent.  
請叫張先生聽電話，而緊要事找他
- 📞 Please connect me with the sales manager.  
我找營業部經理
- 📞 Please ring me up on Monday morning. 請在下個星期一打  
電話給我
- 📞 Please tell Mr. Chan I phoned him. 請告訴陳先生我曾經打  
電話找他
- 📞 Please wait a moment. I'll connect you to him.  
等陣先，我駁條線俾佢
- 📞 Shall I ask Mr. Wong to call you back when he comes back?  
我叫黃先生回來時覆電話，好不好
- 📞 Sorry, I can't hear you. Can you speak a little louder,  
please? 聽唔到，大聲啲，唔該

- ☎️ Sorry, I don't catch your name. Could you spell it?  
唔好意思，聽唔清楚你個大名，點樣寫呢
- ☎️ Sorry, you have the wrong number 你打錯電話了
- ☎️ This is Raymond Yeung speaking 我是飛鴻
- ☎️ This is RYTC. What can I do for you?  
這裏是飛鴻稅務顧問，有什麼可以幫你
- ☎️ What is Mr. K. Y. Chan's extension? 陳奇偉的內線是什麼
- ☎️ What number are you calling? 你打什麼號碼
- ☎️ Where are you calling from? 你是哪個機構
- ☎️ Who do you want to speak to? 你找誰
- ☎️ Who's calling, please? 誰打來的，唔該
- ☎️ Who's speaking, please? 誰在說話，唔該
- ☎️ Would you mind calling me back at 2 p.m.? 你可否兩點打電話給我 😊: Yes, what is your number? 好，你的號碼是什麼
- ☎️ Would you please ask Mr. Wong to phone me back as soon as he comes in? 請叫黃先生盡快覆電



# Raymond Yeung 教授英語

課程主要教授如何用最短的時間、最少的精力學會常用英語，助你商場得意，職場勝利，眼光擴闊，生活暢快。

私人(一對一)個別教授 每堂 2 小時，可選擇 課程 A 或 課程 B

A: 全套課程 (3 堂 6 小時) \$1,200. 首堂付，送 **英語速成秘笈** (學習精要筆記 study notes + 快速學英語多功能軟體 CDR)

B: 速成課程 (1 堂 2 小時) \$500. 送 **英語速成秘笈** (學習精要筆記 study notes + 快速學英語多功能軟體 CDR)

時間：雙方協議 (早上九時至下午九時) 星期一至日，包括公眾假期

地點：雙方協定

詳情請看網頁 <http://rytc.com.hk/PractEng.htm>

或 致電/WhatsApp 94735846