

<<商务文员英语>>

图书基本信息

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## <<商务文员英语>>

### 内容概要

《全国商务文员岗位专业考试教材：商务文员英语》是全国商务文员岗位专业考试教材之一。

《全国商务文员岗位专业考试教材：商务文员英语》共四部分，主要包括了接待，见面及介绍，接待来宾，告别与送行，日常交流，商务旅行，日常写作，订单，报盘函，代理合同等。

《全国商务文员岗位专业考试教材：商务文员英语》可作为国际贸易、国际商务等经济类专业以及商务英语专业专业课的教材，也可作为从事国际贸易工作的在职人员业务培训教材。

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