

HỌC ANH NGỮ TRÊN ĐÀI VOA

Đi nghe bài học, xin [BỘ M VÀO ĐÁY](#)

Đây là chương trình Anh Ngữ Sinh động New Dynamic English bài thứ 13. Phạm Văn xin kính chào quý vị thính giả. Trong bài học này trình bày, quý vị nghe cách nói về quá trình công việc - JOB HISTORY, trong phần cuối của phần nghe và xin việc - JOB INTERVIEW = INTERVIEW FOR A JOB.

FOOD PROCESSING PLANT=xưởng chế biến thực phẩm.

PRODUCT SCHEDULES=thời biểu sản xuất.

ASSISTANT MANAGER=phó quản đốc.

DESCRIBE YOUR JOB HISTORY=hãy mô tả quá trình công việc của ông/bà.

HOW FAR BACK WOULD YOU LIKE ME TO GO?=ông/bà muốn tôi kể từ đâu nào trong quá trình công việc của tôi?

CURRENT JOB=việc hiện tại.

ASSEMBLY LINE=dây chuyền sản xuất, trong đó mỗi người thì làm một bộ phận của toàn thể sản phẩm.

TO SCHEDULE=phân phối công việc.

SCHEDULING WORKERS ON THE ASSEMBLY LINE=chia việc cho công nhân trên dây chuyền sản xuất.

AS GENERAL MANAGER, I MADE SURE PRODUCTION SCHEDULES WERE MET=trong chức vụ quản đốc tổng quát, tôi đảm bảo cho các thời biểu sản xuất được đáp ứng hoàn toàn.

Như bạn thấy: SHE IS BEING ASKED TO TALK ABOUT HER PAST JOBS= bà ta đang được hỏi về các công việc bà đã làm.

Đây là thì present progressive mà đang xảy ra hiện tại. Do đó sắp tới, cô White được phỏng vấn về quá trình nghề nghiệp của cô.

CUT 1

Eliz: Today's Business Dialog is about describing your job history. Let's listen to an example of a person being interviewed for a job. She is being asked to talk about her past jobs.

[Office background sounds - tiếng động trong văn phòng phía sau]

Interviewer: Certainly. How far back would you like me to go?

Interviewer: Tell me about the two jobs you held before your current job.

White: All right. Well, from 1991 to 1994 I was an assistant manager at a food processing plant in New Jersey. I was in charge of scheduling workers on the assembly line. Then at the end of 1994 I took a position as general manager with Ace Foods. I held that position until I moved to my current position in 1997.

Interviewer: And what were your responsibilities as general manager?

White: As general manager, I made sure production schedules were met.

Music

Vietnamese explanation

Trong phần kỹ thuật, chúng ta chú ý vào phần về - JOB HISTORY=mô tả quá trình công việc mình.

Xin ôn lại mấy câu đã học.

-How far back would you like me to go?=Bà hay ông muốn tôi kể ngược lại từ mốc nào trong quá-trình công-việc của tôi?

-How far back=lùi lại bao xa.

-I was an assistant manager at a food processing plant=tôi làm phó tá quản đốc trong một xí nghiệp chế biến thực phẩm.

Nhìn xét chữ SCHEDULE (danh từ)=thời biểu; và động từ TO SCHEDULE= phân phối công việc theo thời biểu. Trong câu sau đây "scheduling" là động từ. I was in charge of scheduling workers on the assembly line= tôi lo việc xếp đặt công việc cho công nhân trên dây chuyền sản xuất. Trong câu sau đây "schedules" là danh từ.

-As general manager, I made sure production schedules were met=trong chức vụ quản đốc tổng quát, tôi phải lo sao cho việc sản xuất được đúng kế hoạch.

Trong mốc thời gian, quý vị nghe rõ là lặp lại, trình bày hệt lặp lại những mốc thời gian. Sau đó lặp lại câu.

CUT 2

Larry: Focus on Function: Giving job history.

Eliz: Now let's focus on how to talk about your job history.

Larry: Listen and repeat.

Eliz: I was an assistant manager.(Pause for repeat)

Eliz: at a food processing plant.(Pause for repeat)

Eliz: in New Jersey.(Pause for repeat)

Eliz: I was an assistant manager...at a food processing plant...in New Jersey.(Pause for repeat)

Eliz: From 1991 to 1994...I was an assistant manager at a food processing plant in New Jersey.(Pause for repeat)

Eliz: I took a position(Pause for repeat)

Eliz: as general manager(Pause for repeat)

Eliz: with Ace Foods.(Pause for repeat)

Eliz: I took a position...as general manager...with Ace Foods.(Pause for repeat)

Eliz: At the end of 1994...I took a position as general manager with Ace Foods.(Pause for repeat)

Music

Vietnamese explanation

Trong phần Gary's Tip - tôi mách giúp các bạn Gary, quý vị nghe Gary chỉ cách nói về quá trình công việc của mình.

Thứ nhất có bốn phần: một là job title - chức vụ; hai là where you worked - làm ở đâu; ba là when you held the position - làm trong thời gian nào; và bốn là what your job responsibilities were - trách nhiệm trong công việc đó là gì.

CUT 3

Larry: Gary's Tips.

Eliz: Welcome back. It's time for Gary's tips. What's your topic for today, Gary?

Gary: Today I'll be talking about describing your job history. Last week we talked about how to talk about your education background in a job interview. Often you will be asked in a job interview to describe your job history. An interviewer might ask you to describe the previous jobs you have held. In your description, you should say what your job title was, where you worked, when you held the position, and what your job responsibilities were.

Let's listen to a portion of the Business Dialog where Ms. White tells about her job at a food processing plant. Try to answer these two questions: What was Ms. White's job title? Where did she work? Let's listen.

Interviewer: Tell me about your two jobs you held before your current job.

White: All right. Well, from 1991 to 1994 I was an assistant manager at a food processing plant in New Jersey.

Gary: What was Ms. White's job title?

-She was assistant manager.

Where did she work?

-Ms. White didn't give the name of the company, but she said she worked at a food processing plant in New Jersey.

Listen again to part of the dialog, and answer these two questions:

When did Ms. White work as assistant manager? What were Ms. White's responsibilities?

Let's listen.

White: Well, from 1991 to 1994 I was an assistant manager at a food processing plant in New Jersey. I was in charge of scheduling workers on the assembly line.

Gary: When was Ms. White assistant manager?

-She was assistant manager from 1991 to 1994.

And what were Ms. White's responsibilities?

-She was in charge of scheduling workers.

Well, that's all we have time for today.

I hope today's tips were helpful!

Eliz: Thanks very much, Gary.

Music

Vietnamese explanation

Bây giờ để ôn lại, mời quý vị nghe lại một câu dài về quá trình công việc. Câu này gồm nhiều đoạn ngắn.

From 1991 to 1994/I was an assistant manager/at a food processing plant/ in New Jersey.

Bây giờ nghe câu này để nhanh hơn:

From 1991 to 1994 I was an assistant manager at a food processing plant in New Jersey.

Xin nghe lại tiếp lại.

CUT 4

Larry: Listen and repeat.

Eliz: I was an assistant manager.(Pause for repeat)

Eliz: at a food processing plant.(Pause for repeat)

Eliz: in New Jersey.(Pause for repeat)

Eliz: I was an assistant manager...at a food processing plant...in New Jersey.(Pause for repeat)

Vietnamese explanation

Bây giờ, để ôn lại, mời quý vị nghe lại đoạn hai của bài học, trong đó Ông Gary khuyên quý vị nói ngắn gọn khi được phỏng vấn về việc làm cũ của mình. Mời quý vị nghe cô White để được phỏng vấn về quá trình nghề nghiệp của cô.

CUT 5

Larry: Gary's Tips.

Eliz: Welcome back. It's time for Gary's tips. What's your topic for today, Gary?

Gary: Today I'll be talking about describing your job history. Last week we talked about how to

talk about your education background in a job interview.

Often you will be asked in a job interview to describe your job history.

An interviewer might ask you to describe the previous jobs you have held.

In your description, you should say what your job title was, where you worked, when you held the position, and what your job responsibilities were.

Let's listen to a portion of the Business Dialog where Ms. White tells about her job at a food processing plant.

Try to answer these two questions: What was Ms. White's job title? Where did she work?

Let's listen.

Interviewer: Tell me about your two jobs you held before your current job.

White: All right. Well, from 1991 to 1994 I was an assistant manager at a food processing plant in New Jersey.

Gary: What was Ms. White's job title?

-She was assistant manager.

Where did she work?

-Ms. White didn't give the name of the company, but she said she worked at a food processing plant in New Jersey.

Listen again to part of the dialog, and answer these two questions: When did Ms. White work as assistant manager? What were Ms. White's responsibilities?

Let's listen.

White: Well, from 1991 to 1994 I was an assistant manager at a food processing plant in New Jersey.

I was in charge of scheduling workers on the assembly line.

Gary: When was Ms. White assistant manager?

She was assistant manager from 1991 to 1994.

Anh Ngữ sinh động - bài số 13: Cách nói về quá trình công việc

Tác Giả: VOA

Chúa Nhật, 09 Tháng 11 Năm 2008 09:42

And what were Ms. White's responsibilities?

She was in charge of scheduling workers.

Well, that's all we have time for today. I hope today's tips were helpful!

Eliz: Thanks very much, Gary.

Music

Eliz: Well, our time is up. Tune in again next time for Functioning in Business. See you then!

Music

Vietnamese explanation

Quý vị vừa đã học xong bài số 13 trong chương trình Anh Ngữ sinh động New Dynamic English. Phạm Văn xin kính chào quý vị thính giả và xin hẹn gặp lại trong bài học tiếp