

臺灣菸酒股份有限公司 101 年新進職員甄試試題

職等 / 甄試類別【代碼】：第 3 職等 / 國際貿易人員【C9702】

專業科目 2：商用英文

* 請填寫入場通知書編號：_____

注意：①作答前須檢查答案卷、入場通知書編號、桌角號碼、應試類別是否相符，如有不同應立即請監試人員處理，否則不予計分。
②本試卷為一張單面，共有四大題之非選擇題，各題配分均為 25 分。
③非選擇題限以藍、黑色鋼筆或原子筆於答案卷上採橫式作答，並請從答案卷內第一頁開始書寫，違反者該科酌予扣分，不必抄題但須標示題號。
④應考人得自備簡易型電子計算機，但不得發出聲響，且不具財務、工程及儲存程式功能。應考人於測驗時將不符規定之電子計算機放置於桌面或使用，經勸阻無效，仍執意使用者，該科扣 10 分；計算機並由監試人員保管至該節測驗結束後歸還。
⑤請勿於答案卷書寫姓名、編號或其他不應有的文字、標記、符號等，亦不得私自將答案卷攜出試場，違反者該科成績以零分計。
⑥答案卷務必繳回，未繳回者該科以零分計算。

題目一：(請將下列英文翻譯成中文)

Countries import some goods and services from abroad, and export others to the rest of the world. Trade in raw materials and goods is called visible trade in Britain and merchandise trade in the US.【10 分】

Services, such as banking, insurance, tourism, and technical expertise, are invisible imports and exports. A country can have a surplus or a deficit in its balance of trade, and in its balance of payments. Most countries have to pay their deficits with foreign currencies from their reserves.【15 分】

題目二：(請將下列中文翻譯成英文)

親愛的 Christie 小姐，

我們特別致函介紹一個讓您的顧客付款更快速有效的方法。我們新出品的手持條碼掃描機 (hand-held barcode scanners) 可以讓您的顧客隨時在所在的地方購物付款，不需找收銀台。【8 分】

我們的掃描機可以遠端連線，來確認您的信用卡付款，顧客可以在掃描機上簽名付款。這種掃描機有一個方便的可調式背帶，讓您店內的助理在任何時間均很容易攜帶。

【9 分】

此機器會自動印出「已付」的貼紙，以確保只有付過錢的產品才會被攜帶出店。這項功能其他市面上的掃描機所沒有提供的。【8 分】

Geldsbure 團隊上

題目三：(請閱讀下列短文，並以英文回答其後的問題)

VIZ 製造公司的業務代表正向高層簡報公司的第一季業績的表現：

Today, I'd like to report our company's sales figures for the first quarter of 2012. Let's begin by taking a look at how we did from January through March. If we look at this line graph, we can see that our sales improved overall during this quarter.

However, we can also clearly see that there was a downturn during the first month. Sales plummeted then. We can attribute this downswing in sales to a post-holiday slump. Simply put, statistics reveal a sharp decrease in our repeat customers. Looking at the graph again, though, we can see a sharp upturn in the second month. Seasonal fluctuations in the market are quite common in Q1. In the third month, sales continued to rise until they hit a plateau in the last week of the quarter. And that's how the quarter ended—on a high but level note. Though that's a positive way to end the quarter, we'd like to see these numbers edge up again the next one. And we are confident that sales will be on an upswing again soon.

請以英文回答下列問題：

- (一)請簡要說明本文所呈現的主題為何？報告人對第一季業績表現的看法如何？【10 分】
- (二)請簡要說明第一個月業績急遽下滑的原因。【10 分】
- (三)請以不同的英文用語解釋“slump”及“fluctuation”等字的意義。【5 分】

題目四：

請依下列提示，以 120 字左右寫一封開幕式及晚宴的英文邀請函。【25 分】

信函撰寫人：Nick Chen, Functions Coordinator, the Taiwan-West Africa Business Forum 為 Ms. Margaret Shih (Director of TWABF) 撰寫此信函

- (一)表明目的：邀請參加 Opening ceremony and banquet for the completion of their new conference center
- (二)除提出邀請參加開幕式及晚宴外，並提及當日還有數場商業合作機會的簡報
- (三)給予相關資訊：
時間：7:00 pm, August 1, 2012
地點：TWABF Conference Center
No. 9, Lane 62, Tianmu West Rd., Taipei 11157
- (四)懇請回覆：7/25 之前回覆至 Nick's email: nickchen@twabf.org