

Lesson 42: Welcoming a New Colleague

By Xandra

1. Dialogue

First, repeat after your tutor. Then, practice each role.

Hitomi is the team leader in the Sales Department. She's checking how Steve is doing on his first day in the company.

Hitomi: Good morning, Mr. Rogers. I'm Hitomi.

Steve: Please call me Steve. (shakes hands with Hitomi) It's nice to meet you.

Hitomi: I just came by to see if you're settling in alright.

Steve: So far, everything's just fine. I've already met most of my colleagues.

Hitomi: Since it's your first day, don't feel pressured to work. Just get the hang of the hustle and bustle, and learn as much as you can.

Steve: (nodding) Okay.

Hitomi: By the way, on Friday nights, the sales team hangs out at Fat Tuesday's. As a gesture of welcoming you to the company, I'd like to invite you along next Friday.

Steve: That's really nice of you. I'll be honored to join you.

Hitomi: Wonderful! If you have any questions, my office is right there (points to a room).

Steve: Thank you, Hitomi.

2. Today's Phrase

First, repeat after your tutor. Then, make a few sentences using Today's phrase.

1. I'm honored to introduce our distinguished guest. Let's give a warm welcome to Mr. Stan Lee.
2. Jack said that he was honored to receive the award for employee of the year.
3. A: Do you think Mr. Rogers will come to the dinner party?
B: I think he would be honored to get an invitation.

* be honored to ~ / ~することを光栄に思う

3. Your Task

You're the manager of a tour company. A new employee has just come in. She'll be working as a translator. Call for everyone's attention in the office and then introduce her to everyone. You should mention the following information: 1) her name, 2) her job in your company as a translator, 3) the languages she can speak, 4) where she worked before. Give some welcoming words for the new employee.

4. Let's Talk

What are dos and don'ts when welcoming a new colleague?

What are the pressures felt by a new employee?

Have you ever helped a new employee fit in?

5. Today's photo

Describe the photo in your words as precisely as possible.



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