



Presenting Myself

Name	<ul style="list-style-type: none"> ⇒ I'm ... ⇒ My name is ... ⇒ I'm called ...
Job Title	<ul style="list-style-type: none"> ⇒ I'm ... ⇒ I work as ... ⇒ I'm currently working as ... <hr/> <ul style="list-style-type: none"> ⇒ I'm responsible for ... ⇒ My responsibilities include ... ⇒ I'm in charge of ... ⇒ I'm the manager of ... ⇒ I manage / direct / supervise / advise / handle ... ⇒ I report to / collaborate with ...
Company	<ul style="list-style-type: none"> ⇒ I work at ⇒ I work with ... ⇒ I've been working at ... for ... years <hr/> <ul style="list-style-type: none"> ⇒ We're a: start-up, small company, SME, multinational company, listed company ⇒ Our offices are based in ... ⇒ Our headquarters are in ... ⇒ Our customers/clients are ... ⇒ It's famous for ... ⇒ It's a ... company ⇒ We produce / develop / manufacture ⇒ I work in ... ⇒ We're in the ... industry ⇒ We do business with ... ⇒ It's a company ⇒ It's the market leader in ...