



Nombre del Alumno: JOSE JULIAN ALTUZAR ABADIA

Nombre del tema : **WHAT DO YOU DO?**

Nombre de la Materia: INGLES

Nombre del profesor RAFAEL IVAN GUILLEN ALCALA

Nombre de la Licenciatura: LICENCIATURA EN MEDICINA VETERINARIA Y ZOOTECNIA

Cuatrimestre:2



Office Manager (Person 7):

- Manager: "Good morning, team. Let's discuss today's priorities. We need to ensure all clients are attended to promptly."

Receptionist (Person 8):

- Receptionist: "I'll handle all incoming calls and schedule appointments as needed. I'll also update the client records."

Front Desk Clerk (Person 9):

- Clerk: "I'll assist with checking in clients and managing any walk-in inquiries. If any issues arise, I'll make sure to inform you right away."

Office Manager (Person 7):

- Manager: "Great! Let's stay on top of things and ensure our clients receive the best service possible. If you need any help, don't hesitate to ask."