

英语介绍信范文11篇

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ECMS帝国之家，为帝国cms加油！

英国和美国以及大多数英属殖民地和自治领的语言。以下是小编收集整理的英语介绍信范文十一篇，仅供参考，希望能够帮助到大家。

第1篇: 英语介绍信

题目：需要包含你的topic和你的controlling idea.

第一段：提纲句：你所看电影+你对这个电影的简练评价;介绍电影的大概内容，注意要用描述性、抒情性的句子

第二段：具体阐述你在提纲句中对电影的评价，展开说，为什么这样评价，原因何在，这部电影给你什么启示。

第三段：收尾，即对上述你写的内容进行简练概括要写一篇好的文章，还要注意：1.结构合理。这就是为什么要分段的原因，每个段落集中讲述一个主题。

2.过渡自然。这包括段与段、句与句之间的过渡，这时候需要根据意思来选择表达并列、递进、转折等等的过渡词。

3.句式多样，长短句结合。主动句换成被动句，善于运用从句，祈使句，特许句式等等。4.善于换词。一些出现在作文里的千篇一律的单词必须要换掉，不然让人看着无味。如people换成individuals这类。

很多同学看了很多电影，可是大部分时间只是用于欣赏故事情节，结果影片结束后觉得没有收获。很多同学问我如何利用电影学英文，我想除了模仿影片中的台词外，写观后感也是加深记忆的一种很好的方法。写出来的观后感其实很大程度上依然是口语体，所以在以后做口头作文也是很好的素材。观后感可分为影片情节概括，影片任务分析，影片与现实的关系三部分。

以下是我曾写过的影片《楚门的世界》的影片观后，供大家参考。

Feelings after watching “ The Trueman Show ”

“ I just finished watching the movie ” The Trueman Show “ ,acted by Jim Carrey .

"What a movie!" , I couldn't help saying that when finished that movie.

It talks about a show created by a director. He selected a baby and put him into a world he had created for him. In that world, everything was nice, people were friendly though they were all actors and actresses ,which means they were all fake. The boy was named " Trueman".

Since Trueman was born, he was left in that artificial island. Then people in the real world watched this "Trueman Show" everyday.

The director designed everything for trueman, his school, his friends, his fake parents, his fake wife...everything. He wanted to create a person and world without worries but he was wrong. Trueman one day sensed the weird around him: everyday at the same time same place happened the same thing, people spoke the same thing with the same expression, no way!

He tried to run away but failed. Troubles seemed to be his twin brothers whenever he intended to escape from the island. Accidents, fires, traffic jams...Finally , he managed to escape from the cam and got a boat. Despite the seasick, he got on the boat and went on sailing. The director panicked while they found trueman was away. He set storms intending to stop Trueman but failed. Trueman was determined to have a true life. He kept sailing and sailing.

Trueman's boat stopped when it hit something. It was the end of the island. It was a wall colored like the sky. Trueman raised his head and he found out everything in the sky was painted. The sky, the clouds, the sea, everything was painted.

He found a "Exit" button on the sky-blue wall, while trying to click it, he heard the director's voice from the sky. " Trueman, the outside world has no lies than this one I created for you. You belong here, I created the perfect world for you. " Trueman hesitated, yet clicked the button.

The show was over after more than 20 years and Trueman became a real true man when he dared to lose something, conquer something and face to something. That's how we all became a true person.

I can never forget the "sky wall" and the director's God-like voice came from the unknown place. It reminds me so much of the world we are living in. Somehow we are all in a "Trueman" world. Parents wanna control us, we work everyday following a certain routine. We dare not to lose the fortune we've gained and we lose more: happiness, trust , friendship, health...

It was said that the real happiness is the balance of your heart. A friend told me if something is a little risky ,that means it's worthy to do it.

A lot of students lost the chances to follow their dreams due to the so called" shoulds" people had arranged for them , then they kept copying other people's lives and they lost their own. Guess what happened in the end? You never have lived in this world!

Come on my friends, we only live once, if you have a dream, seize it! If the world wants to go left and you feel like going right, go right, you don't have to follow, just go, it's very easy... ” 。

People always thought that probably as a human on the planet Earth is the most senior animal owners who dominate nature. Can be wanton destruction of the earth, nature mutilations. Also for the immediate interests of the greedy nature and the blood drained、 the nature of the skin stripped、 nature of the meat-eating. With the thought this will be what kind of consequences.

Also claimed ignorance、

elated to conquer nature. Sing really ridiculous. If another Ice Age in front of us, the humanity will be caught unprepared? Human nature can conquer? No, summer opening large - given us a loud and affirmative answer to the question.

This terrible disaster films told us an irrefutable truth - always dominate the natural person.

“ Acquired ” the film depicts the United States as a representative of the Earth within one day suddenly nose-dive into glacial science fiction stories.

In the story, climate scientists Jack. Hall observed in the study pointed out that prehistoric climate, the greenhouse effect brought about by global warming could trigger an unprecedented global catastrophe. Mainly refer to the destruction of the beautiful human nature, but by the serious nature of the punishment. Lightning、 、

hail storm、 tornado、 hurricane、 、 floods caused by global warming, such as the melting of Antarctic ice disaster befall humans, before human consciousness to know repentance may have been too late. In an instant because of the disaster emerged, floods, in the eyes; hail, in the eyes; all in the eyes of force majeure. Entry into the Earth's greenhouse effect will glaciation. Tornado、 earthquake tsunami、

So you ask that the name will become a natural part of human life. In the film, you can see New York City inundated lens: the confusion of the crowd the air vehicle broken glass, followed by the floor, as high waves...

you can see in the seaside holiday resort in Hawaii hit by the hurricane scene. This is the destruction of the natural consequences, and this is the punishment of mankind. For thousands of years, continually engulfed in the natural human body, should now enjoy nature of the pernicious consequences of brewing.。

第2篇: 英语介绍信

本周我在报纸上看到了一个关于垃圾分类的暖镜头。在三凤四巷7号的龙阿姨是一个分类垃圾的坚定执行者。在她家斑斑驳驳的外墙上钉着一颗钉子，上面挂了一包用绿色垃圾袋装好的"厨余垃圾。而且，里面的垃圾还分得很清楚、彻底又准确，丝毫没有分错任何一件垃圾。她说，知道她们的社区在搞垃圾不落地试点后，她每天都在家分类垃圾。并且，分好的厨余垃圾和其他垃圾她都会用不同颜色、大小的垃圾袋装起来。她还介绍，在环卫工来收垃圾时她才会把其他垃圾拿出去倒。之所以把厨余垃圾挂在墙上，是因为一来是怕招来老鼠、野猫等动物把袋子扯破从而把垃圾散落在街道上污染环境，二来也方便环卫工进行监督。龙阿姨的方法真好呀！她可真是一个垃圾分类行动的忠实执行者啊！

This week I saw a warm shot of garbage sorting in the newspaper。 Aunt long , No. 7 , sanfengsi lane ,

is a firm executor of garbage sorting. A nail was nailed to the mottled exterior wall of her house , on which hung a bag of kitchen waste packed in green garbage bags. Moreover , the garbage in it is also clearly , thoroughly and accurately divided , without any mistake. She said that she classifies garbage at home every day after knowing that her community is conducting a pilot project of not landing garbage. In addition , the separated kitchen waste and other wastes will be packed in different colors and sizes of garbage bags. She also said that when the sanitation workers came to collect garbage , she would take out other garbage. The reason why we hang the kitchen waste on the wall is that we are afraid that animals such as rats and wild cats will tear the bags and scatter the waste on the streets to pollute the environment , and that it is also convenient for the sanitation workers to supervise. Aunt Long's method is so good ! She is really a faithful executor of the garbage sorting action !

第3篇: 英语介绍信

亲爱的先生:

张先生是贵公司北京办事处的合伙人，他向我介绍贵公司上海办事处正在为贵公司招聘一名网络维护工程师。

您的职位要求计算机科学或同等领域的顶尖大学、学士或以上学位，并精通Windows 20xx和LIN UX系统。我觉得我有能力满足这些要求。我今年将从北京大学研究生院毕业，获得硕士学位。我的研究包括计算机控制和管理课程，我设计了一个用微软可视化交互开发工具和数据库服务器开发的控制仿真系统。

在我的教育过程中，我掌握了我的专业原则和实践技能。我不仅通过了英语六级考试，更重要的是我可以用英语自由地与他人交流。我写英语和说英语的能力是不可能的。

随信附上的简历更详细地概述了我的资历和成就。我希望有机会和你面谈。

此致

致敬！

xxx

20xx年xx月xx日

第4篇: 英语介绍信

*****:

I suggest *** go to your school to study together for higher education quality.Mr. *** joined (**** co. , LTD.) from the year of ***.His current position is administrative management of office management , logistics , procurement , finance and human resources management.

Her outstanding performance in the past four years has given her a chance to get a promotion and is now the

administrative department of our company. I believe her performance at work proves her ability and coordination ability. I was deeply impressed by her sense of responsibility, communication skills and good personality, but I was deeply impressed by her teamwork spirit. She can create an atmosphere where the team can work effectively together and get the job done. Her reliability and cleverness earned her colleagues trust. When we assigned her to work, we had confidence. Her modesty is seen as a reliable guarantee of complex work, and she does a lot of good work.

*** has her own ideas and considers her career development. We talked about her career path, and she mentioned her interest in human resource management. With her constant learning and practice, she did very well. But she wasn't happy with her current success, and she began to think about further education in her future career. I support her idea and strongly recommend that she attend the human resources management course in your university. I'm sure she'll do well in your college. Please feel free to contact me if you have further inquiries.

Kind regards.

Ken xie

翻译：

*****:

我建议***到贵校一起学习，以获得更高的教育质量。***先生自***年起加入(****有限公司)。他目前的职位是管理办公室管理、物流事务、采购、财务和人力资源管理方面的行政管理。

在过去4年的工作中，她出色的表现使她有机会得到晋升，现在是我们公司的行政管理部门。我相信她在工作中的表现证明了她的能力和协调能力。她的责任心、沟通能力以及良好的性格都给我留下了深刻的印象，但我对她的团队合作精神留下了深刻的印象。她可以创造一种氛围，让员工团队有效地一起工作，完成任务。她的可靠和聪明赢得了同事的信任。当我们给她分配工作时，我们有信心。她的谦逊态度被认为是对复杂工作的可靠保证，她做了很多好工作。

***有自己的想法，并考虑了她的职业发展。我们谈到了她的职业发展方向，她提到了她对人力资源管理工作的兴趣。随着她不断地学习实践，她做得很好。但她对自己目前的成就并不满意，她开始考虑未来职业生涯的进一步教育。我支持她的想法，并强烈建议她去贵校的人力资源管理课程。我相信她在你的大学里会有很好的表现。如果您有进一步的询问，请随时与我联系。

亲切的问候。

肯谢

第5篇: 英语介绍信

英语作文介绍信模板

现如今，我们用到介绍信的地方越来越多，介绍信在联系工作、洽谈业务、参加会议、了解情况时起到自我说明的作用。介绍信的 注意事项有许多，你确定会写吗？以下是小编为大家整理的

英语作文介绍信模板，欢迎阅读与收藏。

Dear Mr. Johnson,

I take great pleasure in introducing Mary Brown one of my classmates and best friends to you. She is going to pursue her education as a postgraduate in your university after her graduation here. She and I had lived and studied together for four years. No friend deserves so much love and respect as she does. Now that we have finished our study here we had to part with each other.

Will you please give her some guidance in regard to the entrance examination? Any information you can provide, as well as your introduction for her to meet the future tutor shall be appreciated very much.

Yours truly,

Emma

译文

亲爱的约翰逊先生：

很高兴地向您介绍我的同学也是我的好朋友，。她毕业后想继续到你们学校读研究生。我们在一起生活和学习了四年。没有一个比她更好的朋友，可是马上就要毕业了，我们也不得不面对分离。

你可以给她提供一些有关入学考试的信息吗?你如果能给她提供一些信息，能帮她安排和导师见面的话，我将非常感谢。

您真挚的：

第6篇: 英语介绍信

Dear Sir/madam ,

I am honored to introduce myself to you.I hope I can give you a deep impression and finally have the opportunity to enter *** college.

Now let me introduce myself briefly.My name is ** * , my English name is *** *.I am ** years old this year , born in ** * , and I am now a senior in *** no.1 middle school.For the past three years , I have spent most of my time studying high school.But in 20** years , I had a chance to go to ** * , as an exchange student.I spent 1 year in * * , and in that year I experienced a lot of things. This special memory will always be stored in my mind , and I"m sure it will help me to find work in the future.

Now I am a senior student.In the past four years , I have learned a lot of knowledge and knowledge.I am a very responsible person and like to help others.There are two sides to everything , everyone has weaknesses , including myself , but I will try to change myself and make myself a better person.I am optimistic and confident.Sometimes I prefer to be alone , read books , listen to music , but I am not alone , I like to chat with my classmates and friends.Besides , basketball is my favorite.I like all kinds of

things about basketball. Through high school , I learned how to balance learning and entertainment.

Although I was a senior in high school , I was already thinking about what to do in the future. I am very interested in starting my own business , because in the current rapid development of society , the business for me is a very meaningful things , I can keep up with the pace of the society , learn more financial knowledge.

I want to study in * * school , because I believe that the school can offer me a chance to learn business knowledge , especially when I had the opportunity to study in * * in the famous university.

Martin Luther King once said , "I have a dream." This is the best way to illustrate my situation. If I have the opportunity to attend the university of China and England , I will study harder and try my best to achieve my achievements.

Your sincerity

* * * * *

亲爱的先生/女士 :

我很荣幸向大家介绍我自己。我希望我能给你一个深刻的印象，并最终有机会进入***学院。

现在我简单介绍一下自己。我的名字是***，我的英文名字是****。我今年**岁，出生在***，我现在是***第一中学的一名大四学生。在过去的3年里，我大部分时间都花在学习高中课程上。但在20**年，我有了一个机会，去了***，作为交换生。我在**呆了1年，在那一年我经历了很多事情，这种特殊的记忆将永远储存在我的脑海里，我确信这将帮助我在未来寻找工作。

现在我还是一名大四学生。在过去的四年里，我学到了大量的知识和知识。我是一个非常负责任的人，喜欢帮助别人。凡事都有两面性，每个人都有弱点，包括我自己，但我会尽力改变自己，使自己成为一个更好的人。我是乐观和自信的。有时我更喜欢独处，读书，听音乐，但我并不孤单，我喜欢和我的同学和朋友聊天。而且，篮球是我最喜欢的。我喜欢和篮球有关的各种事情。通过高中生活，我学会了如何在学习和娱乐之间找到平衡。

虽然我在高中的大四，但我已经在想将来该做什么了。我对自己创业非常感兴趣，因为在当前高速发展的社会中，创业对我来说是一件非常有意义的事情，我可以跟上社会的步伐，学习更多的金融知识。

我之所以想在**学院学习，是因为我相信这所学校能给我提供一个学习商业知识的机会，特别是当我有机会在**著名的大学里学习的时候。

马丁路德金曾经说过：“我有一个梦想”。用这个句子来说明我现在的处境是最好的方法。如果我有机会参加中英大学，我会更加努力地学习，尽我最大的努力去取得我的成就。

你的真诚

第7篇: 英语介绍信

Dear Sir ,

I am very glad to recommend Mr. **** to your graduate study at your school.

Mr. *** has been a research assistant in the financial crisis of *** science commission since *** month , and his main responsibilities include collecting information , analyzing and translating.He is a young man full of enthusiasm and progress , with great potential.** teachers are not only good at learning , they are good at solving problems , and have logical thinking , which can effectively analyze difficulties.All the work handed to him was consummated.In fact , he was so reliable that I assigned him a heavy responsibility.With his help , I can spend more time writing research papers.I really think I'm lucky to have such an able assistant.

I am sure that his diligence , coupled with good ability and pleasant personality , will enable him to achieve academic success in future academic pursuits.I highly recommend his admission without any reservations.

Best regards.

***** * researcher and professor

* * * * * institute

亲爱的先生:

我很高兴向你推荐****先生在你学校的研究生学习。

自**年**月以来,***先生一直是***科学委员会“***”金融危机的研究助理,他的主要职责包括收集信息、分析和翻译。他是一个充满热情和进步的年轻人,有着极高的潜力。**老师不仅善于学习,善于解决难题,而且有逻辑思维,能有效地分析困难。所有交给他的工作都圆满完成了。事实上,他是如此的可靠,我给他分配了沉重的责任。在他的帮助下,我可以花更多的时间来写研究论文。我真的认为我很幸运有这样一位能干的助手。

我确信他的勤奋,加上良好的能力和令人愉快的个性,将使他在以后的学术追求中获得学术成就。我强烈推荐他的入学,没有任何保留。

谨致问候。

*****研究员和教授

*****研究院

第8篇: 英语介绍信

英语作文拿高分是有诀窍的,你知道吗?一篇好的作文,必定是逻辑清晰、遣词流畅的,如果在

行文中善于运用一些短语词组，就能为文章增色不少，自然也就能获得更高的分数!明白了这些道理，你还在为作文短句和词组发愁吗?大学网推荐英语加分句，快快抱走!

1. at the thought of—想到...
2. as a whole (=in general) 就整体而论
4. (be) abundant in (be rich in; be well supplied with) 富于，富有
6. by accident (=by chance, accidentally) 偶然地，意外. Without accident (=safely) 安全地，
7. of one's own accord (=without being asked; willingly; freely) 自愿地，主动地
8. in accord with 与...一致. out of one's accord with 同...。不一致
9. with one accord (=with everybody agreeing) 一致地
10. in accordance with (=in agreement with) 依照，根据
12. take...into account (=consider) 把...。考虑进去
13. give sb. an account of 说明，解释 (理由)
14. account for (=give an explanation or reason for) 解释，说明。
15. on account of (=because of) 由于，因为。
16. on no account (=in no case, for no reason) 绝不要，无论如何不要(放句首时句子要倒装)
17. accuse...of... (=charge...with; blame sb. for sth.; blame sth. on sb. ;
18. be accustomed to (=be in the habit of, be used to) 习惯于。
19. be acquainted with (=to have knowledge of) 了解; (=to have met socially) 熟悉
20. act on 奉行，按照...行动; act as 扮演; act for 代理
21. adapt oneself to (=adjust oneself to) 使自己适应于
22. adapt...(for) (=make sth. suitable for a new need) 改编，改写(以适应新的需要)
23. in addition (=besides) 此外，又，加之
24. in addition to (=as well as, besides, other than) 除...外
25. adhere to (=abide by, conform to, comply with, cling to, insist on,

persist in, observe, opinion, belief) 粘附; 坚持 , 遵循

26. adjacent(=next to, close to) 毗邻的 , 临近的

27. adjust..(to) (=change slightly)调节; 适应;

28. admit of (=be capable of, leave roomfor) ...的可能 , 留有...的余地。

29. in advance (before in time) 预告 , 事先

第9篇: 英语介绍信

1 文体介绍

正式介绍信是写信人因公务把自己的同事或业务关系介绍给某单位或某个人。这种介绍信言和格式比较规范、严谨 , 内容一般包括以下几个方面 :

(1) 简单地介绍一下被介绍人的身份和情况。

(2) 说明事由 , 并要求对方对被介绍人提供某种帮助。

(3) 对对方的帮助预先表示感谢。

(4) 如果是熟悉的业务往来或老的工作关系 , 也可以附带询问一下工作上的近况和向对方致以问候。

(5) 介绍信一般篇幅不长 , 前三个方面的内容常常可以放在一个段落里。

2 实用范例

(1) subject: introduction

dear mr. / ms.,

this is to introduce mr. frank jones, our new marketing specialist who will be in london from april 5 to mid april on business.

we shall appreciate any help you can give mr. jones and will always be happy to reciprocate.

yours faithfully,

yang ning

尊敬的先生/小姐 ,

现向您推荐我们的市场专家弗兰克·琼斯先生。他将因公务在四月15日到四月中旬期间停留伦敦

。

我们将非常感谢您向琼斯先生提供的任何帮助，并非常高兴施以回报。

您诚挚的

杨宁

(2)subject: introduction

dear mr. / ms,

we are pleased to introduce mr. wang you, our import manager of textiles department. mr. wang is spending three weeks in your city to develop our business with chief manufactures and to make purchases of decorative fabrics for the coming season.

we shall be most grateful if you will introduce him to reliable manufacturers and give him any help or advice he may need.

yours faithfully,

yang ning

尊敬的先生/小姐，

我们非常高兴向您介绍我们纺织部的进口经理王有先生。王先生将在你市度过三周，他要与主要的生产厂家拓展商务并为下一季度采购装饰织品。

如能介绍他给可靠的生产厂家，向他提供所需的任何帮助或建议，我们将不胜感谢。

您诚挚的，

杨宁

第10篇: 英语介绍信

Dear fellow students ,

Our school has started a program of garbage classification。 Different kinds of garbage are required to be sorted out and placed in different dustbins。 Paper can be recycled , while leftovers can be collected as food for pigs or processed as fertilizer for plants。 Above all , such harmful things as plastics and used batteries should not be mixed with other wastes。

The program is of great benefit。 We will be able to save resources by making use of recyclable garbage and harmful things will not pollute our environment after special treatment。

Let's work together for a better campus!

亲爱的同学们，

我校已启动垃圾分类程序。不一样种类的垃圾需要整理出来放在不一样的垃圾桶。纸能够回收利用，而剩菜能够作为猪的食物收集或加工成肥料的植物。最重要的是，塑料和废旧电池等有害物质不应与其他废物混合。

这个计划有很大的好处。我们能够经过利用可回收的垃圾来节省资源，而有害的东西不会在经过特殊处理后污染我们的环境。

让我们一齐努力建设一个更好的学校!

第11篇: 英语介绍信

Dear mr./ms ,

we are pleased to introduce mr. wang , our import manager of textiles department. mr. wang is spending three weeks in your city to develop our business with chief manufactures and to make purchases of decorative fabrics for the coming season.

we shall be most grateful if you will introduce him to reliable manufacturers and give him any help or advice he may need.

yours faithfully ,

xx

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您诚挚的，

xx

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