



GESTIONAR LLAMADAS TELEFÓNICAS



Para solicitar hablar con una persona

¿Está Carolina?
¿Podría hablar con la señora Ruiz, por favor?

Para responder una llamada

¿Sí?
¿Diga?

Terminar la conversación

Gracias por su llamada.
Hasta luego.
Buenos días. / Buenas tardes.
/ Buenas noches.

Preguntar con quién quiere hablar

¿Con quién quería hablar?

Preguntar quién llama

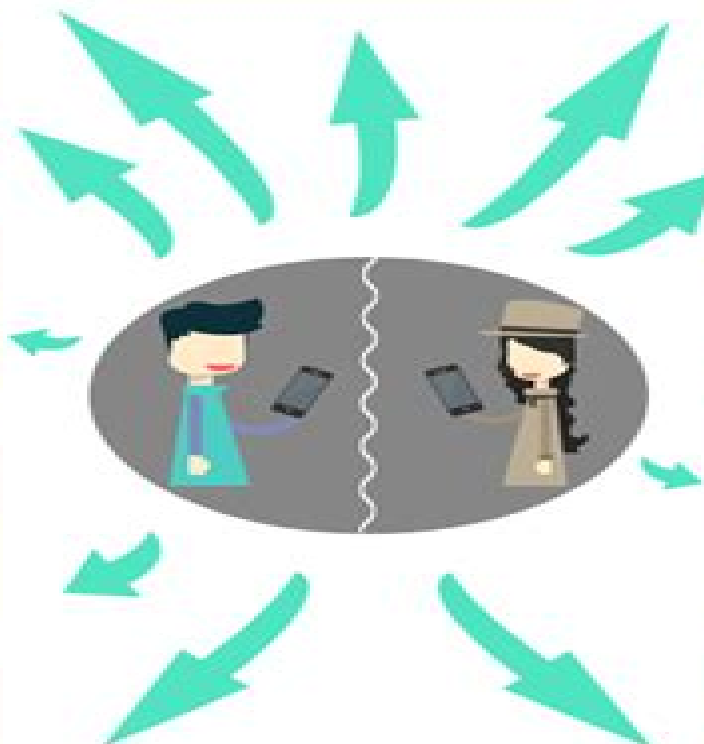
¿De parte de quién?
¿Quién llama, por favor?

Comprobar si la persona está disponible

Voy a ver si está.
Déjame / déjeme ver si está.

Transferir la llamada

Un momento, por favor.
Ahora le paso la llamada.



Resolver y confirmar

Se lo diré.
Te llamaré enseguida.
Mañana estará a partir de las 12:00

No poder transferir la llamada

No se pudo poner en estos momentos.
No está, se ha marchado.
No está, ha salido.
¿Quiere dejarle un mensaje?

Preguntas para aclarar la información

¿Le importa repetir el / su nombre?
¿Qué número quería?
¿Qué le digo entonces?



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Manual Para Interceptar Llamadas Telefonicas

Jianjun Gao



Manual Para Interceptar Llamadas Telefonicas:

Manual Para Interceptar Llamadas Telefonicas Book Review: Unveiling the Power of Words

In a global driven by information and connectivity, the ability of words has are more evident than ever. They have the ability to inspire, provoke, and ignite change. Such is the essence of the book **Manual Para Interceptar Llamadas Telefonicas**, a literary masterpiece that delves deep to the significance of words and their effect on our lives. Compiled by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we will explore the book is key themes, examine its writing style, and analyze its overall affect readers.

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