

# Presenting a company

Greet the audience

**Introduce yourself formally by giving your name and your present job in the company.**

**First**, I'd like to welcome you all to.....and give you a brief introduction to the company. **As you know**,.....is a .....company with its Head Office in ..... When you hear the name ..... You'll probably think of .....and in fact it was our first product.

.....started as a company in .....(add extra info/i.e.- when it produced its first.....)

**Now**, I'll give you just a few figures so that you can have a clear picture.

Our company employs .....people and sells its products in more than .....countries.

We own well known consumer brands such as....., ..... and .....

The company has ..... divisions/ business groups called.....and .....

.....% of the company's sales comes from ..... Its worldwide turnover was of .....million euros in 2013. Our company spends.....% of its revenue on R+D and has a market share of .....% in .....where we are expanding.

**Well, that's all I have to say for the moment. I hope that gives you a general idea to start with. Thank you very much for your attention. I'll be delighted to answer any question you may have**