

Spanish

Applying for a summer job [2 / 3]

- using “you” (formal)
- perfect tense

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Accent rules for nouns

If a singular noun ending in **-s** is stressed on the final syllable, it has an accent.

To make this type of noun plural **add -es and remove the accent.**

el autob**ús**

los autob**uses**

el estr**és**

los estr**eses**



Copia y escucha. Fill in the missing letters. Do they need an accent?

1 el entremés

5 el estrés

2 los cipreses

6 escribes

el entremés
(appetizer)

3 el interés

7 el mes

4 escuchas

8 el francés

cipreses



Muy Señor mío	Dear Sir
solicitar	to apply for, applying for
el puesto	post
atentamente	yours sincerely / faithfully
aduntar	to enclose, enclosing
el currículum	CV
habilidades lingüísticas	language skills
buscar	to look for, looking for
el sentido del humor	sense of humour
la capacidad	skill
la comunicación	communication



Formal you - singular, present tense

In Spanish, there are two forms of “you” depending on who you are talking to.

Use the **formal you (usted)** when you do not know the person, they are older, or someone you should show respect to.

The verb endings for usted are **the same as the endings for s/he.**

-ar verbs - busca**a** un puesto (s/he looks / **you look** for a post)

-er/-ir verbs - aprende**e** ruso (s/he learns / **you learn** Russian)



You formal or s/he?

		You (formal)	s/he	English
1	Señor, ¿me puede ayudar?			
2	Mi compañero tiene buen sentido del humor.			
3	Alicia quiere un puesto a tiempo parcial.			
4	Mi amigo tiene buenas habilidades lingüísticas.			
5	Jefe, ¿quiere aprender mandarín?			



The perfect tense

Use the perfect tense to say what you **have done**

The perfect tense is formed with part of the verb **haber** plus a **past participle**

-ar buscar ➡ busc**ado**

-er/-ir aprender ➡ aprend**ido**

He trabajado. I have worked.

Has estudiado idiomas. **You** have studied languages.

Ha servido comida. **S/he, you (formal)** have served food.



Irregular forms of the perfect tense

hacer	- to do	he hecho	I have done
ver	- to see	he visto	I have seen
escribir	- to write	he escrito	I have written
poner	- to put	he puesto	I have put



- 1 The formal “you” part of the verb uses the same endings as he/she .
- 2 The formal word for you is usted
- 3 Use the perfect tense to say what you have done.
- 4 The perfect tense is formed with the verb haber, plus a past participle, for example he aprendido . he trabajado
- 5 Some past participles are irregular in the perfect tense:
escribir escrito, hacer hecho, ver visto

