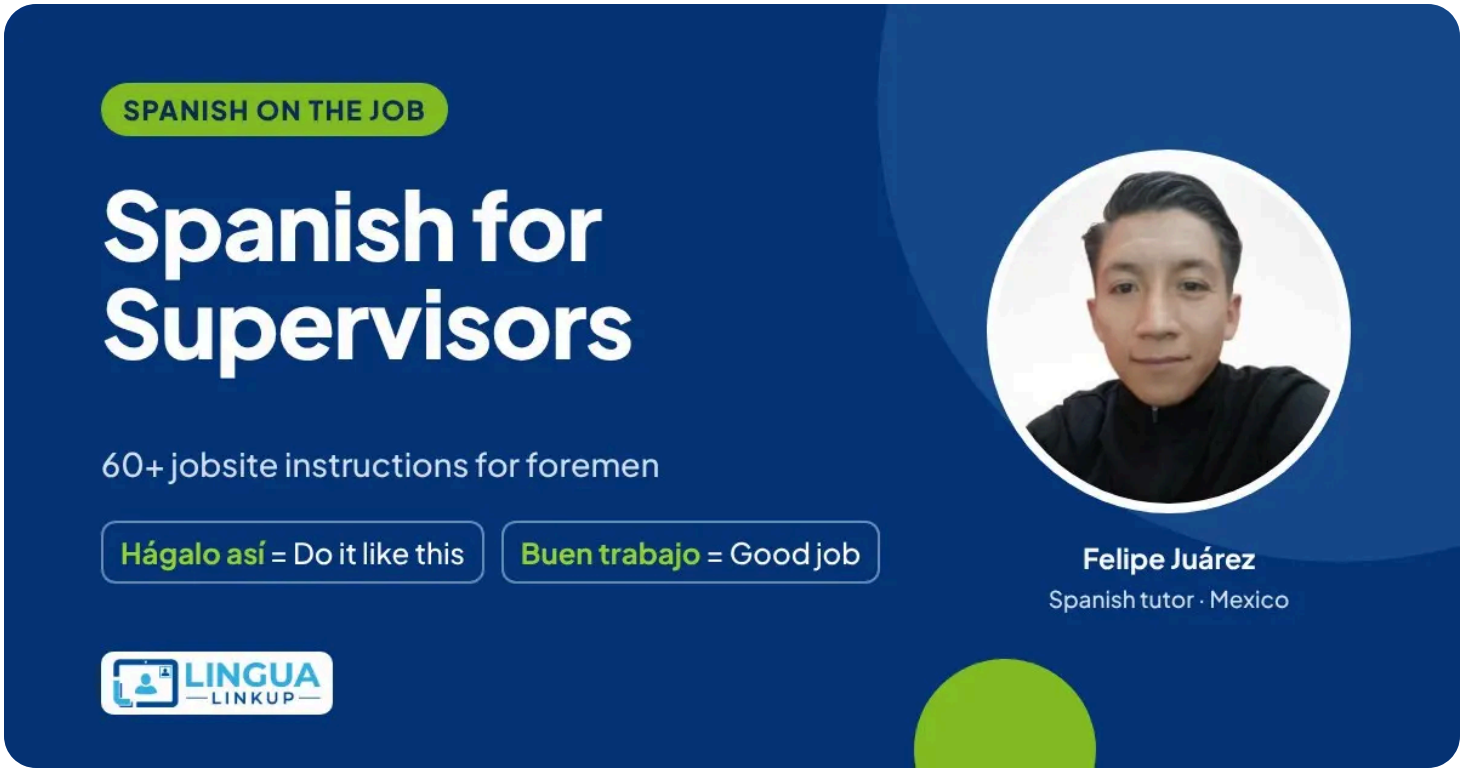
Workplace Spanish for Supervisors, Foremen and Managers: 60+ Phrases (Free PDF)

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Quick answer: The jobsite Spanish a supervisor uses most is short and polite: **Por favor, ayúdeme con esto** (Please help me with this), **Hágalo así** (Do it like this), **Termine esto primero** (Finish this first), **¿Cuánto tiempo necesita?** (How much time do you need?) and **Buen trabajo** (Good job). This guide has 60+ instructions for daily

assignments, tools, measurements, quality, schedules and feedback, with a simple pronunciation guide and a printable PDF.

Foremen and supervisors don't need perfect grammar to run a bilingual crew. They need a few dozen clear instructions, the right tone, and the habit of checking understanding. All the phrases below use the polite **usted** form, which is respectful with any worker. Swap in your crew's own words as you learn them.

Starting the day

Spanish	Say it	English
Buenos días. ¿Cómo están?	BWEH-nohs DEE-ahs. KOH-moh es-TAHN	Good morning. How is everyone?
Hoy vamos a trabajar en…	oy BAH-mohs ah trah-bah-HAR en	Today we're going to work on…
Usted trabaja con él / con ella.	oos-TED trah-BAH-hah kohn el / kohn EH-yah	You work with him / with her.
Primero… después…	pree-MEH-roh… des-PWES	First… then…
¿Quién falta?	kee-EN FAHL-tah	Who's missing?
Marque su entrada.	MAR-keh soo en-TRAH-dah	Clock in.

Giving instructions

Spanish	Say it	English
Hágalo así.	AH-gah-loh ah-SEE	Do it like this.
Míreme primero.	MEE-reh-meh pree-MEH-roh	Watch me first.

Ayúdeme con esto, por favor.	ah-YOO-deh-meh kohn ES-toh, por fah-BOR	Help me with this, please.
Termine esto primero.	ter-MEE-neh ES-toh pree-MEH-roh	Finish this first.
Traiga… / Lleve…	TRY-gah / YEH-beh	Bring… / Take…
Ponga esto allá.	POHN-gah ES-toh ah-YAH	Put this over there.
Limpie el área.	LEEM-pee-eh el AH-reh-ah	Clean the area.
Cargue / Descargue el camión.	KAR-geh / des-KAR-geh el kah-mee-OHN	Load / Unload the truck.
Corte aquí.	KOR-teh ah-KEE	Cut here.
Mida dos veces, corte una.	MEE-dah dohs BEH-ses, KOR-teh OO-nah	Measure twice, cut once.
Espere aquí.	es-PEH-reh ah-KEE	Wait here.
Venga conmigo.	BEN-gah kohn-MEE-goh	Come with me.
No lo haga así.	noh loh AH-gah ah-SEE	Don’t do it that way.

Tools, materials and measurements

Spanish	Say it	English
la herramienta	lah eh-rrah-mee-EN-tah	tool
la cinta métrica	lah SEEN-tah MEH-tree-kah	tape measure
el nivel	el nee-BEL	level
el taladro	el tah-LAH-droh	drill

la carretilla	lah kah-rreh-TEE-yah	wheelbarrow
¿Cuánto mide?	KWAHN-toh MEE-deh	How long is it?
Mide diez pies y seis pulgadas.	MEE-deh dee-ES pee-ES ee says pool-GAH-dahs	It's 10 feet 6 inches.
Necesitamos más…	neh-seh-see-TAH-mohs mahs	We need more…
Se acabó el material.	seh ah-kah-BOH el mah-teh-ree-AHL	We ran out of material.
Guarde las herramientas al final del día.	GWAR-deh lahs eh-rrah-mee-EN-tahs ahl fee-NAHL del DEE-ah	Put the tools away at the end of the day.

Time, schedules and breaks

Spanish	Say it	English
¿Cuánto tiempo necesita?	KWAHN-toh tee-EM-poh neh-seh-SEE-tah	How much time do you need?
Tiene que estar listo para las tres.	tee-EH-neh keh es-TAR LEES-toh PAH-rah lahs tres	It has to be ready by three.
Mañana empezamos a las siete.	mah-NYAH-nah em-peh-SAH-mohs ah lahs see-EH-teh	Tomorrow we start at seven.
Es hora del descanso / del almuerzo.	es OH-rah del des-KAHN-soh / del ahl-MWER-soh	It's break time / lunch time.
¿Puede trabajar horas extra el sábado?	PWEH-deh trah-bah-HAR OH-rahs EKS-trah el SAH-bah-doh	Can you work overtime on Saturday?
Llegue a tiempo, por favor.	YEH-geh ah tee-EM-poh, por fah-BOR	Please arrive on time.

Checking quality and understanding

Spanish	Say it	English
¿Me entiende?	meh en-tee-EN-deh	Do you understand me?
Muéstreme cómo lo va a hacer.	MWES-treh-meh KOH-moh loh bah ah ah-SER	Show me how you're going to do it.
¿Tiene alguna pregunta?	tee-EH-neh ahl-GOO-nah preh-GOON-tah	Do you have any questions?
Está bien así.	es-TAH bee-EN ah-SEE	That's good like that.
Hay que arreglarlo.	eye keh ah-rreh-GLAR-loh	It needs to be fixed.
Está torcido / desnivelado.	es-TAH tor-SEE-doh / des-nee-beh-LAH-doh	It's crooked / not level.
Hágalo otra vez, por favor.	AH-gah-loh OH-trah bes, por fah-BOR	Do it again, please.

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Spanish	Say it	English
Buen trabajo.	bwen trah-BAH-hoh	Good job.
Gracias por su ayuda.	GRAH-see-ahs por soo ah-YOO-dah	Thanks for your help.
Lo hizo muy bien.	loh EE-soh mwee bee-EN	You did it very well.
¿Necesita algo?	neh-seh-SEE-tah AHL-goh	Do you need anything?
Si tiene un problema, hable conmigo.	see tee-EH-neh oon proh-BLEH-mah, AH-bleh kohn-MEE-goh	If you have a problem, talk to me.
Necesito hablar con usted un momento.	neh-seh-SEE-toh ah-BLAR kohn oos-TED oon moh-MEN-toh	I need to talk with you for a moment.

Extra phrases for manufacturing, warehouse and farm supervisors

Spanish	English
la línea de producción	production line
Pare la máquina antes de limpiarla.	Stop the machine before you clean it.
Revise la calidad de cada pieza.	Check the quality of each part.
el montacargas	forklift
Ponga las cajas en la tarima.	Put the boxes on the pallet.
¿Cuántas cajas faltan?	How many boxes are left?
la cosecha / el campo	harvest / field

Hoy vamos a cosechar la fila tres.	Today we're harvesting row three.
Lávese las manos antes de volver al trabajo.	Wash your hands before going back to work.

Safety reminders every supervisor should know

- **¡Cuidado!** – Careful!
- **Póngase el casco y los lentes.** – Put on your hard hat and glasses.
- **Amárrese.** – Tie off.
- **Tome agua.** – Drink water.
- **Reporte cualquier accidente.** – Report any accident.

For 80+ more, see our construction safety Spanish and toolbox talk phrases.

5 tips for supervising in Spanish

1. **Use usted.** It shows respect, especially with older workers. Your crew will tell you if they prefer tú.
2. **Say por favor and gracias.** Short commands can sound harsh without them.
3. **Show, then tell.** "Míreme primero" plus a demonstration beats a long explanation.
4. **Check understanding by asking them to show you,** not by asking "¿entiende?"
5. **Learn names and a few personal phrases.** *¿Cómo está su familia?* goes a long way.

Spanish training for supervisors

A phrase list gets you through the first week. To lead a bilingual crew with confidence, our Spanish training for supervisors pairs live group lessons by role with a self-study course on the phone, built around the instructions your crew hears every day. We can add custom lessons from your own safety manual and procedures.

Frequently asked questions

How do you say “supervisor” in Spanish?

El supervisor / la supervisora. A foreman is el capataz or el mayordomo (common in construction and farming), and a manager is el gerente.

Should I use tú or usted with my crew?

Start with usted. It sounds respectful with any worker, especially older ones. If your crew prefers tú, they will tell you.

How can a supervisor learn Spanish fast?

Learn 50 to 60 instructions you use every day first, practice them out loud with your crew, and add a weekly group lesson focused on your job. Short daily practice on your phone helps the phrases stick.

How do you say “good job” in Spanish?

Buen trabajo. You can also say Lo hizo muy bien (You did it very well) or Gracias por su ayuda (Thanks for your help).

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