

# 130 RÉSUMÉ POWER VERBS

You	You	You
Managed	Communicated	Achieved
Authorize	Authored	Accomplished
Cultivated	Briefed	Broadened
Delegated	Collaborated	Championed
Directed	Composed	Demonstrated
Enabled	Consulted	Earned
Facilitated	Determined	Exceeded
Fostered	Documented	Outperformed
Inspired	Edited	Propelled
Mentored	Illustrated	Realized
Motivated	Persuaded	Showcased
Oversaw	Prepared	Succeeded
Supervised	Promoted	Targeted

## You Created Something

Built  
Conceptualized  
Designed  
Developed  
Devised  
Founded  
Engineered  
Formulated  
Implemented  
Launched  
Pioneered  
Spearheaded

## You Increased Efficiency

Amplified  
Boosted  
Capitalized  
Delivered  
Enhanced  
Expanded  
Generated  
Improved  
Maximized  
Outpaced  
Stimulated

## You Lead a Project

Chaired  
Controlled  
Coordinated  
Drove  
Executed  
Headed  
Operated  
Orchestrated  
Organized  
Oversaw  
Planned  
Prepared  
Produced  
Programmed

## You Saved

Budgeted  
Conserved  
Consolidated  
Decreased  
Deducted  
Diagnosed  
Eliminated  
Lessened  
Prevented  
Reconciled  
Reclaimed  
Reduced  
Yielded

## You Improved

Accelerated  
Customized  
Integrated  
Modified  
Overhauled  
Redesigned  
Reorganized  
Restructured  
Revamped  
Revitalized  
Simplified  
Streamlined  
Strengthened  
Updated  
Transformed

## You Supported

Advised  
Advocated  
Arbitrated  
Coached  
Counseled  
Consulted  
Directed  
Educated  
Encouraged  
Fielded  
Informed  
Promoted  
Recommended  
Secured

## You Researched

Analyzed  
Assessed  
Calculated  
Discovered  
Evaluated  
Examined  
Forecasted  
Gathered  
Identified  
Interpreted  
Mapped  
Measured  
Qualified  
Tracked