RESUME ACTION VERBS

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	TECHNICAL	Assembled	Clarified	Installed	Operated	Surveyed

ACTION VERBS

FINANCIAL	Accounted	Audited	Budgeted	Estimated	Invested
	Allocated	Balanced	Calculated	Formulated	Projected
CREATIVE	Adapted	Designed	lllustrated	Invented	Published
	Conceived	Developed	Imagined	Originated	Revitalized
	Composed	Established	Improvised	Performed	Updated
	Created	Forecasted	Integrated	Publicized	Visualized
HUMAN	Advised	Counseled	Empowered	Helped	Joined
RESOURCES	Assisted	Encouraged	Facilitated	Guided	Listened
COMMUNICATION	Arranged	Consulted	Explained	Mediated	Researched
	Authored	Corresponded	Influenced	Planned	Promoted
	Assigned	Disseminated	Interacted	Presented	Specified
	Collaborated	Drafted	Interpreted	Proposed	Translated
	Conducted	Edited	Introduced	Reported	Wrote
LEADERSHIP	Achieved	Delegated	Founded	Judged	Persuaded
	Administered	Directed	Generated	Led	Produced
	Assigned	Enforced	Governed	Managed	Provided
	Chaired	Evaluated	Hired	Motivated	Recruited
	Coached	Expedited	Initiated	Negotiated	Scheduled
	Coordinated	Formed	Implemented	Persuaded	Staffed
RESEARCH	Assessed	Compiled	Drafted	Organized	Surveyed
	Compared	Defined	Interviewed	Solved	Summarized
PROBLEM Solving	Adjusted Analyzed Anticipated Changed Completed Converted	Determined Diagnosed Directed Discovered Doubled Eliminated	Examined Executed Expanded Identified Planned Prepared	Performed Recommended Reconciled Reorganized Resolved Reviewed	Selected Simplified Solved Tested Verified Utilized
TECHNICAL	Adapted	Coded	Inspected	Mapped	Repaired
	Assembled	Clarified	Installed	Operated	Surveyed
	Built	Engineered	Maintained	Programmed	Tested