

Action Verbs

Achieved	Edited	Lectured	Retained
Acquired	Eliminated	Led	Reversed
Activated	Employed	Located	Reviewed
Adapted	Engineered	Maintained	Revitalized
Advanced	Enlarged	Marketed	Rewrote
Advised	Equipped	Mediated	Scheduled
Affected	Established	Merged	Secured
Allocated	Evaluated	Modified	Selected
Analyzed	Executed	Monitored	Served
Applied	Expanded	Motivated	Set up
Appraised	Experienced	Negotiated	Simplified
Assigned	Explored	Obtained	Sold
Authored	Formed	Operated	Solved
Budgeted	Formulated	Optimized	Sparked
Built	Functioned	Organized	Spearheaded
Changed	Generated	Outsold	Specified
Clarified	Guided	Overcame	Spoke
Combined	Headed	Patented	Stabilized
Compiled	Held	Perfected	Staffed
Computed	Identified	Persuaded	Stimulated
Conceived	Implemented	Pioneered	Streamlined
Conducted	Improved	Planned	Structured
Consolidated	Increased	Presented	Studied
Constructed	Influenced	Preserved	Succeeded
Consulted	Initiated	Produced	Supervised
Controlled	Innovated	Programmed	Surveyed
Coordinated	Inspected	Promoted	Synthesized
Counseled	Inspired	Proposed	Tailored
Created	Installed	Proved	Tested
Defined	Instituted	Provided	Trained
Delegated	Instructed	Published	Transformed
Demonstrated	Integrated	Realized	Triggered
Designed	Interpreted	Recovered	Uncovered
Detailed	Intervened	Recruited	Unified
Developed	Interviewed	Reduced	Utilized
Devised	Introduced	Refined	Verified
Directed	Invented	Revovated	Visited
Discovered	Investigated	Represented	Won
Documented	Justified	Researched	Worked
Earned	Keynoted	Resolved	Wrote