

RESUME ACTION WORDS

Consider utilizing some of the action words in this list to make your resume/CV or cover letter stand out.

SOLVED	DIRECTED	INFLUENCED
PROMOTED	SUPPORTED	INTEGRATED
OVERSAW	REPORTED	MERGED
IMPROVED	ACCOMPLISHED	REFINED
ADAPTED	ANALYZED	REDESIGNED
INITIATED	PROJECTED	REVAMPED
IMPLEMENTED	RESOLVED	RESTRUCTURED
PLANNED	CREATED	STRENGTHENED
MANAGED	INCREASED/DECREASED	UPDATED
LEAD	LAUNCHED	TRANSFORMED
TRAINED	OPERATED	FACILITATED
BUILT	EXECUTED	FOSTERED
INTRODUCED	ORCHESTRATED	PARTNERED
STRENGTHENED	PRODUCED	SECURED
DIRECTED	ESTABLISHED	FORGED
PERSUADED	FORMALIZED	ACQUIRED
ORGANIZED	INCORPORATED	ADVOCATED
PROJECTED	REDUCED	CONSULTED
ASSESSED	ADVANCED	EDUCATED
EVALUATED	DELIVERED	REVIEWED
DEVELOPED	ENHANCED	DOCUMENTED
DELEGATED	EXPANDED	
ASSIGNED	MAXIMIZED	
COORDINATED	SUSTAINED	