

ACTIVE VERBS FOR ESSAYS AND RESUMES

Accomplished	Engineered	Negotiated
Achieved	Enhanced	Organized
Activated	Established	Originated
Adapted	Evaluated	Overhauled
Addressed	Examined	Persuaded
Administered	Executed	Pioneered
Advised	Expedited	Planned
Analyzed	Facilitated	Presented
Arbitrated	Formed	Presided
Arranged	Founded	Prioritized
Assembled	Generated	Programmed
Assessed	Governed	Prompted
Broadened	Grouped	Proposed
Budgeted	Guided	Provided
Built	Implemented	Recommended
Calculated	Improved	Recorded
Catalogued	Improvised	Recruited
Checked	Inaugurated	Researched
Collaborated	Increased	Restructured
Communicated	Initiated	Revamped
Compiled	Innovated	Screened
Computed	Inspired	Shaped
Conducted	Instituted	Simplified
Constructed	Instructed	Solved
Coordinated	Integrated	Sorted
Counseled	Invented	Strategized
Created	Judged	Supervised
Cultivated	Launched	Systematized
Defined	Lead	Tabulated
Delegated	Lectured	Taught
Demonstrated	Led	Trained
Designed	Maintained	Transcribed
Determine	Managed	Translated
Developed	Measured	Undertook
Devised	Mediated	Validated
Diagnosed	Modeled	Verified
Directed	Monitored	Wrote
Effected	Motivated	
Encouraged	Navigated	