

ANALYTICAL

analyzed
assessed
compared
conceptualized
critiqued
diagnosed
evaluated
identified
inspected
interpreted data
investigated
made decisions
observed
predicted
projected
proved
reflected
researched
reviewed
solved problems
surveyed
tested
thought critically
validated

COMMUNICATION

communicated

debated
defined
described
drafted
edited
explained
interacted
interviewed
listened
presented
published
reported
summarized
wrote

CREATIVE

advertised
created
designed
developed
displayed
entertained
illustrated
improvised
innovated
performed
produced
promoted

FINANCIAL

appraised
audited
balanced
budgeted
earned
invested
merchandised
raised funds

HELPING

advised
coached
collaborated
counseled
guided
mentored
served
supported
taught
tutored
trained
volunteered

PERSUASION

encouraged
influenced
mediated

motivated
persuaded
negotiated
recruited

LEADERSHIP

authorized
chaired
directed
delegated
enforced
facilitated
founded
initiated
implemented
managed change
managed crisis
managed resources
presided
supervised

ORGANIZATIONAL

administered
consolidated
coordinated
managed time
monitored
organized
planned

performed
data entry
prioritized
processed
recorded
scheduled

TECHNICAL

assembled
constructed
compiled
engineered
installed
integrated
operated
measured
programmed
repaired
upgraded

ADDED VALUE

adapted
enhanced
improved
maximized
minimized
shaped
streamlined
strengthened