# List of Action Verbs

**Management/Leadership**
- Administered
- Analyzed
- Appointed
- Approved
- Assigned
- Attained
- Authorized
- Chair
- Considered
- Consolidated
- Contracted
- Controlled
- Converted
- Coordinated
- Decided
- Delegated
- Developed
- Directed
- Eliminated
- Emphasized
- Enforced
- Enhanced
- Established
- Executed
- Generated
- Handled
- Headed
- Hired
- Hosted
- Improved
- Incorporated
- Increased
- Initiated
- Inspected
- Instituted
- Led
- Managed
- Merged
- Motivated
- Organized
- Originated
- Overhauled
- Oversaw
- Planned

**Communication/People**
- Addressed
- Advertised
- Arbitrated
- Arranged
- Articulated
- Authored
- Clarified
- Collaborated
- Communicated
- Composed
- Condensed
- Conferred
- Consulted
- Contacted
- Conveyed
- Convinced
- Corresponded
- Debated
- Defined
- Described
- Developed
- Direct
- Discussed
- Drafted
- Edited
- Elicited
- Enlisted
- Formulated

**Gathered**
- Identified
- Inspected
- Interpreted
- Interviewed
- Invented
- Investigated
- Located
- Measured
- Organized
- Researched
- Searched
- Explained
- Expressed
- Formulated
- Furnished
- Incorporated
- Influenced
- Interacted
- Interpreted
- Interviewed
- Involved
- Joined
- Judged
- Lectured
- Listened
- Marketed
- Mediated
- Moderated
- Negotiated
- Observed
- Outlined
- Participated
- Persuaded
- Presented
- Promoted
- Proposed
- Publicized
- Recruited
- Reconciled
- Recruited
- Referred
- Reinforced
- Reported
- Resolved
- Responded

**Improved**
- Instructed
- Motivated
- Persuaded
- Set Goals
- Simulated
- Stimulated

**Research**
- Analyzed
- Clarified
- Collected
- Compared
- Conducted
- Critiqued
- Detected
- Determined
- Diagnosed
- Evaluated
- Examined
- Explored
- Extracted
- Solved
- Summarized
- Surveyed
- Systematized
- Tested

**Teaching**
- Adapted
- Advised
- Clarified
- Coached
- Communicated
- Conducted
- Coordinated
- Critiqued
- Developed
- Enabled
- Encouraged
- Evaluated
- Explained
- Facilitated
- Focused
- Guided
- Individualized
- Informed
- Instilled
- Instructed
- Motivated
- Persuaded
- Set Goals
- Simulated
- Stimulated

**Technical**
- Adapted
- Assembled
- Built
- Calculated
- Constructed
- Computed
- Conserved
- Converted
- Debugged
- Designed
- Determined
- Developed
- Engineered
- Fabricated
- Fortified
- Installed
- Maintained
- Operated
- Overhauled
- Printed
- Programmed
- Rectified
- Regulated
- Remodeled
- Repaired
- Replaced
- Restored
- Solved
- Specialized
- Standardized
- Studied
- Upgraded
- Utilized

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Take charge of your future. Start with Career Services.