

## Achievement Skills

|              |                |              |
|--------------|----------------|--------------|
| Achieved     | Improved       | Stablized    |
| Accelerated  | Increased      | Standardized |
| Accomplished | Initiated      | Succeeded    |
| Attained     | Increased      | Transformed  |
| Augmented    | Introduced     | Trimmed      |
| Complete     | Launched       | Validated    |
| Compounded   | Lowered costs  |              |
| Contributed  | Maximized      |              |
| Decreased    | Measured       |              |
| Doubled      | Obtained       |              |
| Effectuated  | Pioneered      |              |
| Eliminated   | Proved         |              |
| Enlarged     | Reduced        |              |
| Established  | Re-established |              |
| Exceeded     | Resolved       |              |
| Expanded     | Selected as    |              |

## Teaching Skills

|              |                |             |
|--------------|----------------|-------------|
| Adapted      | Explained      | Stimulated  |
| Advised      | Facilitated    | Taught      |
| Authored     | Focused        | Tested      |
| Certified    | Guided         | Trained     |
| Clarified    | Individualized | Transmitted |
| Coached      | Informed       | Tutored     |
| Communicated | Instilled      |             |
| Conducted    | Instructed     |             |
| Coordinated  | Licensed       |             |
| Critiqued    | Motivated      |             |
| Developed    | Officiated     |             |
| Enabled      | Persuaded      |             |
| Encouraged   | Reinforced     |             |
| Evaluated    | Simulated      |             |

## Data/Financial Skills

|              |            |            |
|--------------|------------|------------|
| Administered | Corrected  | Programmed |
| Adjusted     | Determined | Projected  |
| Allocated    | Developed  | Qualified  |
| Amended      | Estimated  | Reconciled |
| Analyzed     | Forecasted | Reduced    |
| Appraised    | Managed    | Researched |
| Assessed     | Marketed   |            |
| Audited      | Measured   |            |
| Balanced     | Planned    |            |
| Budgeted     | Prepared   |            |
| Calculated   | Retrieved  |            |
| Computed     | Procured   |            |

## Helping Skills

|              |               |             |
|--------------|---------------|-------------|
| Accommodated | Encouraged    | Represented |
| Adapted      | Ensured       | Resolved    |
| Advocated    | Expedited     | Simplified  |
| Aided        | Facilitated   | Supplied    |
| Arranged     | Familiarized  | Supported   |
| Assessed     | Guided        | Volunteered |
| Assisted     | Helped        |             |
| Clarified    | Insured       |             |
| Coached      | Instructed    |             |
| Collaborated | Interceded    |             |
| Contributed  | Intervened    |             |
| Cooperated   | Motivated     |             |
| Counseled    | Prevented     |             |
| Demonstrated | Provided      |             |
| Diagnosed    | Referred      |             |
| Educated     | Rehabilitated |             |

## Helping Skills

|                |             |              |
|----------------|-------------|--------------|
| Acted          | Directed    | Integrated   |
| Adapted        | Displayed   | Introduced   |
| Began          | Drew        | Invented     |
| Combined       | Entertained | Modeled      |
| Composed       | Established | Modified     |
| Conceptualized | Excelled    | Originated   |
| Created        | Formulated  | Performed    |
| Customized     | Founded     | Photographed |
| Designed       | Illustrated | Planned      |
| Developed      | Initiated   | Revised      |

## Research Skills

|              |              |              |
|--------------|--------------|--------------|
| Analyzed     | Extracted    | Submitted    |
| Authored     | Formulated   | Summarized   |
| Clarified    | Gathered     | Surveyed     |
| Collected    | Inspected    | Systematized |
| Compared     | Interviewed  | Tested       |
| Conducted    | Invented     |              |
| Correlated   | Investigated |              |
| Critiqued    | Located      |              |
| Detected     | Measured     |              |
| Determined   | Organized    |              |
| Diagnosed    | Queried      |              |
| Evaluated    | Researched   |              |
| Examined     | Reviewed     |              |
| Experimented | Searched     |              |
| Explored     | Solved       |              |



## Communication Skills

|              |              |             |
|--------------|--------------|-------------|
| Accommodated | Influenced   | Solicited   |
| Addressed    | Interacted   | Spoke       |
| Advertised   | Interpreted  | Suggested   |
| Arranged     | Interviewed  | Summarized  |
| Articulated  | Judged       | Synthesized |
| Authored     | Lectured     | Translated  |
| Brainstormed | Listened     | Wrote       |
| Clarified    | Marketed     |             |
| Collaborated | Mediated     |             |
| Communicated | Moderated    |             |
| Composed     | Negotiated   |             |
| Condensed    | Observed     |             |
| Consulted    | Officiated   |             |
| Contacted    | Outlined     |             |
| Corresponded | Participated |             |
| Debated      | Persuaded    |             |
| Defined      | Presented    |             |
| Developed    | Promoted     |             |
| Directed     | Proposed     |             |
| Discussed    | Publicized   |             |
| Drafted      | Reconciled   |             |
| Edited       | Recruited    |             |
| Enlisted     | Referred     |             |
| Explained    | Reinforced   |             |
| Expressed    | Reported     |             |
| Formulated   | Resolved     |             |
| Incorporated | Responded    |             |

## Technical Skills

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

## Leadership Skills

|              |              |            |
|--------------|--------------|------------|
| Accommodated | Designated   | Inspected  |
| Acquired     | Distributed  | Logged     |
| Administered | Executed     | Minimized  |
| Admitted     | Filed        | Monitored  |
| Analyzed     | Founded      | Obtained   |
| Appointed    | Generated    | Operated   |
| Approved     | Maintained   | Ordered    |
| Assigned     | Handled      | Organized  |
| Attained     | Hired        | Prepared   |
| Authorized   | Hosted       | Processed  |
| Approved     | Improved     | Provided   |
| Arranged     | Incorporated | Purchased  |
| Brainstormed | Responded    | Recorded   |
| Catalogued   | Reviewed     | Refined    |
| Categorized  | Initiated    | Routed     |
| Charted      | Inspected    | Reformed   |
| Chaired      | Instituted   | Registered |
| Confirmed    | Instructed   | Remedied   |
| Considered   | Led          | Reserved   |
| Consolidated | Managed      | Scheduled  |
| Contracted   | Merged       | Screened   |
| Controlled   | Motivated    | Updated    |
| Converted    | Navigated    | Validated  |
| Coordinated  | Organized    | Verified   |
| Decided      | Originated   |            |
| Dedicated    | Overhauled   |            |
| Delegated    | Oversaw      |            |
| Designated   | Planned      |            |
| Developed    | Presided     |            |
| Directed     | Prioritized  |            |
| Emphasized   | Produced     |            |
| Enabled      | Recommended  |            |
| Endorsed     | Reinforced   |            |
| Enforced     | Reorganized  |            |
| Enhanced     | Replaced     |            |
| Established  | Restored     |            |
| Executed     | Reviewed     |            |
| Founded      | Scheduled    |            |
| Submitted    | Secured      |            |
| Supplied     | Selected     |            |
| Standardized | Settled      |            |
| Systematized | Streamlined  |            |
| Classified   | Strengthened |            |
| Coded        | Supervised   |            |
| Collected    | Guaranteed   |            |
| Commissioned | Terminated   |            |
| Compiled     | Added        |            |
| Corrected    | Amended      |            |
| Correlated   | Classified   |            |
| Corresponded | Incorporated |            |