

Action Words

Career Document Series

accentuated	designed	merited	revealed
accomplished	developed	mobilized	revived
achieved	devised	modeled	schemed
adhered to	directed	negotiated	secured
administered	discharged	obtained	seized
adopted	dispatched	operated	shared
advanced	displayed	organized	showed
applied	earned	originated	specialized
apprehended	effected	outlined	sponsored
assimilated	emphasized	oversaw	stressed
assisted	employed	participated	succeeded
assumed	empowered	performed	supervised
attained	enforced	persisted	supported
authorized	engineered	planned	surpassed
built	established	pointed out	sustained
carried out	exceeded	pooled	synchronized
caused	excelled	practiced	synthesized
charted	exercised	prepared	transacted
checked	exerted	prevailed	understood
collaborated	exhibited	produced	undertook
combined	expedited	programmed	used
commanded	featured	progressed	utilized
commissioned	formed	projected	ventured
conducted	fulfilled	promoted	verified
constructed	generated	prompted	withstood
continued	handled	proposed	
contributed	helped	pursued	
controlled	implemented	qualified	
cooperated	indicated	regulated	
coordinated	invested	remained	
created	made	represented	
delegated	maintained	resisted	
demonstrated	managed	resolved	
derived	mapped	restored	
designated	mastered	resumed	