

Power words to use in your CV or at interview

The words you use help you to use to expand your list of personal skills. Practice using some of these power words to describe yourself and your work:

Advised	Ambition	Achieved
Appraise	Aspired	Analysed
Approve	Completed	Delegated
Assess	Co-operated	Developed
Capable	Consolidated	Effective
Communicating	Created	Enabling
Confidence	Decided	Enhanced
Delivering	Demonstrated	Established
Designed	Determined	Exceptional
Devised	Enthusiasm	Experience
Efficient	Exceeded	Flexibility
Evaluated	Implemented	Helpful
Executed	Improved	Impact
Increased	Influencing	Ingenuity
Initiated	Innovated	Inspired
Integrity	Launched	Introducing
Mediated	Managed	Led
Obtained	Opportunity	Loyal
Motivated	Originated	Organised
Perceived	Perfected	Overcome
Permanent	Persuading	Performed
Pioneered	Professional	Planned
Practical	Progress	Punctual
Produced	Qualified	Recognised
Proposed	Reduced	Providing
Reliable	Reorganised	Reported
Represented	Researched	Resolving
Responsible	Results	Reviewing
Satisfied	Saving	Scheduled
Selected	Significant	Simplified
Sincerity	Solved	Standardising
Stimulated	Strategic	Streamlined
Structured	Substantial	Succeeded
Supervised	Supported	Team Building
Testing	Thorough	Thoughtful
Tolerant	Trained	Transferred
Transformed	Understanding	Upgrading
Useful	Utilised	Validating
Verified	Versatile	Vital