

Revising your resume and stuck on some common MBA verbs? Led, created, achieved, communicated. We wanted to spark some new ideas to make your resume more specific:

Word	Alternatives		
Achieved	Attained Built Completed Demonstrated Finished	Earned Exceeded Outperformed Overcame Reached	Showcased Succeeded Surpassed Targeted Won
Advised (clients)	Advised Advocated Coached	Developed Educated Fielded	Informed Recommended Resolved
Communicated	Authored Briefed Campaigned Coauthored Composed Conveyed Convinced Corresponded	Counseled Critiqued Defined Documented Drafted Edited Illustrated Lobbied	Outlined Persuaded Presented Promoted Publicized Reviewed Wrote
Created	Built Charted Created Designed Developed Devised	Founded Engineered Established Formalized Formed Formulated Implemented	Incorporated Initiated Instituted Introduced Launched Pioneered Proposed
Grew	Accelerated Achieved Advanced Amplified Boosted Capitalized Conserved Consolidated Decreased	Deducted Delivered Enhanced Expanded Expedited Furthered Gained Generated Improved	Increased Lifted Maximized Outpaced Reconciled Reduced Saved Stimulated Sustained Yielded
Improved	Centralized Clarified Converted Customized	Redesigned Refined Refocused Rehabilitated	Simplified Standardized Streamlined Strengthened

	Digitized Integrated Merged Modernized Modified Overhauled	Remodeled Reorganized Replaced Restructured Revamped Revitalized	Transformed Updated Upgraded
Led	Administered Arranged Chaired Coordinated Directed Executed	Delegated Headed Managed Operated Orchestrated Organized	Oversaw Planned Produced Programmed Spearheaded
Managed (people)	Aligned Cultivated Directed Enabled Facilitated Fostered	Guided Hired Mentored Mobilized Motivated Recruited	Shaped Supervised Taught Trained Unified United
Researched or analyzed	Assembled Assessed Audited Calculated Compiled Discovered Evaluated Examined Explored	Forecasted Identified Interpreted Interviewed Investigated Mapped Measured Modeled Projected	Qualified Quantified Reported Surveyed Tested Tracked Visualized
Sourced	Acquired Closed Forged Navigated	Negotiated Partnered Pitched Secured	Signed Sourced Upsold