

CAREER SERVICES

STUDENT SUCCESS CENTER



POWER VERBS & OUTCOME OBJECTIVES

Potential employers want to know how an applicant puts their skills to use. Under areas of clinical experiences and work experience, the writer needs to show the impact of their actions. Doing so will show the employer you are prepared to fulfill the job duties and are ready for a new challenge. We also suggest including how many patients were served at each clinical experience or work experience if applicable.

FORMULA

Action + Project/Task + Result

EXAMPLES

- Inventoried and monitored clinical supply needs for medical staff team serving 150+ patients daily.
- Provided translation services for displaced families leading to 5% increase of overall clinic services.
- Worked with 3 marketing team members to increase specific demographic clientele by 15%.
- Provided head to toe assessments on oncology floor for 30+ patients.

Contact Us for Assistance:
Studentsuccess@mchs.edu

Information derived from ISU Career Center,
Yale Office of Career Strategies

GENERAL POWER VERB WORD BANK

| | | | | |
|-----------|-----------|-------------|------------|-------------|
| Admitted | Cared | Distributed | Helped | Provided |
| Advanced | Charted | Documented | Influenced | Referred |
| Advocated | Charged | Educated | Listened | Reviewed |
| Assessed | Consoled | Evaluated | Monitored | Trained |
| Assisted | Counseled | Guided | Practiced | Volunteered |

PLANNING VERBS

| | | |
|-------------|-------------|-------------|
| Anticipated | Observed | Strategized |
| Determined | Planned | Studied |
| Developed | Prepared | Tailored |
| Determined | Prioritized | |
| Identified | Revised | |

ORGANIZING VERBS

| | | | | |
|-----------|-------------|-------------|------------|------------|
| Acquired | Assigned | Delegated | Logged | Scheduled |
| Adjusted | Charted | Designated | Obtained | Secured |
| Allocated | Classified | Established | Organized | Simplified |
| Appointed | Coordinated | Facilitated | Procured | Tracked |
| Arranged | Customized | Implemented | Programmed | |

EXECUTING VERBS

| | | |
|-------------|-----------|-----------|
| Acted | Exercised | Processed |
| Completed | Handled | Produced |
| Conducted | Installed | Shipped |
| Displayed | Operated | Sold |
| Distributed | Performed | Stocked |

RESULTS BASED

| | | | | |
|-----------|-------------|--------------|--------------|-----------|
| Achieved | Completed | Demonstrated | Improved | Received |
| Advanced | Constructed | Ensured | Launched | Reduced |
| Attained | Completed | Expanded | Obtained | Targeted |
| Augmented | Contributed | Fulfilled | Orchestrated | Uncovered |
| Built | Delivered | Gained | Produced | |

PROBLEM SOLVING

| | | |
|--------------|--------------|-----------|
| Alleviated | Formulated | Satisfied |
| Analyzed | Investigated | |
| Collaborated | Repaired | |
| Created | Revamped | |
| Decided | Revived | |

QUANTITATIVE

| | | | | |
|------------|-----------|-------------|------------|-----------|
| Appraised | Checked | Inventoried | Purchased | Reduced |
| Audited | Compiled | Maximized | Quantified | Tabulated |
| Balanced | Computed | Netted | Rated | Totaled |
| Budgeted | Dispersed | Profited | Reconciled | |
| Calculated | Estimated | Projected | Recorded | |

COMMUNICATING

| | | | | |
|-----------|------------|-------------|-----------|------------|
| Acted | Educated | Interpreted | Reported | Summarized |
| Admitted | Explained | Marketed | Shaped | Supported |
| Addressed | Greeted | Negotiated | Specified | Translated |
| Briefed | Informed | Referred | Sold | Verified |
| Composed | Instructed | Related | Suggested | Welcomed |