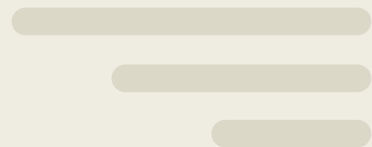




RESUMATIC · FREE RESOURCE

234 resume action verbs for 2026

Organized by the claim your bullet is making, not by skill category. Pick the claim, pick the verb, attach the number.



VERBS BY CLAIM · 1 TO 3

Start from what the bullet proves. The verb follows.

YOU LED SOMETHING 26 verbs

People, teams, functions, initiatives.

Led · Directed · Managed · Headed · Oversaw · Supervised · Chaired · Coordinated · Guided · Steered · Mobilized · Delegated · Aligned · Unified · Convened · Presided · Marshaled · Captained · Staffed · Recruited · Sponsored · Restructured · Reorganized · Appointed · Facilitated · Governed

YOU BUILT SOMETHING NEW 26 verbs

Products, programs, systems, content.

Built · Created · Designed · Developed · Launched · Founded · Established · Engineered · Architected · Authored · Drafted · Produced · Programmed · Coded · Devised · Formulated · Initiated · Instituted · Introduced · Invented · Originated · Piloted · Prototyped · Composed · Constructed · Assembled

YOU GREW A NUMBER 26 verbs

Revenue, users, output, performance.

Grew · Increased · Expanded · Scaled · Accelerated · Doubled · Tripled · Raised · Generated · Delivered · Captured · Secured · Won · Closed · Converted · Exceeded · Surpassed · Outperformed · Attained · Lifted · Drove · Monetized · Boosted · Broadened · Multiplied · Outpaced

VERBS BY CLAIM · 4 TO 6

Savings, fixes, and decisions backed by analysis.

YOU CUT COST OR TIME

26 verbs

Efficiency, savings, simplification.

Reduced · Cut · Decreased · Lowered · Trimmed · Eliminated · Consolidated · Streamlined · Automated · Simplified · Standardized · Shortened · Compressed · Saved · Conserved · Minimized · Renegotiated · Refinanced · Halved · Curtailed · Recouped · Offset · Deprecated · Retired · Merged · Centralized

YOU FIXED A PROBLEM

26 verbs

Turnarounds, recoveries, troubleshooting.

Resolved · Repaired · Restored · Recovered · Remediated · Corrected · Diagnosed · Debugged · Troubleshot · Stabilized · Salvaged · Revived · Reconciled · Rectified · Mitigated · Contained · De-escalated · Overhauled · Reversed · Untangled · Rebuilt · Reengineered · Remedied · Averted · Preempted · Neutralized

YOU ANALYZED AND DROVE A DECISION

26 verbs

Research, data, insight.

Analyzed · Assessed · Evaluated · Audited · Investigated · Researched · Examined · Measured · Quantified · Modeled · Forecasted · Projected · Benchmarked · Mapped · Identified · Tested · Validated · Verified · Interpreted · Synthesized · Prioritized · Recommended · Calculated · Estimated · Surveyed · Appraised

VERBS BY CLAIM · 7 TO 9

Influence, operations, and making people better.

YOU PERSUADED SOMEONE

26 verbs

Sales, influence, communication.

Negotiated · Persuaded · Pitched · Presented · Promoted · Marketed · Sold · Upsold · Cross-sold · Influenced · Advocated · Lobbied · Briefed · Publicized · Campaigned · Positioned · Branded · Edited · Translated · Demonstrated · Convinced · Mediated · Arbitrated · Fundraised · Solicited · Wrote

YOU RAN SOMETHING

26 verbs

Operations, process, compliance.

Administered · Operated · Executed · Implemented · Maintained · Monitored · Scheduled · Planned · Organized · Processed · Tracked · Documented · Cataloged · Inventoried · Procured · Sourced · Dispatched · Routed · Enforced · Inspected · Certified · Safeguarded · Archived · Budgeted · Allocated · Calibrated

YOU MADE OTHER PEOPLE BETTER

26 verbs

Training, service, retention.

Trained · Taught · Coached · Mentored · Onboarded · Tutored · Educated · Instructed · Advised · Counseled · Supported · Served · Upskilled · Cross-trained · Reviewed · Critiqued · Fielded · Triaged · Retained · Renewed · Reengaged · Strengthened · Deepened · Cultivated · Liaised · Partnered

RETIRE THESE IN 2026

These stopped signaling your work and started signaling your prompt.

AI-DRAFT TELLS

Spearheaded	The most recognizable AI tell → Led, Launched, Initiated
Leveraged	Means "used," dressed up → Used, Applied
Orchestrated	Inflated and vague → Coordinated, Directed
Championed	Advocacy with no outcome → Advocated, Pitched
Fostered	Soft and unmeasurable → Built, Grew, Strengthened
Utilized	The original filler verb → Used, Operated
Honed	Practicing, not delivering → Improved, Sharpened
Transformed	Rarely true at bullet scale → Overhauled, Rebuilt, Redesigned

PERENNIAL FILLER

"Responsible for" isn't a verb, and "assisted with," "helped," "worked on," and "participated in" describe proximity to work instead of work. Say what the support consisted of: "Drafted the analysis the VP presented to the board."

How to use this list: name the claim your bullet makes, pick a verb from that claim's list, then attach the quantified result. The verb sets up the claim; the number proves it. Built with the same structure Resumatic's bullet rewriter uses, free at resumatic.ai.