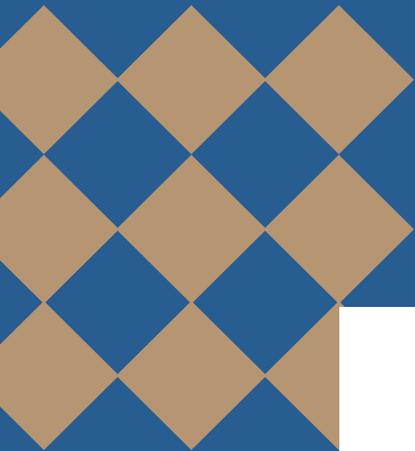
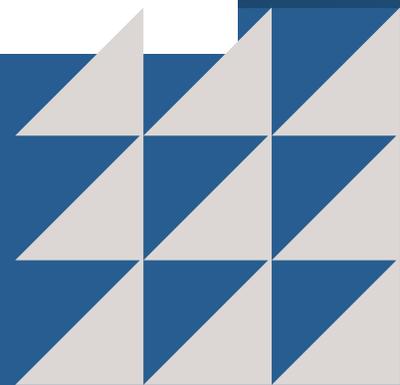


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# 310 Resume Power Adjectives That Define Your Value Proposition

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So, you have done all the work to cultivate your personal brand and define your value proposition, now what? Making sure that you are effectively sharing your unique skills and qualifications involves not only using dynamic action verbs to describe what you have done but also using power adjectives to describe who you are. Dynamic action verbs support your value proposition and power adjectives support your personal brand.

Your personal brand is what makes you memorable. It is your personal brand that helps you stand out from the thousands of other people like you. It gives you the opportunity to highlight your strengths and your passions. It helps people believe they know you better, and people have much higher trust in those they feel they know; even public people they have never met personally.

A personal brand statement is 1-3 sentences that explain what you do and why you are unique in your field. Think of it as your catchphrase – a tagline or slogan for marketing yourself!

You want your personal branding to be consistent. At all times you want to stay true to your brand.

Check out this comprehensive list of power adjectives, broken down by category.



# Power Adjectives to Describe ...

1. Accounting
2. Administration
3. Analytical Thinking
4. Creativity and Innovation
5. Customer Service
6. Effectiveness
7. Engineering
8. Enthusiasm
9. Food Service
10. Hard Working
11. Information Technology
12. Leadership
13. Marketing and Sales
14. Nursing
15. Organization
16. Project Management
17. Reliability
18. Retail
19. Teamwork and Communications
20. Versatility

# Power Adjectives For Accounting

- Accurate
- Cost-effective
- Economical
- Methodical
- Precise
- Thorough
- Calculating
- Dependable
- Exact
- Meticulous
- Professional
- Comprehensive
- Detail-oriented
- Focused
- Perceptive
- Qualified



# Power Adjectives For Administration

- Attentive
- Committed
- Dedicated
- Focused
- Motivated
- Personable
- Resourceful
- Systematic
- Concerted
- Consistent
- Diligent
- Meticulous
- Orderly
- Professional
- Structured
- Thorough



## Power Adjectives For Analytical Thinking

- Astute
- Calculating
- Complex
- Discerning
- Insightful
- Intelligent
- Knowledgeable
- Logical
- Methodical
- Meticulous
- Objective
- Perceptive
- Practical
- Shrewd
- Strategic
- Thoughtful

## Power Adjectives For Creativity and Innovation

- Cutting-edge
- First-class
- Groundbreaking
- Imaginative
- Ingenious
- Innovative
- Novel
- Progressive
- Revolutionary
- Robust
- Sophisticated
- Unique
- Unprecedented



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## Power Adjectives For Customer Service

- Empathetic
- Negotiation skills
- Patience
- Persuasive
- Positive attitude
- Self-motivated
- Strategic thinker
- Strong
- Listening skills
- Takes direction
- Understanding
- World-class

## Power Adjectives For Effectiveness

- Accomplished
- Constructive
- Fluent
- Productive
- Skilled
- Qualified
- Adept
- Cost-effective
- Industrious
- Proficient
- Skillful
- Advanced
- Economical
- Influential
- Profitable
- Strong
- Competent
- Expert
- Instrumental
- Significant
- Superior

## Power Adjectives For Engineering

- Advanced
- Cost-effective
- Groundbreaking
- Robust
- Attentive
- Cutting-edge
- Ingenious
- Sophisticated
- Capable
- Economical
- Innovative
- Sustainable
- Complex
- Focused
- Proficient



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## Power Adjectives For Enthusiasm

- Committed
- Earnest
- Passionate
- Dedicated
- Energetic
- Sincere
- Determined
- Genuine
- Spirited
- Devoted
- Keen
- Wholehearted

## Power Adjectives For Food Service

- Amiable
- Cheerful
- Dependable
- Pleasant
- Amicable
- Conscientious
- Energetic
- Positive
- Attentive
- Consistent
- Friendly
- Reliable
- Charming
- Cordial
- Patient



## Power Adjectives For Hard Working

- Alert
- Enterprising
- Studious
- Attentive
- Focused
- Thorough
- Concerted
- Motivated
- Tireless
- Driven
- Persistent
- Vigorous

## Power Adjectives For Information Technology

- Adept
- Expert
- Productive
- Sophisticated
- Advanced
- Groundbreaking
- Proficient
- Strategic
- Complex
- Ingenious
- Resourceful
- Diverse
- Innovative
- Robust



## Power Adjectives For Nursing

- Accountable
- Driven
- Influential
- Reliable
- Trustworthy
- Approachable
- Energized
- Inspiring
- Servant Leader
- Versatile
- Authentic
- Ethical
- Passionate
- Strategic
- Charismatic
- Inclusive
- Principled
- Transformational

## Power Adjectives For Organization

- Businesslike
- Methodical
- Step-by-step
- Controlled
- Orderly
- Structured
- Detailed
- Precise
- Systematic
- Detail-oriented
- Smooth
- Timely



## Power Adjectives For Project Management

- Adaptable
- Diplomatic
- Extensive
- Strategic
- Cohesive
- Discerning
- Flexible
- Structured
- Cost-effective
- Disciplined
- Harmonious
- Team-minded
- Decisive
- Economical
- Organized
- Timely

## Power Adjectives For Reliability

- Accurate
- Dependable
- Disciplined
- Fastidious
- Impartial
- Professional
- Resilient
- Sustainable
- Consistent
- Diligent
- Exact
- Honest
- Loyal
- Punctual
- Steadfast



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## Power Adjectives For Retail



- Adept
- Attentive
- Cheerful
- Dependable
- Energetic
- Honest
- Professional
- Punctual
- Amicable
- Charming
- Courteous
- Earnest
- Harmonious
- Pleasant
- Profitable
- Smooth

## Power Adjectives For Teamwork and Communications

- Amiable
- Cheerful
- Conscientious
- Harmonious
- Positive
- Thoughtful
- Amicable
- Clear
- Cooperative
- Personable
- Respectful
- Articulate
- Coherent
- Courteous
- Persuasive
- Self-starter
- Calm
- Cohesive
- Diplomatic
- Pleasant
- Team-minded



## Power Adjectives For Versatility



- Adaptable
- Capable
- Countless
- Diverse
- Flexible
- Resourceful
- Agile
- Comprehensive
- Deep
- Extensive
- Multifaceted
- Vast

# Presented by the Career Experts Group

This informative document is presented by The Career Experts Group which is a select group of Master Career Practitioners, Personal Branding Strategists, and Diversity, Equity, and Inclusion (DEI) Consultants. We share one mission: to guide and support individuals at all stages of their career journeys, from new college graduates to C-Suite Executives.

Our clients include neurodiverse workers, professionals of color, older workers, early-career professionals, career changers, and those returning to the workforce. Our own professional backgrounds are just as diverse: high-tech, education, counseling, marketing, human resources, recruiting, and entrepreneurship, to name a few.

Each member of the Career Experts Group is passionate about helping you get to work on your career.

We've got you covered, no matter where you are in your career journey.

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Do you have questions about career industry news and trends, job finding strategies, career exploration, building your brand, diversity/equity/inclusion, or any other career-related areas? Just [Ask the Experts!](#)

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