



To describe yourself



Capable
Confident
Honest
Trustworthy
Experienced
Willing
Qualified
Goal-oriented
Detail-oriented
Adaptable
Flexible
Efficient
Proactive
Responsible
Hard-working
Dedicated
Helpful
Knowledgeable

To talk about your experience



Promote
Perform
Coordinate
Plan
Program
Undertake
Prepare
Communicate
Collaborate
Lead
Ensure
Facilitate
Manage
Provide
Volunteer

Expressions



Familiar with...
Reported to...
Demonstrated skills/abilities in...
Successful in/at...
Experience involved/included...
Experienced in all aspects of...
Professionally handled...
Accurately checked/performed...
Provided assistance to...
Provided mentorship to...