



## RESUME POWER WORDS

**Directions:** Provide the following worksheet to at least three adults that know you well. Do not include friends or family. Supervisors, professors, coworkers, coaches, and counselors are all great options. Ask the individual to check off all qualities that they would use to describe your work style or personality. Highlight repeating traits, those are your power words!

- |   |   |  |                                       |
|---|---|--|---------------------------------------|
| <input type="checkbox"/> active         | <input type="checkbox"/> conscientious    | <input type="checkbox"/> sincere       | <input type="checkbox"/> outspoken    |
| <input type="checkbox"/> intellectual   | <input type="checkbox"/> honest           | <input type="checkbox"/> humble        | <input type="checkbox"/> punctual     |
| <input type="checkbox"/> productive     | <input type="checkbox"/> energetic        | <input type="checkbox"/> systematic    | <input type="checkbox"/> inspiring    |
| <input type="checkbox"/> realistic      | <input type="checkbox"/> kind             | <input type="checkbox"/> contemplative | <input type="checkbox"/> tolerant     |
| <input type="checkbox"/> analytical     | <input type="checkbox"/> fair             | <input type="checkbox"/> creative      | <input type="checkbox"/> adaptable    |
| <input type="checkbox"/> diplomatic     | <input type="checkbox"/> self-reliant     | <input type="checkbox"/> forceful      | <input type="checkbox"/> dependable   |
| <input type="checkbox"/> considerate    | <input type="checkbox"/> attentive        | <input type="checkbox"/> opinionate    | <input type="checkbox"/> generous     |
| <input type="checkbox"/> enterprising   | <input type="checkbox"/> tactful          | <input type="checkbox"/> sociable      | <input type="checkbox"/> patient      |
| <input type="checkbox"/> exacting       | <input type="checkbox"/> courageous       | <input type="checkbox"/> poised        | <input type="checkbox"/> intuitive    |
| <input type="checkbox"/> modest         | <input type="checkbox"/> cultured         | <input type="checkbox"/> visionary     | <input type="checkbox"/> proud        |
| <input type="checkbox"/> sense of humor | <input type="checkbox"/> forward-thinking | <input type="checkbox"/> detailed      | <input type="checkbox"/> reliable     |
| <input type="checkbox"/> sophisticated  | <input type="checkbox"/> optimistic       | <input type="checkbox"/> genuine       | <input type="checkbox"/> broad-minded |
| <input type="checkbox"/> talented       | <input type="checkbox"/> independent      | <input type="checkbox"/> efficient     | <input type="checkbox"/> consistent   |
| <input type="checkbox"/> courteous      | <input type="checkbox"/> positive         | <input type="checkbox"/> just          | <input type="checkbox"/> enthusiastic |
| <input type="checkbox"/> methodical     | <input type="checkbox"/> professional     | <input type="checkbox"/> logical       | <input type="checkbox"/> extroverted  |
| <input type="checkbox"/> frank          | <input type="checkbox"/> alert            | <input type="checkbox"/> resourceful   | <input type="checkbox"/> objective    |
| <input type="checkbox"/> orderly        | <input type="checkbox"/> determined       | <input type="checkbox"/> artistic      | <input type="checkbox"/> shrewd       |
| <input type="checkbox"/> perfectionist  | <input type="checkbox"/> good natured     | <input type="checkbox"/> disciplined   | <input type="checkbox"/> composed     |
| <input type="checkbox"/> thoughtful     | <input type="checkbox"/> philosophical    | <input type="checkbox"/> eloquent      | <input type="checkbox"/> constructive |
| <input type="checkbox"/> loyal          | <input type="checkbox"/> practical        | <input type="checkbox"/> balanced      | <input type="checkbox"/> purposeful   |
| <input type="checkbox"/> respected      | <input type="checkbox"/> daring           | <input type="checkbox"/> democratic    | <input type="checkbox"/> ambitious    |
| <input type="checkbox"/> astute         | <input type="checkbox"/> observant        | <input type="checkbox"/> friendly      | <input type="checkbox"/> dignified    |