Power words

The following list may be used as a resource to help you describe your skills and abilities in a positive way. Instead of just saying that you’ve got computer skills, try expressing it more accurately and positively such as ‘Proficient in word processing’.

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| * Able to...
* Experienced in...
* Good at...
* Displayed...
* Competent...
* Capable of...
* Thorough command of...
* Proven ability in...
* Demonstrated ability...
* Involved in...
* Holder of current... licence
* Excellent... skills
 | * Accurate... skills
* Qualified...
* Confident...
* Strong awareness of...
* Practical approach to...
* Creative in areas of...
* Skilled in...
* Ability to...
* Proficient in...
* Thorough understanding of...
* Extensive experience in...
* Worked in/with...
 | * Knowledge of...
* Responsible for...
* Operated...
* Awareness of...
* Trained in...
* Familiar with...
* Understanding of ...
* Accountable for...
* Kept records of...
* Used... machinery/ equipment
* Performed...
* Effective... skills
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