The formula for bulleted phrases defining work experience

**Action Verb + Skill + Task = Result**

**Example**

**Exhibited patience while coaching 4 to 6 year-old children in tee-ball providing a safe and fun environment**

**Example: Wait Staff**

* Served customers *(Verb + task)*
* Demonstrated attention to detail while serving customers *(verb + Skill + task)*
* Served 45 customers per shift *(Verb + task + data…no skill clearly identified)*
* Took orders for an average of 45 customers per 4-hour shift with 100% accuracy
* *(Verb + Task + Skill + details/data = Result)*
* Expertly took orders and delivered meals to 45 customers per 4-hr shift with nearly 100% accuracy *(added modifier + Task details)*
* ….4-hr shift receiving multiple positive comment cards and return customers.
* *(alternate impact)*