

## **Criminal Justice/Pre Law Resume Keywords**

## **Action Verbs**

- acted
- adapted
- addressed
- administered
- advised
- allocated
- analyzed
- appraised
- approved
- arranged
- assembled
- assessed
- assigned
- assisted
- attained
- audited
- authored
- balanced
- budgeted
- built
- built
- calculated
- catalogued
- chaired
- clarified
- classified
- coached
- collaborated
- collected
- communicated
- compile
- computed
- conceptualized
- consolidated
- contracted
- convinced
- coordinated
- corresponded
- counseled

- created
- critiqued
- customized
- delegated
- demonstrated
- demystified
- designed
- developed
- devised
- diagnosed
- directed
- dispatched
- drafted
- edited
- educated
- enabled
- encouraged
- engineered
- enlisted
- established
- evaluated
- examined
- executed
- explained
- extracted
- fabricated
- facilitated
- . ...
- familiarized
- fashioned
- forecasted
- formulated
- founded
- generated
- goals
- guided
- identified
- illustrated
- implemented

- improved
- increased
- influenced
- informed
- initiated
- inspectedinstituted
- instructed
- integrated
- interpreted
- interviewed
- introducedinvented
- investigated
- lectured
- maintained
- managed
- manufacture
- marketed
- mediated
- moderated
- monitored
- motivated
- negotiated
- operated
- organized
- Organized
- originated
- overhauled
- oversaw
- performed
- persuaded
- planned
- prepared
- prioritized
- processed
- produced
- programmedprojected

- promoted
- publicized
- purchased
- recommended
- recorded
- recruited
- referred
- rehabilitated
- remodeled
- repaired
- represented
- researched
- retrieved
- reviewed
- revitalized
- scheduledscreened
- set
- shaped
- solved
- specified
- spoke
- stimulated
- strengthened
- structured
- summarized
- supervised
- surveyedsystematized
- tabulated
- trained
- translated
- tooling
- upgradedvalidated
- wrote



## Traits and Skills

- · Active Listening
- Adaptability
- Analyzing Skills
- Attention to Detail
- Calm Demeanor
- Collaborative
- Compliant
- Conflict Resolution
- Courageous
- Decision Making
- Deductive Reasoning
- Detail Oriented
- Discernment
- Empathy

- Ethical
- Evaluating Skills
- Handle Stress
- Highly Alert
- Honest
- Integrity
- Interpersonal Skills
- Interrogation Skills
- Interviewing Skills
- Knowledge of Laws
- Leadership Skills
- Mental Toughness
- Multitasking
- Negotiation Skills
- Note Taking

- Observation
- Patient
- People Skills
- Physical Fitness
- Problem Solving
- Quick Thinker
- Research Proficiency
- Responsibility
- Service-Minded
- Supervision
- Teamwork
- Technological Skills
- Trustworthy
- Writing Skills

## **Terms and Processes**

- Active Crime Scene
- Active Judge
- Administrative Office of the United States Courts (AO)
- Adversary Proceeding
- Alternative Dispute Resolution (ADR)
- Appeal
- Appellant
- Appellate
- Appellee
- Arrangements
- Arrest
- Bail
- Bankruptcy
- Bench Trial
- Brief
- Burden of Proof
- Burglary
- Case File
- Case Law
- Chief Judge
- Common Law
- Conviction
- Court
- Crime

- Crime Scene
- Cyber Security
- De facto
- De jure
- Defendant
- Discharge
- Due Process
- Evidence
- Felony
- File
- Fingerprints
- Forensic Science
- Fraud
- Grand Jury
- Homicide
- Impeachment
- Informant
- Interrogation
- Judge
- Jurisdiction
- Jury
- Law
- Lawsuit
- Microsoft Office
- Misdemeanor
- Mistrial
- Parole

- Petty Offense
- Plaintiff
- Plea
- Pleadings
- Police Officer
- Probation
- Probation Officer
- Prosecute
- Robbery
- SAS Criminal Justice
   Data Integration and Analytics
- Security
- Senior Judge
- Shoplifting
- Statute
- Statutory Law
- Surveillance
- Suspect
- Testimony
- Tort
- Traffic Stop
- Trial
- Verdict
- Victim
- Warrant
- Witness