

# **Asha AI Chatbot – User Guide**

Welcome to Asha AI – your personal virtual assistant on the JobsForHer Foundation platform. Asha is here to help you find job opportunities, sessions, and mentorship programs tailored to your goals. This guide will walk you through how to interact with the bot and make the most of its features.

## **How to Chat with Asha AI**

Asha AI works just like messaging a friend. Simply type in your question or request, and the chatbot will respond instantly with helpful suggestions and links.

You can ask:

- Job searches:  
“Show me remote jobs in marketing”  
“Any openings for freshers in Bangalore?”
- Career sessions or events:  
“What sessions are coming up next week?”  
“Tell me about mentoring programs for career returnees”
- Guidance or help:  
“How do I apply for a job?”  
“Where can I find resume tips?”

## **Key Features**

### **Smart Job Search**

- Asha understands your natural language and recommends jobs based on:
  - Location preferences
  - Job roles or skills
  - Experience level (fresher, mid, senior)
  - Remote or onsite options



## Session & Event Finder

Get details of upcoming live sessions, webinars, and community events.

Just ask: “Any sessions on career growth this month?”



## Bias-Free, Empowering Responses

Asha promotes inclusive, respectful conversations.

If a biased or inappropriate query is detected, the bot will gently redirect or educate.



## Resource Access

- You can get links to:
  - Job application guides
  - Resume writing tips
  - Interview preparation materials
  - Mentorship programs



## Conversational Memory (within session)

- Asha remembers your previous questions during a session so you can follow up naturally:
  - “Tell me more about the second job”
  - “Can I apply for it directly?”



## What Asha Can't Do (Yet)

- It does not store personal user data across sessions.
- It doesn't perform job applications directly (but it can guide you to the right page).
- It cannot yet send email or SMS alerts, though this might be added in future versions.



## Tips for Best Results

- Use clear, specific language when asking (e.g., “Remote graphic design jobs in Delhi”).
- Try follow-up questions to refine your search.
- If Asha doesn't understand something, rephrase your query or ask for help.



## Example Interactions

**User:** “I’m a fresher looking for data analyst jobs in Mumbai”

**Asha:** “Here are some entry-level data analyst roles in Mumbai. Want to filter by company or remote only?”

**User:** “Yes, show remote ones only”

**Asha:** “Got it! Here are remote data analyst jobs suitable for freshers...”

## **Let Asha Empower Your Career Journey**

Whether you're restarting your career, upskilling, or job-hunting for the first time, Asha is here to assist you every step of the way. Start chatting and let Asha unlock the next chapter of your professional life.