

 Before: Coordinated events  After: Planned 12 events (500+ attendees) with 95% satisfaction rate

 Before: Analyzed data  After: Built dashboard that identified \$2M revenue opportunity in underserved segment

 Before: Recruited candidates  After: Reduced time-to-hire 35% by creating structured interview rubric

Power Verbs by Category:

Leadership: Led, Mentored, Coached, Championed, Spearheaded **Creation:** Built, Developed, Designed, Launched, Established **Improvement:** Increased, Optimized, Enhanced, Streamlined, Transformed **Analysis:** Analyzed, Identified, Discovered, Evaluated, Assessed **Collaboration:** Partnered, Coordinated, Facilitated, Aligned, United

ATS Optimization Tips: - Use keywords from job description - Include metrics (%,\$,#) - Keep to 1-2 pages - Use standard section headers - Save as .docx format

DAY 9: THE FLINCH MASTERCLASS

Advanced Negotiation Tactics

CORE TECHNIQUE: The 3-Second Silence

Scenario: Boss says "Sorry, we can only do \$90K"

Your Response: 1. Pause (count to 3 in your head) 2. Maintain eye contact 3. Raise one eyebrow slightly 4. Let THEM break the silence

What Usually Happens: They immediately add "But maybe I can see if we can do \$95K" or "Let me talk to the team"

Why It Works: - Silence creates discomfort - They assume you're disappointed - They fill the void with concessions - You didn't have to ask twice

ADVANCED TECHNIQUES:

1. The Anchor High Start with a number 20-30% above your target **Example:** Want \$100K? Ask for \$130K **Effect:** Makes \$100K seem reasonable

2. The Reluctant Agreement When they offer something, pause and say: "I appreciate that... I was hoping for more, but I understand the constraints" **Effect:** Signals flexibility while maintaining position

3. The Multiple Equivalent Simultaneous Offer (MESO) Give them 3 options, all favorable to you: -
Option A: \$110K base - Option B: \$100K + 10K signing bonus - Option C: \$95K + extra week
vacation + \$15K equity **Effect:** They feel in control, you win regardless

4. The Time Pressure Reverse Instead of accepting their "we need to know by Friday" Say: "I need until Monday to evaluate the full package" **Effect:** Shows you're serious and have options

5. The Strategic Concession Give up something that costs you little but seems valuable **Example:** "I can be flexible on start date if we can land on \$105K" **Effect:** Makes them feel they "won" something

6. The Mirroring Technique Repeat the last 3 words they said as a question **Them:** "That's the best we can do" **You:** "The best you can do?" **Effect:** Forces them to elaborate or reconsider

7. The Hypothetical Higher Authority "If I could get my spouse/partner on board, would you be able to do [X]?" **Effect:** Creates wiggle room for both parties

NEGOTIATION MISTAKES TO AVOID:

✗ Accepting the first offer ✗ Negotiating over email (always call/meet) ✗ Revealing your current salary unprompted ✗ Apologizing for negotiating ✗ Making demands without rationale ✗ Negotiating only salary (consider equity, title, vacation, remote) ✗ Saying yes immediately when they meet your number

THE FULL NEGOTIATION SCRIPT:

Phase 1: Receive Offer "Thank you for the offer. I'm excited about the role. I'd like to review everything and get back to you tomorrow."

Phase 2: The Ask "I'm really excited to join the team. Based on my research and the value I'll bring, I was hoping we could land at [X]. How does that sound?"

Phase 3: Handle Objections "I understand budget constraints. Let me ask—what would it take to get to [X]? Is there flexibility in [equity/bonus/title]?"

Phase 4: The Close "If we can get to [Y], I'm ready to accept right now and get started."

DAY 10: EXIT INTERVIEW SCRIPTS

Turn Your Departure into Leverage

THE GOLDEN QUESTION: "What would bring you back?"

YOUR STRATEGIC ANSWER: "[Specific compensation] and [specific flexibility]"

FULL SCRIPT: