**Questions to evaluate information not provided in a resume  
1. Role Context & Responsibilities**

1. **Could you describe any key responsibilities or projects from your current or most recent role that are not mentioned in your uploaded resume?**  
   *Helps capture additional duties or achievements the user may have overlooked.*
2. **For each significant role you’ve held, what was the approximate size, scope, or complexity of the projects or teams you managed or contributed to?**  
   *Encourages specifics on project scale (e.g., budget, number of direct reports).*

**2. Achievements & Outcomes**

1. **Can you share two or three achievements that demonstrate how you helped an organization meet its goals (e.g., revenue increase, cost reduction, process improvement), including any relevant metrics or data?**  
   *Prompts for quantifiable impact that can strengthen bullet points.*
2. **If you influenced or made strategic decisions in your role, could you describe the nature of those decisions and the outcomes they produced?**  
   *Highlights decision-making authority and results at various levels of seniority.*

**3. Leadership & Team Management (for Managers and Beyond)**

1. **If you have managed teams, how did you coach or develop your direct reports, and what were the measurable results of that leadership (e.g., improved retention, enhanced performance)?**  
   *Surfaces leadership style and impact, beyond generic management statements.*
2. **What challenges or conflicts have you navigated with your team or stakeholders, and how did you resolve them?**  
   *Provides material for a compelling narrative of leadership and conflict resolution.*

**4. Client / Stakeholder Engagement**

1. **If you’ve been involved with client-facing work, can you describe a situation where you strengthened a client relationship or generated follow-on business?**  
   *Captures client management or engagement management skills.*
2. **Describe your approach to gathering and addressing client/stakeholder feedback—what methods did you use, and how did it impact project success?**  
   *Highlights proactive communication and client satisfaction strategies.*

**5. Business Development (for BD-Focused Roles or Senior Leaders)**

1. **When you’ve been involved in business development, what specific strategies or methods did you use to generate leads, close deals, or expand existing accounts?**  
   *Elicits detail on revenue generation capabilities for BD or partner-level roles.*
2. **Could you share a notable win or deal you closed, including the approximate contract value and how you positioned the firm’s offerings?**  
   *Prompts tangible metrics for sales or partnership successes.*

**6. Strategic Oversight & P&L (for Managing Partners / Practice Leaders)**

1. **Have you owned or influenced a Profit & Loss (P&L) or budget? If so, what was the approximate size, and how did you drive financial performance or growth?**  
   *Draws out high-level leadership and financial accountability.*
2. **Please describe any thought leadership initiatives (e.g., publications, speaking engagements, white papers) that have raised your or your organization’s profile.**  
   *Showcases brand-building and industry expertise at senior levels.*

**7. Skills & Professional Development**

1. **Are there any specialized technical or domain skills (e.g., data analysis tools, industry-specific frameworks) that you’ve recently developed or have not highlighted on your resume?**  
   *Ensures the final resume includes up-to-date skill sets.*
2. **Have you pursued any certifications, professional courses, or external trainings that have significantly enhanced your expertise, but aren’t yet mentioned on your resume?**  
   *Captures additional credentials that reinforce credibility.*

**8. Career Goals & Positioning**

1. **What are your short-term and long-term career objectives, and how would you like your resume to position you for these goals (e.g., leadership transition, deeper specialization, broader industry focus)?**  
   *Ensures the revised resume is tailored to the user’s future aspirations.*

**Recommendations on Question Format**

* **Open-Text Responses**: Most of these questions benefit from open-text fields, allowing users to provide descriptive, detailed answers.
* **Optional Follow-Ups**: Consider providing a quick “Yes/No” or “Check All That Apply” prompt (e.g., for certifications, domain expertise) before giving users an optional text box to elaborate.
* **Dynamic Display**: Depending on the user’s selected career level, some questions (e.g., business development, P&L responsibilities) can be shown or hidden as relevant.

These questions will uncover essential details that, when combined with the user’s uploaded resume, enable an AI-powered tool to build a comprehensive, compelling, and level-appropriate final resume.