

ChatGPT Guide

For Job Hunting

© Eric Partaker



Find your dream role

My dream is to work as [\[INSERT JOB TITLE\]](#) at [\[INSERT COMPANY/INDUSTRY\]](#). Acting as my career advisor, please go through my profile below and identify skills, qualifications, and gaps to successfully get the job.

Network like a pro

I have [\[INSERT NUMBER\]](#) of years of experience in [\[INSERT DOMAIN/INDUSTRY\]](#) and am looking for new positions. Please provide me with a strategy, including scripts, opening messages and well-defined follow-up actions, to convert my networking efforts into attractive professional opportunities.

Craft a killer resume

I am applying for the position of [\[INSERT JOB TITLE\]](#) at [\[INSERT COMPANY\]](#). Please review my CV below and suggest keywords and innovative ways to showcase my soft skills [ex: communication & collaboration] and hard skills [ex: IT tools]. Then, go through the company page below [\[INSERT LINK\]](#). Distill their core values and tailor my cover letter [\[INSERT COVER LETTER\]](#) to match my statement with the company's mission, culture, and values.

Ace your interview

I am interviewing for a role as [\[INSERT TITLE\]](#). Acting as the interview panel, please build mock interview scenarios and test my problem-solving and critical thinking skills. Then, please critique my responses to suggest improvements and strategies to answer the questions creatively.

Get the salary you deserve

I have an interview with [\[INSERT COMPANY\]](#) for the role of [\[INSERT POSITION\]](#). Acting as a master negotiator, please research average salary per industry standards. Then, provide me with strategies to position myself favorably and make an ask they cannot refuse. Please include a list of effective words and phrases and describe the context I can use them in.

Make the career jump

I'm a professional in [\[INSERT INDUSTRY\]](#) with a deep interest in [\[INSERT TARGET INDUSTRY\]](#). Please analyze my current skills and experience [\[INSERT EXPERIENCE\]](#). Then, identify gaps in key competencies and provide a roadmap, including courses, networking strategies, and mindset changes to help me make the transition.

If you found this helpful, follow me for more



Eric Partaker

