

AI Prompts for Job Seekers and Career Growth

Trusted by 15,000+ Job Seekers & Career Coaches ✉️ ATS-Friendly &
Interview-Ready

- 01 Act as a professional resume writer. Create a tailored resume for [JOB TITLE - e.g., Marketing Manager] with my experience [YEARS - e.g., 5 years] in [INDUSTRY - e.g., SaaS] highlighting skills [SKILLS - e.g., SEO, content strategy].
- 02 Generate 5 strong resume bullet points for my role as [ROLE - e.g., Customer Support Lead] at [COMPANY - e.g., tech startup] where I achieved [ACHIEVEMENTS - e.g., reduced response time by 30%].
- 03 Help me rewrite my resume summary for a career change from [CURRENT FIELD - e.g., teaching] to [TARGET FIELD - e.g., corporate training] focusing on transferable skills [SKILLS - e.g., communication, curriculum design].
- 04 Create an ATS-friendly resume format for [JOB TITLE - e.g., Data Analyst] using keywords from this job description [PASTE JOB DESCRIPTION] and my background [BACKGROUND - e.g., 3 years in finance].
- 05 Act as a resume reviewer. Critique my resume [PASTE RESUME] for role [ROLE - e.g., Project Manager] - check clarity, impact, ATS compatibility, and suggest improvements.
- 06 Generate 10 action verbs and metrics to strengthen my resume bullets for role [ROLE - e.g., Sales Associate] with experience in [TASK - e.g., client outreach].
- 07 Help me explain a career gap of [DURATION - e.g., 1 year, 2 years] due to [REASON - e.g., family care, health, upskilling] on my resume for [TARGET JOB - e.g., Admin Assistant] positively and honestly.
- 08 Create a one-page resume for a recent graduate with degree [DEGREE - e.g., BBA in Marketing] with internships [INTERNSHIPS - e.g., social media intern] targeting [ENTRY ROLE - e.g., Marketing Coordinator].
- 09 Act as a LinkedIn profile writer. Write a compelling LinkedIn headline and About section for [PROFESSION - e.g., UX Designer] with [YEARS - e.g., 4 years] experience in [NICHE - e.g., fintech apps].

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- 10 Generate a skills section for my resume for [JOB - e.g., Software Engineer] including hard skills [HARD SKILLS - e.g., Python, SQL] and soft skills [SOFT SKILLS - e.g., teamwork] prioritized by relevance.
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- 11 Help me tailor my cover letter for this specific job [PASTE JOB DESCRIPTION] at company [COMPANY - e.g., Google] using my experience [EXPERIENCE - e.g., led 3 product launches].
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- 12 Act as a cover letter expert. Write a persuasive cover letter for [JOB TITLE - e.g., HR Manager] with no direct experience but transferable experience from [PREVIOUS ROLE - e.g., team lead in retail].
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- 13 Create a short and impactful cover letter opening paragraph that hooks hiring manager for [ROLE - e.g., Graphic Designer] at [COMPANY TYPE - e.g., creative agency] showing passion for [INDUSTRY].
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- 14 Generate 3 cover letter closings with strong call-to-action for role [ROLE - e.g., Account Executive] that are confident but not pushy.
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- 15 Help me write a cover letter for a referral where [REFERRER NAME - e.g., John Smith] from [DEPARTMENT - e.g., Engineering] referred me for [ROLE - e.g., Product Analyst] at [COMPANY].
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- 16 Act as a career coach. Draft a cold email to hiring manager [MANAGER NAME OR TITLE] at [COMPANY - e.g., Tesla] expressing interest in [ROLE - e.g., Operations Intern] with my background [BACKGROUND].
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- 17 Create a cover letter for an internal promotion from [CURRENT ROLE - e.g., Junior Developer] to [TARGET ROLE - e.g., Senior Developer] at company [COMPANY - e.g., current employer] highlighting contributions.
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- 18 Generate a cover letter that addresses salary expectations [EXPECTATION - e.g., \$60k] for [ROLE - e.g., Content Writer] while keeping tone professional and flexible.
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- 19 Help me write a follow-up email after submitting application for [ROLE - e.g., Business Analyst] at [COMPANY] [DAYS AGO - e.g., 7 days ago] that is polite and shows continued interest.
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- 20 Act as a job search strategist. Create a list of 15 job titles I should search for with my skills in [SKILLS - e.g., writing, analytics, teaching] and background in [FIELD - e.g., education].
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- 21 Generate a personalized job search plan for [TARGET ROLE - e.g., Digital Marketing Specialist] including daily tasks, platforms [PLATFORMS - e.g., LinkedIn, Indeed], networking goals for [TIME FRAME - e.g., 30 days].
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- 22 Help me research company [COMPANY - e.g., Amazon] for my interview - summarize mission, recent news, culture, and 5 smart questions to ask about [ROLE - e.g., Operations Manager].
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- 23 Create a networking outreach message for LinkedIn to connect with someone in [ROLE - e.g., Data Science Manager] at [COMPANY - e.g., Microsoft] for informational interview about [TOPIC - e.g., career path].
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- 24 Act as a career counselor. Suggest 10 informational interview questions to ask a professional in [FIELD - e.g., UX Research] to learn about career growth and day-to-day work.
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- 25 Generate a 30-60-90 day plan outline for my first 3 months as [NEW ROLE - e.g., Sales Manager] at [COMPANY TYPE - e.g., SaaS startup] to discuss in interview.
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- 26 Help me create an elevator pitch for [ROLE - e.g., Project Manager] with [YEARS - e.g., 6 years] experience who helps [AUDIENCE - e.g., startups] achieve [RESULT - e.g., on-time delivery] for networking events.
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- 27 Act as an interview coach. Generate 10 common interview questions for [ROLE - e.g., Customer Success Manager] with STAR method answer framework using my experience [EXPERIENCE - e.g., handled 100+ clients].
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- 28 Create detailed STAR method answers for behavioral questions like "Tell me about a time you failed" for my role as [ROLE - e.g., Team Lead] with situation [SITUATION - e.g., missed deadline].
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- 29 Generate answers for tough interview questions like [QUESTION - e.g., What is your weakness?] for [ROLE - e.g., Software Developer] that are honest and show growth.
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- 30 Help me prepare for technical interview for [ROLE - e.g., Frontend Developer] with focus on [TOPICS - e.g., React, JavaScript] including 15 practice questions and how to explain thought process.
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- 31 Act as a hiring manager for [ROLE - e.g., Marketing Coordinator]. Conduct a mock interview with me - ask one question at a time and give feedback on my answer [ANSWER - paste my answer].
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- 32 Create 10 insightful questions to ask the interviewer at the end of interview for [ROLE - e.g., Financial Analyst] at [COMPANY - e.g., investment firm] to show genuine interest.
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- 33 Generate a response for "Tell me about yourself" tailored for [ROLE - e.g., HR Specialist] with background [BACKGROUND - e.g., psychology degree + 2 years recruiting] in under 90 seconds.
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- 34 Help me explain why I left my last job [REASON - e.g., lack of growth, layoff, relocation] in interview for [NEW ROLE - e.g., Operations Lead] without sounding negative.
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- 35 Act as a salary negotiation coach. Help me negotiate salary for offer [OFFER - e.g., \$55k] for [ROLE - e.g., Content Strategist] in [CITY - e.g., Peshawar / Remote] with market data [RESEARCH IF ANY].
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- 36 Create a thank-you email template after interview for [ROLE - e.g., Product Manager] with interviewer [NAME - e.g., Sarah] at [COMPANY - e.g., startup] mentioning specific topic [TOPIC DISCUSSED].
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- 37 Generate a response for handling salary history question [HISTORY - e.g., previously \$40k] when targeting [TARGET - e.g., \$60k] for [ROLE - e.g., Designer] legally and professionally.
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- 38 Help me prepare for a panel interview for [ROLE - e.g., Project Manager] with [NUMBER - e.g., 3 interviewers] from departments [DEPARTMENTS - e.g., HR, Tech, Product] - what to expect and how to engage each.
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- 39 Act as a career growth advisor. Create a 1-year career development plan for [CURRENT ROLE - e.g., Junior Analyst] aiming for [NEXT ROLE - e.g., Senior Analyst] with skills to learn [SKILLS - e.g., SQL, Tableau].
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- 40 Generate 15 skills to add to my resume for future-proofing my career in [INDUSTRY - e.g., marketing] based on trends in [TREND - e.g., AI, automation].
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- 41 Create a personal SWOT analysis for my career as [ROLE - e.g., Graphic Designer] with strengths [STRENGTHS - e.g., creativity] and weaknesses [WEAKNESSES - e.g., time management] and action plan.
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- 42 Help me set SMART career goals for next [TIME FRAME - e.g., 6 months] as [ROLE - e.g., freelance writer] wanting to achieve [GOAL - e.g., earn \$3k/month].
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- 43 Act as a mentorship coach. Draft a message to ask [PERSON - e.g., senior leader in my company] to be my mentor for growth in [AREA - e.g., leadership].
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- 44 Generate a performance review self-assessment for my role as [ROLE - e.g., Account Manager] highlighting achievements [ACHIEVEMENTS - e.g., retained 95% clients] and growth areas.
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- 45 Create a portfolio description for my project [PROJECT - e.g., e-commerce website redesign] for role [ROLE - e.g., UX Designer] with problem, process, result metrics [METRICS - e.g., 20% conversion lift].
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- 46 Help me write a LinkedIn post announcing I'm open to work for [ROLE - e.g., Remote Customer Support] with background [BACKGROUND - e.g., 3 years experience] without sounding desperate.
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- 47 Act as a personal branding expert. Suggest 10 content ideas for LinkedIn for [PROFESSION - e.g., career coach] to build authority in [NICHE - e.g., job search for new grads].
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- 48 Generate a resignation letter for my current role [ROLE - e.g., Marketing Assistant] at [COMPANY - e.g., XYZ Corp] with notice period [PERIOD - e.g., 2 weeks] that is gracious and professional.
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- 49 Create a counter-offer response for when my current employer [CURRENT COMPANY] offers [COUNTER - e.g., raise, promotion] after I resigned for new role [NEW ROLE] at [NEW COMPANY].
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- 50 Help me handle a job offer rejection gracefully for [ROLE - e.g., Sales Rep] at [COMPANY - e.g., ABC] because [REASON - e.g., salary, location] while keeping door open.
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- 51 Act as a freelance career coach. Create a proposal template for freelance [SERVICE - e.g., writing, design, development] pitching to client [CLIENT TYPE - e.g., startup] with pricing [PRICING].
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- 52 Generate a list of 20 remote job boards and strategies for finding [ROLE - e.g., virtual assistant] roles with [SKILLS - e.g., admin, communication] globally.
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- 53 Create a daily routine for productive job searching for [ROLE - e.g., Software Engineer] including time blocks for applications, networking, skill building [SKILL - e.g., coding].
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- 54 Help me organize my job applications tracker in table format with columns: company [COMPANY], role [ROLE], date applied [DATE], status [STATUS], contact [CONTACT], notes.
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- 55 Act as an ATS expert. Scan my resume bullet [BULLET - e.g., Managed social media accounts] and optimize it with keywords from [JOB DESCRIPTION] for [ROLE].
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- 56 Generate 10 portfolio pieces I should create as aspiring [ROLE - e.g., Content Marketer] with no experience to showcase skills [SKILLS - e.g., writing, SEO].
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- 57 Create a video interview background and setup checklist for [ROLE - e.g., remote interview] and 5 tips to appear confident on camera.
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- 58 Help me answer "Why should we hire you?" for [ROLE - e.g., Customer Support Lead] at [COMPANY - e.g., e-commerce brand] using my unique value [VALUE - e.g., empathy + tech skills].
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- 59 Act as a career transition specialist. Map my skills from [OLD ROLE - e.g., teacher] to [NEW ROLE - e.g., corporate trainer] showing transferable skills matrix.
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- 60 Generate a list of certifications worth pursuing for [ROLE - e.g., Project Manager] in [INDUSTRY - e.g., IT] with cost [BUDGET - e.g., under \$500] and time [TIME - e.g., 3 months].
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- 61 Create a personal website bio for [PROFESSION - e.g., freelance writer] targeting clients [CLIENTS - e.g., SaaS companies] with tone [TONE - e.g., friendly professional].
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- 62 Help me draft a reference request email to former manager [MANAGER NAME] at [COMPANY] for role [NEW ROLE - e.g., Operations Manager] with context [CONTEXT].
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- 63 Generate 5 LinkedIn recommendation request templates for colleagues [COLLEAGUE TYPES - e.g., manager, peer, client] who can speak to [SKILL - e.g., leadership].
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- 64 Act as a confidence coach. Give me 10 affirmations and mental prep techniques for interview anxiety for [ROLE - e.g., high-stakes executive role] interview tomorrow.
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- 65 Create a comparison table for two job offers: Offer A [DETAILS A - e.g., \$60k, remote, startup] vs Offer B [DETAILS B - e.g., \$65k, onsite, corporate] for decision making.
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- 66 Help me write a career pivot story for interview explaining move from [FIELD A - e.g., hospitality] to [FIELD B - e.g., tech support] that shows intentional growth.
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- 67 Generate a follow-up strategy after networking event with [PERSON - e.g., recruiter at career fair] from [COMPANY] about [ROLE - e.g., Analyst] including email templates.
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- 68 Act as a job market analyst. What are top 10 in-demand skills for [ROLE - e.g., Digital Marketing] in [YEAR - e.g., 2026] and how to showcase them with my experience [EXPERIENCE].
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- 69 Create a LinkedIn connection note for hiring manager [NAME] hiring for [ROLE - e.g., Business Development] that is short, personalized, referencing [COMPANY POST OR NEWS].
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- 70 Help me prepare for case study interview for [ROLE - e.g., Consultant, Product Manager] with example case [CASE TYPE - e.g., market sizing, product design] and framework to answer.
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- 71 Generate a professional voicemail script for following up with recruiter [RECRUITER NAME] about application for [ROLE - e.g., HR Coordinator] at [COMPANY].
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- 72 Act as a career coach for introverts. Suggest 5 low-stress networking strategies for [ROLE - e.g., writer] who dislikes large events to connect with [INDUSTRY - e.g., publishing].
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- 73 Create a brag document template to track wins for role [ROLE - e.g., Software Developer] including projects [PROJECTS], feedback [FEEDBACK], metrics [METRICS] for future reviews.
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- 74 Help me write a career break explanation for LinkedIn and interviews about [BREAK REASON - e.g., travel, caregiving, health] for [DURATION - e.g., 8 months] positively.
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- 75 Generate interview questions for me to evaluate if company [COMPANY] culture [CULTURE CONCERN - e.g., work-life balance] is right for me for role [ROLE].
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- 76 Act as a resume designer. Suggest clean formatting improvements for my resume for [ROLE - e.g., creative vs corporate] - fonts, spacing, sections order for readability.
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- 77 Create a cold outreach portfolio email for [ROLE - e.g., freelance designer] to dream company [COMPANY - e.g., Notion] showcasing 3 best projects [PROJECTS].
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- 78 Help me quantify my achievements: Turn vague duty [DUTY - e.g., responsible for social media] into metric-driven bullet for [ROLE - e.g., Social Media Manager] with estimated impact [IMPACT].
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- 79 Generate a list of 15 behavioral interview questions with ideal answer structure for [INDUSTRY - e.g., banking] role [ROLE - e.g., Analyst] for [EXPERIENCE LEVEL - e.g., entry-level].
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- 80 Act as a career growth planner. Create a 5-year vision board description for my career as [CURRENT ROLE - e.g., Junior Marketer] aiming to become [DREAM ROLE - e.g., CMO] with milestones.
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- 81 Create a post-interview reflection template to capture what went well, what to improve, questions asked [QUESTIONS], and next steps for [ROLE - e.g., Sales Manager].
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- 82 Help me draft a professional decline for interview invitation for [ROLE - e.g., job outside my field] at [COMPANY] because [REASON - e.g., accepted another offer] politely.
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- 83 Generate a personal mission statement for my career as [PROFESSION - e.g., teacher, developer] who values [VALUES - e.g., growth, impact, creativity].
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- 84 Act as a LinkedIn algorithm expert. Write 5 post templates for job seekers in [FIELD - e.g., tech] that increase visibility without being spammy.
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- 85 Create a mock technical assignment response plan for [ROLE - e.g., Content Writer, Designer] take-home task [TASK - e.g., write blog post, design landing page] showing process.
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- 86 Help me prepare for salary discussion with HR for [ROLE - e.g., remote role] where range is [RANGE - e.g., \$50k-\$70k] and my target is [TARGET - e.g., \$65k] with justification.
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- 87 Generate 10 questions to research before accepting offer from [COMPANY - e.g., startup] about stability, growth, benefits [BENEFITS - e.g., health, remote work].
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- 88 Act as a career storyteller. Help me craft my career narrative from [START - e.g., college] to now [CURRENT - e.g., seeking marketing role] into compelling 2-minute story.
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- 89 Create a thank-you note for mentor [MENTOR NAME] who helped with [HELP - e.g., resume review, mock interview] for [ROLE - e.g., Analyst role] that is sincere and specific.
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- 90 Help me build a skills development roadmap for [ROLE - e.g., AI Product Manager] learning [SKILL - e.g., Python basics] using free resources [RESOURCES - e.g., Coursera, YouTube] in [TIME - e.g., 90 days].
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- 91 Generate a professional email signature for job seeker [NAME] targeting [ROLE - e.g., freelance consultant] with links [LINKS - e.g., LinkedIn, portfolio].
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- 92 Act as an executive resume writer. Create an executive summary for [C-LEVEL - e.g., COO] with [YEARS - e.g., 15 years] leading teams [TEAM SIZE - e.g., 100+] in [INDUSTRY - e.g., logistics].
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- 93 Create a job application cover sheet summarizing my top 3 achievements [ACHIEVEMENTS] relevant to [ROLE - e.g., Operations Lead] at [COMPANY - e.g., logistics company].
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- 94 Help me write a LinkedIn About section that addresses career transition from [OLD INDUSTRY - e.g., military] to [NEW INDUSTRY - e.g., tech] highlighting leadership and discipline.
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- 95 Generate a final checklist before submitting application for [ROLE - e.g., remote customer support] at [COMPANY - e.g., Shopify] - resume, cover letter, portfolio, LinkedIn alignment.
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Act as a career accountability partner. Create a weekly review template for job search progress for [ROLE - e.g., Designer] tracking applications [COUNT], interviews [COUNT], networking [COUNT], learnings.

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