

5 Questions That Turn AI Into a Resume Weapon

Most people use AI to fix their resume and get average results. Not because AI is weak, but because their input is. This framework fixes that. It forces you to think first, clarify your experience, and show real results before asking AI to rewrite anything. Same message but cleaner!

First thing we need to do is answer the 5 questions below the **RIGHT WAY!**

The quality of the AI output depends on the quality of your answers. Review the **Bad** / **Good** examples below. Focus on **recent and relevant roles only**. Not every job needs full detail.

1. What position and industry are you targeting?
2. What's your goal?
3. What did you actually do? (answer for each job)
4. What changed because of you? (answer for each job)
5. What's missing or unclear?

Again, review the **Bad** / **Good** examples below for guidance on how to structure your answers for AI.

Note: Regarding questions 3 and 4, the question is - how far back should my resume go?

The 'Standard' rule: **10 to 15 years max**. The last 10 years matter most to a hiring manager.

Use this structure:

Job History - Last 10 years: (This is the Recruiter/Hiring Manager's core focus):

- Full detail - 4 to 6 Strong bullets with actions + tangible results (Use numbers - \$\$\$ saved, % increase, etc.)

Job History - 10–15 years ago:

- Keep it shorter - 1 to 2 bullet points only.
- Only include if relevant

Job History - 15+ years ago:

- Remove. Or list briefly (title + company, no bullets)

Bad / Good Examples

1. What position and industry are you targeting?

Bad:

- “I’m open to anything.”
- “Looking for a job where I can grow.”

Good:

- “Targeting Purchasing Manager roles in manufacturing.”
- “Seeking Logistics Coordinator positions in automotive companies.”

Why this works:

- AI needs a clear target. If you aim at everything, you hit nothing.
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2. What’s your goal? (job, pivot, promotion)

Bad:

- “I need a job.”
- “Recently laid off, looking for work.”

Good:

- “Recently laid off. Targeting similar Buyer roles in manufacturing with equal or higher responsibility.”
- “Looking to move into a senior logistics role with team leadership duties.”

Why this works:

- Your goal shapes your story. Without it, your resume looks random.
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3. What did you actually do? (not titles)

Bad:

- “Responsible for purchasing and inventory.”
- “Handled logistics.”

Good:

- “Managed \$8M in annual purchasing across 100+ suppliers.”
- “Coordinated shipping and receiving for 3 warehouse locations.”

Why this works:

- Job titles are vague. Clear actions show real work.
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4. What changed because of you? (numbers)

Bad:

- “Improved efficiency.”
- “Helped reduce costs.”

Good:

- “Cut material costs by 12% by renegotiating supplier contracts.”
- “Reduced delivery delays by 20% by fixing scheduling issues.”

Why this works:

- Numbers prove results. (Numbers always beat opinions)
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5. What’s missing or unclear?

(**Note:** What do you think needs improvement? Be honest, AI will walk you through it.)

Bad:

- “Fix my resume.”
- “Make it better.”

Good:

- “My bullets don’t show results. Help me add numbers.”
- “My resume doesn’t show growth. Help me make that clear.”
- “My bullets feel vague. No strong metrics”

Why this works:

- AI can fix problems. But you have to point to the problem first.
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Now that you have properly answered all 5 questions in detail, it is time to put the AI to work.

Paste all the information in **BLUE** into a fresh chat. (**Important:** Paste your answers first, then your resume.)

Do not ask AI to rewrite your resume yet.

First, make sure it understands your experience.

- I am pasting 5 key details regarding my employment history (identified 1 - 5) to assist you in rewriting my resume.
- Directly after these details will be my resume.
- Review my resume for my target role.
- Identify weak, vague, or missing areas.
- Point out where I lack clear actions or measurable results.
- Ask follow-up questions before rewriting anything.

5 Key Details about my employment history:

1. My target role/industry:[YOUR ANSWER HERE]
2. My goal:[YOUR ANSWER HERE]
3. Here is what I did:
 - a. ABC Corp [YOUR ANSWER HERE]
 - b. XYZ LLC [YOUR ANSWER HERE]
 - c. Acme Co. [YOUR ANSWER HERE]
4. Results (numbers):
 - a. ABC Corp [YOUR ANSWER HERE]
 - b. XYZ LLC [YOUR ANSWER HERE]
 - c. Acme Co. [YOUR ANSWER HERE]
5. What's missing: [YOUR ANSWER HERE]

Below is my current resume:

[PASTE RESUME HERE]

Wait for feedback. **Answer the questions and add more detail where needed.** Once everything is clear, then ask:

Now rewrite my resume. Make it clear, concise, results-driven, and ATS friendly.Keep bullets short and focused on impact. Ask questions if anything is unclear..

If the result isn't strong, give specific feedback.

Remember, vague input = generic output.

Let me know how this works out for you!

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