

M A V E R I C K A I

HOW TO USE CLAUDE TO LAND YOUR NEXT JOB

Resume optimization, ATS bypass, interview prep, and automated applications

Resume Audit - Match score, missing keywords, and red flags
ATS Rewrite - Beat the robots and stop the hiring manager's scroll
Auto-Apply - Claude applies to jobs for you while you sleep
Cover Letter Generator - Custom letters in 30 seconds per job
Interview Prep - Company research and mock interviews
Salary Negotiation - Data-backed counter-offer scripts
LinkedIn Optimizer - Profile rewrite that actually gets recruiter DMs
Follow-Up Templates - Emails that keep you top of mind

2026 Edition

How This Works

Most resumes get rejected before a human ever reads them. Applicant Tracking Systems (ATS) scan for specific keywords and formatting before deciding whether to pass your resume to a real person. Even when a human does see it, they spend an average of 7 seconds scanning before deciding to read more or move on.

Claude fixes both problems. It analyzes your resume against the actual job description, identifies the exact keywords you are missing, rewrites your experience using proven formulas, and then pressure-tests the result from both the ATS perspective and the hiring manager perspective. The whole process takes about 10 minutes and can dramatically increase your interview rate.

This guide walks you through the core resume prompts from the video, plus six bonus prompts that cover everything else in the job search: cover letters, interview prep, salary negotiation, LinkedIn optimization, follow-up emails, and automated applications.

WHAT YOU NEED

1. A Claude account (free tier works for the resume prompts)
2. Your current resume (PDF, Word, or plain text)
3. The job description you are targeting
4. For auto-apply: Claude Pro + Cowork + Chrome extension

Step 1 The Resume Audit

Start by uploading your resume and the job description to Claude. This first prompt makes Claude think like a senior recruiter at the exact company you are applying to. It gives you an honest assessment of where you stand before you start rewriting anything.

PROMPT 1: RESUME AUDIT (copy and paste)

Act as a senior recruiter for this exact company.

Analyze my resume against this job description.

Give me:

1. A match score out of 100
2. The top 5 missing keywords that the ATS will be scanning for
3. The 3 red flags a hiring manager would spot in under 10 seconds
4. Which sections are strong and why
5. Which sections are weak and why
6. How my resume compares to what a strong candidate for this role would look like

Be brutally honest. I would rather fix problems now than get ghosted later.

EXAMPLE OUTPUT

MATCH SCORE

62 / 100

MISSING KEYWORDS

1. 'cross-functional collaboration' (appears 3x in JD)
2. 'stakeholder management' (appears 2x in JD)
3. 'data-driven decision making' (core requirement)
4. 'agile methodology' (listed under preferred)
5. 'P&L; ownership' (appears in leadership section)

RED FLAGS (spotted in under 10 seconds)

1. No metrics in the last 2 roles. Every bullet is a task, not an accomplishment.
2. Job title mismatch: you are applying for Senior PM but your title says 'Coordinator'.

3. 3-year gap (2019-2022) with no explanation.

TIP

Do not skip this step and go straight to rewriting. The audit shows you exactly what needs to change and why. Most people are surprised by what the ATS actually penalizes. Understanding the gap is half the work.

Step 2 The Experience Rewrite

Stay in the same chat so Claude still has context from the audit. This prompt rewrites your experience section using the Google XYZ formula, which is the format used by top companies to evaluate candidates. The formula is: Accomplished [X] as measured by [Y] by doing [Z].

PROMPT 2: EXPERIENCE REWRITE (same chat)

Rewrite my experience section using these rules:

1. Naturally include the missing keywords you identified, but do NOT force them in. They should feel like a normal part of each bullet.
2. Remove or fix every red flag you flagged.
3. Use the Google XYZ formula for every bullet:
'Accomplished [X] as measured by [Y]
by doing [Z]'
4. Start every bullet with a strong action verb.
Never use 'Responsible for' or 'Helped with'.
5. Add specific numbers wherever possible.
If I did not provide numbers, suggest realistic placeholders I can fill in later and mark them with [FILL IN].
6. Keep each bullet to 1-2 lines max.
Hiring managers skim. Dense paragraphs get skipped.
7. Order bullets by impact, not chronology.
The most impressive result goes first.

WHY THE XYZ FORMULA WORKS

Most resume bullets describe tasks: 'Managed a team of 5 engineers.' The XYZ formula turns that into an accomplishment: 'Reduced deployment time by 40% (measured by weekly release velocity) by restructuring the engineering team into cross-functional pods.' The first tells me what you did. The second tells me what happened because you did it. Hiring managers care about the second.

Step 3 The ATS and Hiring Manager Test

Still in the same chat. Now Claude stress-tests your rewritten resume from two perspectives: the ATS software that filters you out before a human sees you, and the hiring manager who is reading 200 resumes in one sitting and looking for reasons to say no.

PROMPT 3: ATS + HIRING MANAGER SCAN (same chat)

Now act as two different people:

FIRST: Act as an ATS filter. Scan my new resume and tell me:

- Would it pass the ATS for this job? (Yes/No)
- Which keywords are now present and which are still missing?
- Any formatting issues that would confuse an ATS parser? (tables, columns, headers, special characters, images)

SECOND: Act as a hiring manager who is reading 200 resumes in one sitting. Scan my resume and tell me:

- Which sections would you skip? Why?
- What makes you stop scrolling (good or bad)?
- Would you put this in the 'yes' pile, 'maybe' pile, or 'no' pile for this role?
- Rewrite any sections that would get skipped so they actually stop the scroll.

Give me the final version of my resume after all fixes are applied.

TIP

After this step, ask Claude to output the final resume as a clean artifact. You can then download it as a .docx file and use it directly. Make sure to review the [FILL IN] placeholders and add your real numbers before submitting.

Bonus: Auto-Apply with Cowork

This is the power move. Once your resume is optimized, you can switch to Claude Cowork and have it go to LinkedIn, find jobs you are qualified for, and apply to them with a customized application for each one. Claude literally applies to jobs while you sleep.

PROMPT 4: AUTO-APPLY (use in Claude Cowork)

Now that my resume is optimized, go to LinkedIn and do the following:

1. Search for [JOB TITLE] roles in [LOCATION] posted in the last [7/14/30] days.
 2. Filter for jobs where my resume is at least a 70% match based on the skills and experience listed in the job description.
 3. Pick the top 10 jobs I have the highest chance of landing an interview for.
 4. For each job:
 - Read the full job description
 - Customize my resume summary and key bullets to match that specific role
 - Write a short cover note (3 sentences max) that references something specific about the company
 - Submit the application through LinkedIn
 5. After all 10 are submitted, send me a summary:
 - Company name + job title
 - Match score
 - What you customized for each
 - Application status (submitted / draft)
- Pause before submitting each application and show me the customized version first.

IMPORTANT

This requires Claude Pro (\$20/month), the Claude desktop app in Cowork mode, and the Claude in Chrome extension. Make sure you are logged into LinkedIn in Chrome before running this. Claude will need browser access to navigate job listings and submit applications.

TIP

Start with the 'pause before submitting' setting so you can review each application before it goes out. Once you are confident in the quality, you can remove the pause and let Claude submit on its own.

Bonus: 30-Second Cover Letters

Most cover letters are generic fluff that hiring managers skip. This prompt generates a targeted cover letter in about 30 seconds that references the specific company, role, and how your experience maps to their biggest problems. Use it after the resume audit so Claude already knows both your background and the job requirements.

COVER LETTER PROMPT (same chat as resume audit)

Write a cover letter for this role. Rules:

1. First paragraph: Name the company and role.

Reference one specific thing about the company that made you want to apply (a recent product launch, a news article, a company value that resonates). Do NOT be generic.

2. Second paragraph: Pick the 2-3 requirements from the job description where my experience is strongest. For each, give one concrete result from my resume (with numbers).

3. Third paragraph: Address the biggest gap between my resume and the job description head-on. Explain how my transferable skills or adjacent experience covers it. Do not pretend the gap does not exist.

4. Closing: One sentence. Ask for the interview. No fluff. No 'I look forward to the opportunity to discuss.'

Total length: Under 250 words.

Tone: Confident, specific, human.

Do NOT sound like AI wrote it.

TIP

The secret to a good cover letter is the third paragraph. Most people try to hide their weaknesses. Addressing the gap directly shows self-awareness and confidence, which are exactly the traits that get you past the 'maybe' pile and into the 'yes' pile.

Bonus: Interview Prep System

You got the interview. Now you need to prepare. This prompt does three things at once: researches the company, predicts the exact questions they will ask, and prepares your answers using real examples from your resume.

INTERVIEW PREP PROMPT

I have an interview for [ROLE] at [COMPANY]
on [DATE]. Here is the job description again:
[paste or reference from same chat]

Prepare me with:

COMPANY INTEL

- What does this company actually do (in 2 sentences, not their PR version)
- Recent news (last 90 days) that I should reference in the interview
- Their biggest challenge or competitor threat right now
- What their Glassdoor/Blind reviews say about the interview process and culture

PREDICTED QUESTIONS (top 10)

For each question:

- The question they will ask
- Why they are asking it (what they are testing)
- A sample answer using my actual experience from my resume (with specific metrics)
- The follow-up question they will probably ask

QUESTIONS I SHOULD ASK THEM

Give me 5 questions that show I did research and actually understand their business. Not 'What does a typical day look like' generic stuff. Questions that make the interviewer think 'This person gets it.'

MOCK INTERVIEW

After I review the above, run a 15-minute mock

interview. Ask me the top 5 questions one at a time. After each answer, give me feedback on what was strong and what to fix.

THE MOCK INTERVIEW

The mock interview at the end is the most valuable part. Reading sample answers is helpful, but actually answering the questions out loud (or in text) forces you to practice the real thing. Claude gives you feedback after each answer so you can adjust before the real interview.

Bonus: Salary Negotiation Script

You got the offer. Now most people say 'thank you' and accept whatever number is on the table. That is a mistake. Almost every offer has room to negotiate, and how you ask matters more than what you ask for. This prompt builds you a data-backed negotiation script.

SALARY NEGOTIATION PROMPT

I got an offer for [ROLE] at [COMPANY].

Offer details:

- Base salary: \$[AMOUNT]
- Bonus: [AMOUNT or NONE]
- Equity/stock: [AMOUNT or NONE]
- Start date: [DATE]
- Other perks: [LIST]

My target: \$[AMOUNT] base

(or tell me what I should target based on data)

Build me a negotiation strategy:

1. MARKET DATA

- What does this role pay at this company based on Levels.fyi, Glassdoor, Blind, and Payscale data?
- What is the pay range for this level?
- Where does my offer fall in that range?

2. COUNTER-OFFER SCRIPT

- Write the exact email I should send
- Tone: grateful, confident, specific
- Reference market data without being adversarial
- Ask for a specific number, not a range

3. PHONE CALL SCRIPT

- If they want to discuss by phone, give me the exact words to say for:
 - Opening the conversation
 - Stating my counter
 - Handling 'this is the best we can do'

- Negotiating non-salary items if base is firm (signing bonus, extra PTO, remote flexibility, start date)

4. WALK-AWAY ANALYSIS

- At what number should I accept?
- At what number should I walk away?
- What are the non-monetary factors that could make a lower offer worth taking?

TIP

Never give a number first. If they ask 'What are your salary expectations?' before making an offer, ask Claude to help you deflect with something like: 'I would like to learn more about the full compensation package before discussing numbers. What is the budgeted range for this role?'

Bonus: LinkedIn Profile Optimizer

Your resume gets you through the front door, but your LinkedIn profile is what makes recruiters come to you. Most LinkedIn profiles read like a resume copy-paste. This prompt rewrites your profile so it shows up in recruiter searches and makes them want to reach out.

LINKEDIN OPTIMIZER PROMPT

I want to optimize my LinkedIn profile so recruiters find me and reach out. Here is my current profile: [paste or upload screenshot]

Target roles I want to attract: [ROLE 1, ROLE 2]

Target companies: [COMPANY 1, COMPANY 2]

Target location: [CITY or REMOTE]

Rewrite these sections:

1. HEADLINE (220 chars max)

- Not my current job title
- Include 2-3 keywords recruiters search for
- Include a result or specialty that stands out
- Format: [What I do] | [Key result] | [Niche]

2. ABOUT SECTION (2,600 chars max)

- First 2 lines visible before 'see more', so make them count
- Write in first person, not third
- Lead with what I solve, not who I am
- Include 5-8 keywords naturally
- End with a clear call to action

3. EXPERIENCE BULLETS

- Same XYZ formula from my resume
- But more conversational than resume bullets
- Add 1 line per role about what I learned, not just what I did

4. SKILLS SECTION

- Top 5 skills to pin based on the roles I am targeting
- In priority order from most searchable

to least

5. FEATURED SECTION

- Suggest 2-3 things I could add (articles, projects, presentations, media) that would make a recruiter stop and look closer

TIP

The LinkedIn headline is the most important field on the platform. Recruiters search by keywords and your headline is the first thing they see in search results. 'Marketing Manager at XYZ Corp' is invisible. 'B2B SaaS Growth Marketer | Scaled pipeline from \$2M to \$14M | Demand Gen + ABM' gets clicked.

Bonus: Follow-Up Email Templates

Following up is where most candidates drop the ball. The right follow-up at the right time can move you from 'maybe' to 'yes.' This prompt generates the three follow-up emails you need at different stages of the process.

FOLLOW-UP EMAIL PROMPT

I need follow-up emails for my application at [COMPANY] for the [ROLE] position. Write three:

EMAIL 1: POST-APPLICATION (send 5 days after)

- Subject line that gets opened (not 'Following Up')
- Reference something specific about the company
- Mention one result from my resume that maps to their biggest stated challenge
- Ask if there is anything else they need
- Under 100 words total

EMAIL 2: POST-INTERVIEW (send within 24 hours)

- Thank the interviewer by name
- Reference one specific thing we discussed
- Add one thing I forgot to mention that strengthens my candidacy
- Restate my interest without sounding desperate
- Under 120 words total

EMAIL 3: THE NUDGE (send 7 days after interview

if no response)

- Light, professional, not pushy
- Add a piece of value (relevant article, industry insight, or quick thought related to something we discussed)
- Give them an easy out: 'If the timeline has shifted, totally understand'
- Under 80 words total

Tone for all: Confident, not desperate.

Specific, not generic. Human, not template-y.

WHY THIS MATTERS

Hiring decisions are not just about qualifications. They are about who stays top of mind. A well-timed follow-up that adds value (not just 'checking in') signals professionalism and genuine interest. Most candidates do not follow up at all, so you immediately stand out.

The Full Job Search Workflow

Here is the complete sequence from start to offer. Each step builds on the one before it. You can use all of them or just the ones that apply to where you are in the process.

- 1. Audit your resume** (Prompt 1). Upload your resume + job description. Get your match score, missing keywords, and red flags. 5 minutes.
- 2. Rewrite your experience** (Prompt 2). Fix the gaps using the XYZ formula. Add metrics. Remove weak language. 5 minutes.
- 3. Stress-test it** (Prompt 3). Run the ATS filter and hiring manager scan. Fix anything that would get skipped. 5 minutes.
- 4. Optimize LinkedIn** (LinkedIn prompt). Rewrite your headline, about section, and experience so recruiters find you. 10 minutes.
- 5. Generate cover letters** (Cover letter prompt). One custom letter per application. 30 seconds each.
- 6. Apply to jobs** (Auto-apply prompt). Let Claude Cowork submit 10 customized applications while you do something else. 10 minutes of setup.
- 7. Prep for interviews** (Interview prep prompt). Company research, predicted questions, and mock interview. 20 minutes per company.
- 8. Negotiate the offer** (Salary prompt). Market data, counter-offer email, phone script. 15 minutes.
- 9. Follow up** (Follow-up prompt). Three emails at the right times. 2 minutes.

TIP

Repeat steps 1 through 3 for each job you apply to. The same resume does not work for every role. The missing keywords and red flags change based on the job description. Claude can adjust your resume for each application in about 5 minutes.

IMPORTANT

Always review and personalize what Claude generates. AI-written content that sounds generic will hurt you more than help you. Add your own voice, your own stories, and your own specific numbers. Claude gives you the structure. You provide the substance.

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