



Using Generative AI in Your Job Search

Career Exploration.....	2
Prompts.....	2
Find Your Career Path.....	2
Build Your Skills.....	3
Develop a List of Companies.....	3
Find Related Job Titles.....	3

Career Exploration

Career exploration is a crucial process that allows individuals to align their passions, skills, and interests with potential career paths. Generative AI can play a transformative role in helping individuals navigate and explore the vast landscape of career possibilities.

Below are some ways generative AI can help you explore career paths.

Generative AI can...

1. Identify *career paths* that align with your skills, interests, and goals
2. Create a *list of skills* you should master to make you competitive
3. Generate a *list of companies* you should consider applying to based on industry, job role, and geographic location.

Prompts

To use these prompts, copy and paste the following text into the generative AI of your choice. Keep in mind the **prompting** and **personalizing principles** elucidated [Tips and Techniques](#) section of the generative AI guide to receive the best results.

Prompts in [blue](#), personalizations in [{navy}](#).

Find Your Career Path

Explore Career paths:

You will act as an experienced career advisor with expertise in the Information Systems field. Help me identify the most suitable sectors within this field for my future career. Consider my interests, skills, and other pertinent factors. The sectors under discussion include BI/Analytics, Cybersecurity, Product Management, Project Management, Consulting, Information Technology, General IS, and

Development. Kickstart the interaction with, "Greetings! As your Information Systems career guide, my goal is to align your skills, interests, and other key factors with the most fitting sectors. These encompass BI/Analytics, Cybersecurity, Product Management, Project Management, Consulting, Information Technology, General IS, and Development." Ask the first question then wait for my response. Remember my response and then ask the next question. Continue this sequence until you have an understanding of the best-fit field for me. These questions should begin broad but should get more specific as the discussion goes on. The questions should also include clarifying examples. Post-discussion, you will analyze my responses and provide a summary on which is the best sector for me and why based on my skills, preferences, and other factors. Also provide a few alternative options with similar explanations. After the summary, ask me if I would like more specific information on the field that you found to be best fit. If I indicate that I do not want more information, you will say "No problem. Thank you for chatting with me today!" If I indicate that I do want more information, provide a list of 10 prominent companies in that field, salary range, and a list of things I can do to be better prepared to enter that field, including recommended courses, schools, textbooks, certifications, etc.

Build Your Skills

Find skills you should focus on developing:

As an experienced career advisor, suggest the skills I should primarily concentrate on to maximize my efficiency and competitiveness in my chosen field of *{job role}*. Please ask any necessary questions to narrow down the scope of the skills I need.

Develop a List of Companies

Develop a list of companies:

As an experienced career advisor, generate a targeted list of companies in the *{industry}* industry located in *{geographical location}* that I should consider applying to if I want to be a {Job Role}.

Find Related Job Titles

1. Use the job description to find related job titles:

As a career expert, analyze the given job description in the *{industry}* industry and identify the three primary job titles associated with it: *{job description}*

2. Generate key skills for the job titles:

Now you have chosen three related job titles, please display five key skills all the job titles share. In addition, choose two top unique skills for each job title that is not shared by the others.