

How to Use the Coaching Résumé Analyzer GPT

You can upload your resume and get specific feedback on your current resume, or you can ask more general questions about ways to improve your resume.

Step 1: Upload or Paste Your Résumé

When you start, you'll be asked to either:

- **Upload your coaching résumé** (if available), or
- **Copy and paste** your résumé text into the chat

Tip:

Focus on résumés specifically for coaching, recruiting, strength & conditioning, or athletic administration roles.

Step 2: Let the GPT Analyze Your Résumé

- The GPT will scan your résumé for:
 - Coaching experience presentation
 - Formatting clarity
 - Use of action verbs
 - Highlights of leadership, recruiting, and player development
 - It will **identify strengths** and **areas for improvement**.
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Step 3: Receive Your Résumé Review Report

You'll get a **coaching-focused feedback summary**, including:

- What you're doing well
 - What you could tighten or improve
 - Specific suggestions (bullet points) to help you strengthen your résumé
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Step 4: Make Edits and Re-Submit (Optional)

If you want, you can:

- Edit your résumé based on feedback
- Paste the updated version back into the chat
- Get a second review!

Optional: Ask for examples of stronger phrasing or better coaching-focused wording.

Best Practices

- ✓ Upload or paste your résumé in plain text or PDF/Word format
- ✓ Focus on leadership, recruiting, development, and achievements
- ✓ Ask the GPT to re-review if you make updates
- ✓ Treat this like a coach-to-coach résumé review session!