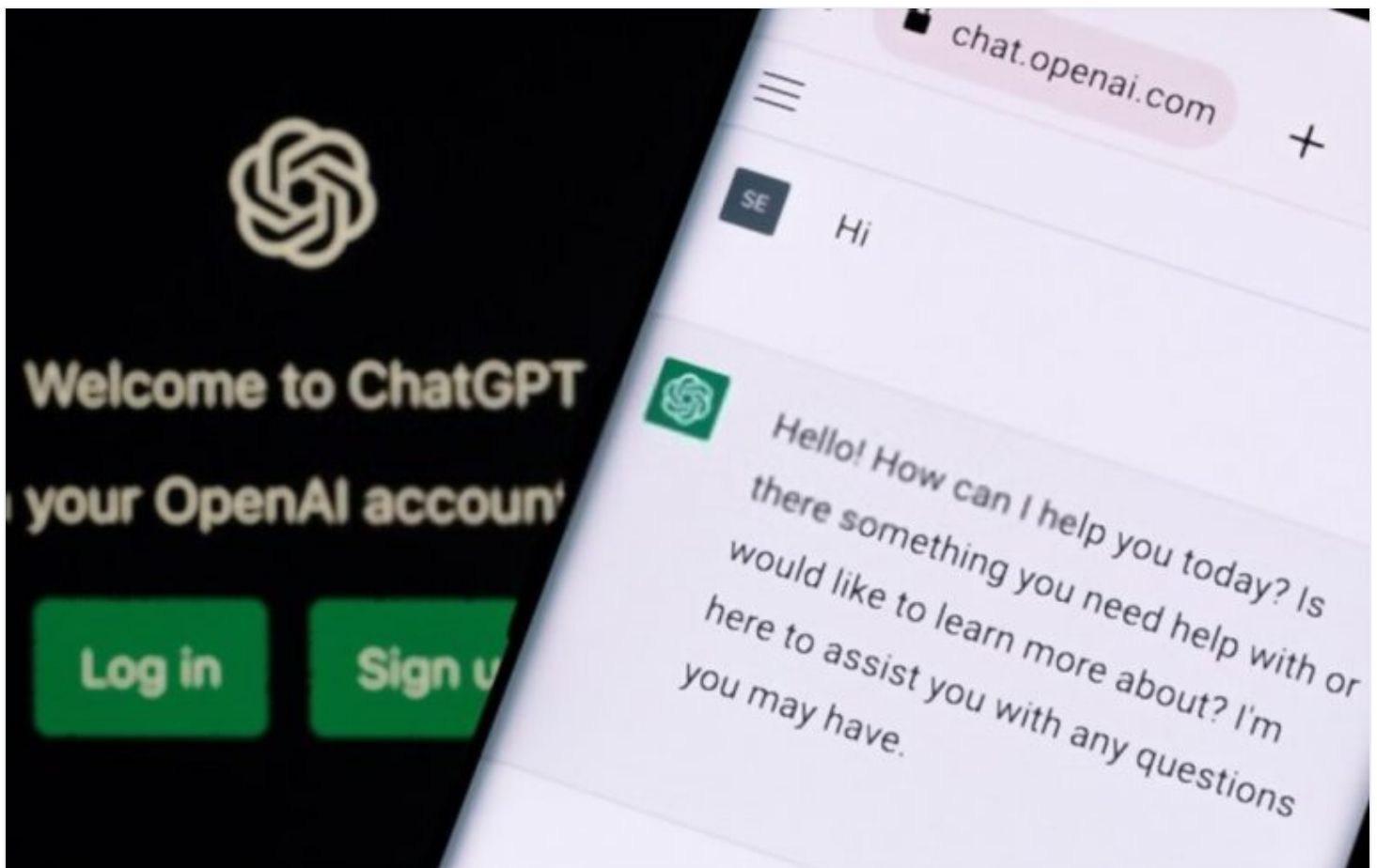


Hello. It looks like you're using an ad blocker that may prevent our website from working properly. To receive the best experience possible, please make sure any blockers are switched off and refresh the page.

If you have any questions or need help you can email us

only tool job seekers will need.

Feb. 22, 2023



*By Kathleen Furore, Tribune Content Agency (TNS)*

OpenAI's ChatGPT has received a lot of coverage recently—and the career search arena is one area being impacted by the technology. According to [a recent survey from Resume Builder](#), 46% of job seekers are using ChatGPT to write their resumes and/or cover letters. That made me wonder what tech-savvy people who are looking for new career opportunities should consider before jumping in and using the technology.

“Many job seekers have jumped on the AI bandwagon and the use of ChatGPT has

Hello. It looks like you're using an ad blocker that may prevent our website from working properly. To receive the best experience possible, please make sure any blockers are switched off and refresh the page.

If you have any questions or need help you can email us

That doesn't mean the technology is risk-free. According to the survey, 11% of applicants who used the technology were denied a job when the interviewer discovered they used ChatGPT.

As Esmeralda Garcia, director of coaching and advising at edX, an open online course provider created by Harvard and MIT, says, “Generative AI can be a powerful and positive addition to your job search strategy, but it is no substitute for human judgment and experience.”

The following tips can help job seekers navigate this new world of job hunting.

Research the tool you want to use. “Make sure it has strong privacy controls and positive user reviews,” Garcia stresses.

Protecting your personal information is key, says Rajesh Namase, co-founder and tech blogger with TechRT. “Before you begin your job search with ChatGPT or any other online tool, be sure to remain guarded with respect to sharing any particular information regarding yourself like your email address or Social Security number,” Namase cautions. “Stick to general topics and refrain from disclosing any information that is sensitive when using ChatGPT or other similar sources online.”

Don't automatically accept ChatGPT's suggestions. “While you can give the AI tools prompts to help create resumes and cover letters, don't blindly accept its suggestions,” Garcia says. “Review to add specifics about your job history, your goals, and your passions.”

Damian Birkel, founder and executive director of Professionals In Transition Support Group Inc., agrees.

“Keep in mind that it may lack emotion,” says Birkel, who also notes the technology

Hello. It looks like you're using an ad blocker that may prevent our website from working properly. To receive the best experience possible, please make sure any blockers are switched off and refresh the page.

If you have any questions or need help you can email us

The main mistake job seekers may make, she adds, is assuming the resume is done once it has been generated, and not further scrutinizing or editing appropriately. “In that regard, using ChatGPT is no different than using a template or resume writing service,” Haller explains. “It’s a highly effective time-saving tool, but is not a total replacement for human oversight.”

The bottom line: ChatGPT can aid in a job search—but it isn’t the only tool job seekers will need.

“The entire way you job search is changing at lightning speed. New technology like ChatGPT will speed the process, but it doesn’t replace the human factors involved, including establishing rapport, and individualization,” Birkel says.

“Make sure to use AI as just one tool in the toolbox. Work your network, reach out to people you know, and try to kickstart as many real conversations as you possibly can,” Garcia concludes. “Ultimately, the human-to-human connection is what will land you your next great career.”

## ABOUT THE AUTHOR

Kathleen Furore is a Chicago-based writer and editor who has covered personal finance and other business-related topics for a variety of trade and consumer publications. You can email her your career questions at [kfurore@yahoo.com](mailto:kfurore@yahoo.com).

©2023 Tribune Content Agency LLC.

Artificial Intelligence • Firm Management • Human Resources • Small Business • Staffing • Technology

Hello. It looks like you're using an ad blocker that may prevent our website from working properly. To receive the best experience possible, please make sure any blockers are switched off and refresh the page.

If you have any questions or need help you can email us