



⚡ Grounded in 3 creator transcripts

# AI Resume Analysis & Optimization Jobs

How to land real jobs using AI resume analysis and optimization skills—plus the exact tools, prompts, and workflow insiders use to get noticed.

📌 **Updated for 2026** 📄 **\$55K–\$85K** Typical pay for AI-powered resume analyst/support roles

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## Start Fast

Clear first steps you can take this week.



## Real Sources

Built from people who actually did it.



## Honest Numbers

Source-reported pay, costs, and risks.

[Get the Full Guide Vault →](#)

🔒 Includes checklists, scripts & source-backed insights

### YOU WILL LEARN

- ✓ Who This Guide Is For
- ✓ Why This Job Is Worth Looking At
- ✓ Pay Potential — The Real Numbers
- ✓ Opportunity Snapshot
- ✓ What The Job Actually Does
- ✓ Requirements

▶ **MODULE 01**

# Who This Guide Is For

This guide is for job seekers aiming to break into HR tech, recruiting, or talent acquisition roles that use AI for resume analysis and optimization. If you want to work in roles like Resume Analyst, Talent Acquisition Coordinator, or ATS Optimization Specialist—and want to leverage AI tools to stand out—this is for you.

▶ **MODULE 02**

## Opportunity Snapshot

**\$55K–\$85K**

Source-reported pay for Resume Analyst/ATS Optimization roles

**2–4 weeks**

Typical time to get proficient with AI resume tools

**n8n, Make.com, Apify, ChatGPT**

Core tools used in real workflows

**Resume Analyst, Talent Acquisition Coordinator, ATS Optimization Specialist, Resume Screener, HR Tech Assistant**

Alternate job titles to search for

▶ **MODULE 03**

# Why This Job Is Worth Looking At

AI-powered resume analysis is a growing niche in HR and recruiting. Companies are adopting AI tools to screen, analyze, and optimize resumes for better hiring outcomes. Few applicants know how to use tools like n8n, Make.com, or Apify to automate and improve resume workflows—giving you a real edge. These roles are often remote, tech-forward, and less saturated than traditional HR jobs.

▶ MODULE 04

## What The Job Actually Does

You'll use AI tools to review, analyze, and optimize resumes for job descriptions. This can include extracting resume data, matching keywords, running ATS (Applicant Tracking System) checks, and generating reports on candidate fit. Some roles also involve building or managing automated workflows for resume screening, or supporting recruiters with AI-powered insights.

▶ MODULE 05

## Pay Potential — The Real Numbers

**\$55K–\$85K**

Resume Analyst / ATS Optimization Specialist  
(Glassdoor, 2024)

**\$60K–\$90K**

Talent Acquisition Coordinator (AI/Tech focus,  
Indeed, 2024)

**\$25–\$45/hr**

Contract/remote resume screening gigs  
(Upwork, 2024)

▶ MODULE 06

# Requirements

Requirement	Details
Education	Bachelor's degree preferred (not always required); HR, Business, or IT helpful
Experience	0–2 years in HR, recruiting, or admin; AI tool experience is a plus
Tech Skills	Familiarity with Google Workspace, ChatGPT, n8n or Make.com
Soft Skills	Attention to detail, communication, process mapping

## ▶ MODULE 07

## Skills Needed

- 1 Process mapping (using Google Docs/Sheets, Excalidraw, or similar)
- 2 Basic workflow automation (n8n, Make.com, Zapier)
- 3 Prompt engineering for ChatGPT/OpenAI
- 4 Resume keyword analysis and optimization
- 5 Data extraction from PDFs, Word docs, and text files
- 6 Understanding of ATS systems

## ▶ MODULE 08

# Certifications or Licenses

Certification	Time to Complete	Provider
AI for Everyone (Coursera)	4 weeks	Coursera/Andrew Ng
n8n Automation Fundamentals	1–2 weeks	n8n.io (free)
HR Tech Certificate	4–8 weeks	HRCI, SHRM
Google Workspace Certification	2–4 weeks	Google

## ▶ MODULE 09

## Beginner Roadmap

- 1 Learn basic process mapping: Use Google Docs/Sheets to outline manual resume review steps.
- 2 Get familiar with n8n or Make.com: Set up a free account and explore workflow templates.
- 3 Practice extracting text from resumes: Use Google Drive to store files and test extraction from PDFs, Word docs, and text files.
- 4 Experiment with ChatGPT: Paste a resume and job description, and prompt it to analyze strengths, weaknesses, and fit.
- 5 Build a simple workflow: Connect Gmail (trigger), Google Drive (storage), and ChatGPT (analysis) in n8n or Make.com.
- 6 Document your process: Create a portfolio piece showing your workflow and results.

## ▶ MODULE 10

# 7-Day Action Plan

- 1 Day 1: Watch a full n8n or Make.com workflow tutorial (see source notes).
- 2 Day 2: Map out the manual resume review process in Google Docs.
- 3 Day 3: Set up a Gmail trigger in n8n or Make.com to receive resumes.
- 4 Day 4: Configure Google Drive to store incoming resumes.
- 5 Day 5: Test extracting text from different file types (PDF, DOCX, TXT).
- 6 Day 6: Connect ChatGPT/OpenAI to analyze resume vs. job description.
- 7 Day 7: Document your workflow and results in a Google Doc or Notion page.

## ▶ MODULE 11

# 30-Day Action Plan

- 1 Week 1: Complete beginner roadmap and 7-day plan.
- 2 Week 2: Build a more advanced workflow (add job description extraction, Google Sheets output, Slack/email notifications).
- 3 Week 3: Apply for 10+ jobs using your workflow as a portfolio project.
- 4 Week 4: Reach out to recruiters on LinkedIn, showcasing your AI resume analysis skills.
- 5 End of Month: Iterate on feedback, refine your workflow, and add real-world results to your resume.

## ▶ MODULE 12

# Insider Secrets & Shortcuts

- 1 Use n8n's Gmail trigger with 'download attachments' enabled to auto-fetch resumes (source: creator transcript).
- 2 For Word docs, convert to Google Doc via HTTP request before extracting text—PDFs and TXT files are easier (source: creator transcript).
- 3 Store all resumes in a dedicated Google Drive folder (e.g., 'RSés') for easy automation and retrieval.
- 4 Feed both the resume and job description into ChatGPT/OpenAI and prompt: 'Analyze these both and give strengths, weaknesses, risk/reward, and overall fit.' (source: creator transcript).
- 5 Apify's Indeed Scraper (by 'miseries') can pull detailed job descriptions and company info for tailoring resumes (source: creator transcript).
- 6 Automate scoring jobs by combining salary range and recency into a custom priority score (source: creator transcript).

## ▶ MODULE 13

# Exact Resume Keywords

- 1 AI resume analysis
- 2 ATS optimization
- 3 Workflow automation
- 4 n8n
- 5 Make.com

6 ChatGPT

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7 Google Workspace

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8 Resume screening

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9 Process mapping

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10 Talent acquisition support

▶ **MODULE 14**

## Copy/Paste Application Script

▶ **MODULE 15**

## Interview Talking Points

- 1 Describe your process mapping approach (Google Docs/Sheets, Excalidraw for wireframing).
- 2 Explain how you automate resume intake via Gmail and Google Drive.
- 3 Walk through extracting and standardizing resume data from multiple file types.
- 4 Show how you use ChatGPT/OpenAI to analyze resumes vs. job descriptions.
- 5 Discuss how you prioritize jobs using custom scoring (salary, recency, etc.).
- 6 Mention your experience with Apify's Indeed Scraper for sourcing job data.

▶ **MODULE 16**

# Red Flags / Scams To Avoid

## Red Flags

Avoid any 'AI resume' job that asks for upfront payment, promises guaranteed interviews, or requires you to recruit others. Real employers will never ask for your personal bank info during the application process. Be wary of roles that only involve uploading resumes to unknown sites or that lack a clear company name and contact.

### ► MODULE 17

## Source Notes

*"Whenever we have data branching off into different paths it has to get standardized in some form so that we can pass it down the rest of the flow and it will actually make sense."*

— Watch Me Build an AI Resume Analysis System in 28 minutes

[1] Watch Me Build an AI Resume Analysis System in 28 minutes (YouTube)

[2] Watch Me Automate Indeed Job Applications (AI Resumes & CVs) (YouTube)

[3] I Built an AI Resume Analysis System with No Code in n8n (YouTube)

[4] X posts by @aijobgenie and @Alacritic\_Super

### ► RESOURCE GUIDE

## Resources, Certifications & Direct Links

Tap straight into search results, certification training, and paid apprenticeships for this path.

### 🔍 DIRECT SEARCH LINKS

**Indeed — open roles**

biggest board ↗

**LinkedIn Jobs**

apply + network ↗

**ZipRecruiter**

1-click apply ↗

**Google — near me**

local + niche boards ↗

**Glassdoor — real salaries**

verify pay ↗

#### Hack

Set a saved-search alert on **Indeed + LinkedIn** for this exact term — new roles hit your inbox before they're crowded.






▶ **TOOL GUIDE**

## Tool Stack — Organized by Category

Every tool for this path, grouped by category. Free tools first, paid last. Tap any logo to open it.








## Resume & ATS

5 free · 0 paid

-  **Jobscan**    ATS keyword matching    [Free](#) [↗](#)
-  **Kickresume**    Templates + AI writer    [Free](#) [↗](#)
-  **Resume Worded**    Resume + LinkedIn scoring    [Free](#) [↗](#)
-  **Rezi**    AI ATS resume builder    [Free](#) [↗](#)
-  **Teal**    Resume builder + job tracker    [Free](#) [↗](#)







## Job Boards

7 free · 0 paid

-  **Indeed**    Largest job board    [Free](#) [↗](#)
-  **LinkedIn Jobs**    Jobs + networking    [Free](#) [↗](#)
-  **Remote OK**    Remote jobs board    [Free](#) [↗](#)
-  **USAJOBS**    Federal government jobs    [Free](#) [↗](#)
-  **We Work Remotely**    Remote-only jobs    [Free](#) [↗](#)
-  **Wellfound**    Startup + tech jobs    [Free](#) [↗](#)
-  **ZipRecruiter**    Quick-apply job board    [Free](#) [↗](#)





## AI Assistants

5 free · 1 paid

	<b>ChatGPT</b>	Writing, ideation, prompts, drafts	Free	<a href="#">↗</a>
	<b>Claude</b>	Long docs, reasoning, coding, agents	Free	<a href="#">↗</a>
	<b>Google Gemini</b>	Google-integrated AI	Free	<a href="#">↗</a>
	<b>Perplexity</b>	AI research with live sources	Free	<a href="#">↗</a>
	<b>Poe</b>	Many AI models in one app	Free	<a href="#">↗</a>
	<b>Grok</b>	X-integrated AI	Paid	<a href="#">↗</a>

## Productivity

4 free · 0 paid

	<b>Calendly</b>	Booking / scheduling calls	Free	<a href="#">↗</a>
	<b>Google Sheets</b>	Trackers + light CRM	Free	<a href="#">↗</a>
	<b>Loom</b>	Screen-record pitches/looms	Free	<a href="#">↗</a>
	<b>Notion</b>	Docs, dashboards, templates	Free	<a href="#">↗</a>

### Money tip

Stack the **free** tools first. Only pay once a tool is directly making or saving you money.

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## THE JOBHACKI ARSENAL

# This guide is 1% of what members get

The community unlocks the tools that do the heavy lifting for you:



### OmniCut

Upload any video — get back a timestamped, cut-by-cut edit blueprint: hooks, vocal cues, effects and animation calls, all mapped to the viral frameworks behind our own content. You (or your AI editor) just follow the map.



### JobHacki Resume Builder

Our exact one-page, recruiter-tested template — auto-built from your LinkedIn in minutes, exported as an editable doc + PDF.



### JobHacki Readiness Simulator

Paste any job link. Get tested on what the role actually requires, see your readiness score, and get the fastest study path to close the gaps.



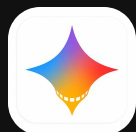
### Atlas Directory

Every guide and career path we publish — refreshed by 24/7 AI researchers so you never act on stale info.

[Join the JobHacki Community →](#)

Join free today — founding-member pricing locks in before the tools go paid.

## WHAT EACH TOOL ACTUALLY DOES



### OmniCut

OmniCut watches your entire video the way an elite editor would — every frame, the full transcript, your offer and what you're actually selling — then runs it through the viral frameworks behind our own content. What you get back is a timestamped editing score: your video chopped into 10-second sequences, each with exact vocal cues, audio cues, effect calls and animation directions. Copy a sequence, paste it into Gemini Omni, and generate that cut — then the next, then the next, until the whole edit is done. Runs as a custom GPT inside ChatGPT (you'll need a ChatGPT account), purpose-built for Gemini Omni video editing the day it drops.



### JobHacki Resume Builder

Drop in your LinkedIn (or paste your experience) and it rebuilds everything into the exact one-page format we use: tight summary line, education with the details recruiters scan for, metric-driven experience bullets, and the 10-category skills stack that beats ATS keyword filters. Out comes a polished PDF plus a fully editable doc — change any line later without starting over. Single-industry and multi-industry versions included.



### JobHacki Readiness Simulator

Paste a real job posting link. The simulator breaks down what that role actually demands — skills, tools, terminology, scenarios — and tests you on it: multiple choice, written answers, even voice roleplay for interviews and sales calls. You get a Readiness Score out of 100 across skill match, tool match, communication and interview readiness, plus the exact study plan to close your gaps — linked straight to the guides, certs and resources that fix them.



### Atlas Directory

The full living library: 100+ grounded, step-by-step playbooks across AI businesses, careers, trades, healthcare paths and side income — every one built from people who actually did it, never theory. Our AI researchers monitor hundreds of creators and sources around the clock, so tools, pay data and methods stay current. Search it, filter it, read online or download any guide as a PDF.

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