

Resume Reading Robots! How do I Please the Virtual HR Department?

Dear Stephen:

I keep reading online and seeing on television how “robots” are reading my resume and deciding whether or not I get an interview. Could this possibly be true? I have heard about artificial intelligence taking over the world but are they really taking over decisions like whether or not someone gets the interview? If this is true, how do I create a resume that the robot will like? I can’t even believe I asked that. Yet everyone is talking about it.

Signed,

How Do You Brown Nose A Robot?

Dear Robot Worrier:

Believe it or not, it is true, even in the interior furnishings industry. Increasingly, companies big and small are using artificial intelligence to take the guess work out of job searches. Hiring companies use software in house to help HR department to identify candidates who’s resumes match what they are looking for. Most companies use applicant tracking systems (ATS), software to sift through online resume sub-

missions. The robot looks for the same experience the human did. The “robot” just does it faster and does not miss good people... rather “good resumes” And that is key; having a good resume!

The first step to a successful job hunt is knowing how the algorithms work. Then tailor your resume to use AI to your advantage. At The Viscusi Group, I tell candidates to consider their resume a template. Which is why you need several versions of the



You can send your workplace questions to Stephen at: StephenSays@bellow.press

Questions selected to be answered, will appear in this column. Please use the Subject: Stephen Says for all emails. Stephen Viscusi is a bestselling author, television personality, and CEO of The Viscusi Group, global executive recruiters located in New York. Follow Stephen on Twitter @stephenviscusi, Like Stephen on Facebook; and follow him on LinkedIn.

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same resume. One of the secrets I explain to people is to use an “Objective” at the start of the resume. Then pepper the objective with the AI words that a hiring company may be looking for. And change it up for each different job or company. What are those words? Take them right from the company’s job description which is usually found online and/or use critical language you find on a company’s website that may describe their culture, brand or corporate philosophy. There are no more than seven to nine words that make up the algorithm, so no need to go crazy, just be specific. Chances are the company you want to work for has developed a similar

template of key words that successful candidates they have hired all have on their resume. AI reading your resume has been around for years it is just becoming more common. And candidates are starting to learn about it. AI in hiring is the new version of Key Word algorithms. This is more common than ever because the number of applicants has grown significantly, and it is too time consuming for a person to review every single resume. Only the top 2% of candidates make it to an interview and that is based on the algorithm. By the way, your cover letter still matters and can often also be read by AI too. So change that up and make that count.

The key to being part of that 2% that gets the interview has to do with the research you do on the company you are applying for. Keep your language simple and straight forward. Clearly list your skills and remember spelling and grammar count. So yes, a robot is reading your resume. Is your resume ready? The Robot will read it now!

Stephen

P.S. Readers of this column in BoF can get a free Robot Viscusi Group resume template, courtesy of The Viscusi Group simply by sending me your resume at Stephen@viscusigroup.com and I will send you back the robot resume template that will help you create a resume, the ROBOT will love!