

FREE ChatGPT Prompts

Recruiter
Edition



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Inclusive job postings..... pg12



Remember to Feed your AI

Your AI is hungry. The more data and info you feed it as part of your prompting, the stronger it gets and the more it helps you.

Tell it about your job and project every time you prompt!



Choosing platforms for candidate searches can vary based on skills required. Directs recruiters to the most effective platforms, minimizing time spent on unproductive searches.

Prompt: "Suggest tools or platforms optimal for searching for candidates with [specific skill]."



Job fairs are a great way to reach potential candidates, especially students finding a first job. Provides a blueprint for event organization, ensuring it runs efficiently and successfully attracts potential candidates.



Prompt: "Suggest best practices for participating in, organizing and facilitating job fairs in [area or city]."



Working with hiring managers can be complicated and unintuitive for some recruiters. This prompt ensures streamlined communication between recruiters and hiring managers, enhancing collaboration and speeding up the hiring process.

Prompt: "List tips for effective communication with hiring managers about [task, e.g., 'candidate feedback']."



It is important to keep a ready pool of potential candidates, reducing search times for future roles. This prompt shows you how.

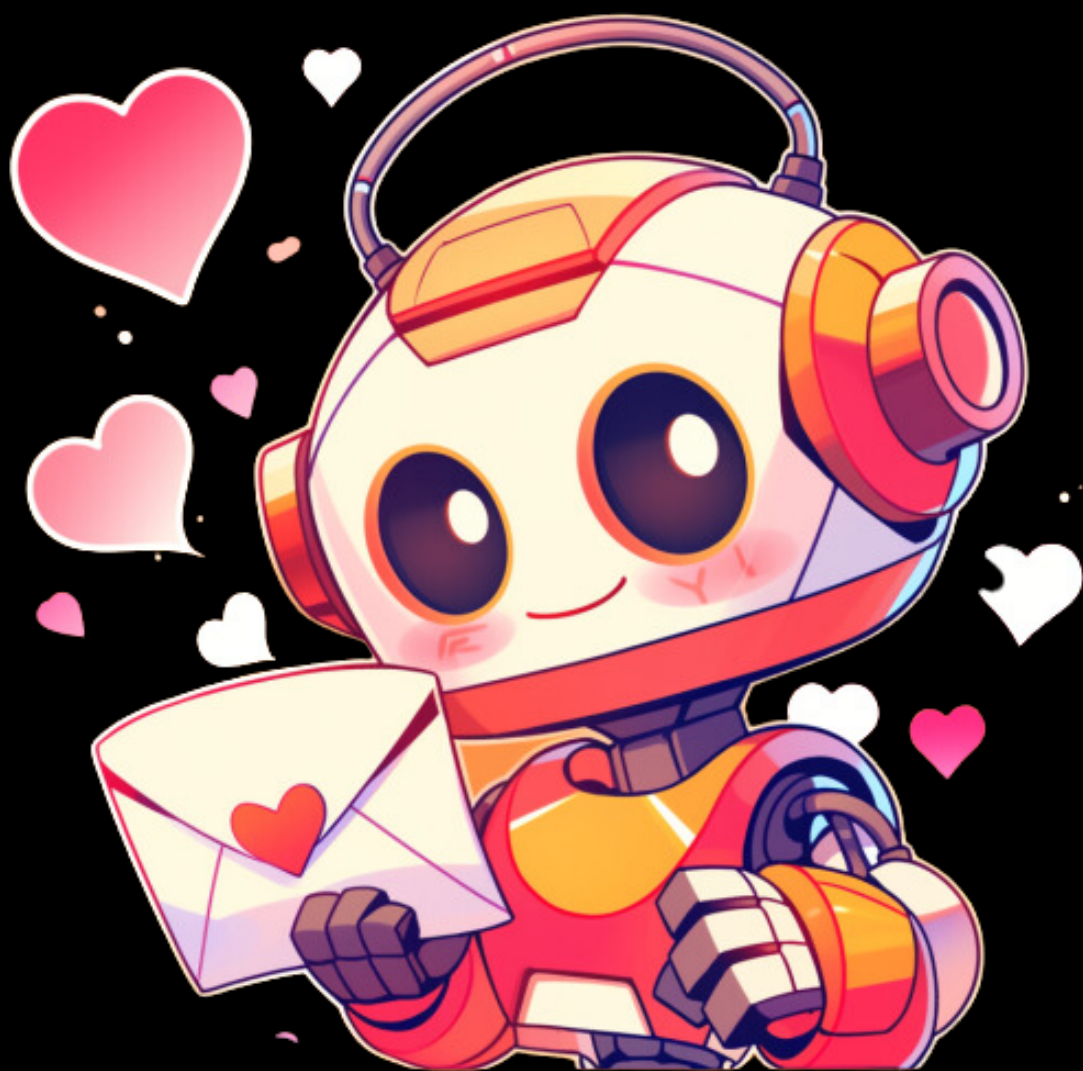


Prompt: "Recommend strategies for maintaining engagement with potential candidates for future [job type, e.g., 'freelance'] opportunities."

Diversity is key, and there are many ways that microaggressions and other diversity turn-offs can unintentionally find their way into job postings.

This prompt facilitates the creation of unbiased job postings, attracting a broader range of candidates and promoting diversity.

Prompt: "Provide guidelines for creating a diverse and inclusive job posting for [industry, e.g., 'finance']."



Without your
reposts and
comments, I use
coin flips to
determine hiring

