



⚡ Premium Action Guide

Land a Job Fast

A practical, zero-fluff system to pick a lane, build proof, tailor your resume with AI, and reach decision-makers so you start interviewing in weeks, not months.

📌 **Updated for 2026** 📄 ≈\$0.02 per automated resume customization (source-reported)

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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

- ✓ What you'll build
- ✓ Step 1 — 🎯 Pick a lane with a 30-day test
- ✓ Step 3 — ✍️ Craft a targeted, ATS-friendly resume
- ✓ Platforms & tools
- ✓ Step 2 — 🧱 Build fast, role-appropriate evidence
- ✓ Step 4 — 🔍 Research and short-list 30 employers

▶ **MODULE 01**

What you'll build

A focused 30-day plan to choose the right role, create role-specific proof, and run a targeted pipeline that sources jobs, tailors resumes, and reaches hiring managers. Optional automations with Make.com or n8n scrape postings, score fit, generate tailored resumes, and log everything to a tracker so you move fast and follow up with precision.

- 1 Pick a role and build evidence in 30 days
- 2 Tailor an ATS-friendly resume to each post
- 3 Automate sourcing and scoring (optional)
- 4 Apply smart, then email the right 3 people
- 5 Interview with prepared, real examples

► MODULE 02

Platforms & tools

Website Builders

0 free · 2 paid



AI Models

0 free · 5 paid



Dev & Hosting

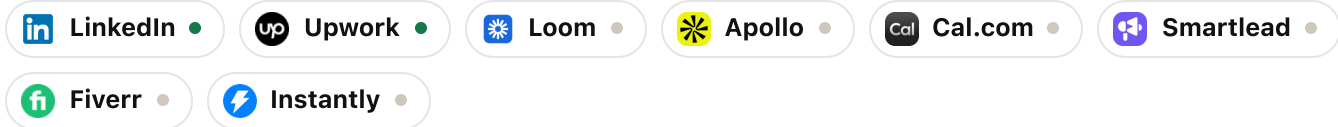
0 free · 2 paid



Automation

1 free · 3 paid





▶ MODULE 03

Step 1 — 🎯 Pick a lane with a 30-day test

Stop debating paths and pick based on evidence. Spend 15 days sampling one role (e.g., SOC analyst) and 15 days sampling another (e.g., GRC analyst). Each half: read 5 job ads, learn core language, complete one explainable mini-project, and write a short summary of what you learned.

SOC sample: skim SIEM/log/phishing concepts, do a defensive lab or log triage, and write up findings. GRC sample: learn risk/control/audit/framework basics, create a mini risk register or control mapping, and summarize insights.

At day 30, ask: Which work made me more curious? What could I explain more clearly? Which gave stronger resume evidence? What does my market want, and where do I want to be in 3 years?

Tip

Do not choose GRC because you think it's easier; strong GRC needs clear writing, evidence, stakeholder skills, and technical understanding.

▶ MODULE 04

Step 2 — 🧱 Build fast, role-appropriate evidence

Create proof you can explain in an interview. SOC examples: a basic SIEM or log analysis lab, a Windows event log write-up, phishing email analysis, or TryHackMe/Hack The Box defensive

pathway notes. GRC examples: a sample cybersecurity risk register, a basic security policy, a mock supplier review, or a simple control mapping against a framework.

Document what you built, why, how you validated it, and impact. Convert your notes to tight resume bullets with verbs, specifics, and results.

Tip

Avoid vague bullets like "completed SOC labs." Instead, spell out what you investigated, tools used, decisions made, and outcomes.

► MODULE 05

Step 3 — Craft a targeted, ATS-friendly resume

Write for the next role, not your last. Mirror keywords from the posting and reorder content to spotlight relevant achievements. Front-load the top summary and first bullets with your strongest proof and metrics; keep layout clean and scannable.

Role keywords to consider when relevant: customer support (Zendesk, Intercom, API reading, JSON, basic SQL); healthcare (HIPAA, medical records, terminology); security (risk register, control assessments, phishing triage). For freshers: emphasize education, projects, awards, and skills like communication and teamwork; include strong internships if you have them.

Draft most text yourself; use ChatGPT/Claude only to tighten grammar, not to generate the whole resume. Output in markdown ATX for easy conversion to Google Docs. Tailor per application and manually sort bullets for the role.

Tip

Recruiters skim in an F-pattern. Make the headline and the first bullet of each section carry the win. Do not overload your LinkedIn/resume; focused beats exhaustive.

professional community



Continue with Google

Sign in with email

By clicking Continue to join or sign in, you agree to LinkedIn's [User Agreement](#), [Privacy Policy](#), and [Cookie Policy](#).

New to LinkedIn? [Join now](#)



LinkedIn — where you'll do this

This site can't be reached

Check if there is a typo in googledocs.com.

DNS_PROBE_FINISHED_NXDOMAIN

Reload

Google Docs — where you'll do this

► MODULE 06

Step 4 — Research and short-list 30 employers

Research each target: what they do, how long they've operated, mission, buyers, and team (especially your future peers and boss on LinkedIn). Capture 1–2 specific reasons you'd add value there.

Use Google to expand context and find verified contacts. Keep eligibility in mind; some remote companies hire only in specific states.

Tip

Recruiters are often not decision-makers. Prioritize reaching the hiring manager or their boss when you send your tailored note.

► MODULE 07

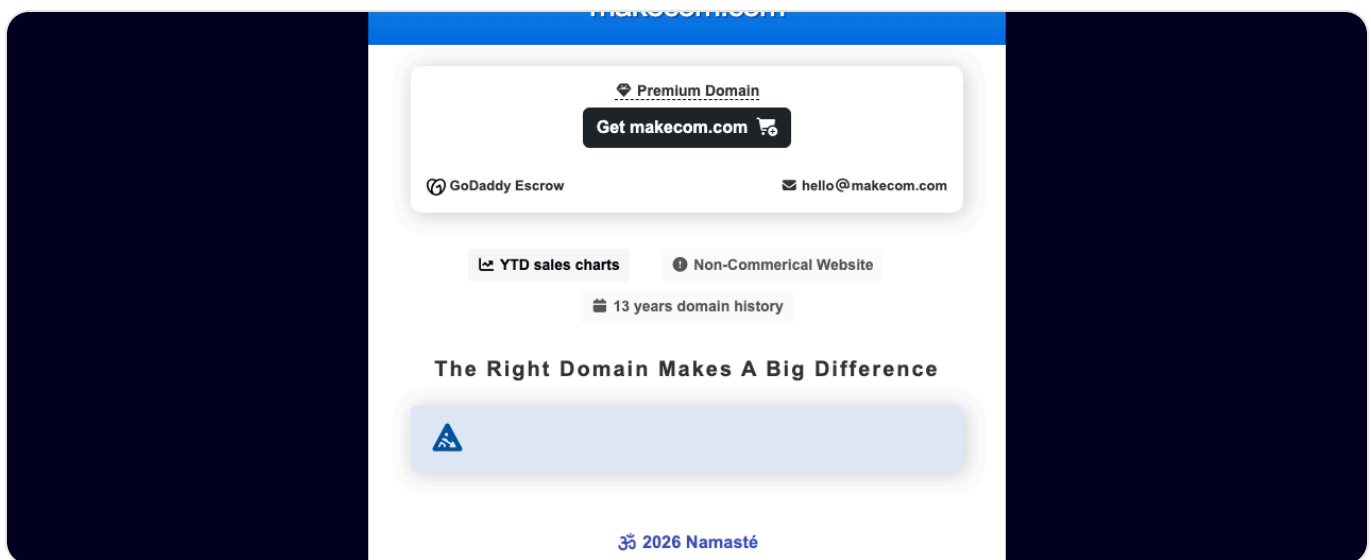
Step 5 — Choose your primary platform(s)

Platform	What to do in this step
LinkedIn	Use for profile discovery, warm intros, and direct outreach to hiring managers and peers. Optimize profile to attract recruiters.
Upwork	Use for fast freelance interviews. Build a complete profile and ship targeted proposals; optional AI agent to scale.
Indeed	Use for broad search and alerts. Scrape to centralize listings; apply manually to selected roles.
Make.com	Choose if you want a no-code automation to scrape jobs, score fit, tailor resumes, and log everything.

Platform	What to do in this step
n8n	Choose if you prefer open-source automation with fine control over nodes, APIs, and branching.

Tip

Some remote jobs restrict hiring by state/country for payroll/tax reasons. Check restrictions before you invest time tailoring.



make.com — where you'll do this



n8n — where you'll do this

► MODULE 08

Step 6 — 🌐 Optimize your public profile/presence

Platform	What to do in this step
LinkedIn	Front-load first 100+ characters with your strongest proof; add a vertical skills list; keep content focused (avoid bloat). Consider a personalized headline and use your real name for approachability.
Upwork	Fill every section: consultations, portfolio links (not downloads), project catalog, testimonials, certifications, employment history, and linked accounts. Front-load social proof in the first lines.

Tip
Incomplete profiles rank worse. Don't attach downloadable portfolios—link them to reduce friction.

Step 7 — Build a simple tracker

Create one Google Sheet to track every application, contact, and follow-up. Add the resume link for each tailored version to keep a clean audit trail.

Suggested columns: Position Name, Job Type, Company Location, Description, URL, Customized Resume, Date Created, Posted At, Scraped At. For AI scoring, map columns for strengths, weaknesses, risk, reward, overall fit, and justification.

Step 8 — Connect required APIs & credentials

Google Sheets/Drive: In n8n, create Google credentials, then in Google Cloud Console create a project (e.g., "job finder"), enable Sheets API, configure OAuth consent, create a Web application OAuth client, add n8n's redirect URI, copy Client ID/Secret to n8n, and publish. In Make.com, connect Google modules via OAuth.

OpenAI: Create an API key in your account and add it to the OpenAI node/module in n8n or Make.com.

Apify: Create an API key in Apify and store it in your automation platform's Apify node/module for the Indeed bulk job scraper actor.

Optional triggers: Use Gmail new-email triggers (e.g., to parse a new resume) or Hookdeck to queue/delay webhooks longer than Make.com's native limits.

Tip

Google may show an OAuth warning; expand Advanced and accept if you trust your own app. Keep client secrets secure.

Google Sheets — where you'll do this

► MODULE 11

Step 9 — Build the sourcing automation (optional)

Platform	What to do in this step
Make.com	Create two scenarios: (1) Run the Apify Indeed bulk job scraper with search params (e.g., title, location, max items). Use Apify's watch-runs trigger or Hookdeck delay if needed. (2) Watch for completion; fetch dataset; call OpenAI to tailor the resume; create a Google Doc from markdown; append a row in Google Sheets with job + links; email yourself/hiring manager if desired.
n8n	Build a flow: Apify actor (start) → wait/watch completion → fetch dataset → OpenAI node to tailor resume → Google Docs/Drive nodes to store the customized doc → Google Sheets node to append a row. Add a Switch for file mime types (PDF/DOC/TXT) when extracting your base resume content.

Tip

Avoid auto-submitting applications via scrapers on job boards—this can violate terms and harm your reputation. Centralize listings, then apply selectively.

► MODULE 12

Step 10 — 🤝 Add AI scoring and parsing

Insert an AI agent step that compares your resume to each job and outputs: strengths, weaknesses, risk, reward, overall fit rating, and a short justification. Use a structured output parser (JSON schema) for consistent fields.

Extract personal fields (first name, last name, email) with a dedicated information-extractor node, not the main AI agent. Map all outputs to your Google Sheet.

Tip

Don't overload one AI node with many tasks—keep analysis separate from PII extraction for higher accuracy and reliability.

► MODULE 13

Step 11 — 🧪 Test and harden the workflow

Test with sample resumes in DOC, PDF, and TXT; branch by mime type to extract text reliably. Enable incomplete-execution storage and use retry/backoff to handle API limits. Use Ignore/Break modules to continue gracefully on partial failures.

Set Apify search parameters (title, location, item cap) and prefer a watch-runs trigger to avoid constant polling. Use Hookdeck queues/delays for long waits. When an error appears, review recent execution and instruct the AI/code node to fix it, then re-run.

Step 12 — Run your first search

Execute the workflow with your search parameters and base resume. When it finishes, review your Google Sheet for jobs, tailored resume links, and AI fit scores. Prioritize high-fit roles for fast manual applications and outreach.

Step 13 — Apply and reach out immediately

Platform	What to do in this step
LinkedIn	Apply with your tailored resume. Then contact three people: (1) recruiter/hiring manager, (2) someone already in the role/team, (3) a sales leader (if relevant) to show business impact interest.
Upwork	Submit a tight, personalized proposal with a clear mini-plan. Link a Loom walkthrough if relevant. Keep bullets short and specific.
Indeed	Use your scraped list; apply manually to selected roles with your tailored doc. Log each submission and next follow-up date in your Sheet.

Tip

Post-application LinkedIn DMs often get buried. Email the hiring manager directly with a short, punchy, value-focused note.

Step 14 — Use proven messages (copy-paste)

TEMPLATE – INFORMATIONAL INTERVIEW (DM)

Subject: [Personalized hook for [Name]]
I'd be very interested to get your expert opinion on this industry and where it's going, could you spare some time?

TEMPLATE – HIRING MANAGER (BDR/BUSINESS ROLE)

Subject: [Personalized hook for [Name]]
Hi [Name],

I hope you're having a good week. I see you might be leading the hiring process at [Company] and I wanted to personally pass along my resume for the [Role]. I'm excited about [specific reason tied to company/team] and would love to share how my background in [relevant strengths] could help.

Hope to hear from you soon,
[Your Name]

TEMPLATE – CULTURE/PEER ASK (BDR TEAM)

Subject: [Personalized hook for [Name]]
Hi [Name],

See that you've been on the [Team] at [Company] since [Year]. I'm exploring [Role] opportunities there and wondered if you'd share a quick perspective on the culture and what success looks like.

Thanks in advance,
[Your Name]

TEMPLATE – REFERRAL MENTION

Subject: [Personalized hook for [Name]]

Hey [Name],

Was just speaking to [Referrer Name] about the role and how great the culture is. They suggested you're the right person regarding the [Role]. Would love 10 minutes to share how my background aligns and hear what the team needs most now.

Thanks,
[Your Name]

► MODULE 17

Step 15 — Add a 60–120s Loom to stand out

Record a brief Loom covering who you are, one relevant win, and why this team. Show their LinkedIn page or product while you speak to prove it's tailored. Paste the Loom link under your signature and in your tracker.

Tip

Scroll through the profile/site while recording—don't leave a static screen. Keep it under two minutes.

► MODULE 18

Step 16 — Prepare for interviews in 48 hours

Re-read the JD and highlight the top 5 capabilities they need. Prepare a 60–90s "Tell me about yourself" that connects your evidence to those needs.

Collect 5 stories (challenge, action, result) showing: solving hard customer problems, staying calm under pressure, going above/beyond, learning fast, and collaborating cross-functionally. Research the company's mission, product, buyers, and key people on LinkedIn.

If you're pivoting to healthcare support roles, confirm you can speak to HIPAA, medical terminology, records handling, accuracy, and Microsoft Office proficiency. For tech support, be ready to discuss tools like Zendesk/Intercom and basic API/JSON reading.

Tip

Not reading the job description beforehand is a common deal-breaker. Practice your opening answer until it's confident and concise.

► **MODULE 19**

Step 17 — Follow up and handle edge cases

Follow up 2–3 business days post-application with a tight note and your Loom link. If you lack an application number when asked, email the company's recruiting/careers inbox politely to request it.

Use multiple channels (email, LinkedIn, Twitter) to increase visibility—keep each message short and personalized. Track every touch in your Sheet. Quantify your wins; if you can't articulate metrics, you're invisible to decision-makers.

► **MODULE 20**

Step 18 — Optional: Scale freelance interviews on Upwork

Build an AI agent that takes an Upwork job post and generates: (1) application copy, (2) a Google Doc proposal, and (3) a simple Mermaid diagram of your plan. Expose a chat window to paste job posts; wire subflows to produce each asset automatically.

Apply consistently—your competition often under-delivers. Always link real work; don't attach bulky files.

PROMPT – UPWORK APPLICATION WRITER

System prompt: You are a helpful intelligent Upwork application writer.

User prompt: Your task is to take as input an Upwork job description and return as output a customized proposal.

Template example: Hi, I do [thing] all the time. I'm so confident I'm the right fit for you that I just created a workflow diagram plus a demo of your {{job description}} in no code. [Link]

About me: I'm a [relevant background] that has done [relevant things]. Happy to do this for you anytime—respond to this proposal so we can chat. Thank you.

Rules and formatting: Output in JSON with keys per section; use newline-delimited bullet points; avoid emojis and flowery language; use first-person language.

PROMPT – GOOGLE DOC PROPOSAL

You are a helpful intelligent proposal writer.
I'm an automation specialist applying to jobs on freelance platforms.
Take as input an Upwork job description and return JavaScript object notation for a customized proposal I'll upload to Google Docs.

Template:

- Title of system
- Brief explanation
- I'm confident and created a step-by-step plan
- Prior similar work and tie-ins
- How we'll build it: left-to-right flow with arrows
- About me: bullet points

Rules:

- Casual, Spartan tone
- No emojis/flowery language
- Add the client's name if present in the job post
- Return step-by-step bullets delimited with "\" and a leading hyphen
- Prefer not to mention money/metrics in about-me bullets
- Use first-person voice

PROMPT – MERMAID DIAGRAM

Your task is to take as input an Upwork job description and return as output a Mermaid diagram I can visualize.

Example output:

graph TD

A[Receive email from Facebook lead ads] --> B[Add to CRM]

B --> C[Send customized SMS]

Rules:

- Output only flowcharts
- No sequence/Gantt charts
- No backticks; first character must be 'g' (for graph TD)

Tip

Link live samples. Attaching downloads creates friction and reduces views.

► MODULE 21

Step 19 — Optional: Become a recruiter magnet

Publish simple, regular content where your audience hangs out. Use “document, don’t create”: capture short insights from your projects, support tickets, analyses, or labs. Keep a clean, simple website and be active on one or two platforms you can maintain.

Record short Looms showing how you work. A vertical skills list and tight headline on LinkedIn make it easy for recruiters to confirm fit at a glance.

Tip

Overstuffed profiles backfire—show focused strengths and proof, not everything you’ve ever done.

► MODULE 22

Step 20 — 17 Decide and double-down after 30 days

Pick the lane that gave you clearer explanations, stronger artifacts, and more curiosity. Build 90 days of depth there while keeping light breadth learning. Keep your tracker current, tighten your resume bullets, and keep shipping applications plus direct emails until you have offers.

Tip

If you like both SOC and GRC, choose the one where you can show stronger evidence now and stack adjacent skills over time.

► MODULE 23

Mistakes to avoid



SPRAY-AND-PRAY

Sending many applications without the right skills or niche focus often yields silence.



LETTING AI WRITE EVERYTHING

Template most text yourself; use AI to tighten small portions to keep control and predictability.



CERTIFICATES OVER PROJECTS

Relying on credentials without real, explainable work samples hurts your odds.



DMS ONLY ON LINKEDIN

Everyone does this—messages get buried. Email hiring managers directly.



AUTO-APPLY WITH SCRAPERS

Violates terms and can damage reputation. Scrape to centralize; apply manually.



OVERLOADING ONE AI NODE

Split analysis and PII extraction. Use structured JSON outputs.



INCOMPLETE PROFILES

Not filling all sections (Upwork/LinkedIn) reduces ranking and response.



NO OPENING STORY

Not preparing “Tell me about yourself” leads to a shaky start.



IGNORING LOCATION LIMITS

Some companies hire only in specific states/countries—check early.



SKIPPING TESTS

Don't deploy automations without testing file types, retries, and rate-limit handling.

► MODULE 24

Salary Estimate

\$24–\$30/hr

Park Aid overnight customer support associate (source-reported)

\$20–\$22/hr

Seresti Health enrollment specialist (source-reported)

\$50–\$60/survey

Prolific survey work (source-reported)

► MODULE 25

Resources

RESOURCES



TryHackMe

Hands-on defensive security labs for SOC evidence ↗



Hack The Box

Practical security labs and challenges ↗



Australian Cyber Security Centre (ACSC)

Essential Eight and ISM references for GRC ↗



ISO/IEC 27001 Information Security

International information security standard [↗](#)



APRA

Regulatory standards (e.g., CPS 234) for Australian financial services [↗](#)



OAIC

Australian privacy obligations overview [↗](#)



Google Cloud Console

Create OAuth credentials for Google APIs [↗](#)



Mermaid Live Editor

Visualize Mermaid diagrams for proposals [↗](#)



Coursera — AI for Everyone

Structured AI literacy path [↗](#)



Prolific

Optional side income via research studies [↗](#)



Open English

Tutoring jobs (worldwide remote) [↗](#)



AmazingTalker

Tutoring marketplace (remote) [↗](#)



Achieve Test Prep

Education roles and tutoring opportunities [↗](#)

TABLE OF CONTENTS

01	What you'll build	02	Platforms & tools
03	Step 1 — 🎯 Pick a lane with a 30-day test	04	Step 2 — 🍷 Build fast, role-appropriate evidence
05	Step 3 — 📄 Craft a targeted, ATS-friendly resume	06	Step 4 — 🔍 Research and short-list 30 employers
07	Step 5 — 🧭 Choose your primary platform(s)	08	Step 6 — 🌐 Optimize your public profile/presence
09	Step 7 — 🇮🇹 Build a simple tracker	10	Step 8 — 🗑️ Connect required APIs & credentials
11	Step 9 — 🕸 Build the sourcing automation (optional)	12	Step 10 — 🧡 Add AI scoring and parsing
13	Step 11 — ✍ Test and harden the workflow	14	Step 12 — ▶ Run your first search
15	Step 13 — 🗉 Apply and reach out immediately	16	Step 14 — ✉ Use proven messages (copy-paste)
17	Step 15 — 📺 Add a 60–120s Loom to stand out	18	Step 16 — 🎤 Prepare for interviews in 48 hours
19	Step 17 — 🔄 Follow up and handle edge cases	20	Step 18 — 🎉 Optional: Scale freelance interviews on Upwork
21	Step 19 — 🧲 Optional: Become a recruiter magnet	22	Step 20 — 📅 Decide and double-down after 30 days
23	Mistakes to avoid	24	Salary Estimate
25	Resources		



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Land your dream job. Start your dream business.



OmniCut

Any video → a timestamped, cut-by-cut edit blueprint.



OmniScript

Turn any idea into a viral-ready script with hooks.



Resume Builder

Recruiter-tested one-page resume, auto-built from your LinkedIn.



Job Readiness Simulator

Paste a job link — get tested + your fastest study path.



Tool Directory

Every AI tool that makes money, organized + searchable.



Job Directory

Tens of thousands of live jobs across 12+ ATS systems.



Playbook Directory

100+ grounded, step-by-step income playbooks.

Access 100+ playbooks free — create your account

Get All-Access

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