



THE EXPERIENCE TRANSLATOR

Turn What You've Done Into a Career Story That Gets Understood

A practical AI-powered workflow to uncover your experience, translate it into strong resume bullets, and find the story connecting your career.

The goal is not to have AI invent a better version of your career.

The goal is to help you see, articulate, and communicate the value that's already there.

1. Start With the Right Mental Model

Most people don't struggle with resumes because they haven't done enough. They struggle because they're too close to their own experience.

You know what you did every day. You know what “managed the implementation” or “led brand strategy” meant inside your organization. A recruiter, hiring manager, or AI screening tool doesn't.

And after doing something for years, some of your most valuable work can start to feel ordinary to you.

That's where AI can help.

Instead of starting with:

“Rewrite my resume.”

Use AI as an interviewer first.

Its job is to help you uncover:

- What you were actually there to do
- What you owned
- What you built, changed, solved, improved, or influenced
- The decisions you made
- The complexity you navigated
- The scale and scope of your work

- The outcomes you helped create
- The capabilities your experience demonstrates
- The patterns that repeat across your career

Only then should it help you translate that experience into resume language.

CORE RULE: Experience first. Translation second. Resume third.

This is not an ATS hack.

There is no magic collection of keywords that can substitute for clearly communicating your experience. The goal is to build a strong, accurate master story first. You can tailor that story to individual opportunities later.

2. The Experience Translator Workflow

Use this process:

CONTEXT → INTERVIEW → PROBE → REFLECT → TRANSLATE → CONNECT → BUILD

CONTEXT

Give AI enough information to understand where you've been.

INTERVIEW

Work through your experience one role at a time.

PROBE

Go beyond job duties to uncover ownership, judgment, scope, complexity, and impact.

REFLECT

Have AI tell you what it heard before it starts writing.

TRANSLATE

Turn the experience you've confirmed into strong resume-ready bullets.

CONNECT

Look across your roles for recurring capabilities and themes.

BUILD

Use the approved story and bullet bank to create your master resume.

You remain the source of truth throughout the process.

3. What You'll Need

You can start with:

- Your existing resume
- Your LinkedIn profile
- A list of previous roles
- Performance reviews or accomplishment notes
- Job descriptions from previous roles
- Or simply your memory

You do not need a good resume to start.

In fact, your current resume may leave out some of your best experience.

If you upload an existing resume, tell AI to treat it as background information rather than a complete record of your career.

4. Step One: Interview My Experience

Copy and paste this prompt into ChatGPT, Claude, or your preferred AI tool.

THE EXPERIENCE INTERVIEWER

I want you to help me uncover and articulate my professional experience.

My existing resume or LinkedIn profile may not fully represent the scope, complexity, impact, or level of the work I've actually performed. Treat anything I provide as background, not as a complete account of my experience.

Do not rewrite my resume yet.

Your first job is to interview me.

Work through one role at a time, beginning with my most recent role. Ask me one question at a time so this feels like a conversation rather than a questionnaire.

Start by helping me explain what I was really brought in to do, what I owned, and what the organization relied on me for.

Based on my answers, ask thoughtful follow-up questions to uncover:

- My actual mandate
- What I owned or was accountable for
- Decisions I made
- Problems I solved

- Things I built, launched, changed, improved, or transformed
- Teams, people, customers, partners, or stakeholders I led or influenced
- Complexity or ambiguity I navigated
- Business, customer, operational, financial, organizational, or other outcomes
- Scale and scope
- Work I performed beyond my formal job description
- Things people routinely came to me for

Don't accept vague descriptions too quickly.

If I say something like “I managed implementations,” “I led strategy,” “I worked with executives,” or “I managed partnerships,” help me unpack what that actually meant.

Ask what I personally did, what decisions were mine, why the work mattered, what made it difficult or significant, and what happened because of it.

If I don't know an exact metric, don't invent one. Help me identify other credible evidence of scope, scale, complexity, influence, or impact.

Do not create resume bullets until we've finished understanding the role.

5. Questions Worth Exploring

You don't need to answer these all at once. They are areas your AI interviewer should help you explore naturally.

MANDATE

Why were you hired? What problem needed solving? What were you expected to own?

OWNERSHIP

What decisions were actually yours? What were you accountable for?

ACTION

What did you personally build, change, create, improve, negotiate, launch, or solve?

COMPLEXITY

What made the work difficult? Were there competing priorities, difficult stakeholders, rapid growth, limited resources, ambiguity, or organizational change?

SCOPE

How large was the work? Think teams, customers, budgets, revenue, locations, products, accounts, markets, projects, or stakeholders.

IMPACT

What became better, faster, larger, easier, more profitable, more scalable, more effective, or less risky because of your work?

HIDDEN WORK

What did people come to you for even though it wasn't technically part of your job?

That last question matters.

Some of the strongest evidence of your value may live outside your formal job description.

6. Step Two: Reflect Before Writing

Once you've finished discussing a role, don't jump straight into resume bullets.

Ask AI to reflect the experience back to you first.

THE EXPERIENCE REFLECTION

Based only on what I've told you, tell me the story you think this role tells.

Summarize:

1. What I was really responsible for
2. The level at which I was operating
3. My most significant contributions
4. The capabilities this experience demonstrates
5. What makes this experience distinctive or valuable

Separate what I explicitly told you from any interpretation you're making.

Do not create resume bullets yet.

Ask me whether you've understood the role correctly and what you're missing.

Then review it.

Does this actually sound like the work you did?

Correct anything that doesn't.

AI should help interpret your experience. It should not decide what your experience meant without you.

7. Step Three: Translate Experience Into Resume Bullets

Once the reflection feels accurate, you're ready to translate.

THE EXPERIENCE TRANSLATOR

Now use the experience we've confirmed to create 5–8 potential resume bullets for this role.

Each bullet should communicate something meaningful about my contribution rather than simply listing a responsibility.

Prioritize:

- Impact
- Ownership
- Judgment and decision-making
- Leadership
- What I built, changed, improved, or solved
- Scope and complexity
- Measurable outcomes when I have provided them

When metrics aren't available, use credible evidence of scale, scope, complexity, influence, or business significance instead.

Do not invent facts, metrics, outcomes, responsibilities, or accomplishments.

Avoid generic corporate language, exaggerated claims, keyword stuffing, and phrases such as “responsible for” when stronger language accurately describes my contribution.

For each bullet, briefly explain:

What story does this bullet tell about me?

Then recommend which 3–5 bullets are strongest and explain why.

I will decide which bullets accurately represent my experience before we continue.

8. Build Your Experience Bank

Don't throw away good bullets just because they don't fit on today's resume.

Create an Experience Bank for every role.

Capture:

Role:

Company:

Dates:

Mandate: *Why were you there?*

Scope: *What did you own?*

Key accomplishments: *What changed because of you?*

Capabilities demonstrated: *What does the work prove you can do?*

Approved resume bullets: *The strongest versions you've confirmed.*

Additional bullet bank: *Good evidence that may be useful for a different role later.*

Your resume may change.

Your evidence shouldn't disappear every time it does.

TIP: Save your Experience Bank outside the chat as you go.

After completing your roles, you can start a fresh AI conversation and provide the completed Experience Bank before moving into Career Story and Resume Building. This gives AI a clean, confirmed source of truth to work from.

9. Step Four: Find the Story Across Your Career

Once you've worked through several roles, zoom out.

The goal is no longer to understand one job.

It's to understand **you**.

THE CAREER STORY FINDER

Review all of the experiences we've worked through.

Do not write my resume yet.

Look for patterns across my career.

Identify:

- Problems organizations repeatedly trust me to solve
- Capabilities that appear across multiple roles
- Types of environments where I appear to add the most value
- Ways I consistently lead, build, change, influence, or make decisions
- Evidence of increasing scope or responsibility
- Themes that connect roles that may look unrelated on paper

Then give me 2–3 possible career through-lines.

For each through-line:

1. State it in plain English
2. Show me the evidence from my actual experience
3. Tell me what kinds of roles or problems that story could position me for
4. Tell me what the interpretation misses or potentially overstates

Do not choose the story for me.

Help me determine which interpretation best reflects the work I actually want to be known for.

10. Step Five: Build Your Master Resume Content

Once the story and experience bullets feel right, AI can help organize them.

THE RESUME ARCHITECT

Using only the experience and career story we've already confirmed, help me create the content for my master resume.

Do not create or design a PDF.

First recommend:

Professional Headline

Professional Summary

Core Areas of Expertise

Then organize my professional experience in reverse chronological order.

For each role, recommend the strongest bullets from my approved Experience Bank.

Do not automatically use every bullet. Prioritize the evidence that best supports the career story we've agreed on.

Preserve unused bullets in my Experience Bank for future tailoring.

Use a clean, one-column structure with standard resume headings that I can transfer into Word or Google Docs.

Do not use tables, graphics, skill-rating bars, text boxes, or decorative elements that are necessary to understand the content.

Do not invent or infer accomplishments I have not confirmed.

The goal is for a reader to quickly understand:

- What I do
- The level at which I operate
- The problems I'm good at solving
- The evidence that supports that story

11. Step Six: Run the 20-Second Test

Before formatting the final document, test whether the story is actually coming through.

THE RECRUITER TEST

Stop acting as my resume writer.

Read this as a recruiter or hiring leader encountering me for the first time.

Assume you have approximately 20 seconds for an initial scan.

Based only on this resume, tell me:

1. What do you think I do?
2. What level do you think I operate at?
3. What are the 3–5 capabilities you would most strongly associate with me?
4. What types of roles would you consider me for?
5. What, if anything, is confusing about my career story?
6. What claim does the resume appear to make about my value?

Do not rewrite anything yet.

Diagnose first.

If the answer doesn't match how you want to be understood, don't polish the resume yet.

Go back and fix the story.

12. Move It Into a Usable Resume

Once the content is right, move it into Word or Google Docs.

Keep the formatting simple:

- One column
- Standard section headings
- Consistent dates
- Easy-to-read typography
- Clear hierarchy
- No important information trapped in graphics
- No unnecessary design elements

Save your master resume separately from resumes tailored to specific opportunities.

Your Master Resume is your source of truth.

Your Experience Bank is your source of evidence.

Neither should be overwritten every time you apply for a job.

13. Rules of Engagement

- Your experience is the source of truth.
- AI should ask before assuming.
- Never allow AI to invent a metric because a bullet “needs a number.”
- A responsibility is not automatically an accomplishment.
- Not every accomplishment requires a numerical result.
- Scope, complexity, judgment, influence, and change can all demonstrate value.
- Don't let AI inflate your seniority or contribution.
- Don't let your old job description define what you actually did.
- Review every generated bullet for accuracy.
- Keep strong evidence even when it doesn't belong on the current resume.
- Your career story should emerge from evidence, not from what sounds marketable.
- You are the final editor of how your career is represented.

14. Quick-Start: One Role in 30 Minutes

Choose one role from your career.

5 MINUTES — CONTEXT Give AI your title, company, dates, and any existing resume content.

10 MINUTES — INTERVIEW Run THE EXPERIENCE INTERVIEWER. Answer conversationally. Don't try to make your answers sound impressive.

5 MINUTES — REFLECT Run THE EXPERIENCE REFLECTION. Correct anything AI misunderstood.

5 MINUTES — TRANSLATE Run THE EXPERIENCE TRANSLATOR. Review the proposed bullets.

5 MINUTES — SAVE Keep the bullets that accurately represent your experience and add them to your Experience Bank.

Then repeat with another role.

You don't have to rebuild your entire career in one sitting.

The One Sentence to Remember

Don't ask AI to make your experience sound impressive. Ask it to help you uncover what was significant about the work you actually did.

AI can help you find the words.

Your experience is what gives those words weight.