



DamGoodHire — 7-Day Job Search Mini-Guide

2 hours/day. Tight loops. Concrete outputs. (~14 hours total across 7 days)

Definitions

JD = job description; **STAR** = Situation, Task, Action, Result.

15-Minute Tailoring (do this first each day)

Start a 15-minute timer. Complete the steps below, in order:

1. Open the job description (JD) and copy its URL.
2. Paste the JD URL into the Tailoring section of the resume template (see the link below).
3. Mine 8–12 JD nouns (concrete skills/tools/domains). Examples: pipeline hygiene, ABM campaigns, Snowflake, SOC 2, ETL.
4. Paste those nouns into the TargetKeywords column in the job tracker to compute your FitScore.
5. Mirror the JD's job title in your resume header: swap in 2–3 bullets to match outcomes; quantify at least one bullet (percent change or time saved).
6. Export your resume as a PDF for humans and save a versioned copy in the tracker (e.g., Acme-v1).

Companion files: [01-resume-template.docx](#) | [02-job-tracker.xlsx](#)

Daily Plan (outputs, not vibes)

Mon — Source 10 roles; start your JD keyword list; define 3 outreach targets.

Tue — Tailor for 3 roles; submit; paste application links into the tracker.

Wed — Send follow-ups from last week; 5 warm reach-outs (alumni, ex-colleagues).

Thu — Interview practice: 30 min STAR reps + role-specific drills.

Fri — Review your dashboard; prune low-fit roles; plan next week.

Sat — Portfolio tidy-up (top project bullets, screenshots) or a 30–45 min mock interview.

Sun — Refresh outreach list; prep Monday's 3 targets; block next week's 2-hour slots.