LOCAL-FIRST JOB SEARCH

Role Rover

User Guide

Find the roles worth pursuing.

UPDATED SEPTEMBER 4, 2026

Product behavior and third-party sites can change.

Contents

Use the linked entries to navigate this PDF. The online guide contains stable section anchors.

Install and open Role Rover 4

Install from the Chrome Web Store . . . 4

Open the full application . . . 4

Import and verify your résumé 4

Import a DOCX or PDF . . . 4

Review identity and contact information . . . 5

Reanalyze a résumé . . . 5

Verify facts . . . 5

Save the profile . . . 5

Create search-profile variants . . . 5

Review AI-recommended titles . . . 5

Create a job monitor 6

Run, authenticate, and recover sources 8

Open and authenticate sources . . . 8

Run and retry . . . 8

Understand source states . . . 8

Understand zero results . . . 8

Compare opportunities and understand match evidence 8

Review jobs sorted by match . . . 8

Read explanations, evidence, and gaps . . . 8

Add a job from a saved email or URL . . . 8

Capture or paste a missing description . . . 9

Review requirement evidence . . . 9

Run AI analysis . . . 9

Inspect AI Activity . . . 9

Configure optional AI and job sources 10

Chrome built-in AI . . . 10

Ollama . . . 10

Secure companion . . . 10

Anthropic API behavior . . . 11

USAJOBS . . . 11

Apify . . . 11

Review duplicates and share a job 11

Duplicates . . . 11

Share by email . . . 11

Track applications, contacts, and outcomes 11

Create and approve an Application Pack 12

Review and fill supported fields 13

- Manage reusable verified answers . . . 13
- Review a supported application step . . . 13
- Fill selected fields . . . 13

Use notifications and Notification Center 13

Back up, restore, diagnose, and delete 14

- Create an encrypted backup . . . 14
- Plain JSON . . . 14
- Restore . . . 14
- Export sanitized diagnostics . . . 14
- Delete local data . . . 15

When something changes or fails 15

- Source changes or blocked pages . . . 15
- Missing permissions . . . 16
- AI failures . . . 16
- Missing descriptions . . . 16
- Companion or saved-provider problems . . . 16
- A notification was created but no banner appeared . . . 16
- Résumé problems . . . 17

Uninstall and understand the data consequence 17

- Remove the optional companion . . . 17

Privacy and support links 18

01 / GET STARTED

Install and open Role Rover

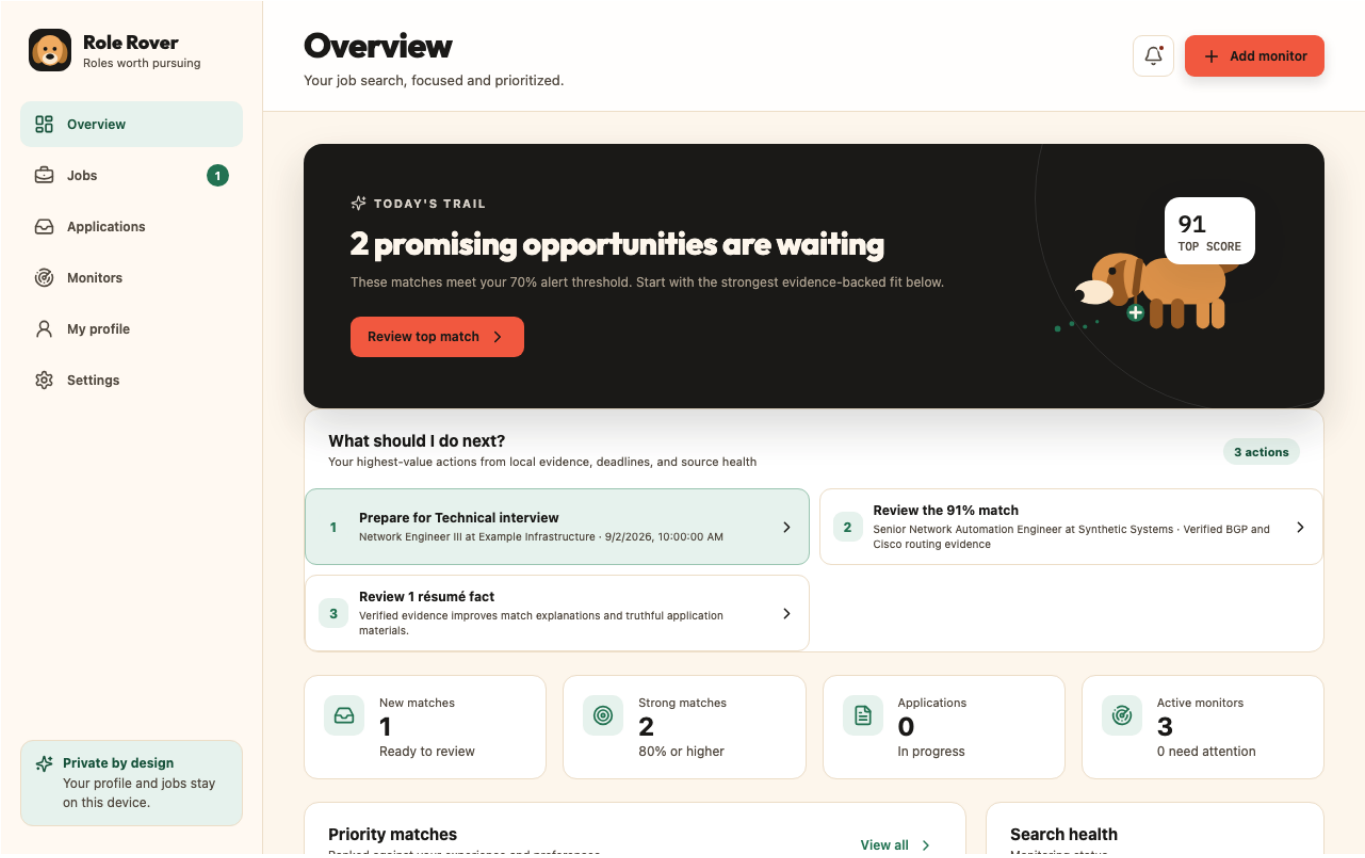
Install from the Chrome Web Store

1. Open the official Role Rover listing in the Chrome Web Store.
2. Select Add to Chrome and review Chrome's permission summary.
3. Choose Add extension. Pin Role Rover from the Extensions menu if you want its icon visible.

Current availability: Role Rover 1.0.7 is publicly available from the official Chrome Web Store listing. Do not install an extension archive from an untrusted link.

Open the full application

Select the Role Rover toolbar icon. The compact popup summarizes current activity. Choose Open Role Rover to open the full application in a browser tab. The sidebar provides Overview, Jobs, Applications, Monitors, My Profile, and Settings.



Role Rover Overview using sanitized fixture data.

02 / VERIFIED EXPERIENCE

Import and verify your résumé

Import a DOCX or PDF

Open My Profile and choose a DOCX or text-based PDF. Files are limited to 25 MB; PDFs are limited to 100 pages and one million extracted characters. Image-only PDFs fail because they do not contain enough readable text.

Review identity and contact information

Compare the extracted name, email, phone, city, region, address, postal code, country, LinkedIn URL, and portfolio URL with the source document. Correct errors before saving. These fields can support selected application fields but are excluded from qualification-oriented AI operations.

Reanalyze a résumé

Use Reanalyze résumé after replacing or correcting the source text. Reanalysis can fill missing extracted data while preserving deliberate manual edits and prior verification choices. Extraction confidence measures readable structure, not factual truth.

Verify facts

Each extracted experience, achievement, skill, education, certification, preference, identity, or contact fact begins as a suggestion. Review one fact and select Verify only when accurate. Verify all is appropriate only after reviewing the full list; it is not an accuracy check.

Save the profile

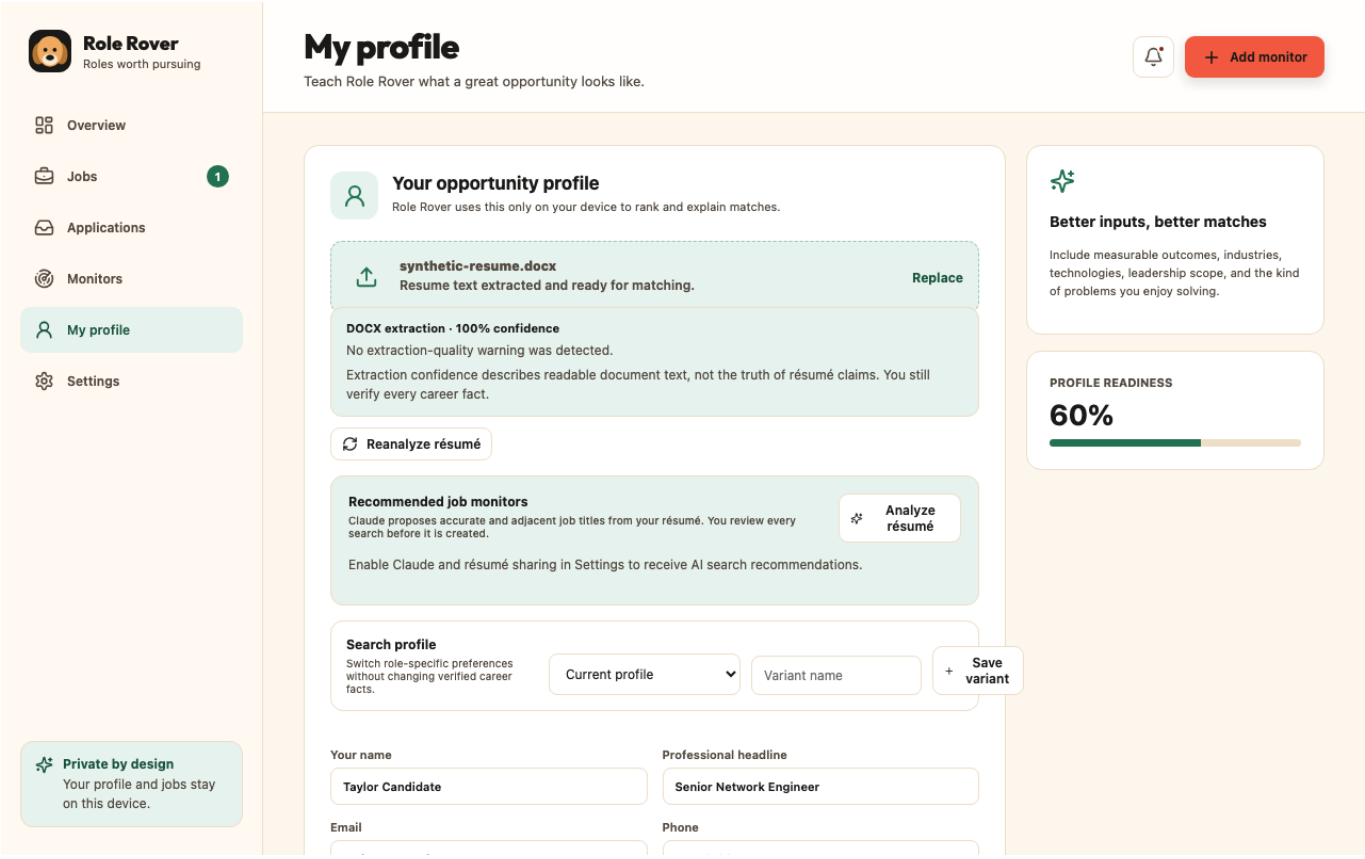
Choose Save profile and wait for the visible saved confirmation. A saved message confirms local persistence, not external synchronization. Changes to profile facts or reusable answers rotate the local profile revision used by safety checks.

Create search-profile variants

Create variants for distinct searches—for example, infrastructure leadership and hands-on network engineering. Each variant can retain its own titles and preferences. Select the active profile before creating or running related monitors.

Review AI-recommended titles

If Claude monitor recommendations are configured and you separately consent to raw résumé sharing, review each proposed title before adding it. Recommendations are ideas, not verified qualifications, and can be edited or ignored.



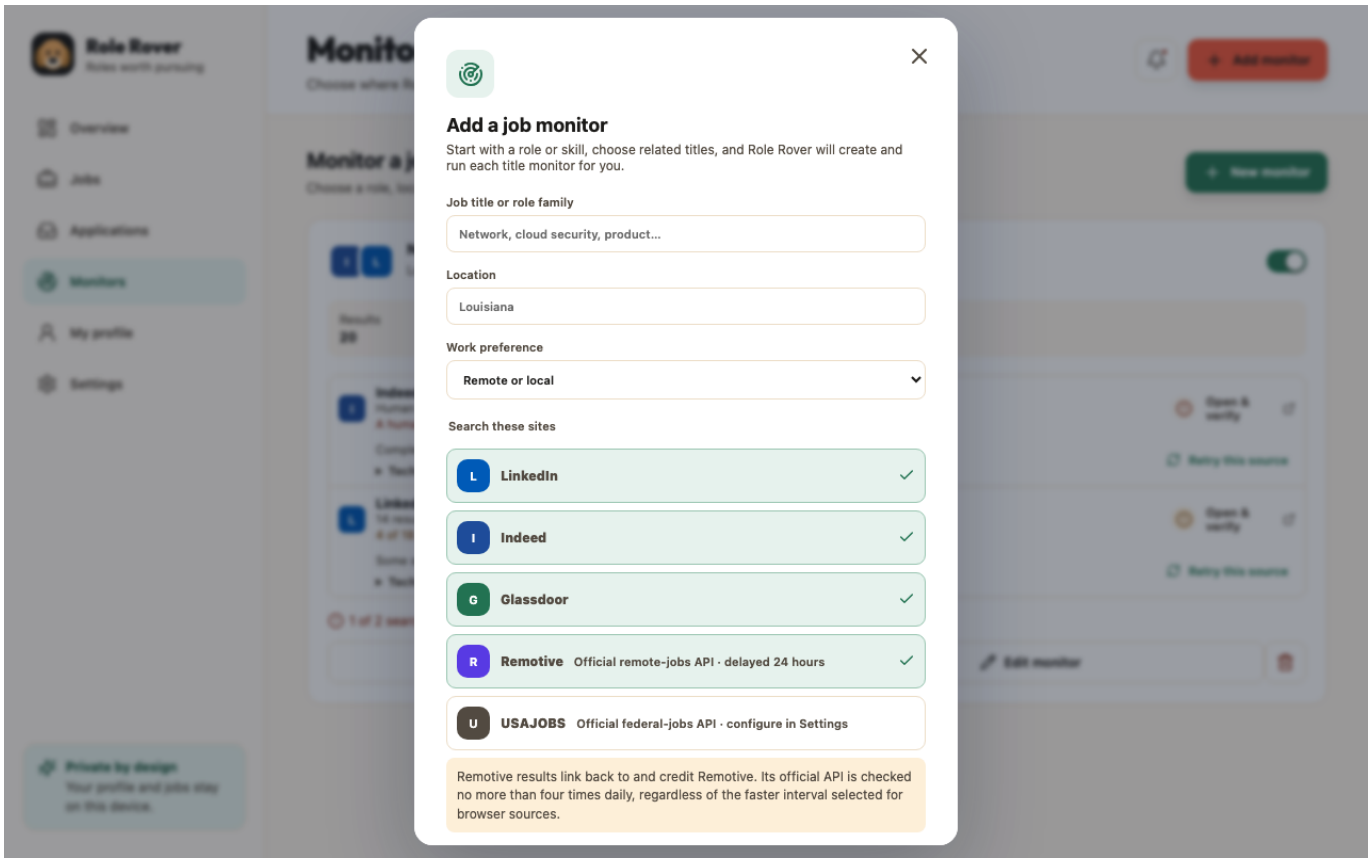
My Profile exposes extraction confidence, verification work, and search-profile variants.

03 / MONITORS

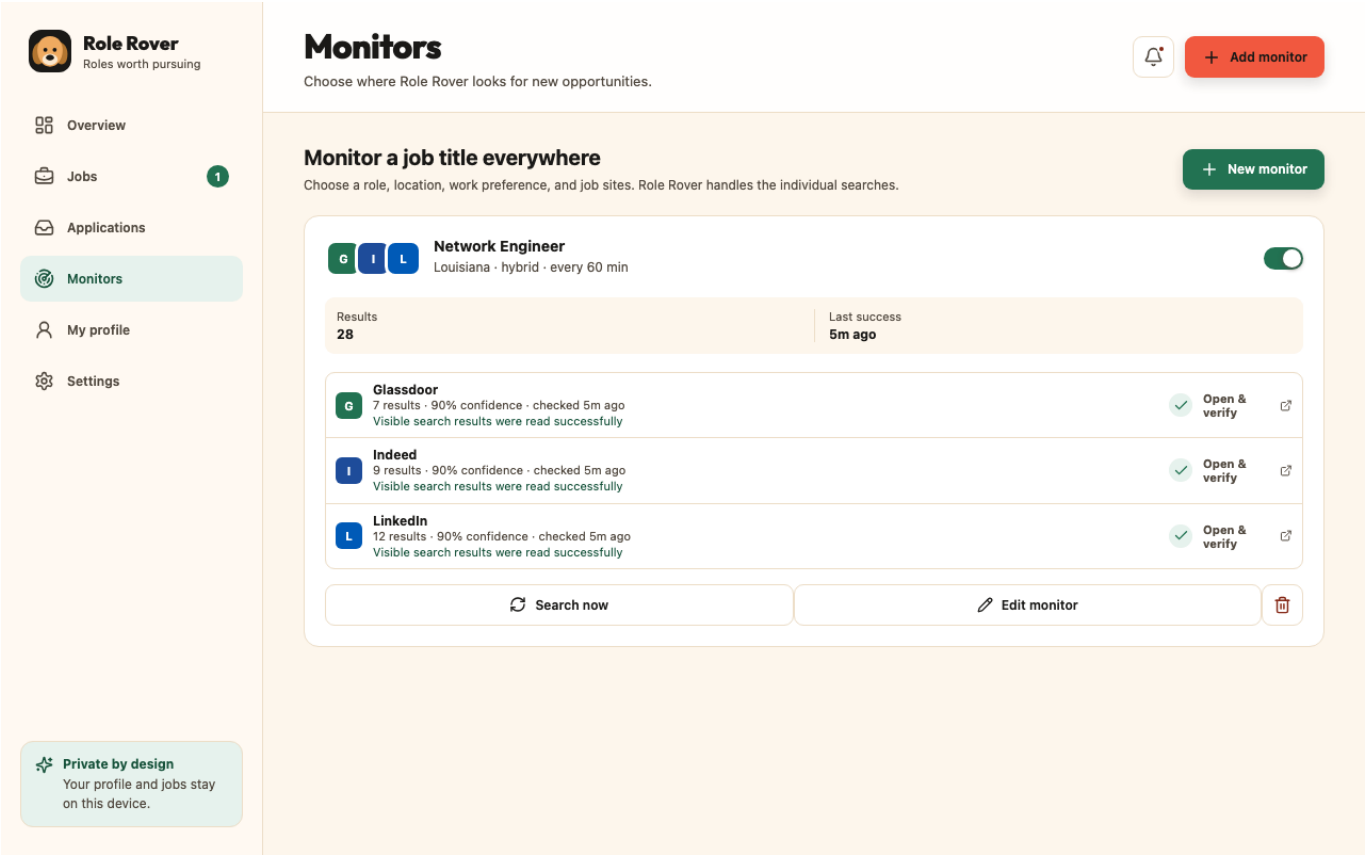
Create a job monitor

1. Open Monitors and choose New monitor.
2. Enter a primary title and select any useful related titles. Multiple titles broaden the query, so remove weak synonyms.
3. Select supported sources. Each source has its own access and data boundary.
4. Choose a location scope: local, remote, or combined. Add a city/region when local or combined is selected.
5. Review the summary and save the monitor.

A monitor is a repeatable search definition, not a guarantee of complete market coverage. Broad combinations can produce partial snapshots or noisy results.



The monitor dialog keeps titles, scope, and source choices together for review.



Healthy monitor state: all selected sources completed successfully and the displayed source counts total 28 results.

04 / SOURCE ACCESS

Run, authenticate, and recover sources

Open and authenticate sources

Use the monitor's source action to open a job site. Sign in directly with the site and complete any human-verification step yourself. Role Rover does not read job-site passwords, cookies, or CAPTCHA solutions and does not bypass access controls.

Run and retry

Select Run monitor. Monitoring can run only while the browser and device are available. If the computer sleeps or Chrome closes, scheduled work cannot execute. After resolving a source problem, return to the monitor and retry.

Understand source states

1. Ready: the latest bounded search completed normally.
1. Stale: the available result is older than the expected freshness window.
1. Partial: some collection completed, but the result is incomplete or capped.
1. Blocked: access, parsing, or network behavior prevented useful collection.
1. Verification required: the source needs your direct sign-in or human action.

Understand zero results

A zero-result state means that this exact completed search returned no usable listings. It does not prove that no role exists, that every source was searched, or that the source exposes all listings. Check title spelling, location, remote scope, source health, and whether a narrower or broader related title is appropriate.

05 / JOB REVIEW

Compare opportunities and understand match evidence

Review jobs sorted by match

Open Jobs and choose match sorting. A high score is a prioritization signal, not a prediction of hiring success. Open a job to inspect the original source, captured description, collection confidence, and analysis time.

Read explanations, evidence, and gaps

The explanation distinguishes verified supporting facts, requirements that appear missing, gaps that need review, and information the posting did not provide. Missing information remains unknown; Role Rover should not silently convert it into a negative fact.

Add a job from a saved email or URL

Choose Add opportunity on Jobs. Select up to ten saved RTF or plain-text job emails, or paste one specific HTTPS posting URL. Email parsing happens on this device and finds at most 25 candidate jobs per email. Review and edit every title, company, location, salary, description, and destination; uncheck anything you do not want before choosing Add selected jobs.

Role Rover discards known social, unsubscribe, preference, and delivery-tracking links and removes common campaign parameters. A recruiter email without a trustworthy posting link can still be saved as a partial opportunity when its job

details are present. The original email, sender and recipient headers, and unrelated message text are not retained. Exact repeated jobs are consolidated and every saved job enters normal local ranking and tracking.

Capture or paste a missing description

Open the original job and use Capture full description when the saved text is partial. After a complete description is saved, Refresh description remains available so you can replace text that is stale, incomplete, or attached to the wrong listing. If capture is unsupported or blocked, paste the description manually from a source you are allowed to use. Confirm that the description belongs to the selected job before saving. Every saved change reruns deterministic local ranking.

Review requirement evidence

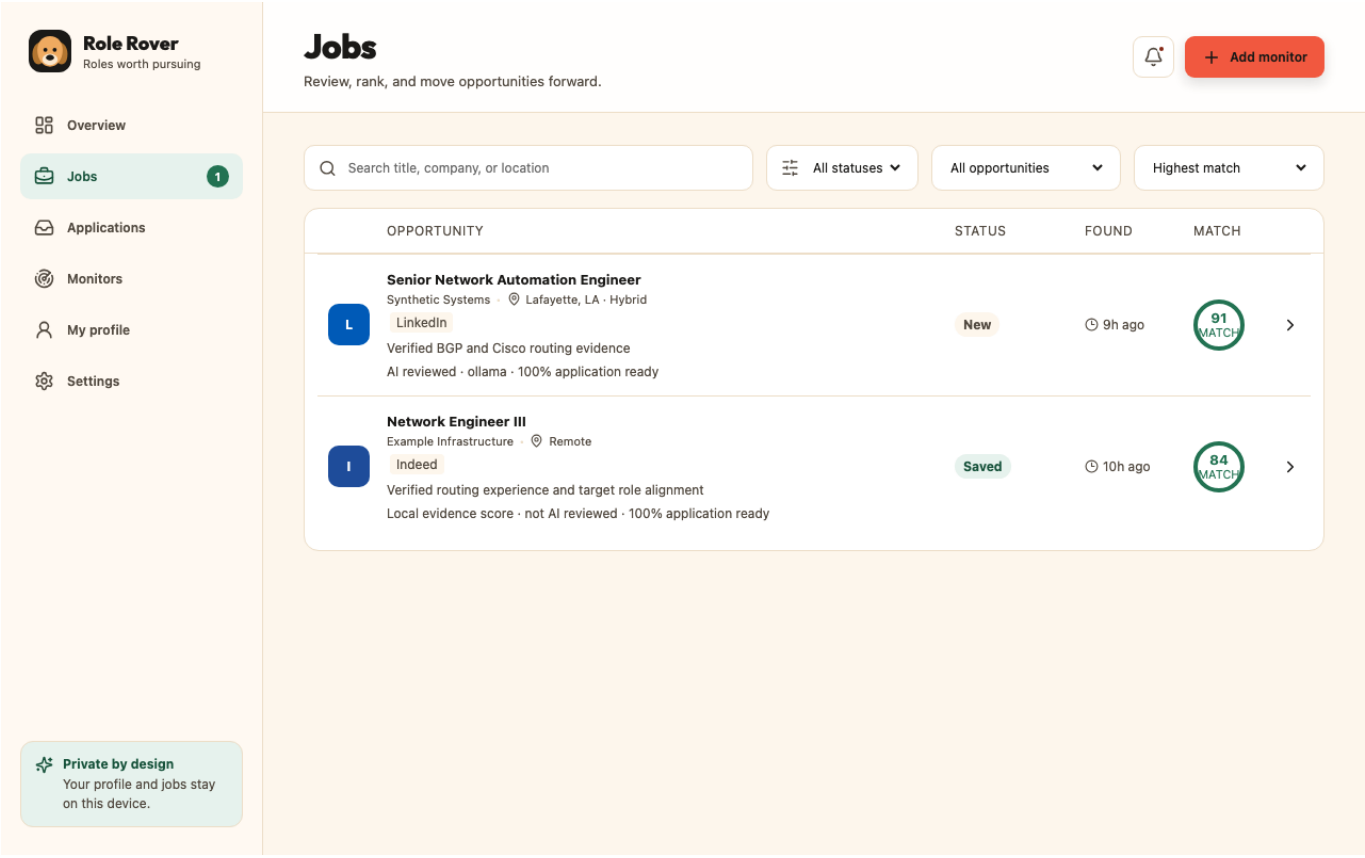
Requirement evidence compares the posting with current verified facts. It may connect directly relevant facts without requiring an exact whole-sentence match, but it must not invent experience or treat an unsupported inference as verified. Use the Add supporting fact action when you can supply truthful direct experience. You can select one, several, or all meaningful unanswered qualifications, write evidence for each, and add them as suggested facts for review. Approving a suggested fact makes it a verified fact in My profile and refreshes requirement evidence and local scoring. Employer policies, compensation notices, and application instructions are not treated as missing personal qualifications. A target-title mismatch is shown as context and does not reduce the local fit score.

Run AI analysis

Choose AI analysis only when a provider reports ready. Role Rover sends the bounded data disclosed for that operation, validates the response, and records method, timing, and confidence. If AI fails, deterministic scoring remains available. Use Run analysis again after fixing the description or verified facts. Provider limits still apply, and a failed or limited AI run does not erase the saved description.

Inspect AI Activity

Open AI Activity from Settings or the relevant activity link. Review local request and response records, provider, operation, outcome, and exclusions. Delete the ledger when you no longer need it. Do not share raw activity without reviewing it for sensitive job or résumé context.



Jobs retain status, source, timing, method, readiness, evidence, and match context.

06 / OPTIONAL SERVICES

Configure optional AI and job sources

Chrome built-in AI

No API key is required. Role Rover uses Chrome's Prompt API only when the browser exposes it and reports the browser-managed model ready. “Download required” and “downloading” are not ready states. Bounded job context and verified qualification facts are processed by the local browser model.

Ollama

Install Ollama separately, start the local service, download a compatible model, then choose and test it in Settings. Role Rover connects to localhost, applies time and size limits, and excludes raw résumé and identity/contact details from qualification analysis. A local model can still be inaccurate.

Secure companion

Download the native companion only from the trusted Role Rover distribution. Role Rover Settings detects macOS, Windows, or Linux and links to the matching current download. On macOS, open the signed PKG and approve the standard Installer. On Windows, extract the ZIP and double-click install-role-rover.cmd. On Linux, extract the tarball and run ./install-role-rover.sh.

Fully restart the browser, return to Settings, enable the companion, approve Chrome's optional native-messaging permission, and refresh the connection. The companion can use an authenticated Claude CLI and protects supported API credentials with Apple Keychain, Windows Credential Locker, or Linux Secret Service. Qualification analysis sends bounded public job context and verified qualification facts; raw résumé monitor recommendations require separate

consent.

Anthropic API behavior

Paste or replace an Anthropic API key in Settings after installing the companion. Anthropic receives the data disclosed for the selected operation, and provider-side handling is governed by Anthropic and your account. Remove the saved key or disable the provider when it is not needed.

USAJOBS

Request a personal USAJOBS API key and use the same registered email in Settings. Select Save and test. The companion protects the credential in the operating-system vault; it is excluded from backups and diagnostics. Searches send title, location, remote filter, registered email, and key to the official Search API. Disconnect removes the credential and session header rule.

Apify

Apify is an optional fallback for unresolved LinkedIn and Indeed descriptions. Supply your own token, install the secure companion, grant the exact API permission, and test the connection. Before every potentially billable run, inspect and confirm the source URLs and cost warning. A combined run sends at most 25 canonical public posting URLs; it may request public company details, a visible job poster, and published emails. It never sends your résumé, profile, cookies, job-site credentials, CAPTCHA material, notes, or application history. Company enrichment can add cost. Disconnect removes the token and permission.

07 / ORGANIZE

Review duplicates and share a job

Duplicates

Role Rover can consolidate exact duplicates when reliable source evidence identifies the same opportunity. Possible duplicates remain visible with the evidence that caused the warning. Compare company, title, canonical source ID, location, and destination before deciding which record to retain.

Share by email

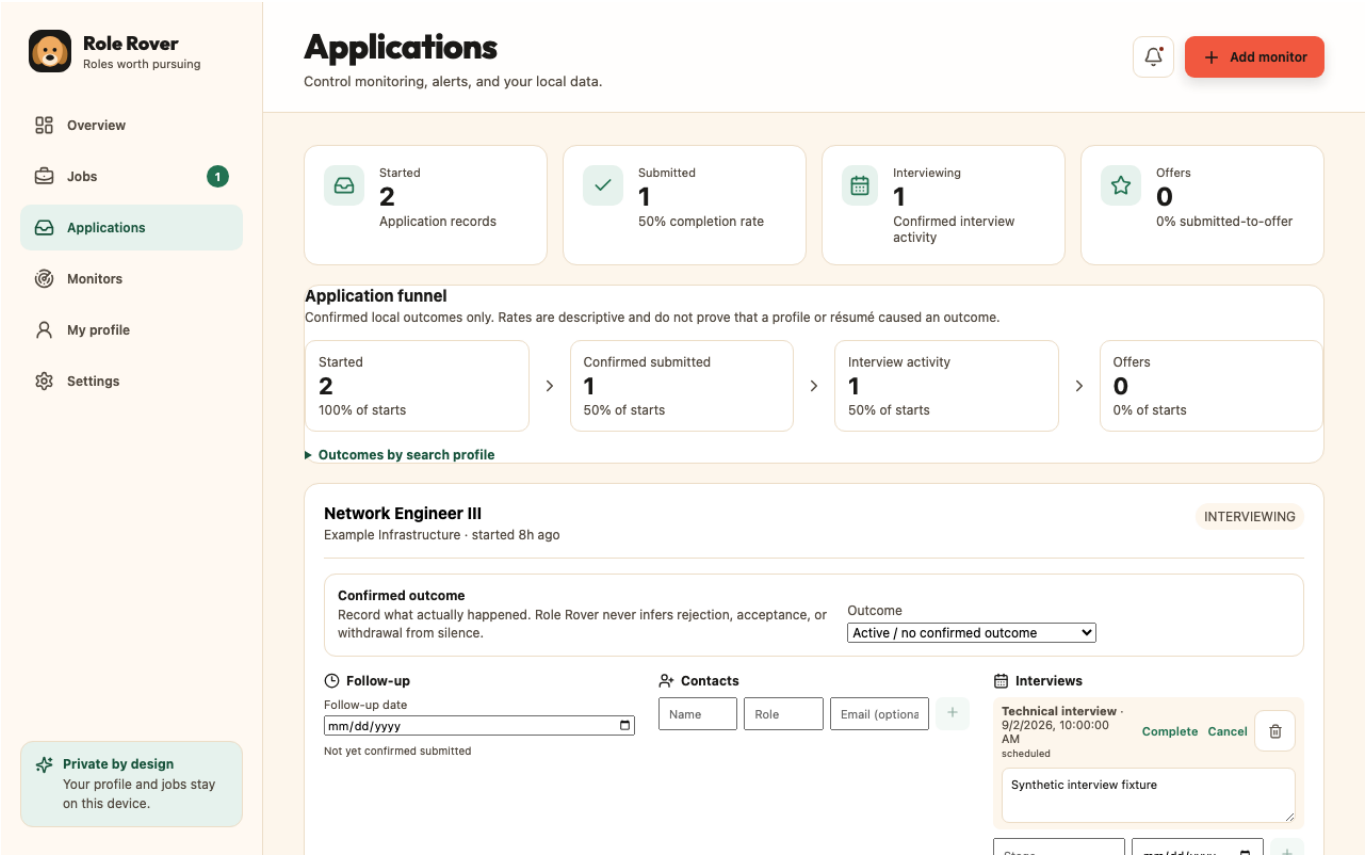
Choose Share, enter and review the recipient and job summary, then open the draft in your configured mail application. Role Rover does not access the mailbox or send the message. Inspect the final recipients, subject, body, and links in the mail application before sending.

08 / PIPELINE

Track applications, contacts, and outcomes

Move a job into the application pipeline when you begin pursuing it. Update the stage as work progresses: saved, applying, applied, interviewing, offer, or rejected. Recording a submission is a user-entered history event; Role Rover does not infer employer receipt.

Add follow-up dates, recruiter or hiring-team contacts, interview schedules and outcomes, and offer details. Complete or cancel interviews when their status changes. Reopening an existing application resumes its history instead of replacing it.



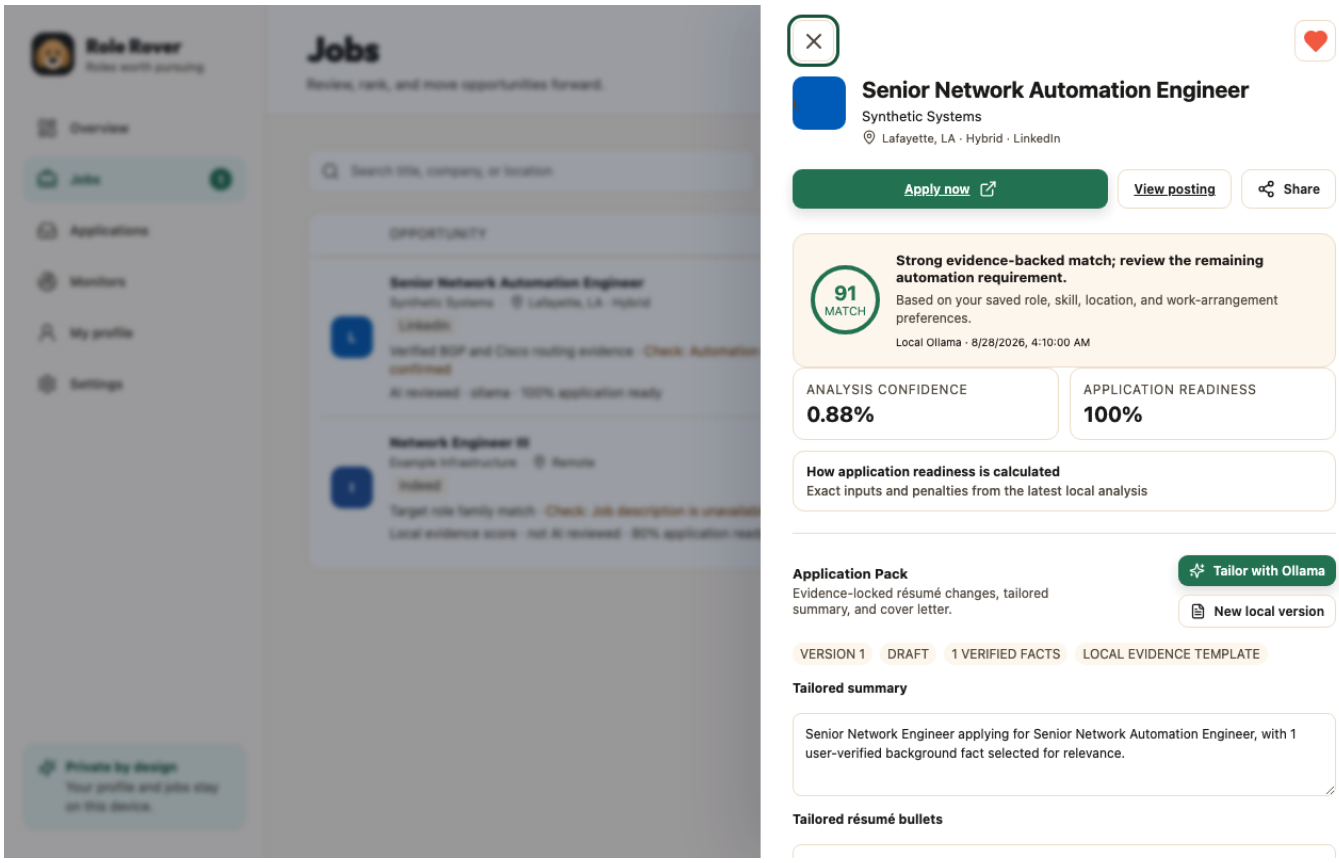
The application pipeline shows only user-confirmed submission and interview activity.

09 / APPLICATION PACKS

Create and approve an Application Pack

1. Open a tracked job with a usable description.
2. Choose Create Application Pack and select local generation or an available configured provider.
3. Review the tailored summary, résumé bullets, cover letter, selected fact evidence, and generation label.
4. Edit incomplete or misleading language. Verify better source facts instead of approving unsupported claims.
5. Approve only the exact reviewed version. Any material edit creates a new draft version.
6. Download the approved materials and inspect the resulting files before use.

Claude and Ollama may select only current verified fact IDs for qualification material. Role Rover constructs factual qualification statements from the exact saved facts. Every pack remains a draft until you approve it.



The current Application Pack drawer shows generation method, draft state, verified-fact count, and editable material.

10 / APPLICATION ASSISTANCE

Review and fill supported fields

Manage reusable verified answers

In My Profile, create answers for recurring non-sensitive questions. Keep each answer in draft until reviewed and verified. Similar wording is advisory only; approve an alias explicitly before reuse. Protected questions remain Never memorize.

Review a supported application step

Open the application through Role Rover, then inspect the current step. Role Rover inventories visible labels, control types, required states, choices, validation signals, attachments, URL, and final control. Unsupported, ambiguous, sensitive, or risky contexts remain blocked.

Fill selected fields

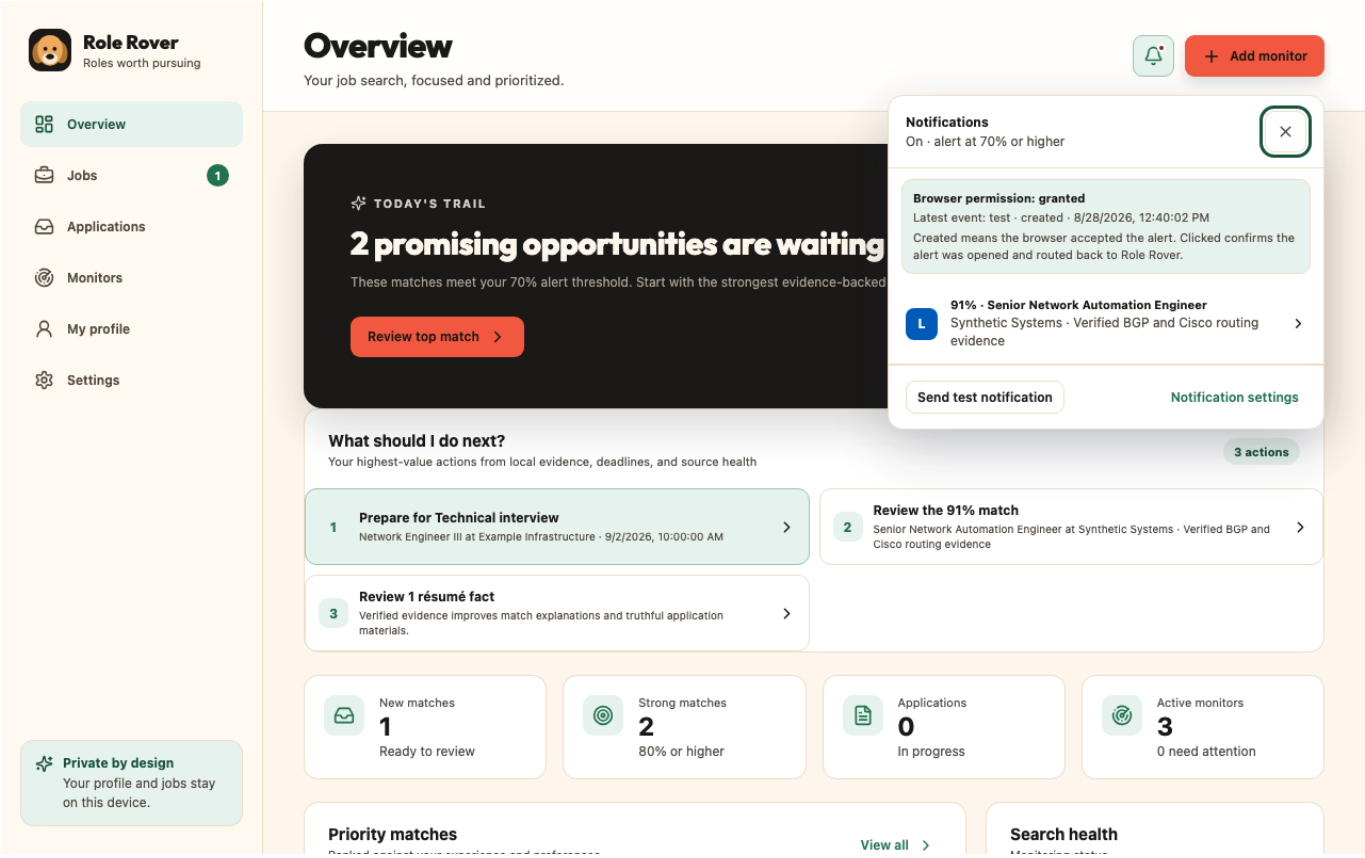
Review each proposed value and its source. Select only the fields you want, then choose the fill action. Role Rover re-reads custom controls and refuses to overwrite a value that changed after review. File selection remains manual.

> Role Rover never clicks final Submit. After filling, review every visible field, attachment, consent, attestation, and destination yourself. Submit directly on the employer or ATS page only when you are satisfied.

11 / NOTIFICATIONS

Use notifications and Notification Center

Grant Chrome notification permission if you want alerts. Use the Settings test control, then open Notification Center to inspect created, failed, or clicked evidence. “Created” means Chrome accepted the notification; operating-system focus or notification settings can still prevent visible presentation. “Clicked” confirms the alert was opened and routed back to Role Rover.



Notification Center shows browser acceptance evidence and routes reviewed opportunities back to Role Rover.

12 / DATA CONTROL

Back up, restore, diagnose, and delete

Create an encrypted backup

Open Settings, leave password protection enabled, enter and confirm a strong password, then export. The `.jobradar` filename is a retained technical format identifier. Encryption uses AES-256-GCM with PBKDF2-SHA-256. The password is never stored or recoverable.

Plain JSON

Disable protection only when interoperability requires readable JSON. A warning explains the risk. Anyone who obtains the file can read its contents.

Restore

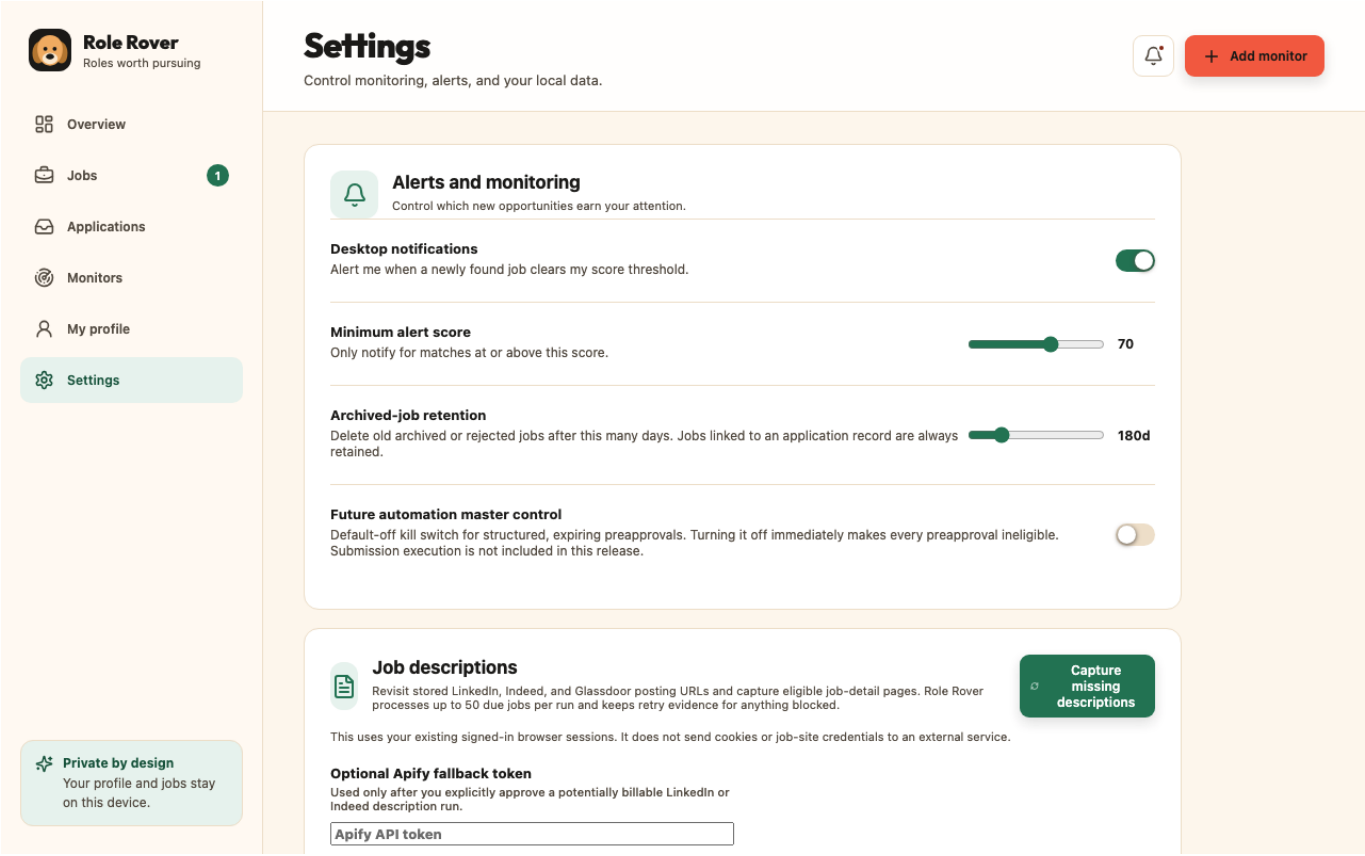
Select the backup, enter its password if needed, and review the confirmation. Role Rover validates structure before replacing local data. Credentials for USAJOBS and Apify are excluded and must be reconfigured.

Export sanitized diagnostics

Use the Settings export to create a schema-versioned report of aggregate source, description, AI, notification, and ATS-inspection health. It excludes profile and résumé text, contact values, job content and URLs, application materials, AI payloads, model names, cookies, credentials, API keys, and CAPTCHA material. Review it before sharing.

Delete local data

Use Delete all data, read the warning, and confirm only when you intend to remove Role Rover's browser-managed records. Downloaded backup or diagnostic files remain on your computer and must be managed separately.



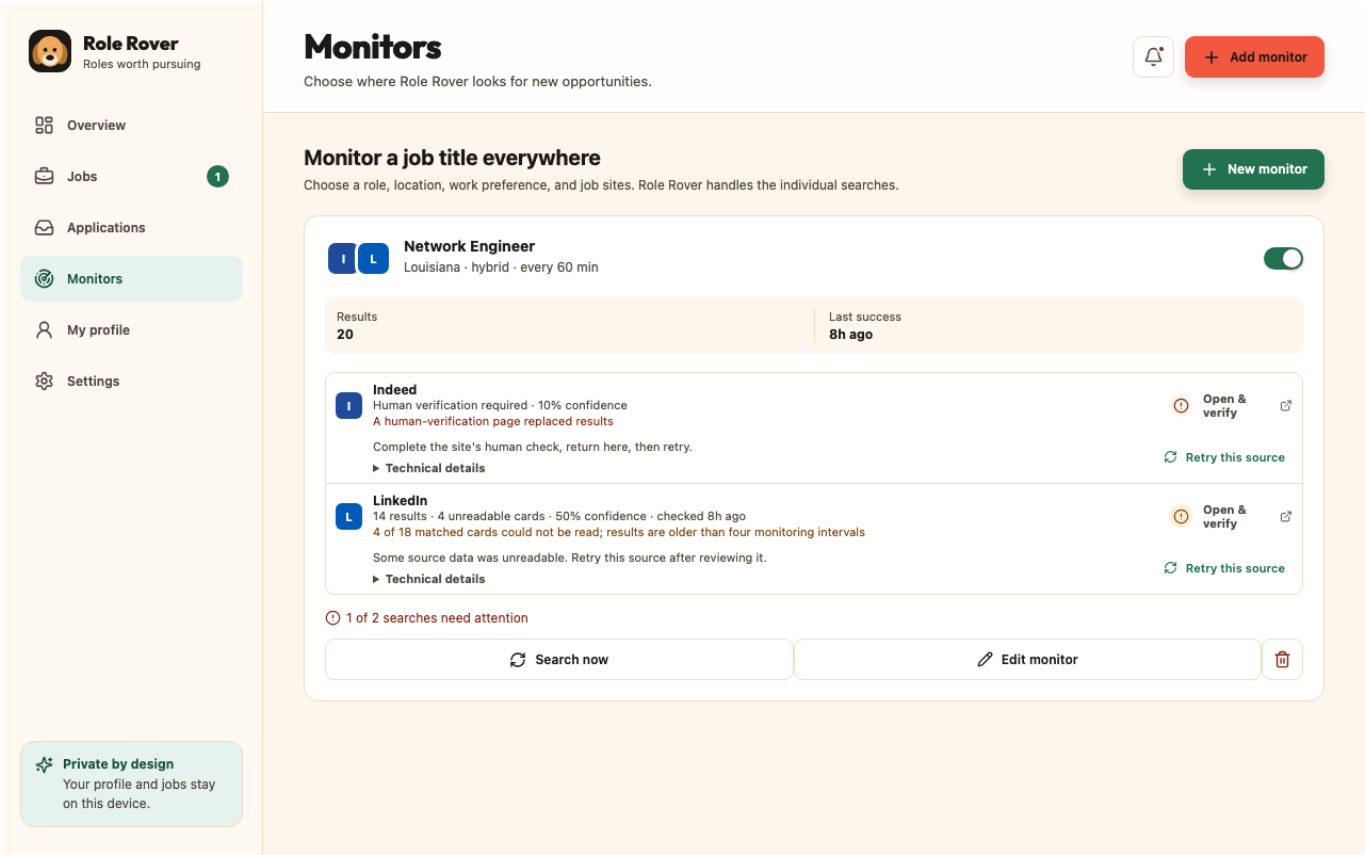
Settings keeps monitoring, retention, optional services, backups, diagnostics, and deletion controls local and visible.

13 / TROUBLESHOOTING

When something changes or fails

Source changes or blocked pages

Open the source, complete sign-in or verification, and retry. If health remains blocked or parsing-related, export sanitized diagnostics and report the source, installed version, expected behavior, and safe steps.



Example recovery states - a troubleshooting illustration, not the normal successful monitor experience. Third-party sign-in, human verification, virtualized pages, stale sessions, or source changes can require recovery.

These example recovery states can appear when a third-party site requires sign-in or human verification, exposes only part of a virtualized results page, retains a stale session, or changes its page structure. Role Rover reports the limitation instead of treating the run as complete. Resolve the condition directly on the source, then retry.

Missing permissions

Open Chrome's extension details and review Role Rover site access. Grant only the access needed for the workflow. Reopen the application page through Role Rover after changing permissions.

AI failures

Check provider status, model readiness, local service availability, consent, and AI Activity. Timeouts and invalid model output fall back safely; retry only after the underlying condition is understood.

Missing descriptions

Open the exact job posting and choose Capture full description or Refresh description. If browser capture is unavailable, paste the description manually and verify it belongs to the job. A source can expose only an introductory excerpt, so inspect the saved text before relying on its score. Apify fallback is optional, user-funded, and requires per-run confirmation.

Companion or saved-provider problems

Install the current Companion 1.0.9 package, fully quit and reopen Chrome, Vivaldi, or another supported Chromium browser, then refresh the connection in Settings. A saved API secret is intentionally not displayed again; the status says it is saved in the operating-system vault. Use Save and test to retest it, or disconnect and enter a replacement.

A notification was created but no banner appeared

Check Role Rover's notification setting, Chrome's notification permission, and macOS System Settings for the browser you are actually using. Notification Center records browser creation, failure, and click evidence. A created record proves Chrome accepted the request, not that macOS displayed a banner.

Résumé problems

Use a simpler DOCX or a text-based PDF. Remove unusual columns, floating text, or image-only content. Compare every extracted field and fact with the source before verification.

For more help, see Role Rover Support or email support@getrolerover.com without secrets or unredacted personal material.

14 / UNINSTALL

Uninstall and understand the data consequence

1. Export and verify an encrypted backup if you may want the data later.
2. Open Chrome's Extensions page and choose Remove for Role Rover.
3. Confirm removal in Chrome.

Chrome removes browser-managed extension storage according to its behavior. Role Rover cannot restore it without a backup. Downloaded backups, exported materials, and diagnostics remain on your computer after uninstall and must be deleted separately if no longer needed.

Remove the optional companion

Removing the extension does not remove the separately installed companion. On macOS, run sudo "/Library/Application Support/Role Rover/uninstall-role-rover" in Terminal. On Windows, double-click uninstall-role-rover.cmd from the extracted companion package. On Linux, run ./uninstall-role-rover.sh. Restart the browser afterward.

Keep perspective: Role Rover organizes evidence and drafts. Job-source behavior, AI output, employer decisions, and third-party application systems can change. Review consequential information at the point of use.

Privacy and support links

Privacy policy: getrolerover.com/privacy.html

Support: getrolerover.com/support.html

Security reports: security@getrolerover.com

Role Rover does not promise job outcomes, source completeness, provider availability, or automatic submission. The final application review and submission remain the user's responsibility.