Job Search Log

Company/ Department	Position Title	Date Applied	Application Process (call/email/ in person)	Contact Name	Date of Follow-up	Method of Follow Up (call/email/in person)	Outcome

**** This tool is provided to assist you in tracking your job search. You must treat your job search as a job. You must be diligent, persistent and patient in your search. Until you take your search seriously, you will not be taken seriously.**