Name:	

Employment OPTIONS Emploi

Job Search Activity Log

As part of your employment plan, you will need to provide the details of your job search activities. To maximize your chances of finding a suitable job, your ongoing job search should be consistent with opportunities that fit your skills and abilities. Your job search results will help inform the next steps in your employment plan. Please use the below form to track your activities.

Job search efforts may include:

- searching for job opportunities;
- preparing a resume or cover letter;
- registering with job banks/agencies;
- contacting prospective employers;

- attending job search workshops, job fairs or networking;
- submitting job applications;
- attending interviews

PLEASE ENSURE ALL SECTIONS ARE COMPLETE

	PLEASE E	NSURE ALL SECTIONS	ARL CONFELTE
Date: Nov 7, 2023			
Job Title: Customer Service	Employe	r: ABC Company	Location: Anytown, NL
Job Search Activity:	How you applied:	Comments	
☑ Applied for Job	☐ In Person	Called ABC Company.	Spoke with manager John Smith. He advised job
☐ Contacted Employer	☐ Phone		resume could be kept on file.
☐ Attended Job Fair/Event	☑ Email	Was fillou. T askou ii	esumo couna de Rept divinio.
☐ Attended Interview	☐ Online	A 11 11	
Closing Date:	Did you follow up?	Follow Up Outcome?	
Nov 17, 2023	☑ Yes □ No	Was advised position v	vas filled
Date:			
Job Title:	Employe	er:	Location:
Job Search Activity:	How you applied:	Comments	
☐ Applied for Job	☐ In Person		
☐ Contacted Employer	☐ Phone		
☐ Attended Job Fair/Event	☐ Email		
☐ Attended Interview	☐ Online		
Closing Date:	Did you follow up?	Follow Up Outcome?	
	☐ Yes ☐ No		
Date:			
Job Title:	Employe	r:	Location:
Job Search Activity:	How you applied:	Comments	
☐ Applied for Job	☐ In Person		
☐ Contacted Employer	☐ Phone		
☐ Attended Job Fair/Event	☐ Email		
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Closing Date:	Did you follow up?	Follow Up Outcome?	
	☐ Yes ☐ No		
Date:			
Job Title:	Employe	r:	Location:
Job Search Activity:	How you applied:	Comments	
☐ Applied for Job	☐ In Person		
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Job Search Activity:	How you applied:	Comments	
☐ Applied for Job	☐ In Person		
☐ Contacted Employer	☐ Phone		
☐ Attended Job Fair/Event	☐ Email		
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Closing Date:	Did you follow up?	Follow Up Outcome?	
	☐ Yes ☐ No		

Name:			



Date:				
Job Title:	Employe	r·	Location:	
Job Search Activity:	How you applied:	Comments	Location.	
☐ Applied for Job	☐ In Person	Comments		
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	Job Search Activity:	How you applied:	Comments		
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