PRACTICAL RESOURCE / JOBCOACH

Jobcoach - Application Tracker

Copy this entry for each opportunity.

Role:

Employer:

Posting reference:

Current stage: considering / applied / recruiter conversation / interviewing / offer received / closed

Date actually applied:

Next action:

Next-action date:

Notes and instructions actually received:

Weekly Review

What happened this week?

Which actions are ready to review?

Which facts or instructions remain unknown?

What is one manageable change to test?

What can fit my available time and energy?

When will I review again?

Keep pending applications separate from confirmed decisions. Follow employer instructions.

This worksheet does not send reminders or messages. A text worksheet cannot be restored in the interactive tracker.

https://jobcoach.cc/application-tracker/