

JOB TRACKING FORM

Date	Company	Position	Application Info	Notes
<i>Date you applied</i>		<i>Job title and reference number</i>	<i>How you applied (website, personal connection, etc.)</i>	<i>Follow-up and any other relevant information</i>
02/03/16	American Journal	Editor, #45816	On CareerBuilder (insert link to original posting)	Job posting closes 02/10/16 Original posting + cover letter in job search folder Hiring manager is Jackie Malone

