Job Search Plan

Name: Week of:

Day/Date	Planned Activities	Results
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Job Search Activity Log

(Activity Logs are mandatory for appointments with counselors)

Date Resume Submitted	Company Name	Position Title	Contact Person	Phone # Email	1st Follow-up Date	2nd	3rd

Signature: _____ Date: _____