Job Search Summary

Name: _____

Week Ending: _____

Please provide specific information about your interactions with employers so you can keep track of your search activities and Rock of Hope can see the progress you are making. It is critically important that you provide specific information about the individuals you are working with. This should be used in conjunction with Company Opportunity Sheets. Please be sure that all information is accurate as providing false information is not tolerated and will lead to immediate dismissal.

Date	Company and Name and Telephone Number of Key Contact		Interview	Calling	Applied For Job	Sent Resume	Results/Comments/Progress	Hour(s)

Date	Company and Name and Telephone Number of Key Contact		Interview	Calling	Applied For Job	Sent Resume	Results/Comments/Progress	Hour(s)
							Total Hours for the Week	