|  |  |
| --- | --- |
| **Name, surname:** |  |
| **Personal code:** |  |
| **Branch of State Employment Agency:** |  |

 **JOB SEARCH DIARY**

|  |
| --- |
| **Filled by client**1 |
| **Job title / position applied for:** |  |
| **Employer:**  |  |
| **Applied for vacancy:**  | [ ]  by e-mail | [ ]  by phone | [ ]  in person | [ ]  application form | [ ]  other (if applied please fill) |
| **Employer’s contact information (phone number / e-mail):** |  |
| **Date applied:** |   | [ ]  independently found | [ ]  offered by State Employment Agency |
|  |
| **Result of application:**  | [ ]  concluded employmentcontract  | [ ]  waiting for response  | [ ]  **rejected** |
| **If the result is „rejected”, please state the reason:**  |  |
| **Filled by client**2 |
| **Job title / position applied for:** |  |
| **Employer:**  |  |
| **Applied for vacancy:**  | [ ]  by e-mail | [ ]  by phone | [ ]  in person | [ ]  application form | [ ]  other (if applied please fill) |
| **Employer’s contact information (phone number / e-mail):** |  |
| **Date applied:** |   | [ ]  independently found | [ ]  offered by State Employment Agency |
|  |
| **Result of application:**  | [ ]  concluded employmentcontract | [ ]  waiting for response  | [ ]  **rejected** |
| **If the result is „rejected”, please state the reason:**  |  |

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| --- |
| **Filled by client**3 |
| **Job title / position applied for:** |  |
| **Employer:**  |  |
| **Applied for vacancy:**  | [ ]  by e-mail | [ ]  by phone | [ ]  in person | [ ]  application form | [ ]  other (if applied please fill) |
| **Employer’s contact information (phone number / e-mail):** |  |
| **Date applied:** |   | [ ]  independently found | [ ]  offered by State Employment Agency |
|  |
| **Result of application:**  | [ ]  concluded employmentcontract | [ ]  waiting for response  | [ ]  **rejected** |
| **If the result is „rejected”, please state the reason:**  |  |
| **Filled by client**4 |
| **Job title / position applied for:** |  |
| **Employer:**  |  |
| **Applied for vacancy:**  | [ ]  by e-mail | [ ]  by phone | [ ]  in person | [ ]  application form | [ ]  other (if applied please fill) |
| **Employer’s contact information (phone number / e-mail):** |  |
| **Date applied:** |   | [ ]  independently found | [ ]  offered by State Employment Agency |
|  |
| **Result of application:**  | [ ]  concluded employmentcontract | [ ]  waiting for response  | [ ]  **rejected** |
| **If the result is „rejected”, please state the reason:**  |  |

|  |
| --- |
| ***Filled by client*** |
| **Date of Submission of the Job search diary:**   |
| **Attached:** [ ]  copy of e-mail [ ]  other (if applied please fill) |
|  |
| ***Filled by State Employment Agency*** |
| **Date of receiving the Job search diary:**   |