Symbifox

Every application tracked,

right up to the offer.

Follow-ups, interviews, thank-you notes, references and a dated log of your job search, in your Symbifox Personal instance. No one else reads your records.

Odoo 18 module | Job Search

symbifox.com | hello@symbifox.com

The reality

What slips through a job search

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The posting is gone

The job board took it down three weeks later. On interview day, you no longer know exactly what it asked for.

The follow-up you never sent

Ten days of silence, then twenty. Between applications, nothing reminds you to ask where things stand.

A response rate that means nothing

Roles you dropped get counted with the rejections. You cannot tell which channel actually gets answers.

A record rebuilt from memory

Employment Insurance can ask for the details of your search. You end up piecing them together from old emails.

The solution

Your own tracker, with reminders on time

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1

The full posting, kept

Role, employer, channel, salary, and the exact résumé and cover letter you sent.

2

Follow-ups when they are due

Two at most, never while the posting is still open, then one question: close it?

3

Interviews prepared, then followed up

A checklist the day before, a thank-you draft for each interviewer the day after.

4

Numbers you can read

Every closed application records who closed it: the employer, you, or no one.

5

A log ready to hand over

A dated file of your job search, ready whenever it is requested.

Every application at a glance

With sample data

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From spotted to offer

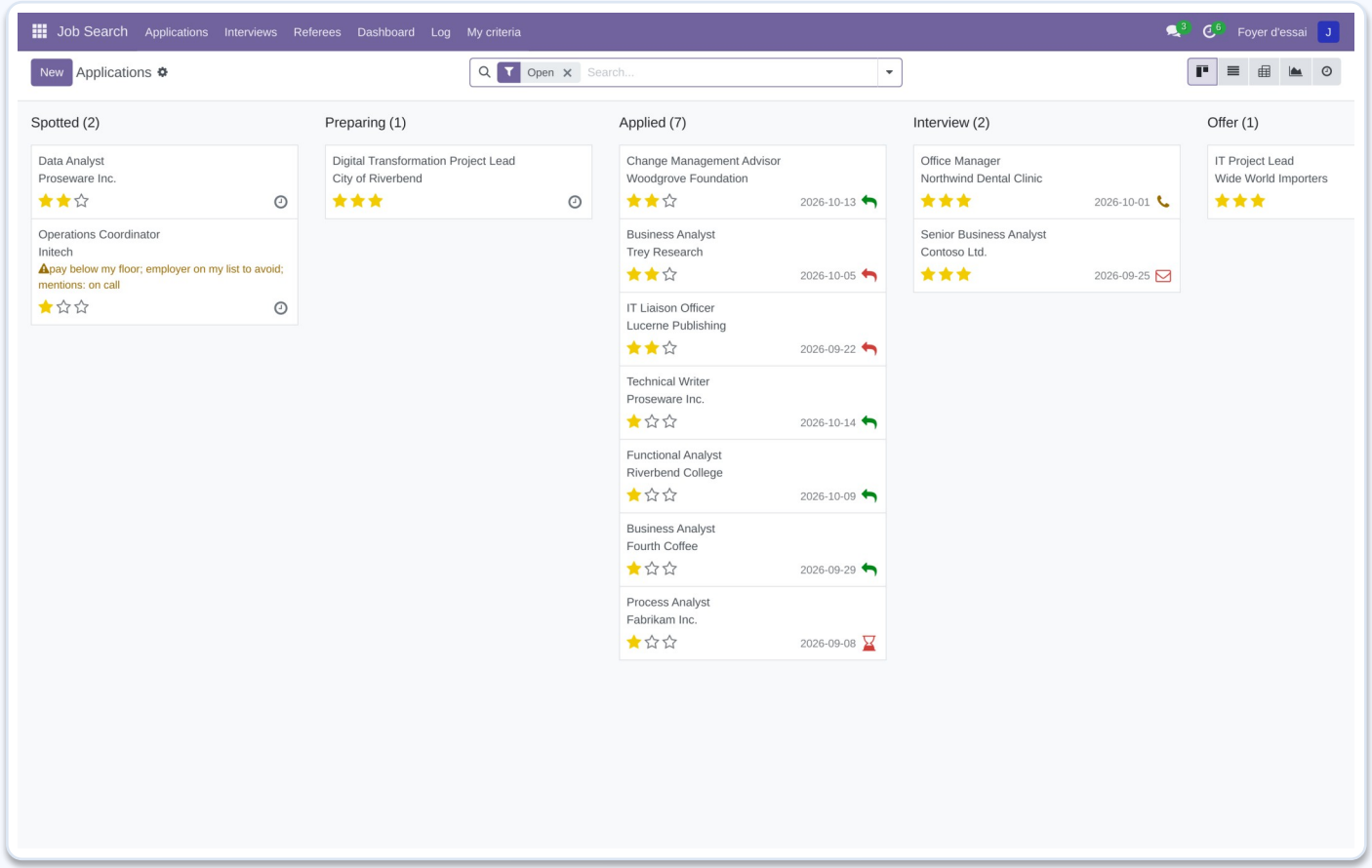
Spotted, preparing, applied, interview, offer: each card moves along as things progress.

Your best odds first

Three stars for a strong fit, none for a stretch role. You see where your effort pays.

What comes next

The next step shows on the card: follow up, prepare, say thanks. In red when it is overdue.



Reminders that find you

Each step sets up the next one, in your name, without sending any email

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1	**Follow up**	Ten days after you apply, or the day after the date the employer promised.
2	**Follow up again**	Fourteen days later. Two follow-ups at most, adjustable in your criteria.
3	**No news: close it?**	After the last follow-up, instead of chasing forever.
4	**Prepare for the interview**	The day before, with a checklist: the organization, STAR stories, questions, logistics.
5	**Send thanks**	The day after the interview, with a draft ready for each person you met.
6	**Brief your references**	Once you reach the interview, so they know which role the call is about.
7	**Answer the offer**	Three days after the offer: get it in writing, negotiate, read the terms.
8	**Ask for feedback**	The day after a rejection, if you asked for it when closing.

Your criteria, without ruling anyone out

With sample data

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What a job has to offer

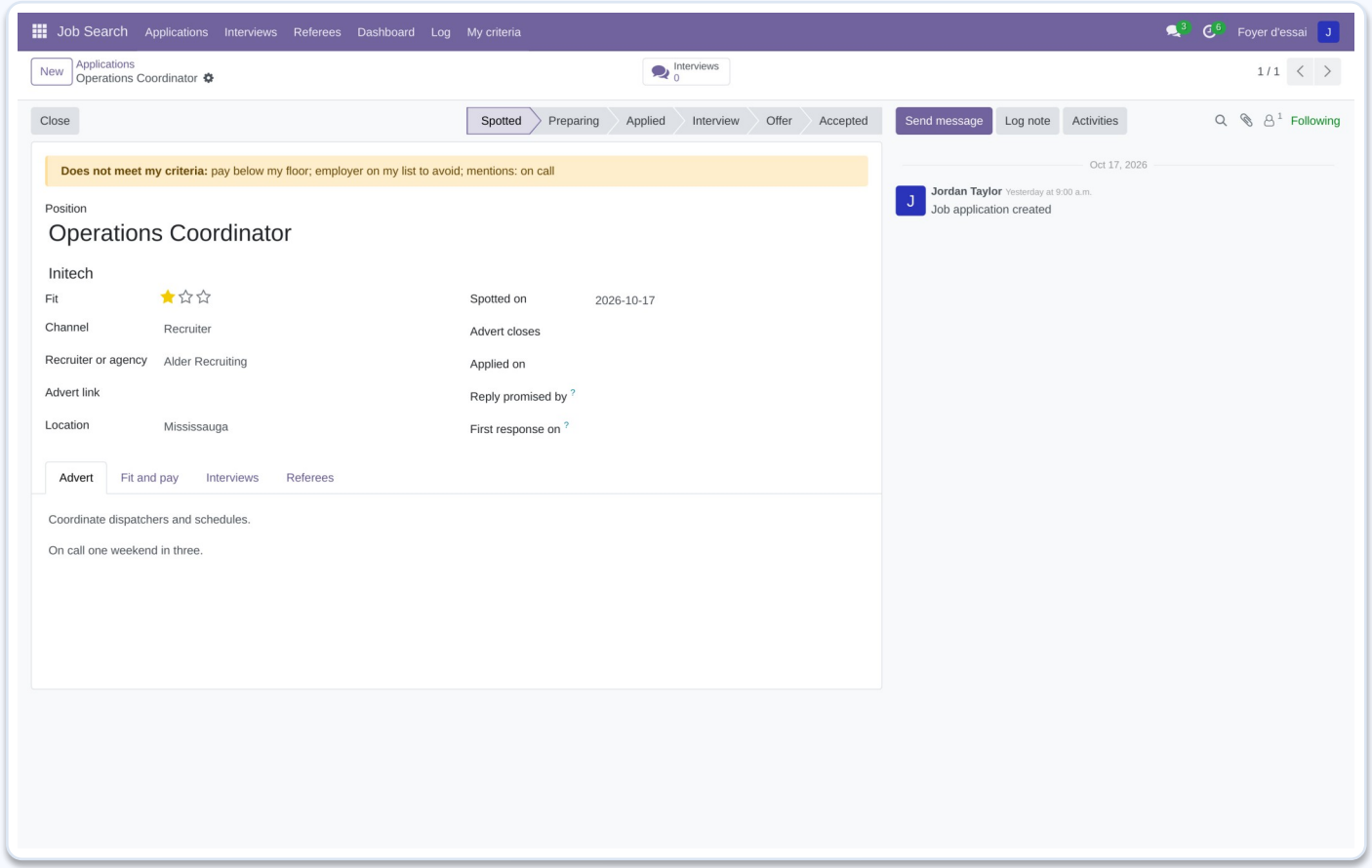
Salary floor, weekly hours, minimum contract length, employers and words to avoid.

A banner, not a filter

A role outside your criteria gets a yellow banner listing the reasons. Nothing is hidden: you decide.

Fair comparisons

Salaries are only compared in the same currency and pay period. Otherwise, the banner says so.



Interviews, prepared and followed up

With sample data

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The day before, a checklist

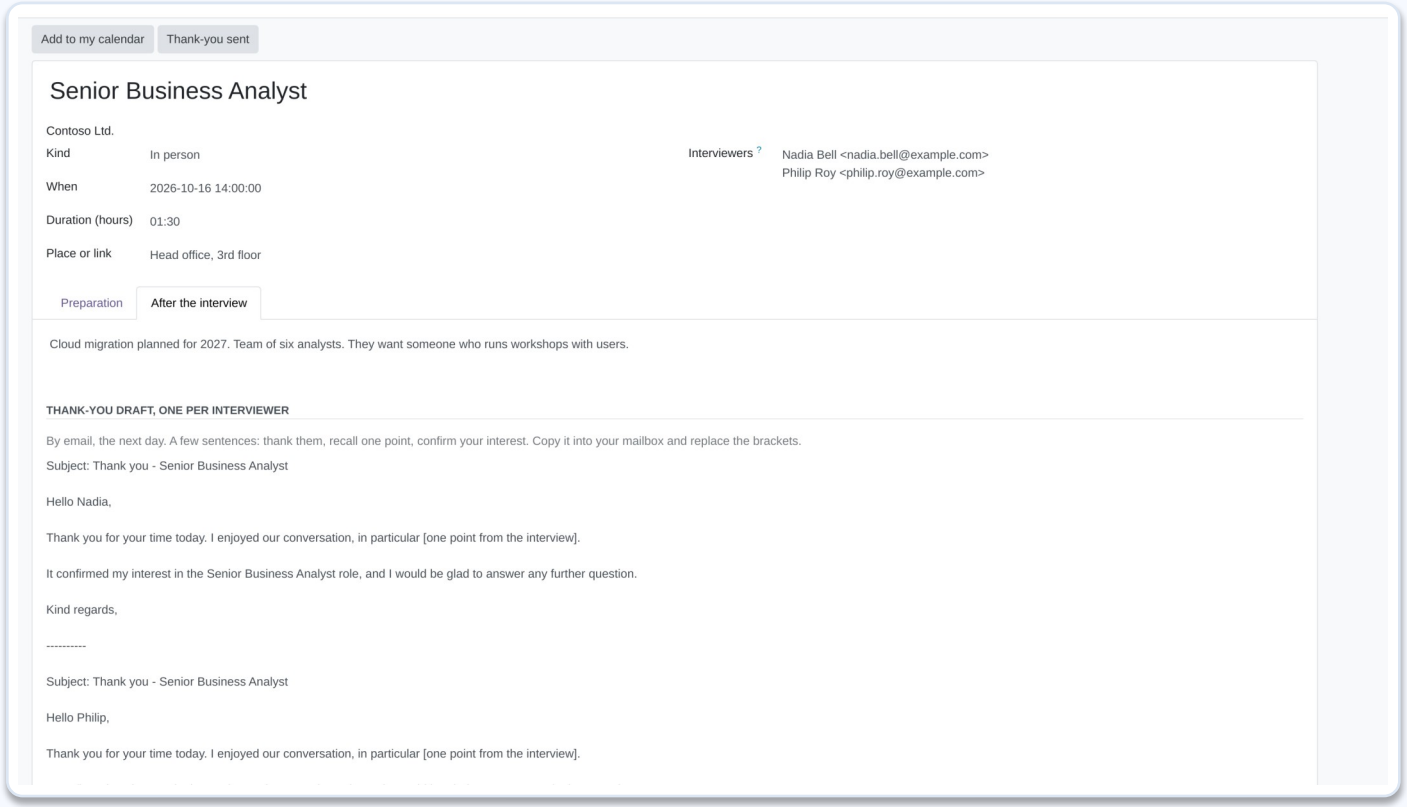
The organization, STAR stories, questions, references, logistics: five boxes and a progress bar.

The day after, one draft each

A few lines to paste into your email: thank them, recall one point, confirm your interest.

A calendar that keeps up

Reschedule the interview: its calendar event and both reminders follow.



Closing means saying who closed it

With sample data

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The employer, you, or no one

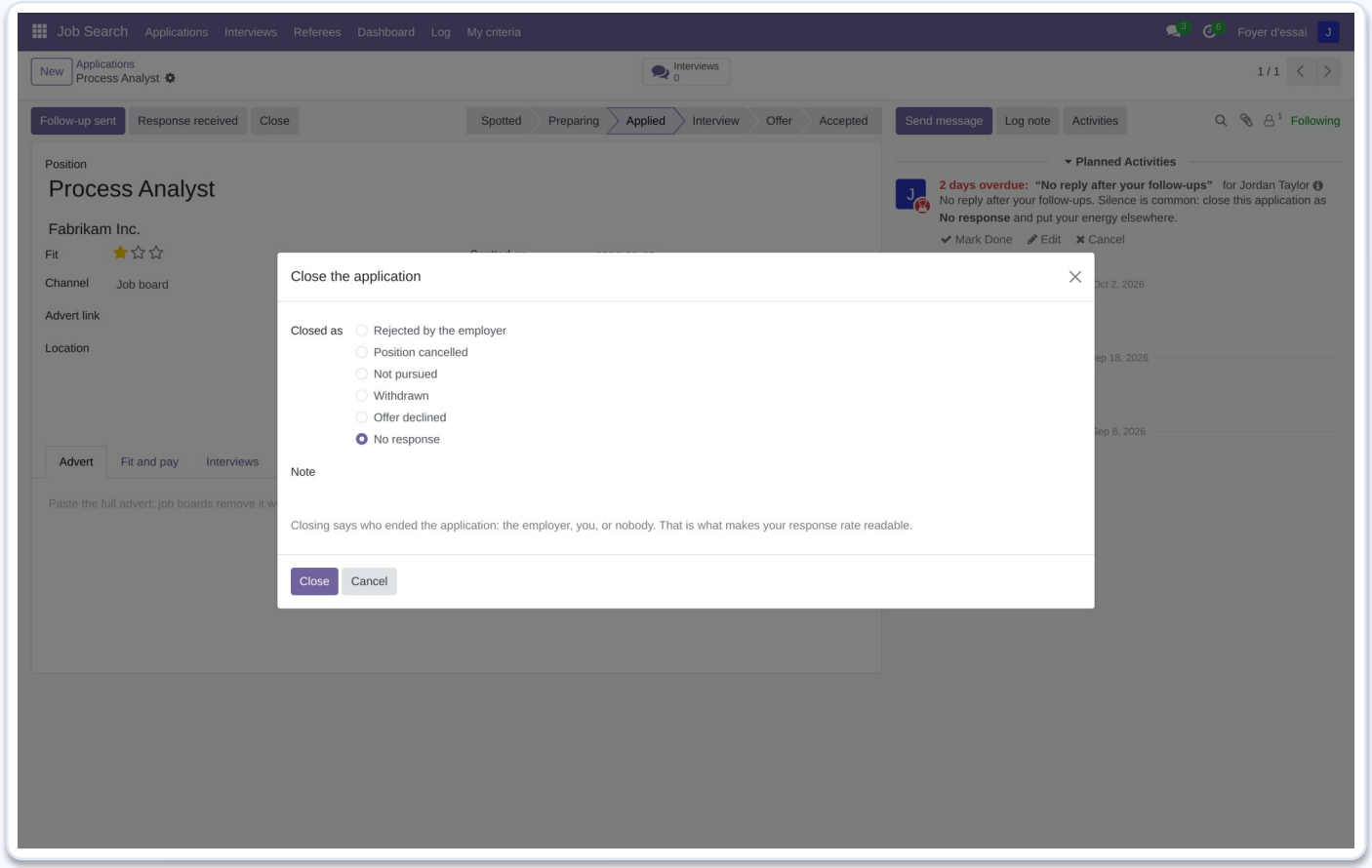
A rejection is not a role you walked away from. Six ways to close, each filed under whoever ended it.

The reminders stop

Closing clears every activity on the application. Reopening picks the follow-ups up where they left off.

Feedback, if you want it

After a rejection, a reminder the next day to ask what would have made the difference.



What gets answers, and what does not

Computed when you open it, from your applications only

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This week, against your target

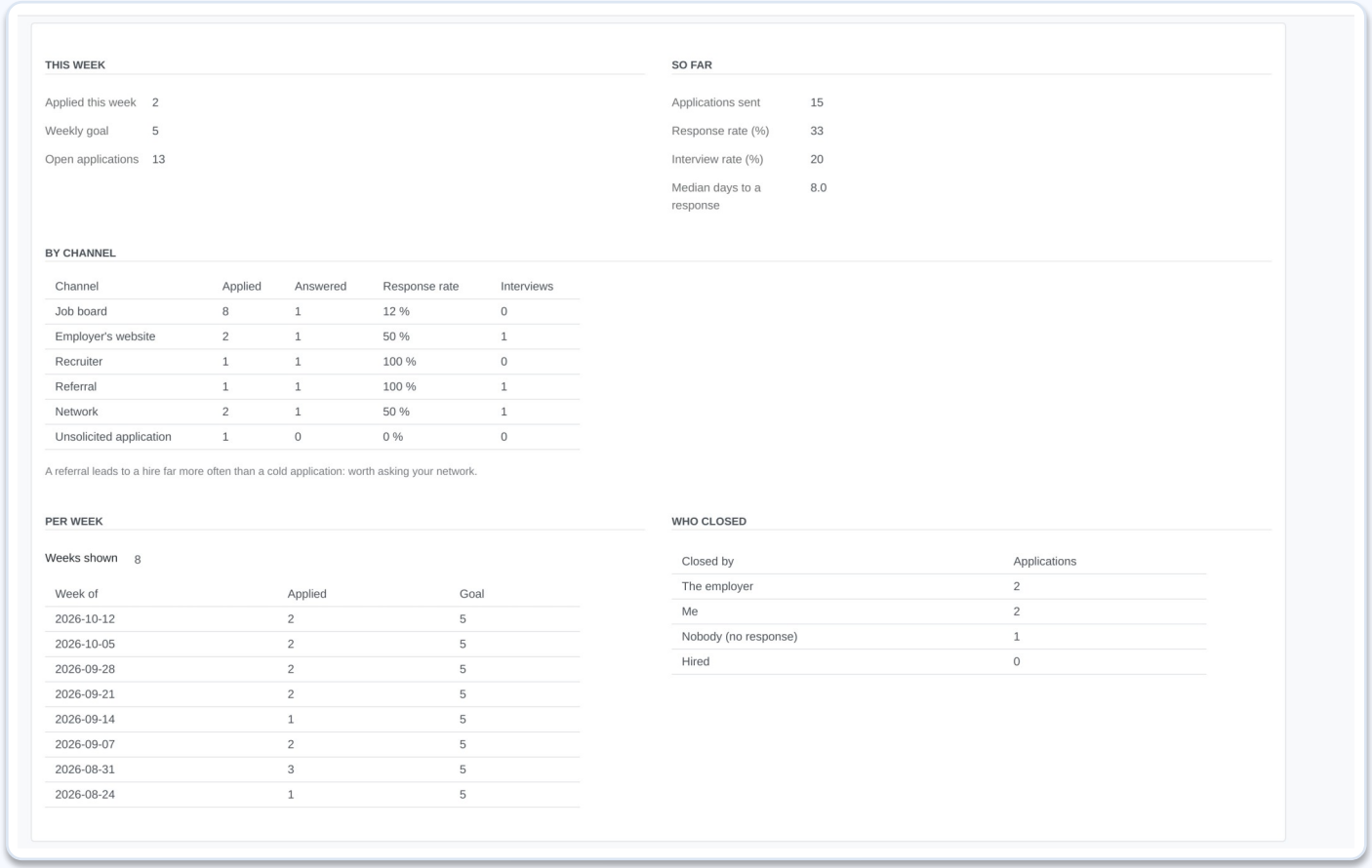
Applications sent since Monday, next to the number you set for yourself.

Response and interview rates

Plus the median wait for a reply, so you know when a follow-up is reasonable.

By channel

Job board, referral, network: you see which one deserves your time.



THIS WEEK

Applied this week	2
Weekly goal	5
Open applications	13

SO FAR

Applications sent	15
Response rate (%)	33
Interview rate (%)	20
Median days to a response	8.0

BY CHANNEL

Channel	Applied	Answered	Response rate	Interviews
Job board	8	1	12 %	0
Employer's website	2	1	50 %	1
Recruiter	1	1	100 %	0
Referral	1	1	100 %	1
Network	2	1	50 %	1
Unsolicited application	1	0	0 %	0

A referral leads to a hire far more often than a cold application: worth asking your network.

PER WEEK

Weeks shown 8

Week of	Applied	Goal
2026-10-12	2	5
2026-10-05	2	5
2026-09-28	2	5
2026-09-21	2	5
2026-09-14	1	5
2026-09-07	2	5
2026-08-31	3	5
2026-08-24	1	5

WHO CLOSED

Closed by	Applications
The employer	2
Me	2
Nobody (no response)	1
Hired	0

A dated log, kept for six years

What Employment Insurance can ask you for

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One line per application

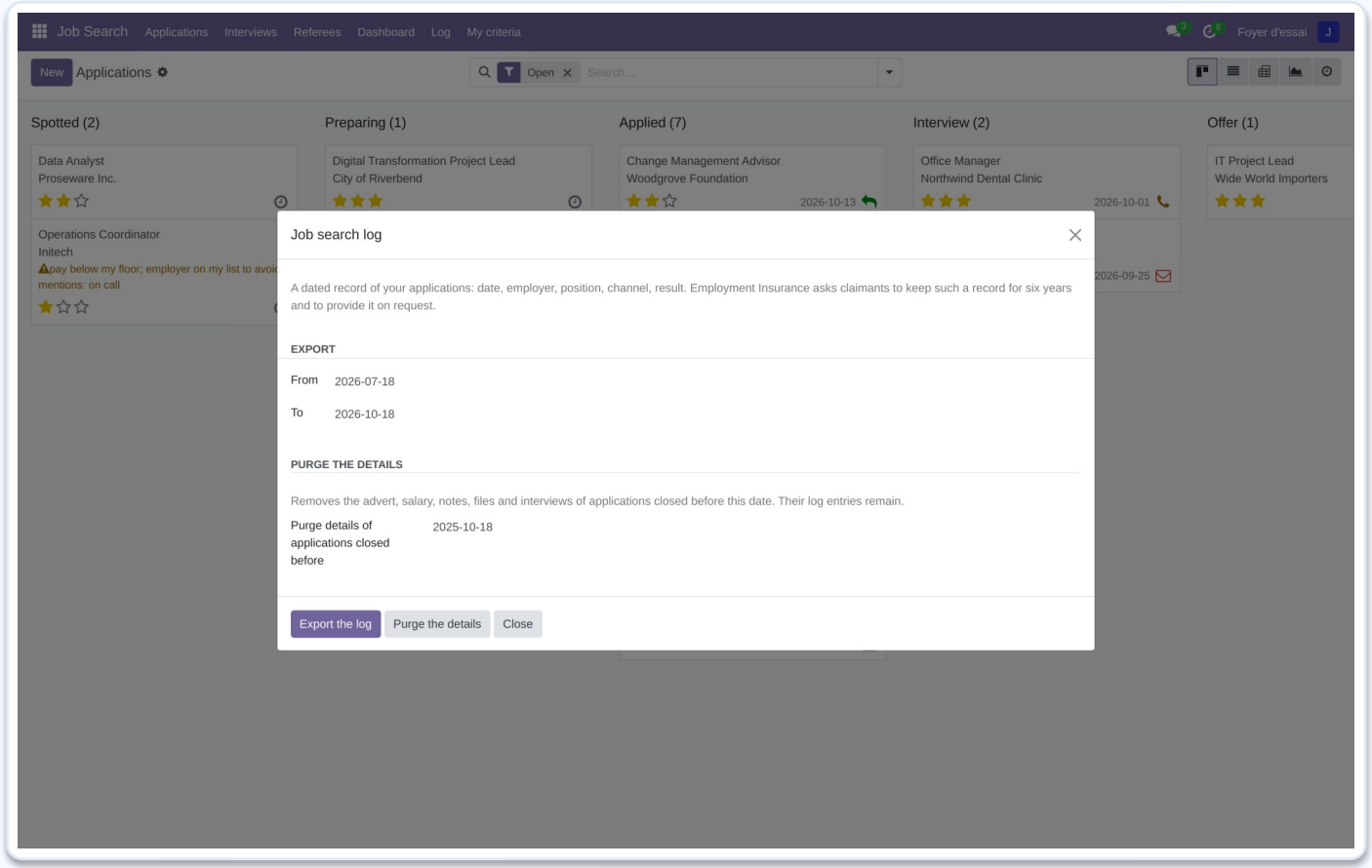
Date, employer, role, channel, location, outcome and outcome date, for the period you pick.

A file that opens anywhere

A CSV that any spreadsheet reads, accents included.

A purge that keeps the record

Old closed applications lose their salary, notes and files. Their line in the log stays.



Your search is your business

A household instance, private records

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By role

You

You keep your applications, interviews, references, criteria and numbers.

Household

Other people in the instance see none of it, not even your dashboard.

Administrator

No more access than anyone else, though they can change the security rules themselves.

Built-in protections

Internal notes only

An application's thread notifies no one, and only its owner can follow it.

A masked name

Where Odoo would show a record's name to someone else, it displays "Private record".

A calendar in your name only

An interview added to your calendar is a private event. No invitation goes out.

Nothing acts on your behalf

The app does not read your mailbox, apply anywhere or send anything for you.

In short

1. **Nothing gets lost**
   The posting, the salary, the résumé and letter exactly as sent
2. **The right step at the right time**
   Follow up, prepare, say thanks, brief your references
3. **Numbers that guide you**
   By channel, by week, and who closed each application
4. **The record already kept**
   A dated log of your job search, exported on request
5. **Your search stays yours**
   Closed to the rest of the household, in your own instance

Included in the Symbifox Personal plan

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Thank you!

Let's talk?



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