**Applicant Kanban Card
Example**

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| --- | --- |
| Card Number | Applicant Name |
| APP101 | Hazel Christensen |
| Status | Position |
| Active | Associate Designer |
| Priority Level | Application Date | Interview Date |
| Medium | Jan 5, 20XX | Jan 15, 20XX |
| Current Stage | Assigned To | Required Approval |
| Interview Scheduled | Hiring Manager (Henry McNeal) | Design Director (Hilda Wilson) |
| Next Action | Conduct Interview |
| Documents Submitted | Cover letter, CV, portfolio |
| Notes | * 7 years of experience in an agency environment
* Strong portfolio Requested work-from-home days
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| APP101 |

Applicant Kanban Card Template

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| --- | --- |
| Card Number | Applicant Name |
|  |  |
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|  |  |  |
| Current Stage | Assigned To | Required Approval |
|  |  |  |
| Next Action |  |
| Documents Submitted |  |
| Notes |  |
|  |

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