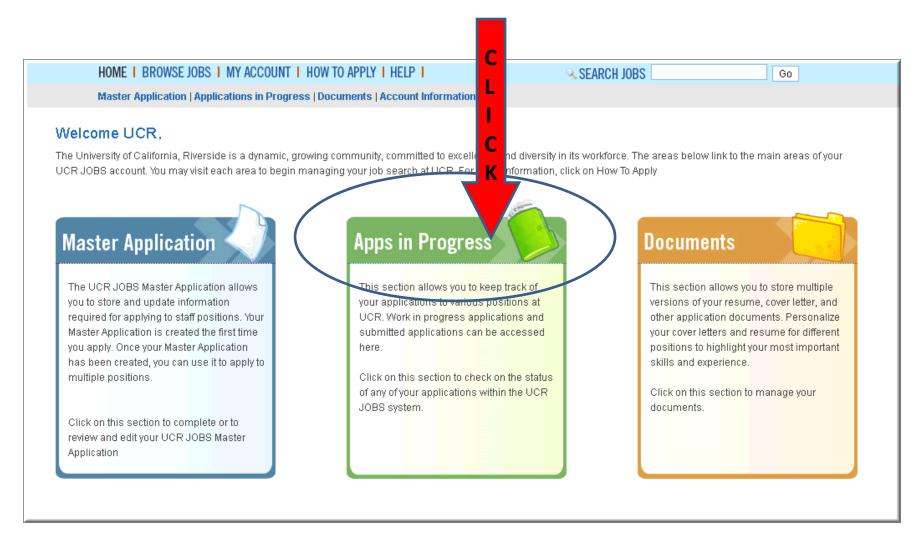# UCR JOBS

Applications in Progress

Work in progress applications and submitted applications can be accessed here.

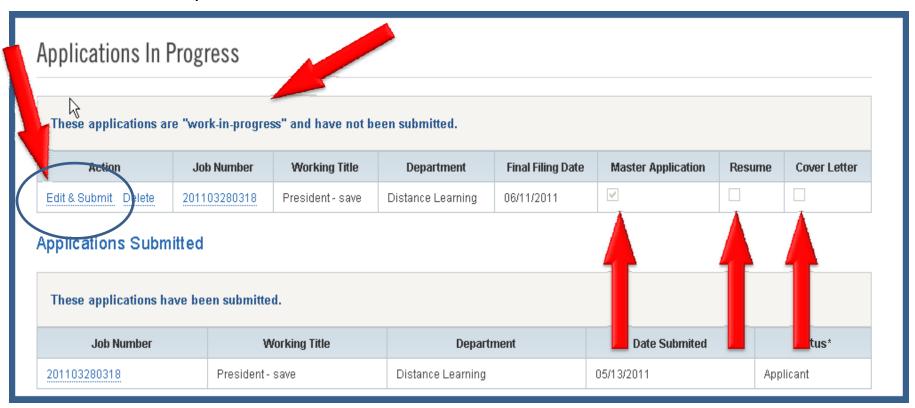# Click on the green "Apps in Progress" section

Keep track of your applications to various positions at UCR. Work in progress applications and submitted applications can be accessed here.

Applications In Progress: "work in progress"

Applications in the "**work in progress**" section are your applications that have *not* been submitted.
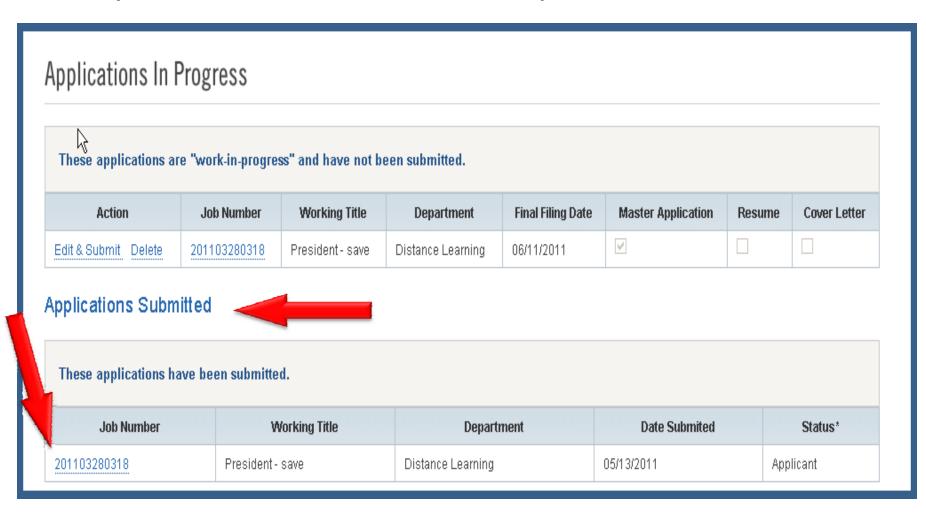
- Click "**Edit & Submit**" in order to update, modify and submit your application.
- Check marked areas indicate areas you have completed on your "work in progress" application.
- In this example a Master Application has been completed. A Resume and Cover Letter have not been provided.
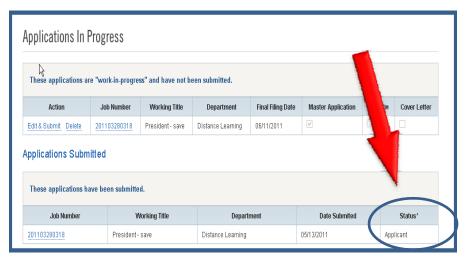
Applications In Progress: Applications Submitted

Applications in the "**Applications Submitted**" section are your applications that been submitted.

Click the "**job number**" in order to view details of the job.

Applications In Progress

These applications are "work-in-progress" and have not been submitted.

Action	Job Number	Working Title	Department	Final Filing Date	Master Application	Resume	Cover Letter
Edit & Submit Delete	201103280318	President - save	Distance Learning	06/11/2011	✓	☐	☐

Applications Submitted

These applications have been submitted.

Job Number	Working Title	Department	Date Submitted	Status*
201103280318	President - save	Distance Learning	05/13/2011	Applicant

Applications In Progress: Status

The **"Status"** box identifies your current status for the applications you have submitted.

Job Status Definitions:

Applicant: You are an applicant for this position. You have either applied during the required posting period or you were an "Expression of Interest" and have converted to an "Applicant".

Expression of Interest: You submitted your application *after* the required posting period. If the hiring department would like to view additional applications you will be converted to an "Applicant" and notified via email.

Filled: This position has been filled.

Canceled: This position has been canceled.

Thank you

Please visit the UCR JOBS website for additional video tutorials.
http://jobs.ucr.edu