

# Applicants (Release 1.2.0)

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This functionality is also new. Applicants can be created with their application documents, such as curriculum vitae, certificates, cover letters, and address data. This simplifies communication with applicants and makes it easier to keep track of the application rounds. You can also create notes for the applicant. The **Applicant status** shows the current status in the application process and is divided into

- Cancellation by us
- Cancellation by applicant
- Contract offer sent
- Contract signed

Initially no entry is required.

As soon as an applicant is assigned the applicant status **Contract signed**, the applicant file is transferred to a real employee file. Before the start of employment, the employee is listed as **Pending**.

Please read more about [Applicants](#).