

1. INTRODUCTION

Providing us an XML feed is the most reliable and the fastest way to get your job advertisements included to Jobsora's index. You should provide us a URL, where your XML feed is located. An XML feed should contain all of the current job ads that were published on your website.

Jobsora crawls an XML feed at least once per 24 hours. The time and frequency of crawling can be adjusted to your requirements.

2. XML FEED FORMAT

We strongly encourage you to specify the current encoding of an XML feed in its header (for example, `<?xml version="1.0" encoding="utf-8"?>`).

All job content must be inside CDATA sections to avoid issues processing your XML feed.

An XML feed must contain one common `<jobs>` tag.

Each job must be inside a separate `<job>` tag; this tag **must contain a single** "id" attribute, which must contain the unique job ID.

The `<job>` tag must contain the following tags:

Required Tags:

`<link>` - the full URL of a job, where Jobsora will forward users to. The link must lead to a page with a complete job description.

`<name>` - job title.

`<region>` - list of regions/cities. Regions can be listed in a text format and separated by any punctuation marks.

`<country>` - list of country or area names. Countries or areas can be listed in a text format in the ISO Alpha-2 Code.

`<description>` - a complete job description. Please note that we are able to index an XML feed that contains complete jobs descriptions.

If there are additional fields such as "job description", "candidates' requirements", "responsibilities", "working conditions" on a job page, they must be included to the `<description>` tag.

Please pay attention that the <description> tags in the XML must contain all conventional HTML tags that provide proper formatting of the jobs on your site (, , ,
, <p>, tags and etc). All the tags must be closed.

<pubdate> - original publication date of a job. Please specify the date in the DD.MM.YYYY format.

<updated> * - last modification date of a job. By this, we mean the last time when the original publication date of a job was updated, or when a job description was edited by an employer. Please specify the date in the DD.MM.YYYY format.

<salary> ** - salary + currency. For example, "300\$", "1500€" or "167£".

<company> ** - a company name, name of the employer.

<expire> ** - date when a job expires. Please specify the date in the DD.MM.YYYY format.

<jobtype> ** - type of a job. For example, full-time, part-time, contract, internship, temporary.

<email> ** - an email address to which a candidate can send a resume.

<apply_url> ** - an apply URL where a candidate can apply for a job by filling in all the required fields.

* Please note!

Jobsora can index only those jobs that were published less than 45 days ago of the date when Jobsora first indexed your XML feed. This rule applies to <updated> and <pubdate> tags.

If a job does NOT have <updated> and <pubdate> tags, then a job is valid within 45 days of the date when Jobsora first indexes this job.

** Please note!

Adding the tags marked with ** are required if they are available on your web site; they may increase your jobs' rankings and/or volume of targeted traffic from Jobsora to your web site.

3. EXAMPLE OF AN XML FEED

```
<?xml version="1.0" encoding="utf-8"?>
<jobs>
  <job id="1604354">
    <link><![CDATA[https://www.jobcoconut.com/jobs/german-speaking-personal-assistant-dublin]]></link>
    <name><![CDATA[German Speaking Personal Assistant]]></name>
    <region><![CDATA[Dublin West, Dublin]]></region>
```

<salary><![CDATA[€40000 - €42000 per annum]]></salary>

<description><![CDATA[<div> <h3>Job Description</h3>

<p>Job Summary </p>

<p>Arbeit macht das Leben schön

Here is a German job in Dublin to make life even better. </p>

<p>If you have a near native level of German & an excellent level of English & 2-3 years' previous personal assistant experience, then this is the next step for you and your career. A highly recognised & award winning employer is looking for a German speaking Personal Assistant for their board of directors here in Dublin, Ireland. This is a German job they are looking to fill as soon as possible so ideally, we are looking for you to already be living in Dublin and if not you are able to relocate on short notice n your own expense. For more keep reading & don't forget to apply.

What will you do in this Job?

As the German Speaking Personal Assistant you will be responsible for the day-to-day maintenance & management of appointment (both internal & external). You will act as point of contact for all affairs in relation to management and be responsible for the organising of managements travel arrangements (as well as fellow employees and visors where necessary). As well as Carrying out specific projects & research you will help with event management, prepare documentation and ad-hoc German-English and English -German translations.

Who will you be working for?

You will get the chance to work for one of the biggest international discount retailers in Europe - with over 10,00 store locations and near 350,000 employees worldwide. Today is the day you can join the family, a family that truly invest time into their employees and helps them reach their full potential. Today they are looking for German speakers for their Dublin office - so don't forget to register and apply.

Who are we looking for?

For this Personal Assistant job, we are looking for you to already be in Ireland (if not, be able to relocate on your own expense within a short timeframe), have a near native level of German & a good level of English. Excellent communication skills (both verbal & written) is essential, you will need at least 3 years' personal assistant experience in a similar job and a great eye for detail.

You are comfortable with working towards tight deadlines whilst keeping excellent time management, organisation and interpersonal skills close to the surface. You work well within a team and by yourself & you have a good working knowledge of MS office. Finally having a 3rd level degree is not mandatory but it would be a plus for your application.

Where would you be working?

This German Personal Assistant job is based in Dublin west - not too far from the City center which has everything you could possible want. You are just outside of the hustle and bustle but close enough to get there in less than an hour using public transport (Dublin Bus & LUAS) if you so wish. Dublin is known for its amazing main and side streets of that you will find yourself getting lost in with all that's on offer, great restaurants, café's, shops and so much more to help you relax, unwind and generally have fun.

Interview & Salary

The interview process for this German job in Dublin is straight forward as it is only a 2-step process. First you will sit a face-to-face interview with the hiring manager and if successful you have 1 more face-to-face interview with the main decision makers.

In terms of salary for this German Job it depends of the level of skill and experience that you can bring to this Personal Assistant job (In general this position is quite well paid). As this is a job that is looking for a German speaker as soon as possible - there is no relocation package because we need you to be already in Ireland or willing to relocate here on short notice on your own expense.</p>

<p>Any Questions? Feel free to pop us a call on +353 15 24 24 20 or you can email us on germanjobs@careertrotter.eu</p>

<p>Ref: JN -012017-2281</p>

</div>]]>

</description>

<apply_url><![CDATA[https://www.jobcoconut.com/jobs/german-speaking-personal-assistant-dublin/apply]]></apply_url>

<email><![CDATA[germanjobs@careertrotter.eu]]></email>

<phone><![CDATA[+35315242420]]></phone>

<company><![CDATA[Careertrotter]]></company>

<pubdate>28.04.2017</pubdate>

<updated>03.05.2017</updated>

<expire>23.07.2017</expire>

<jobtype><![CDATA[Full-time]]></jobtype>

</job>

</jobs>

In case you have any questions, feel free to contact us at xml_support@jobsora.com or contact directly your country manager.