



CDL TRUCK DRIVER JOBS

CSV Documentation

Version 1.0

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1. Introduction

CDLTruckDriverJobs.com accepts CSV files for submitting job postings. We have created a standard format to ensure visibility in all major search engines, and for consistency and usability.

Simply follow the CSV format as outlined in our documentation and **refer to the sample CSV file** for an example.

Each time your jobs change or need updating, we will need a new version of your CSV file to replace the current.

**Failure to comply with documentation may result in potential suspension/removal of jobs. Using keyword stuffing in the job description or using inaccurate keywords to describe the job may also result in suspension. Placing multiple hiring locations (city, state) within the job descriptions may also result in suspension. These tactics are considered a violation of our posting policy. Our goal is to provide our users with a reliable, hassle free job search experience. In turn, we aim to target the exact drivers your company or client is looking to hire. Complying with our guidelines keeps the job search fair and accurate for both the user and the clients.*

2. CSV Requirements

*All column names must be listed in the exact order shown in this document, and the CSV sample file (attached separately).

The following column titles must be included:

**required fields signified with asterisk*

***jobid**

(a unique job ID, or reference # - each job id must be different) -

Example: (001, 002, 003, etc.)

***publishdate**

(DD-MM-YYYY format)

Example: (17-08-2020)

***jobtitle**

(appropriate job title accurately describing job including best keywords to describe position)

***company**

(official Company Name)

***city**

(City) **required unless posting statewide*

*Example: (Phoenix) *leave city field blank to post job all cities in an entire state*

**default search radius on site is 50 miles. If a user searches within 50 miles of your city, your job will show. You do not have to list every city within 50 miles. This will prevent very large XML files.*

*state

(State Abbreviation or State Name) - *Example: (AZ or Arizona)*

zip

(Zip) **optional - Example: (85001)*

*applyurl

(Apply Url) - *Example: (https://ustransportservices/apply-now/)*
(Tracking URL apply link or Landing Page)

phone

(000-000-0000 or 1-000-000-0000 format) **optional but recommended*

*description

(Job Description)

(a complete job description is required in text or html format only - *no images allowed*)

***IMPORTANT NOTE:** For <salary> <centspermile> <hourlywage> – If you leave salary/CPM/hourly wage blank, your jobs will not show up when a driver searches by salary/cpm/wage. If the job is not paid by hour, you can leave it blank. If the job is salary, it is strongly encouraged to provide a salary and CPM.

salary

(for salary positions) **optional but highly recommended*

(Numeric Value)

Examples: (\$58k or \$58,000 or \$58k or 58k+)

centspermile

(for CPM pay) **optional but highly recommended*

(Numeric Value)

Examples: (\$.40 cpm or \$1.24 cpm or \$0.40 or .40)

hourlywage

(for hourly wage positions) **optional*

(Numeric Value)

Examples: (\$10 hr or \$13.50 hr or \$10 or 13.50)

*joblength

Must choose only one the options shown here:

(Full Time, Part Time, Seasonal)

*licensetype

Must choose one or more of the options shown here:

(CDL-A, CDL-B, CDL-C)

endorsementsreq

(required endorsements if applicable) **optional*

Must choose one or more of the options shown here:

(Tank, Hazmat, Doubles, Triples)

*drivertype

Must choose one or more of the options shown here:

(Company Driver, Owner Operator, Team Driver, Recent CDL Grad, Student Driver, Lease Purchase)

*trailertype

Must choose one or more of the options shown here:

(Dry Van, Flatbed, Reefer, Tanker, Auto Hauler, Dump End, Specialized)

*distance

Must choose one or more of the options shown here:

(Local, Dedicated, Regional, OTR)

hometime

**optional but recommended*

Must choose one or more of the options shown here:

(Daily, Weekly, Bi-Weekly, Monthly)

jobtags

(Miscellaneous tags appropriately describing important elements within the unique job) **optional but highly recommended*

Example: (Hazmat, TWIC, Doubles, Triples, Veteran, Government, Drop Deck, Conestoga, Fuel, Sign-On Bonus, Home Weekly, etc.)

**Missing data may result in a delay of jobs being published.*

**Optional columns should be included even if left blank*