

Suggested layout for a standardized import format for job databases

- I am not defining here which data format language this should be presented in. It could use standard EDI formatting, XML, YAML, or any other common markup language. But it has to be a TEXT format, not binary.
- Some fields should be optional (as in excluding data in them does not cause the file to be rejected. Certain others would be required
- Creating this in a standard markup language will make it easier to create the file in any code editor. Additionally there could be standalone file creation applications, and extensions to word processors like LibreOffice, Calligra Suite, OnlyOffice, and others. There would likely be online services to create the file online and download when done.
- The specification must be fully open and documented. Any extensions need to be added to the main specification. If additional data is needed by a particular site, the user would be prompted to add that data after successfully uploading their resume file.
- This will, by it's very nature, not be a substitute for a human-readable resume.
- These are just proposed fields. The actual names of them would be codified in the specification.

Header:

Document type
Date created (split into YYYY, MM, DD ?)
Expiration date (split into YYYY, MM, DD ?)

Body:

Candidate information

NAME

Given/First Name
Middle Name
Middle Initial
Surname/Last Name

Preferred Name
ADDRESS
Street Number
Street
Address Line 1
Address Line 2
Unit Number/Box Number
City/Town
State/Province/District
Postal Code
Country
PHONE (allow multiple instances)
Country code
area code
number
Type (home, Mobile)
preferred (y/n)
EMAIL (allow multiple instances)
email address
type (personal.work)
preferred (y/n)

Job Entries (allow multiple instances)

Job Title
Company (does this need location/phone info?)
start date
year
month
day
end date
year
month
day

Manager/Supervisor

Name
Title
email

Reason for leaving

Job Responsibilities/Achievements (allow multiple instances)

Extra Notes