



JobDiva Integration Guide for ZoomInfo Talent

For administrators setting up the ZoomInfo Talent integration with JobDiva

Obtain Integration Credentials	2
Obtain a JobDiva Client ID	2
Create a JobDiva API User	2
Configure the Connection	2
Configure Integration Settings	5
Configure Export Preferences	6
Configure Custom Mapping	7
Add or Remove Fields	8
Personal Phone and Email Mapping	8
Set a Hierarchy for ZoomInfo Data Within a Single JobDiva Field	8
Test and Save	9
View and Manage Connected Integrations	10
Enable User Connections	10

ZoomInfo Talent helps recruiters find, organize, and connect with the right candidates using ZoomInfo's data. An admin can connect the JobDiva integration to enable their organization's recruiters to export candidates and manage them in JobDiva.

To get connected:

1. A JobDiva admin obtains the required credentials for the integration.
2. A ZoomInfo Talent admin establishes the connection to JobDiva and configures export and custom mapping settings for their organization.
3. The admin enables their organization's users to connect to JobDiva.
4. Users are connected to JobDiva and can begin exporting candidates.

Obtain Integration Credentials

The integration between ZoomInfo Talent and JobDiva requires a:

- Client ID
- Dedicated API username and password

Obtain a JobDiva Client ID

Contact JobDiva Support to obtain a Client ID to use for your integration.

Create a JobDiva API User

Before configuring the connection, a JobDiva admin must establish a dedicated API username and password. These credentials are then used to authenticate the connection between ZoomInfo Talent and JobDiva. Your organization's users will then use this connection to export candidates to JobDiva.

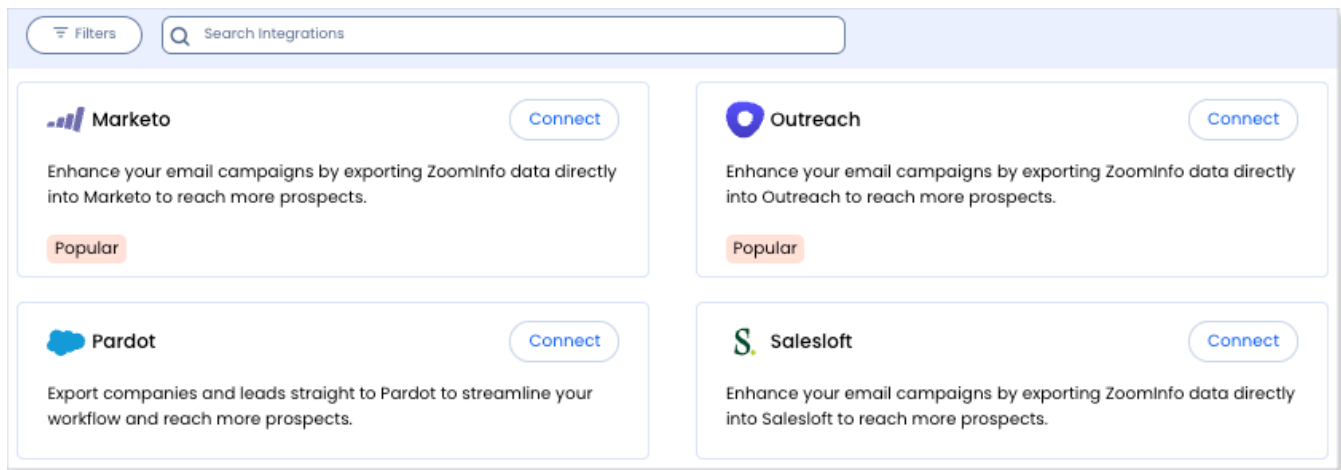
In JobDiva:

1. Navigate to **Settings > My Team > Add User**.
2. Add a new user.
3. Select the **Only allow to access JobDiva API Calls** permission for the user.

Configure the Connection

With the API key in hand, and using the same JobDiva admin email address used to obtain the key:

1. Login to ZoomInfo and select **Admin Portal** from the waffle menu.
2. Click **Integrations > Connections** then click the **All Integrations** tab.



3. Use the **Filters**, or **Search integrations** options to find your integration.
4. On the tile for your integration, click **Connect**.
5. Provide the JobDiva Client ID and API user credentials.

A screenshot of a modal dialog box titled 'Connect to JobDiva'. The dialog has a close button (X) in the top right corner. Inside, there is a JobDiva logo and the text 'Connect Your JobDiva Account'. Below this, it says 'Please enter your JobDiva Client ID, API Username and API Password below'. There are three input fields: 'Client ID:', 'API Username:', and 'API Password:'. At the bottom of the dialog, there are two buttons: 'Connect JobDiva' and 'Cancel'.

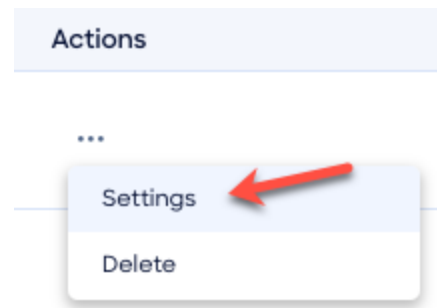
6. Click **Connect JobDiva**.

Configure Integration Settings

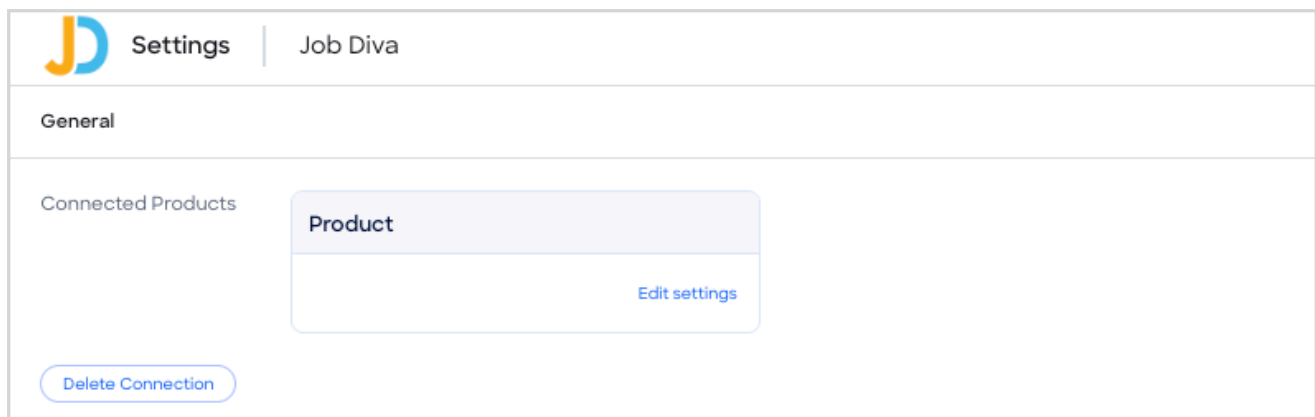
Once your integration is connected, you can configure the settings, including export preferences and mapping:

To access the **Settings** page for your integration:

- Click **Edit Settings** from the connection success message.
- If you've already closed the connection success message, navigate to the **Connected** tab and click ... > **Settings** in the **Action** column.



The **Settings** page displays.



From this page, click **Edit settings** to begin configuring your integration.

Configure Export Preferences

ZoomInfo admins can configure export preferences and limit the objects that can be exported:

1. Click the **Export** tab.
2. Select each object type you want your users to be able to export to JobDiva and configure any options.

The screenshot shows the 'Export' tab in the ZoomInfo interface. At the top, there are tabs for 'Mapping' and 'Export', with 'Export' being the active tab. A 'Save Changes' button is located in the top right corner. Below the tabs, the section is titled 'Export Preferences' with a link 'Back to default preferences' on the right. A subtitle reads 'Select which object types your users are allowed to export to JobDiva?'. The main content area is divided into three sections, each with a checkbox and a dropdown arrow on the right:

- Candidates**: This section is expanded. It contains a text input field for 'Max number of candidates a user can export to JobDiva at a time (up to 2,000):' with the value '2000'. Below this, under 'Create and Update Rules:', there are four toggle switches: 'Create new Candidates' (checked), 'Allow Candidate duplicate creation' (unchecked), 'Update existing Candidates' (checked), and 'Allow users to export candidates directly to jobs and hotlists' (checked).
- Contacts**: This section is collapsed.
- Accounts**: This section is collapsed.

Note: You can adjust the maximum number of records a user can export.

3. Click **Save Changes** to apply the changes for all users in your organization's ZoomInfo instance.

Configure Custom Mapping

Click the **Mapping** tab.

MappingExport

Save Changes

CandidatesContactsAccounts

Set the universal default currency for mapping (All record types) to: USD United States Dollar

Mapping

ZoomInfo Field	JobDiva Field	Example	Update Option
* First Name	First Name	e.g. Hila	Complete if mi...
* Last Name	Last Name	e.g. Nir	Complete if mi...
Supplemental Email	Email	-	Complete if mi...
Email Address	Alternate Email	e.g. hila.nir@zoominfo.com	Complete if mi...
Mobile Phone Number	Cell Phone	-	Complete if mi...

Reset All

+ Add FieldTest Mapping

On the **Mapping** tab, use the **Candidates**, **Contacts**, and **Accounts** tabs to review the default mappings for each object type and make any mapping changes.

Field	Description
ZoomInfo Field	Available ZoomInfo fields. Required fields are marked with an asterisk (*).
JobDiva Field	Available JobDiva fields. These fields are retrieved directly from your JobDiva instance.
Update Options	Select an option: Complete if missing (default) - Only complete with ZoomInfo data if none exists in JobDiva. Overwrite field - Overwrite existing data in JobDiva with ZoomInfo data.

Add or Remove Fields

Add fields by clicking **Add Row** at the bottom of the field list. Each field that you add must be mapped to a corresponding field in your integration.

Click the  trash icon to remove any fields that you do not want to map.

Personal Phone and Email Mapping

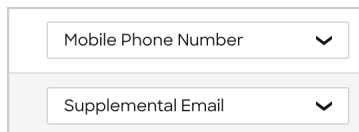
The default mapping for the JobDiva integration for ZoomInfo Talent is specific to talent acquisition use cases. For example, the phone and email mappings for contacts are focused on personal contact information instead of business contact information.

In ZoomInfo:

- A contact's business email address is stored in the **Email Address** field, and the personal address is stored in the **Supplemental Email** field.
- A contact's business phone number is stored in the **Phone** field, and the personal phone number is stored in the **Mobile Phone Number** field.

In ZoomInfo Talent:

Because recruiters typically want to engage with candidates through personal channels, we have included the **Mobile Phone Number** and **Supplemental Email** fields in the default mapping.



A screenshot showing two dropdown menus. The top one is labeled 'Mobile Phone Number' and the bottom one is labeled 'Supplemental Email'. Both have a downward arrow icon on the right.

If you want to also map the business email and phone number, you can click **Add Row** and map the ZoomInfo **Email Address** and **Phone** fields to corresponding fields in your integration.

Set a Hierarchy for ZoomInfo Data Within a Single JobDiva Field

In some cases, you may want multiple ZoomInfo fields to be stacked hierarchically within a single JobDiva field. For example, you want to import the ZoomInfo **Supplemental Email** (personal) and **Email Address** (business) fields into the JobDiva **Email Address** field.



A screenshot showing two rows of field mapping. The first row shows 'Supplemental Email' mapped to '1 Email'. The second row shows 'Email Address' mapped to '2 Email'. Each mapping is shown with a dropdown menu on the left, an arrow pointing right, and another dropdown menu on the right.

In this example:

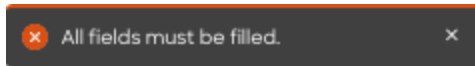
- When contacts are exported to JobDiva, **Supplemental Email** will map to **Email**.
- If a contact has both a **Supplemental Email** address and business **Email Address** in ZoomInfo, the first occurrence of the JobDiva field will be denoted with number 1, and the second will be number 2.
- If a specific contact does not have a **Supplemental Email** in ZoomInfo, we will send the business **Email Address** field to the **Email** field in JobDiva.

Test and Save

Before saving your mapping changes, click **Test Mapping** to export and delete a test record using your current settings.

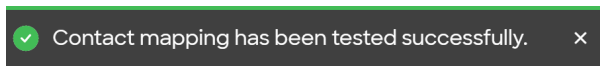


- If the test record cannot be created, this is typically due to an error in the mapping settings. For example, mappings cannot be saved with a blank field.



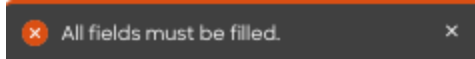
Adjust the settings and click **Test Mapping** again.

- If the test is successful, a notification displays.



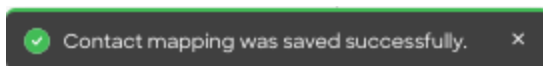
After performing a successful test mapping, click **Save Changes**.

- If the mappings are not set correctly, an error notification displays indicating the adjustments needed.



Remove any unfilled rows and click **Save Changes** again.

- If mappings are correctly configured, a success notification displays.



View and Manage Connected Integrations

Once you've connected one or more integrations, you can view and manage them on the **Connected** tab of the **Admin Portal > Integrations > Connections** page.

Connected 19 All Integrations [+ New Integration](#)

To maximize your experience, ZoomInfo now connects with the apps and products your organization is already using. Search, add, and manage your integrations here.

Integration Name	Date Connected	Category	Actions
 PC Recruiter	Jun 13, 2022	ATS	...
 Salesloft	Oct 10, 2022	Sales/Marketing	...
 HubSpot	Oct 31, 2022	CRM	...
 Salesforce	Dec 2, 2022	CRM	...

On this page, you can:

1. Use the toggle to turn an integration on or off for users in your organization. Toggling an integration to off does not affect the mapping and export settings you've configured.
2. Update the settings for an integration by clicking the integration name, or by clicking ... > **Settings** in the **Action** column.
3. Delete a connected integration (including any mapping and export settings you've configured) by clicking ... > **Delete** in the **Action** column.

Enable User Connections

The authentication between ZoomInfo Talent and JobDiva is done at the organization level. As an admin, once you establish the connection and turn it on for all users, your organization's users are automatically connected and can export to JobDiva.

1. Add your organization's users under **Admin Portal > User Management > Users**.
2. Under **Admin Portal > Integrations > Connections**, toggle on the JobDiva integration from the **Connected** tab.

Users can export ZoomInfo contacts as JobDiva Candidates, or add them to a Hotlist or Job.