

In this usage guideline, we will be explaining how you can use the Google Indexing API add-on to get your website's job pages crawled immediately rather than having to wait!

We are using the [Google Indexing API](#) in this add-on so you can read about the complete configuration process from [Prerequisites for the Indexing API](#).

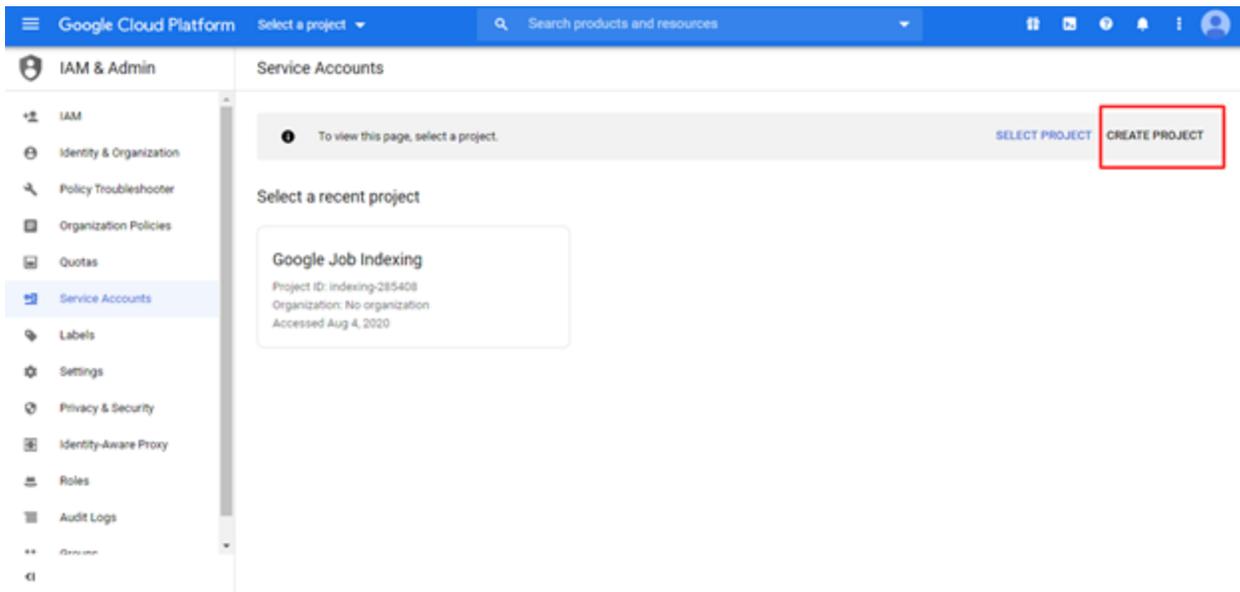
You can also read our guide below for the configuration of the Google Indexing API add-on

Step 1: Plugin Installation

Download and install the Google Indexing API add-on on your website.

Step 2: Create a Service Account

- Open the Service Accounts Page. Click on **Create Project** to create a new project.



- Write a project name and then click on **Create button**

Google Cloud Platform

Search products and resources

New Project

You have 8 projects remaining in your quota. Request an increase or delete projects. [Learn more](#)
[MANAGE QUOTAS](#)

Project name *
SJB indexing Project

Project ID: sjb-indexing-project. It cannot be changed later. [EDIT](#)

Location *
No organization [BROWSE](#)

Parent organization or folder

CREATE CANCEL

- Create a service account by clicking on the button **Create Service Account**.

Google Cloud Platform

SJB indexing Project

Search products and resources

IAM & Admin

Service accounts **+ CREATE SERVICE ACCOUNT** DELETE [SHOW INFO PANEL](#)

Service accounts for project "SJB indexing Project"

A service account represents a Google Cloud service identity, such as code running on Compute Engine VMs, App Engine apps, or systems running outside Google. [Learn more about service accounts](#)

Organization policies can be used to secure service accounts and block risky service account features, such as automatic IAM Grants, key creation/upload, or the creation of service accounts entirely. [Learn more about service account organization policies](#)

Filter table

<input type="checkbox"/>	Email	Status	Name ↑	Description	Key ID	Key creation date	Actions
No rows to display							

- Enter the service account name and description and then click a **Create** button.

IAM & Admin

Create service account

- IAM
- Identity & Organization
- Policy Troubleshooter
- Policy Analyzer
- Organization Policies
- Service Accounts**
- Workload Identity Federat...
- Labels
- Tags
- Settings
- Privacy & Security
- Identity-Aware Proxy
- Roles
- Audit Logs
- Manage Resources
- Release Notes

1 Service account details

Service account name
SJB Service

Display name for this service account

Service account ID *
sjb-service

Email address: sjb-service@sjb-indexing-project-350009.iam.gserviceaccount.com

Service account description
In this account SJB Job Indexing

Describe what this service account will do

CREATE AND CONTINUE

2 Grant this service account access to project (optional)

3 Grant users access to this service account (optional)

DONE

CANCEL

- Select a role of owner and click on the **Continue** button.

The screenshot shows the Google Cloud Platform IAM & Admin console for the 'SJB Indexing Project'. The left sidebar lists various IAM & Admin tools, with 'Service Accounts' selected. The main content area is titled 'Create service account' and shows a progress indicator with three steps:

1. Service account details (Completed)
2. Grant this service account access to project (optional) (Active)
3. Grant users access to this service account (optional) (Upcoming)

Step 2 includes a text description: 'Grant this service account access to SJB Indexing Project so that it has permission to complete specific actions on the resources in your project. [Learn more](#)'. Below this is a table for adding roles:

Select a role	Condition
<input type="text"/>	Add condition

Below the table is a '+ ADD ANOTHER ROLE' button. A 'CONTINUE' button is located below the table. Step 3 has 'DONE' and 'CANCEL' buttons.

Google Cloud Platform SJB Indexing Project Search Products, resources, docs (/)

IAM & Admin

- IAM
- Identity & Organization
- Policy Troubleshooter
- Policy Analyzer
- Organization Policies
- Service Accounts**
- Workload Identity Federat...
- Labels
- Tags
- Settings
- Privacy & Security
- Identity-Aware Proxy
- Roles
- Audit Logs
- Manage Resources
- Release Notes

Create service account

1 Service account details

2 Grant this service account access to project (optional)

Grant this service account access to SJB Indexing Project so that it has permission to complete specific actions on the resources in your project. [Learn more](#)

Select a role Condition

Filter [Type to filter]

Quick access	Roles
Currently used	Owner
Basic	
By product or service	
Access Approval	
Access Context Manager	
Actions	

3 G... (optional)

DONE

MANAGE ROLES

After that press the done button.

- Click on the service account details.

The screenshot shows the Google Cloud Platform IAM & Admin console. The left sidebar lists various IAM & Admin tools, with 'Service Accounts' selected. The main content area displays 'Service accounts for project "SJB indexing Project"'. Below this, there is a table with columns: Email, Status, Name, Description, Key ID, Key creation date, and Actions. The table contains one entry with the email 'sjb-service@sjb-indexing-project.lam.gserviceaccount.com'. A red box highlights this email address, and a red arrow points from the box to the right.

Email	Status	Name	Description	Key ID	Key creation date	Actions
sjb-service@sjb-indexing-project.lam.gserviceaccount.com	Active	SJB Service	It is service account for SJB Job indexing	No keys		⋮

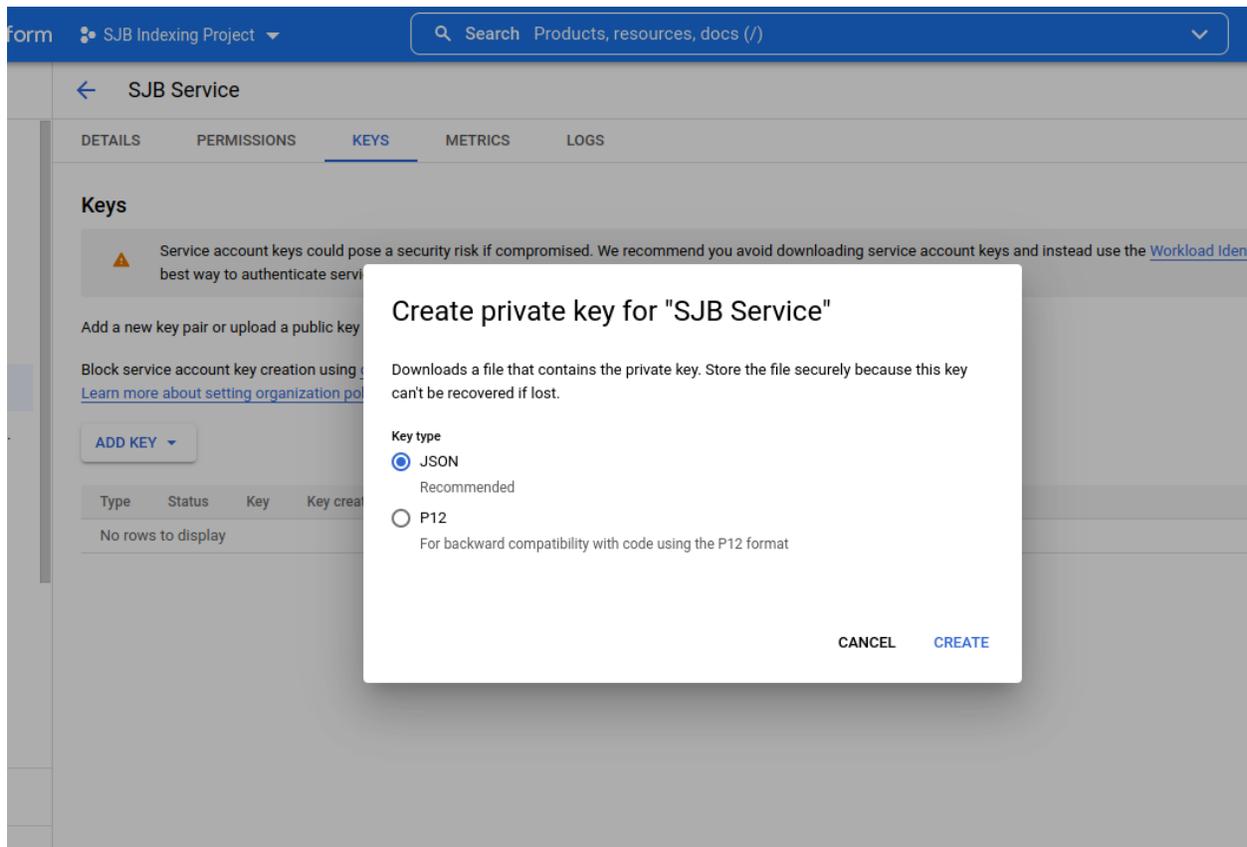
- Copy that email address and save it somewhere. You will need that email address later on.

The screenshot shows the 'Service account details' page for 'SJB Service'. The page includes fields for Name, Description, Email, and Unique ID. The 'Email' field contains 'sjb-service@sjb-indexing-project.lam.gserviceaccount.com'. A red box highlights this email address, and a red arrow points from the box to the right with the text 'Copy this email and save it somewhere.' Below the email field, there is a 'Service account status' section indicating the account is currently active, with a 'DISABLE SERVICE ACCOUNT' button and a 'SHOW DOMAIN-WIDE DELEGATION' link.

- Click on **Create new key** button.

The screenshot shows the Google Cloud Platform console interface. At the top, there is a blue header with the Google Cloud Platform logo, the project name 'SJB Indexing Project', and a search bar. Below the header, the left sidebar shows the 'IAM & Admin' menu with 'Service Accounts' selected. The main content area is titled 'SJB Service' and has tabs for 'DETAILS', 'PERMISSIONS', 'KEYS', 'METRICS', and 'LOGS'. The 'KEYS' tab is active and highlighted with a red box. Below the tabs, there is a warning message: 'Service account keys could pose a security risk if compromised. We recommend best way to authenticate service accounts on Google Cloud [here](#).' Below the warning, there is a section titled 'Keys' with instructions: 'Add a new key pair or upload a public key certificate from an existing key pair.' and 'Block service account key creation using [organization policies](#). [Learn more about setting organization policies for service accounts](#)'. Below the instructions, there is an 'ADD KEY' button with a dropdown arrow. The dropdown menu is open, showing three options: 'Create new key' (highlighted with a red box), 'Upload existing key', and 'Key creation date' (disabled). Below the dropdown, there is a table with two columns: 'Key creation date' and 'Key expiration date'.

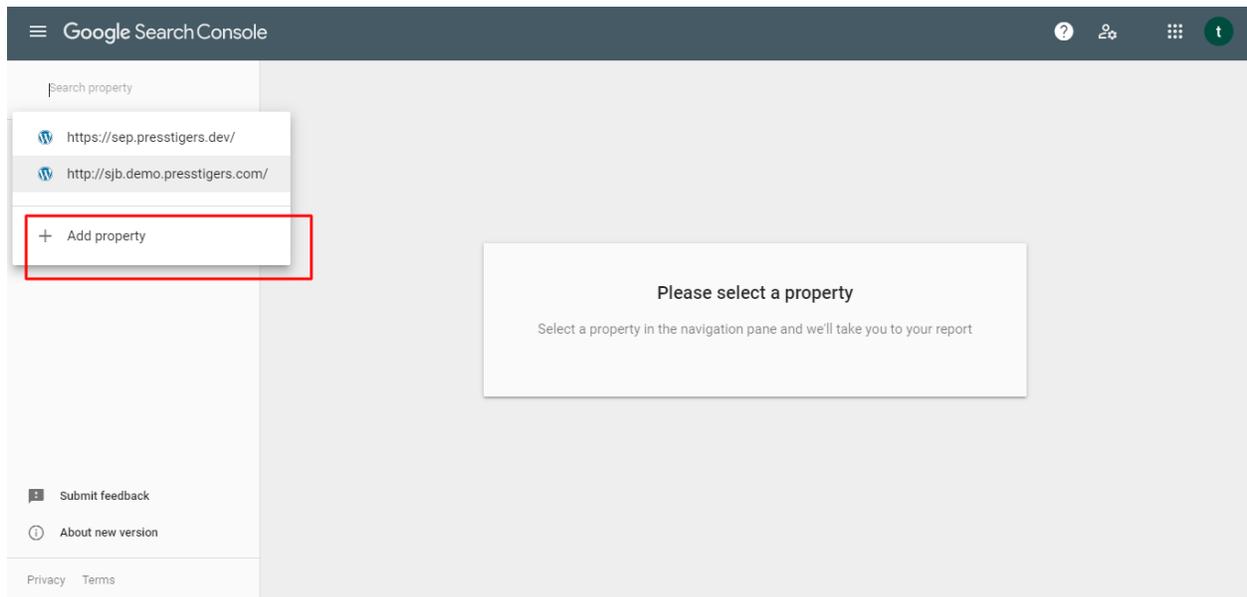
- Create a Private Key in JSON format and save it on your computer. You will need that JSON key later on.



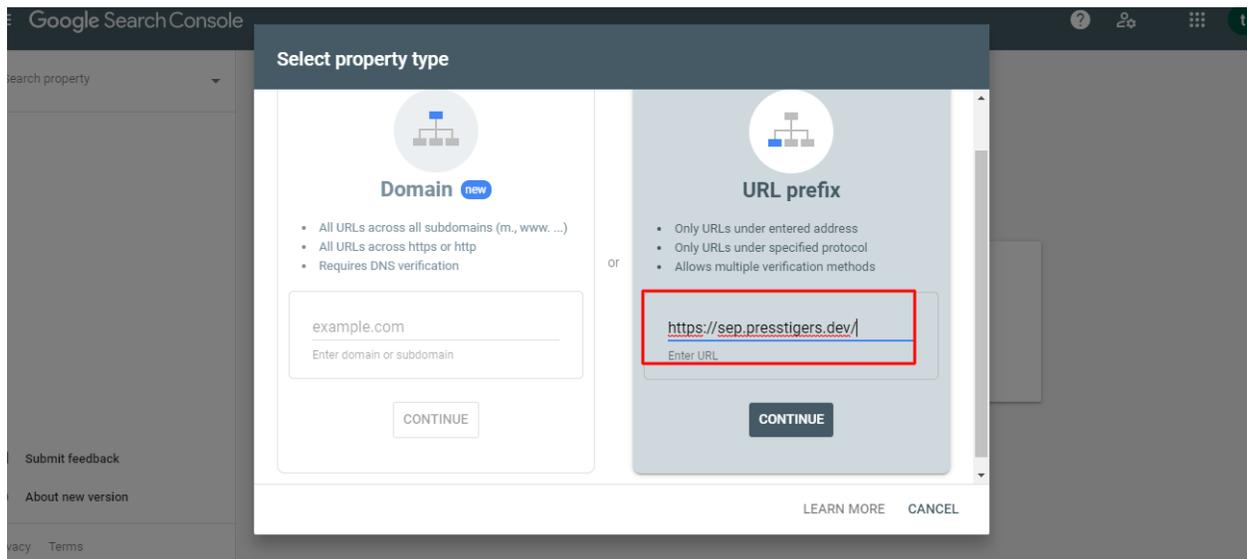
Step 3: Verify site ownership in Search Console

To verify ownership of your site:

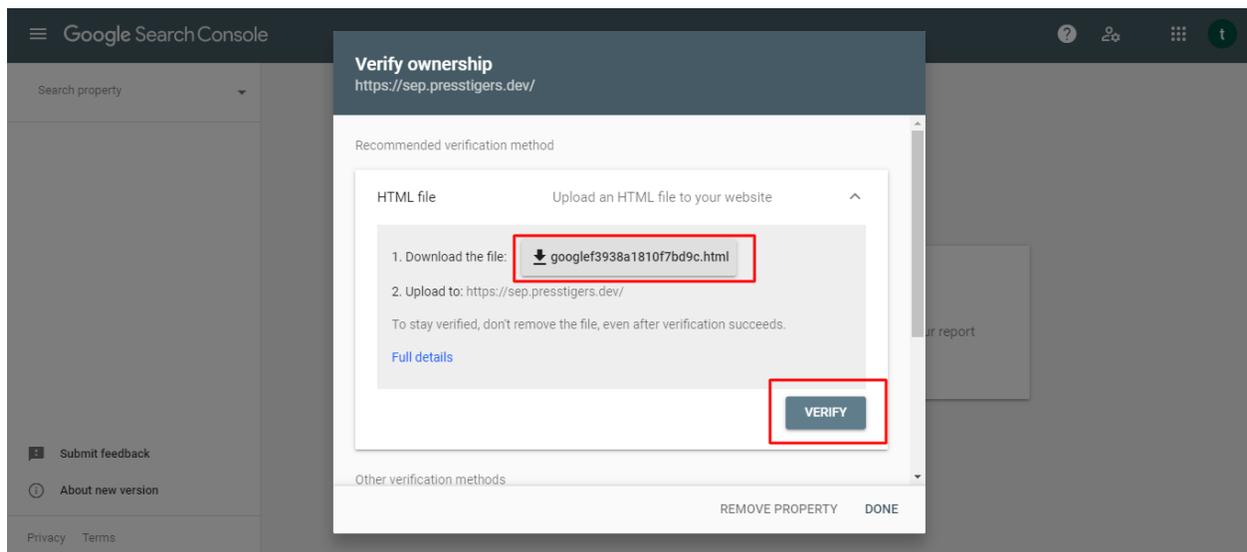
- Create a property for your website or select property from google [Google Search Console](#)



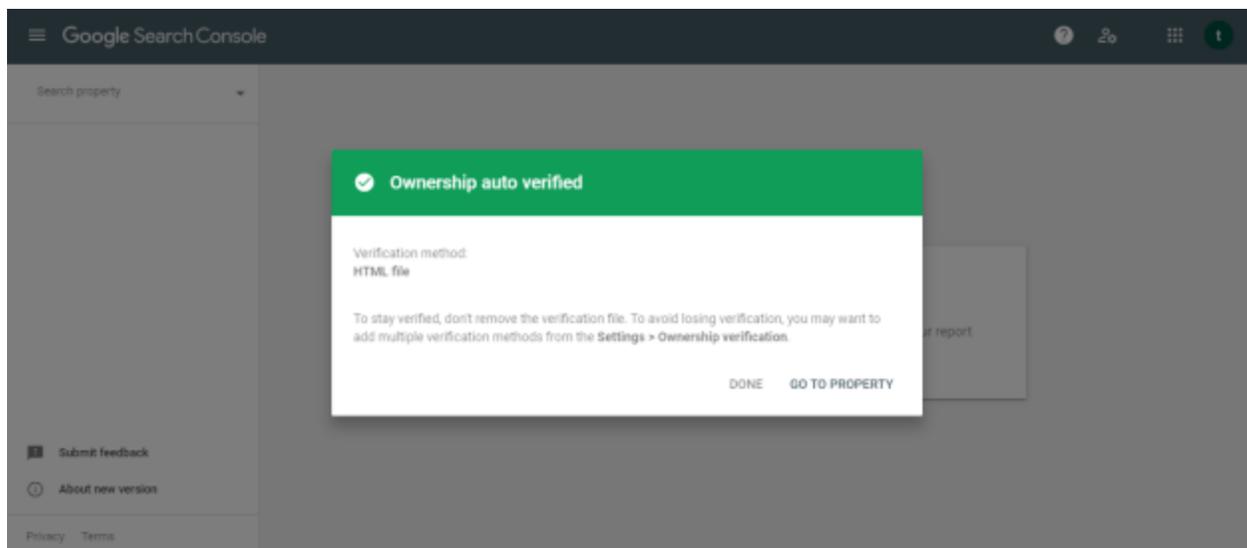
- Add your website prefix and press the Continue button.



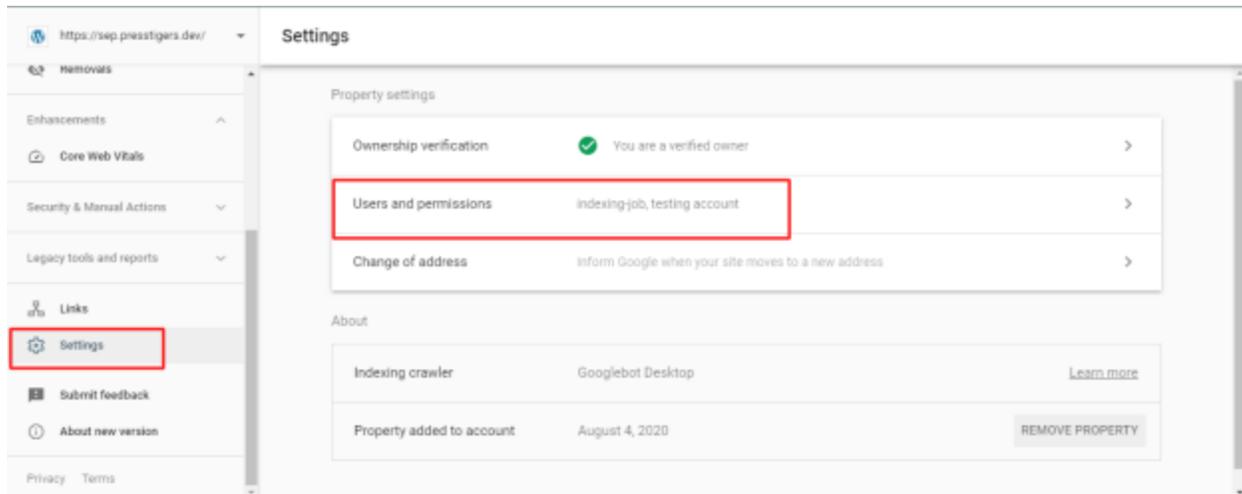
- Download the file and put it in the root directory of your website. It is for the verification of ownership. After putting that file press the Verify button.



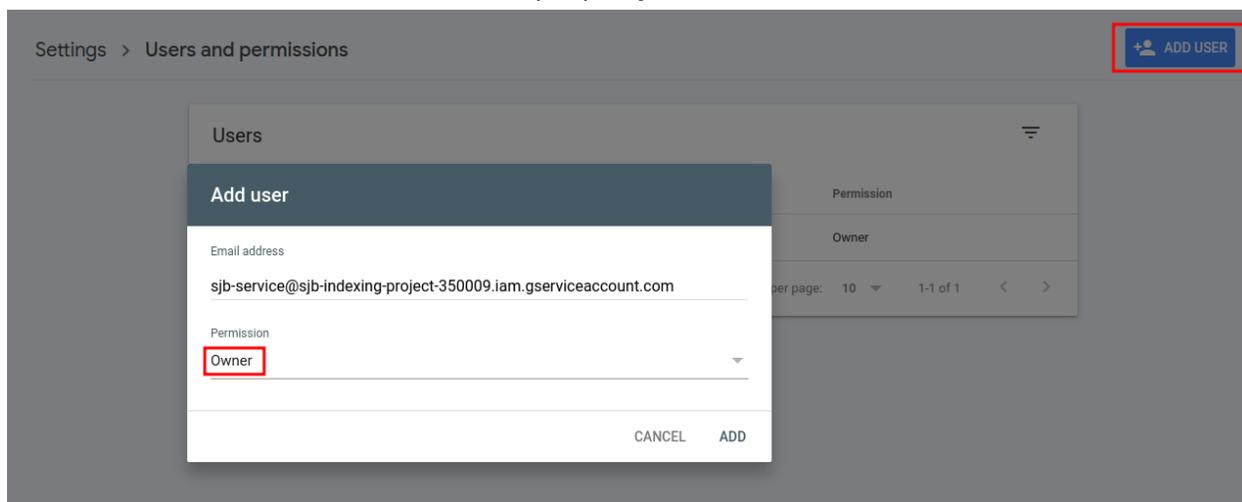
- You will receive the below message upon successful verification.



- Press settings from the left side and click on users and permission at right side.



- Add the email address which you copied in the previous step and click on add an owner. You will then become the owner of the property.



Step 4: Enable Google indexing API

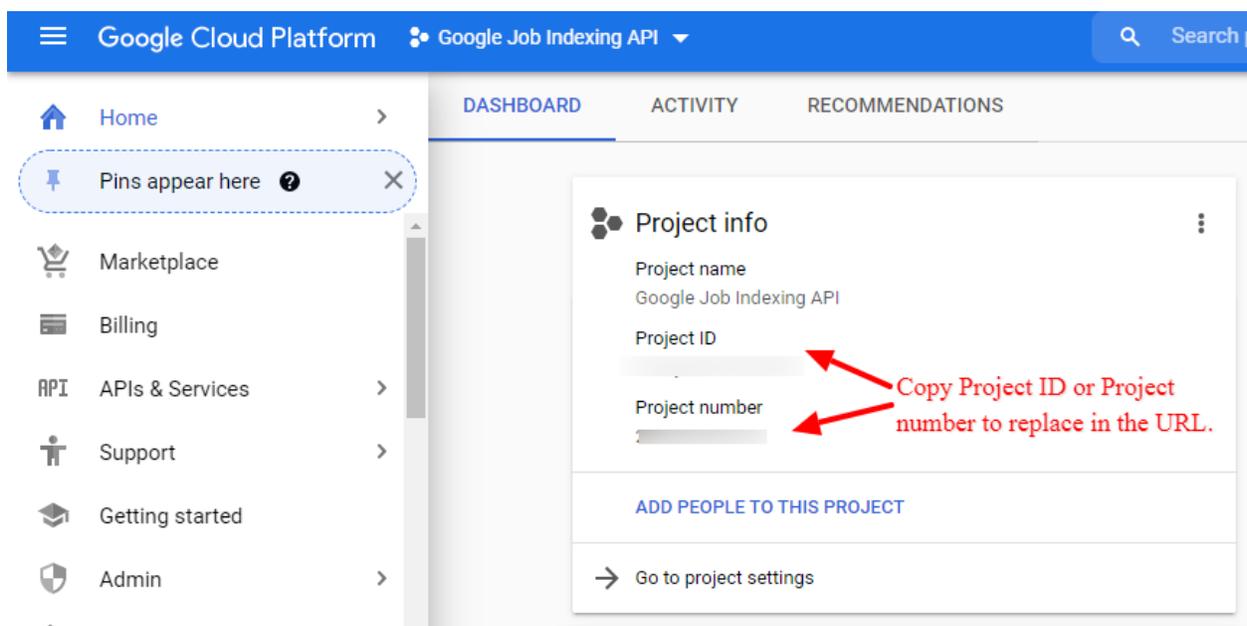
Make sure that you have enabled the Google indexed API for the Google account that you are using for configuration.

You can do this from the following link: <https://console.developers.google.com/>

OR

Please enable it by visiting the following link and replacing **{project_id}** with your Project ID or Project Name as shown below screenshot.

https://console.developers.google.com/apis/api/indexing.googleapis.com/overview?project={project_id}



Click the "Enable" button.



Indexing API

Google

Notifies Google when your web pages change.

ENABLE

TRY THIS API [↗](#)

OVERVIEW

DOCUMENTATION

Step 5: Add the JSON Key

Open the JSON file and copy the JSON Key and paste it in your website dashboard -> Job Board -> Settings -> Google Indexing API -> JSON key field. Enable the indexing API checkbox and save the settings.

The screenshot shows the WordPress Settings page for the Google Indexing API. The 'Settings' tab is selected, and the 'Google Indexing API' sub-tab is active. The 'Enable Google Job Indexation' checkbox is checked. The 'JSON Key' field contains a long alphanumeric string. A 'Save Changes' button is visible at the bottom.

```
[
  "type": "service_account",
  "project_id": "indexing-285408",
  "private_key_id": "57253c03ce481642a9f2994b57b5a586c5f8b6c",
  "private_key": "-----BEGIN PRIVATE KEY-----
  \nMIEVQIBADANBgkqhkiG9w0BAQEFAASCBAQwggSjAgEAAoIBAQCXy2qDN6hVFeInQ7W/XY0q9/1stfJud4tQAic50hXSRJwYHvF3tgezW+J
  tgJA+OYESAMa6QJv15lnAUAKVeCv8dmMGq1OC+UJLEpVKN8Q7MLUoEoqXwyj0055fx1343Zch+k0GKbT6g/nkMIOMoCZITv6e7qjOoTHP2
  abagUhuaa6Yru57vO1+00ytG2otVLZpIBcvTmHIOaYneFQC/Wc2LvkfCnFPXTEVF2D+2aRLe58vN4Cu6x22aLVj94cKSY0aWBE9k2gXyPTNk
```

Step 6: Add New Job

Whenever you will add/ Edit a new job from the WordPress dashboard, make sure that you pass all details about the job so that google register it as a job.

- Dashboard
- Posts
- Media
- Pages
- Comments
- Job Board**
- All Jobs
 - Add New
 - Job Categories
 - Job Types
 - Job Locations
 - Applicants
 - Settings
 - Wizard
 - Add-ons
- Appearance
- Plugins
- Users
- Tools
- Settings
- Collapse menu

WordPress Developer

WordPress developer description

Job Features	^	v	▾
Application Form Fields	^	v	▾
Job Data	^	v	▾

Job Block X

Excerpt ▾

Discussion ▾

Post Attributes ▾

Location Details ^ ▾ ▲

Street Address

City

Address Region(State/Province)

Postal Code

Country

Currency

Salary