

APPLY NOW

Entry Level Online Assistant Work from Home | \$25-\$35/hr | Fully Remote

Description

Job Title: Entry-Level Remote Assistant
Pay Rate: \$25-\$35/hour
Location: Work from Anywhere – Fully Remote
Schedule: Flexible – 15-30 hrs/week
Experience Needed: None
Education Required: No degree required

Job Overview

Our client is onboarding new **Entry-Level Remote Assistants** to support digital operations across multiple teams and time zones. If you're searching for "**entry level remote jobs no experience**," this is a great opportunity to earn real income while building digital work experience from the ground up—no background or résumé needed.

This role is designed for first-time remote workers looking to get started with structured, task-based assignments in a non-phone, supportive environment.

Your Day-to-Day Tasks

You'll receive task batches based on your availability and project alignment. All work is performed asynchronously with full training, templates, and examples provided during onboarding.

Key responsibilities include:

- Responding to customer inquiries via chat platforms using saved replies
- Tagging content uploads and documents for categorization
- Reviewing files for formatting errors, broken links, or duplicate entries
- Updating listings, spreadsheets, or digital libraries
- Preparing short daily summaries or shift logs
- Uploading documents and flagging issues for internal review

Hiring organization

Work From Home Chat Support

Employment Type

Full-time, Part-time

Industry

Customer Service

Job Location

Remote work from: United States; Canada; Australia; United Kingdom; New Zealand; Ireland; Scotland; Sweden; Belgium; Spain; Czech Republic; Brazil; France; India; South Africa; Denmark; Germany; Philippines; Mexico; India; Indonesia; Alabama, USA; Alaska, USA; Arizona, USA; Arkansas, USA; California, USA; Colorado, USA; Connecticut, USA; Delaware, USA; Florida, USA; Georgia, USA; Hawaii, USA; Idaho, USA; Illinois, USA; Indiana, USA; Iowa, USA; Kansas, USA; Kentucky, USA; Louisiana, USA; Maine, USA; Maryland, USA; Massachusetts, USA; Michigan, USA; Minnesota, USA; Mississippi, USA; Missouri, USA; Montana, USA; Nebraska, USA; Nevada, USA; New Hampshire, USA; New Jersey, USA; New Mexico, USA; New York, USA; North Carolina, USA; North Dakota, USA; Ohio, USA; Oklahoma, USA; Oregon, USA; Pennsylvania, USA; Rhode Island, USA; South Carolina, USA; South Dakota, USA; Tennessee, USA; Texas, USA; Utah, USA; Vermont, USA; Virginia, USA; Washington, USA; West Virginia, USA; Wisconsin, USA; Wyoming, USA

No meetings. No live calls. Just clear, structured tasks you complete on your schedule.

What Makes This Job a Fit for You

- You're just getting started with remote work and want clear guidance
- You prefer non-phone tasks with no real-time pressure
- You're detail-oriented and like working independently
- You need flexible hours to work around school, caregiving, or other gigs
- You want a real job—not surveys, freelancing platforms, or temp gigs

Base Salary

\$ 25 - \$ 35

Date posted

April 29, 2026

Valid through

01.01.2029

Minimum Requirements

- Internet connection (10 Mbps or higher)
- Laptop or desktop (Windows, Mac, or Linux)
- Typing speed: 40+ WPM
- Ability to read and follow written instructions
- Availability for 15–30 hours per week
- Written English proficiency

Compensation & Perks

- Hourly pay: **\$25–\$35/hour**
- Weekly or biweekly pay via PayPal, Wise, or bank transfer
- Paid training and onboarding
- Flexible scheduling around your timezone and life
- No phone work or Zoom meetings
- Optional advancement into review, QA, or training roles after 30–60 days

A Typical Shift

You start your shift at 6 PM, handle 10 support tickets using saved chat templates, tag 50 new customer uploads for content accuracy, and flag 2 files for review. You complete your task summary and finish your shift quietly and efficiently—no meetings, no phone calls, no pressure.

Testimonials from Entry-Level Workers

"This was my first remote job ever. I didn't know how to start, but the training made it easy. I now work 20 hours a week and it fits perfectly around school." – Ismail K., Turkey

"I thought entry-level meant low pay. This role proved me wrong—I work from home, on my own schedule, and I'm finally earning what I'm worth." – Fiona L., Nigeria

FAQs

Q: Can I apply if I've never worked remotely before?

Yes. This job is designed specifically for first-time remote workers.

Q: Is it available worldwide?

Yes. As long as you meet the tech requirements, you can work from anywhere.

Q: Is this a phone job?

No. All work is written and delivered through task dashboards.

Q: Are there fixed hours?

No. You choose your preferred availability, and task batches are assigned accordingly.

Apply Now

If you're looking for a reliable way to start your remote career with full flexibility, paid training, and **\$25–\$35/hour** pay—**click the Apply Now button** to get started. No experience required, just a willingness to learn and follow directions. Positions open weekly.



Disclosure

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