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Find Writers Online – Remote Kindle Publishing Collaboration Assistant

Description
Position Summary
A global content development client is actively seeking remote collaboration assistants to support its nonfiction publishing operations on Amazon Kindle. If you've been searching for "find writers online" to team up with, this opportunity flips the script—you won't be finding writers, you'll be supporting them. This role is designed for individuals who want to work behind the scenes in book production, helping organize, polish, and format nonfiction content using a proven, AI-assisted system. No prior writing, publishing, or editing experience is required. Instead, you'll follow structured workflows to assist experienced writers and content strategists in preparing digital books for Kindle release. This is a fully remote freelance role with project-based pay, ideal for individuals seeking flexible, at-home work that builds valuable publishing skills.

Core Responsibilities
As a Kindle Publishing Collaboration Assistant, you will play a key role in the content assembly and delivery pipeline. Your responsibilities include:
– Coordinating with content managers to receive briefs, outlines, and AI-generated drafts
– Organizing written material into approved formatting templates using tools provided
– Editing content for readability, flow, and structure (not grammar or creative writing)
– Assisting with keyword optimization and Amazon metadata formatting
– Preparing manuscript files for final Kindle-ready formatting and upload
– Ensuring timely project completion and quality adherence

Every step of the process is documented, and training materials are provided to help you learn the workflow, tools, and best practices quickly.

What a Typical Project Looks Like
You'll work in a team setting with distributed writers and AI content tools. Here's how a standard book project flows:

1. **Outline & Research Sync:** You receive a nonfiction topic, detailed chapter layout, and access to curated research.
2. **AI Content Coordination:** Using built-in tools, the writer or strategist generates the first draft with your oversight.
3. **Formatting & Cleanup:** You use provided templates to ensure consistent structure, add headers, correct spacing, and apply the approved tone guide.
4. **Metadata & Submission:** You complete title optimization, keyword tags, and upload the book for review.

Hiring organization
Remote Amazon Writers No Experience Needed

Employment Type
Full-time, Part-time, Contractor

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

Each project typically spans 2–3 working days, with flexible scheduling.

Ideal Candidate Profile
– Comfortable working in remote environments and coordinating through tools like Google Docs, Trello, or Notion
– Enjoys process-oriented tasks and structured workflows
– Doesn't mind repetitive formatting duties and publishing checklists
– Interested in digital publishing, Kindle content creation, or online book marketing
– Has basic grammar knowledge and editing comfort, though this is not a copywriting role
– Self-motivated and able to manage solo task queues with minimal supervision

Qualifications
– No college degree or formal training required
– Must be fluent in English and comfortable reading/editing nonfiction
– Must have a computer with internet access and be familiar with cloud-based tools (Google Workspace, etc.)
– Previous experience with Kindle publishing or formatting is a plus, but not required

Tools Provided
– Pre-designed Kindle formatting templates
– Keyword and title generation software
– AI content review platform
– Metadata builder for Amazon descriptions
– Complete video onboarding and checklist documentation

Pay and Perks
– Flat-rate per-project compensation ($85–$135 typical range)
– Weekly payouts with no hourly tracking
– Remote access—work from anywhere, anytime
– Priority assignments available after successful trial phase
– Role progression into content strategist or metadata specialist possible

What This Isn't
– This is not a creative writing role—you will not be responsible for generating original prose
– This is not a full-time W-2 job—this is a freelance contractor arrangement
– This is not a client-facing gig—you'll work behind the scenes, supporting publishing operations

Frequently Asked Questions

Do I need to be a writer to qualify?
No. While you'll be working on nonfiction book projects, your role is focused on formatting, reviewing, and organizing content. You'll assist writers, not replace them.

Is this an AI-related job?
Yes, but not in a technical way. You'll work with AI-generated content as part of the publishing process. Your role is to ensure that content aligns with publishing guidelines and formatting standards.

Can I do this part-time?
Yes. Many assistants choose to complete 1–2 projects per week. There's no minimum requirement once you're onboarded.

Are there deadlines?

Base Salary
$ 8000 - $ 10000

Date posted
May 28, 2025

Valid through
01.01.2029

Yes. Each project has a soft deadline of 3–5 days, but scheduling is flexible.

Can I work with other clients at the same time?
Yes. This is a freelance, project-based arrangement. You can take on as many or as few assignments as your schedule permits.

How long does onboarding take?
Most new assistants complete onboarding in 1–2 days. It includes watching walkthroughs and submitting a test project for approval.

How to Apply
Click the application link to access onboarding and receive your first test project. Once approved, you'll start receiving paid assignments. No resume or portfolio required—just follow the training, complete your sample, and begin work.

Why This Role Stands Out
If you're tired of low-quality freelance writing jobs, client ghosting, and unpredictable income, this assistant-based publishing role provides stability and structure. With recurring nonfiction book projects, clear instructions, and no need for pitching, you can build a remote work income stream that's both flexible and reliable.

Whether you're an aspiring publishing professional, a remote worker wanting predictable freelance pay, or simply someone who loves content but not content creation, this role offers a grounded way to participate in the Kindle publishing world—without the stress of writing, selling, or self-promotion.

Start today and become a key part of a team producing hundreds of digital books for the global nonfiction market.

Disclosure