

<https://remotejobrecruiting.com/job/flexible-remote-work-assistant-25-35-hr-global-work-from-home-job-with-your-schedule/>

**APPLY NOW**

## Flexible Online Work Assistant Global Remote Opportunity | \$25-\$35/hr

### Description

**Job Title:** Flexible Remote Work Assistant

**Compensation:** \$25-\$35/hour

**Location:** Work from Anywhere – Fully Remote

**Schedule:** You Choose – Days, Nights, or Weekends (15-30 hours/week)

**Experience Required:** None

**Education Required:** Not required

### Job Overview

Our client is hiring entry-level **Remote Work Assistants** to complete structured, written tasks for digital operations projects. If you're looking for "**flexible remote jobs**" that actually let you set your own hours, this is it. You'll receive consistent work, training, and support while working when and where it fits your life.

This is a non-phone role focused on support, content management, and digital workflows. All tools are provided, and training is paid.

### Responsibilities

You'll complete task bundles delivered based on your availability, timezone, and skill level. Assignments are predictable and easy to follow using video and text-based instructions.

### You may handle:

- Sorting digital content or uploads into folders
- Formatting documents using templates in Google Docs
- Reviewing flagged posts for quality or compliance
- Copying data into shared spreadsheets
- Tagging files and media based on project requirements
- Logging task completion updates in shared dashboards

All work is completed independently. You'll never have to hop on calls or attend live

### 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

meetings.

## Who This Is For

- People needing work that adapts to their life—not the other way around
- Stay-at-home caregivers, students, night workers, or freelancers
- Individuals new to remote work
- Anyone who values quiet, focused jobs with predictable pay

### Base Salary

\$ 25 - \$ 35

### Date posted

April 29, 2026

### Valid through

01.01.2029

## Requirements

- Laptop or desktop computer
- Reliable internet (10 Mbps+)
- Typing speed of at least 40 WPM
- Comfort with reading and following instructions
- Available at least 15 hours per week
- Ability to manage your own workflow

## Compensation & Benefits

- **\$25–\$35/hour**, depending on accuracy and reliability
- Weekly or biweekly payments via PayPal, Wise, or bank transfer
- Paid onboarding
- Pick your shifts: mornings, late nights, weekends—your choice
- Bonus pay for consistency and error-free task delivery
- Advancement into specialty roles (QA, formatting, training) after 30+ days

## A Typical Work Session

You log in at 9 PM, handle a batch of flagged user reviews, tag 25 uploaded files, and format three documents for a knowledge base. You wrap up with a brief end-of-shift log. Everything is written, structured, and completed on your own time—no calls or interruptions.

## What People Love About This Job

*“I finally found remote work that fits around my schedule, not the other way around. I work evenings and still have my days free.”* – Davina F., Jamaica

*“This job respects your time and lets you pick your own hours. It’s flexible without*

*being chaotic.” – Jae W., Malaysia*

## FAQs

**Q: Do I have to work a specific shift?**

No. You choose your availability during onboarding.

**Q: Do I need experience with remote work?**

Nope. Training is built for beginners.

**Q: Are there any meetings or calls?**

No. This is a 100% non-phone, written role.

**Q: Can I work from outside the U.S.?**

Yes. This role is open to all qualified applicants worldwide.

## Apply Now

If you're ready to earn **\$25–\$35/hour** doing **flexible remote work** on your terms, this is your chance. **Click the Apply Now button** to begin. New onboarding waves are launching weekly.



## Disclosure

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