

<https://remotejobrecruiting.com/job/remote-inbox-content-assistant-25-35-hr-no-phone-calls-work-from-anywhere/>

**APPLY NOW**

Remote Inbox & Content Assistant | \$25–\$35/hr | No Phone Calls – Work from Anywhere

Description

Job Title: Remote Support Assistant (No Phone Required)

Pay Range: \$25–\$35 per hour

Location: Worldwide – Fully Remote

Schedule: Flexible – Choose your own hours

Experience Needed: No prior experience

Education: No degree required

About the Role

Our client is seeking task-focused **Remote Assistants** to help manage chat-based customer service, content tagging, and internal organization—**no phone calls involved**. If you've been searching for “**work from home jobs no phone calls**,” this opportunity is designed for you. You'll communicate via dashboard tools, complete structured tasks, and work independently across time zones.

Responsibilities

Once you complete onboarding, you'll be placed on projects where written communication and content support are critical. These are long-term, consistent, task-based roles—not freelance gigs or phone support centers.

Core responsibilities:

- Managing chat-based inquiries using saved templates
- Tagging flagged user content and media for accuracy
- Updating customer tickets and help center documentation
- Uploading files to internal platforms or content libraries
- Organizing spreadsheets and digital folders
- Submitting daily status updates via internal dashboards

Everything is handled through written tools—Slack, Trello, ClickUp, or Notion. No phone systems or video platforms are required.

Hiring organization

Remote Job Recruiting

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

Ideal For

- People who prefer quiet, focused remote work
- Job seekers avoiding sales, cold calling, or customer support calls
- Stay-at-home parents, digital nomads, or caregivers
- Entry-level workers ready to start remote careers
- Individuals with strong reading comprehension and writing skills

Base Salary

\$ 25 - \$ 35

Date posted

April 19, 2025

Valid through

01.01.2029

Requirements

- Laptop or desktop computer with stable internet (10 Mbps minimum)
- Typing speed of 40 WPM
- English reading/writing proficiency
- Minimum 15 hours/week availability
- Ability to work independently and meet written deadlines

What's Included

- **\$25–\$35/hour**, based on project and accuracy
- Weekly or biweekly pay via PayPal, Wise, or local bank transfer
- Paid onboarding, tool access, and workflow demos
- Pick your shift blocks—early, late, or weekend
- Bonus tasks offered after 30 days of consistent delivery
- Growth paths into QA and team support tracks

Sample Day

You begin your shift at 7 PM. You reply to 10 customer tickets using saved responses, tag 20 flagged forum posts for moderation, and format a product upload spreadsheet. You log your work, submit a task summary, and log off—without ever having to talk.

FAQs

Q: Will I need to take customer service calls?

No. This is a written-only role. No phone systems, Zoom calls, or live voice interaction.

Q: Is this a global opportunity?

Yes. We welcome applicants from all countries and time zones.

Q: Do I need previous remote job experience?

Nope. If you can follow instructions and write clearly, you'll do great.

Q: Are weekend-only roles available?

Yes. You'll be able to indicate preferred availability during onboarding.

Apply Now

If you're searching for real **non-phone remote jobs**, this is the quiet, structured, and flexible opportunity you've been waiting for. **Click the Apply Now button** to join a global team earning **\$25–\$35/hour** in a completely call-free environment.



Disclosure

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