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Remote Work | Lead Generation & CRM Automation Assistant

Description

Looking for a beginner-friendly remote job that doesn't require a degree or experience? This flexible opportunity shows you how to generate leads and automate CRM systems using step-by-step training—perfect for those who want to work from home and build real skills that businesses need.

About This Role

As a Lead Generation & CRM Automation Assistant, you'll be introduced to one of the most in-demand digital skill sets: combining automated systems with client outreach. You'll learn how to set up simple lead generation workflows, organize contact data, and manage client pipelines using intuitive CRM software. No prior experience is needed, and no degree is required. You'll be guided through a structured 5-day challenge that walks you through each task using real-world tools. This is a great starting point for anyone looking to transition into tech, sales, or remote business support without needing advanced training.

Key Responsibilities

Set Up & Manage Lead Generation Workflows

- Use prebuilt templates to generate leads from landing pages and ads
- Organize and tag leads based on behavior, source, and qualification
- Route leads automatically into email or SMS campaigns

Learn CRM Tools & Automations

- Go through the CRM onboarding challenge to understand system features
- Set up and edit automations for follow-up, appointment reminders, and nurturing
- Track lead progress and flag prospects for outreach

Support Outreach & Pipeline Management

Hiring organization

HomeBusinessChannel.com

Employment Type

Full-time, Part-time, Contractor

Industry

Customer Service

Job Location

Remote work from: United States

Base Salary

\$ 2000 - \$ 10000

Date posted

April 29, 2026

Valid through

01.01.2029

- Coordinate lead handoffs between sales and support
- Maintain up-to-date records and notes inside the CRM
- Send prewritten messages to warm leads using email, DM, or text

How Your Day Will Look

Morning

- Complete one module of the 5-Day CRM Automation Challenge
- Review new leads and sort them into appropriate categories
- Schedule or confirm any pending appointments using the CRM calendar

Midday

- Test automation flows and follow up on any leads flagged for manual review
- Reply to inbound messages or inquiries using canned responses
- Join a check-in session or mentorship thread for guidance

Afternoon

- Optimize tags and labels for better filtering
- Share a progress update in the support community
- Plan the next day's lead flow or automation task

Qualifications

No Degree Required

You don't need a marketing background, diploma, or resume stacked with credentials. This is built for people who are just getting started.

No Experience Necessary

Everything is taught step-by-step. You'll learn by doing, and all software is beginner-friendly.

You'll Do Well If You:

- Enjoy organizing data and using checklists
- Are curious about marketing systems or tech tools
- Want a job that builds into a long-term remote career path

How to Succeed in Remote Work

Set Up a Focused Workspace

- Stable internet and a laptop or desktop computer
- Quiet space where you can concentrate on tasks

Follow the System

- The 5-day challenge is your onboarding—treat it seriously
- Complete each module and apply what you learn immediately

Ask for Support

- Use the included community to get feedback
- Don't stay stuck—reach out and implement faster

Benefits

Practical Skill Building

- Learn CRM automation, a high-demand skill for virtual assistants and marketers
- Understand how to structure lead pipelines for different businesses
- Develop experience that translates into freelance, agency, or in-house roles

100% Remote

- Work from home or anywhere you have Wi-Fi
- Flexible schedule and asynchronous workflow
- No micromanagement or mandatory meetings

Built-in Support

- Access to the CRM & Lead Generation Challenge
- Templates, workflows, and automation tools included
- Private community for feedback and Q&A

Frequently Asked Questions

Do I need technical skills?

No. Everything is drag-and-drop and designed for beginners.

Is this role client-facing?

Not initially. You'll work behind the scenes while learning. When ready, you can step into more communication-heavy roles.

Is this a job or a training opportunity?

It starts as a training-based role. Once complete, you'll be equipped to take on real projects or freelance work.

How quickly can I begin?

You can start immediately. Once you click the "Learn More" button, you'll receive instant access to your training and tools.

Can I do this while working another job?

Yes. The training is flexible and can be completed at your own pace, with just a couple of hours per day.

Why This Opportunity is Perfect for You

You don't need to spend months trying to figure out remote work or sign up for expensive certifications. This opportunity gives you access to real systems, practical skills, and support—so you can build a resume-worthy skill set and a flexible work-from-home lifestyle at the same time. It's simple, structured, and scalable.

How to Apply

Click the "Learn More" button to get started with the CRM & Lead Generation Challenge. You'll get hands-on experience and all the tools you need to succeed in this role. No experience or degree required. Work from anywhere. Start today.



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