

HOW TO BECOME A REMOTE VIRTUAL ASSISTANT FROM HOME?

BY STEVEN JACKSON

WHY HAS BECOMING A VIRTUAL ASSISTANT BECOME SO POPULAR?

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IS THE FUTURE OF WORK GOING TO BE VIRTUAL?

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HOW TO BECOME A REMOTE VIRTUAL ASSISTANT FROM HOME?

Regardless if you are looking for full time or part time virtual assistant jobs we can help you achieve your goals and guide you in the right direction

STEVEN JACKSON

Remote virtual assistant introduction

Ever since I can remember business owners and entrepreneurs have needed a personal assistant to sort out their daily tasks. However, since the arrival of the internet these roles have been transferred to someone who is working virtually. This means they may work online in your country or anywhere else in the world.

There is of course a payoff on both sides. The personal assistant has more flexibility to choose their own hour and influence their income. At the same time the employer can use an assistant for just a few hours a day and keep their business costs low.

So, if you are looking to work by your own rules and have the freedom you have always wanted. Then it is time to become virtual assistant (Also known as VA).



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WHY HAS BECOMING A VIRTUAL ASSISTANT BECOME SO POPULAR?

If I was to deny the influence of the internet regarding the rise in popularity of the remote virtual assistant I would be under estimating its power. Without the internet there would be no virtual work such as internet marketing, eCommerce or the online assistant.

However, putting the internet aside, the bigger reason why people want to become a virtual assistant is the flexibility. If you have a classic 9 to 5 job you already know what I am talking about. Nobody enjoys making that trip to work everyday. It doesn't matter if we are commuting by bus, train or car, your daily commute could be as much as 2 hours. These are hours that could be better spent doing things you want to do during your free time.

One group that has benefited the most from this industry is parents with disabled or developmentally challenged children. These children demand a vast amount of flexibility from the parents. In many cases the parent wants and needs to be home when they are returning from school.

For me it has always been the lifestyle of living and working where I want. The first time I imagined being a virtual assistant, I quickly realized that it meant the freedom to be anywhere with an internet connection. Which meant for me, the opportunity to live and work in New York, London, Helsinki and Malaga. All places I have loved for years.

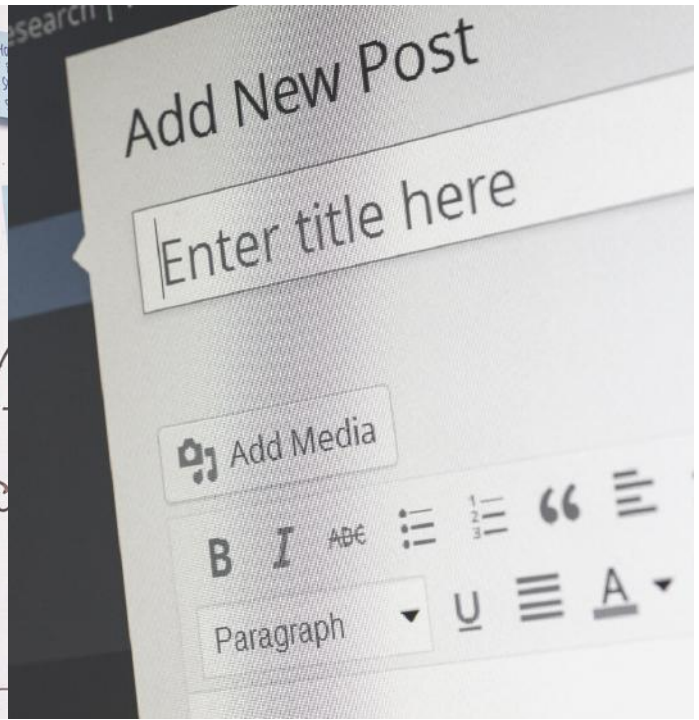
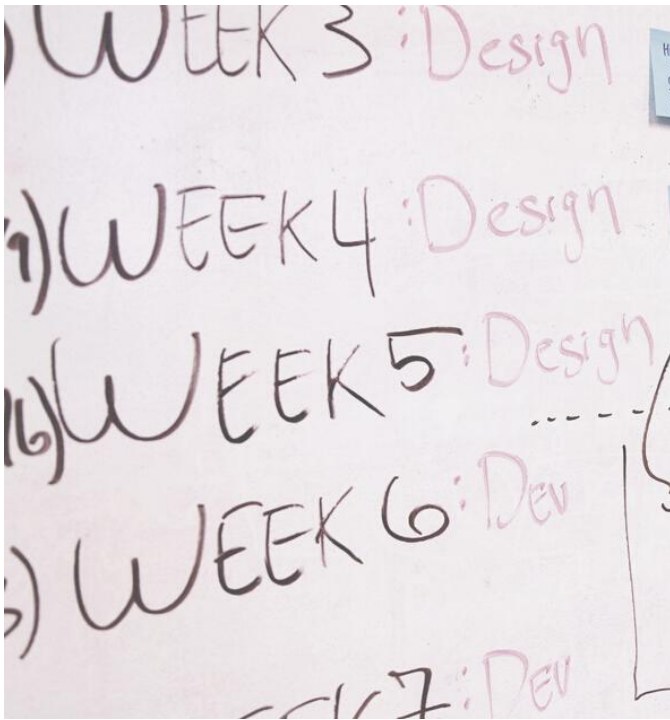
The virtual assistant lifestyle made it possible for me to drink coffee in a beach cafe in Spain. Have a beer in a pub on the embankment next to the Thames. Or work from a secluded summer cottage in Finland. It is so cool to be able to live like this, nevertheless, recently the corona-virus stop all this, but it hasn't stopped me working from home.

It has become so popular for many people because they have a real alternative to their regular job. They can finally say that they are not willing to accept low wages or bad working conditions. However, having the power and freedom to choose comes at a cost, because unfortunately, nobody is born a remote virtual assistant.

Learning to become a remote virtual assistant

I was always told that knowledge is power, so educating yourself is always a good thing. The great thing about learning to be a virtual assistant is that you are able to earn as much as \$75,000 a year.

The learning to be a virtual assistant while working can run in parallel. However, the student needs to have determination to succeed. So, like anything it involves hard work to get established and to find a customer base.



WHAT IS A REMOTE VIRTUAL ASSISTANT?

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Simply, a virtual assistant is someone that helps and supports businesses with their daily tasks. This can be done from anywhere in the world that has an internet connection. This is much to do with all the technological advancements of the internet. It has made it a lot easier because of the price. It is so affordable to run conference calls, call clients via WhatsApp and share documents without having to employ full time in-house staff.

For the business owner, using a virtual assistant, it is a no brainer. They can take advantage of all the aspects such as more flexibility, fixed costs and business needs. So, for someone that has worked in an office, the tasks of virtual assistant will seem very similar, but on your computer and from your home.

What are the daily tasks of the remote virtual assistant?

I could make the job sound more glamorous than it is, but its not. You are helping your client with their day to day tasks.

This would normally means performing office work, but online. This is normally done under contract or as a freelancer. The tasks could include and not limited to, managing a clients email accounts, creating social media content, simply bookkeeping, online marketing and so on.

This does not mean you need to have all these skills and knowledge to be a virtual assistant. The normal way would be to specialize in a package of tasks that you can do professionally. So, consider what skills you have and offer the client a personalized niche packaged that they will pay for.

What type of niche services can a virtual assistant offer?

Below I have made a list of typical tasks the virtual assistant is expected to do. However, you are not expected to have all these abilities, though it is advisable to learn or find out about them. I believe that if you are reading this article you are likely to have some basic knowledge or at least the desire learn more about working online. Nevertheless, nearly every skill in one way or another can be transfer into a virtual service. If you do not see something that you can relate to below think out of the box and see what you can find. The fact is the more you know the more successful and valuable your will be.



CONTINUES

WHAT TYPE OF NICHE SERVICES CAN A VIRTUAL ASSISTANT OFFER?



Social Media Marketing

A common niche for the virtual assistant is marketing online via social media. The platforms normally asked for are Facebook, Twitter, Pinterest, LinkedIn and Instagram. The main reason why business owners use virtual assistants for this type of work is because it is very time consuming. The client will pay high sums of money to get someone else to do it for them. The work can get boring, but they will only ask for so much to avoid spamming.

Blog and article marketing

This is a great opportunity for those new to blogging and want to become successful fast while earning extra money. There is a learning curve to blogging, but if you are a reasonable writer you will soon get the hang of it and earn good money at the same time.

Again, clients understand the time and effort needed to complete the smallest blog content. This means they are willing to pay for someone else to do it for them. The tasks could include rewrites, improving SEO, repairing broken links and sharing the blog content to social media platforms.

Maintaining a webshop

After running my own webshop in the past I truly understand why someone would want to hand this out to a freelancer. The tasks are endless starting from simple site maintenance, to adding new products, marketing the webshop and finally dealing with returns. All these are very time consuming and things that the owner does not want to do.

Generally, some kind of coding skills are needed such as basic html and some CSS knowledge. However, many times I have been offered jobs that simply include cleaning up a wordpress blog which means very little coding skills are needed.

Online accountancy work

Accountancy is highly skill and generally the virtual assistant needs to already have them skills before joining this industry. This doesn't mean you need to be an Accountant, but it does mean that basic book-keeping skills and education is vital. If you are not educated in book-keeping I would suggest you avoid offer this service. The reason I say this is because the service involves other peoples money. This means that the work may include payments and even wages of employee.



Do you want to become a remote virtual assistant?

You may already believe that you have what it takes to become a virtual assistant. However, this may not include the skills and knowledge needed to succeed.

How to become a virtual assistant and work from home?

The first part of the process is to look at your already existing skill set and then create a niche around those skills. For example, if you have some knowledge of horses, then consider become a virtual assistant for riding stables by maintaining or up grading their webpages and creating regular adverting content for their classes.

This may not bring is a lot of money, because many riding schools are strapped for cash. However, this is a great starting point because many of the stables customer parent may consider using your services.

This is just a silly example, but you know what I mean.

- The best reasons to become a remote virtual assistant
- You only need a laptop or PC / Mac and a internet connection to get started (Faster internet the better)
- It is one is the cheapest ways to start making money fast if you already have some skills you can offer
- No formal education or training needed unless you are considering being a online book-keeper or accountant
- You can create a flexible timetable that suits you and your clients lifestyles by working as much or as little as you want

What are the negative aspects for those wanting a start working in the part time virtual assistant jobs industry?

- Finding your first client can be difficult
- If you are not already a nerd about technology you will need to be one to keep up to date with the latest trends and services your clients will want and need in the future
- The competition from cheaper services overseas will be tough so having a local / countrywide high end and quality service niche will be the key



THE FUTURE IS NOW

IS THE FUTURE OF WORK GOING TO BE VIRTUAL?

By Steven Jackson

THIS IS THE TIME TO START

If I was creating this webpage before the corona-virus pandemic maybe I would have said, "not at that point yet". Since then I believe we are already there. Many of us are working from home and working virtually. Many are saying they would find it difficult to return to an office environment and prefer the virtual assistant lifestyle.

At the same time, we are all looking for time freedom. And in my case the ability to work anywhere in the world with a internet connection. The customer base is there with young, small businesses and entrepreneurs looking for affordable and specific services online. They do not want to employ all sorts of people to do these jobs, they just want the job done. Also, the client in many cases has the same mindset and motivation as you do to have more personal freedom.

The most exciting aspect of being a virtual assistant is that it gives us choices and the opportunity to change our job while making more money.

MY ADVICE TO SOMEONE WANTING TO BE A VIRTUAL ASSISTANT

Until we have pushed ourselves to the limit we are not sure what we are capable of doing or being. So, like any life adventure consider the worst-case scenario.

If something goes wrong how bad will it be?

Then consider what the possibilities could be. Will you earn more money? Will you travel more? Will you get a new car? Will you be able to help support your children through college? And so on

How to get started as a virtual assistant?

If you are a self starter and highly motivated to want to find out more about legitimate virtual assistant jobs click on the source link below and add your name, email address and short message on the form. You will find out how Christina, Ann and David managed to secure a better income than they could ever imagine.

Author: [Steven Jackson](#)

Source: [How to become a remote virtual assistant from home?](#)

