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A virtual assistant provides various services to entrepreneurs or businesses,

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services such as scheduling of appointments, managing events, digital marketing or even running personal errands. Anything you need help with can be handled remotely, a virtual assistant is there to help you with it and take the strain off the workload.

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contractors to your business.

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You get the gist. Basically, a virtual

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assistant can provide any service, as long as they're willing to learn it. This list could be stretched for miles if I listed all of the services that a virtual assistant can provide. Plus, VAs can offer services by categories, such as: general, admin, research, social media, or project management.

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A virtual assistant (or VA), also referred to as a "personal office assistant," is someone who provides administrative assistance to clients from home.

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A virtual assistant is, as you might have guessed, someone who does assistant work, but does it completely remotely. As more and more businesses go digital, and people grow ever more comfortable with hiring employees in a virtual space, the role of an assistant is increasingly one that can be done totally from the comfort of a home office.

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A virtual assistant contract is a legal working agreement between the virtual assistant and the person or company that hires them. It establishes, in clear and legal terms , what both parties are expected to do.

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## **13 Companies That Hire for Virtual Assistant Jobs**

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For many virtual assistants, the role provides the ultimate flexibility and control. And luckily, many companies on FlexJobs are looking for virtual assistants to work on a freelance or employee basis. That's why we're featuring 13 companies that commonly hire for

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A virtual assistant is someone who virtually helps people and businesses operate more smoothly. The job is one that takes many forms — VAs can work both as personal assistants or as an administrative assistant for a small business, remotely helping business

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100% of the pay, and we also believe the employer should not have to pay a third party a monthly "management" fee! We don't mark-up salaries.

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you've ever caught yourself thinking there just aren't enough hours in the day, there is a solution. And it won't make you go broke, either. Virtual assistants are essentially telecommuting contractors to your business.

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In the end, virtual assistants can help

you lead a happier, healthier, and more

productive and stress-free life. It's

possible (and I would argue essential) to

unload many aspects of your day-to-day

work, leaving you free to tackle the

higher-level, strategic, and money-

making projects that often get

neglected. Time is Our Most Valuable

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Ultimate Bundles is hiring a work at home administrative assistant in the U.S. This is a part-time home-based position. Hours for this work at home administrative assistant position are 10

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to 15 per week. However, this could  
grow into a full-time opportunity.

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