



## Virtual Assistants: Step by Step Instructions How to Work Remotely (Paperback)

By N Kumar

Createspace Independent Publishing Platform, 2016. Paperback. Condition: New. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*. A virtual assistant is a self-employed administrative or personal assistant who works remotely (usually at home) for various clients. When most people hear virtual assistant, they assume it s a secretary who works from home. But the field has exploded into a variety of skill sets that could be valuable to various professionals. These days, a virtual assistant is someone a lot of busy professionals just can t do without. Why do people hire virtual assistants? A lot of people wonder how virtual assistants stay in business. I mean, if you need an assistant, why not just hire someone to work at your business full time? It s pretty simple, really. It comes down to money and convenience. A full-time administrative assistant can cost anywhere from \$35,000 to \$50,000 or more A virtual assistant makes ends meet by working for multiple people. So you can hire them to work for only the hours or tasks that you need them for. If you just need someone for five or so hours a week to take phone calls while you re in meetings...



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