

APPLY NOW

Virtual Chat Project Coordinator | \$30-\$35/hr | Multi Platform Work

Description

Job Title: Remote Customer Support Specialist – Flexible Shifts, Messaging Only

Compensation: \$25-\$35 per hour, paid weekly

Location: Fully Remote – Open globally

Schedule: Flexible 4-8 hour shifts; 15-40 hrs/week

Experience Required: None – full training provided

Education Required: No degree required

About the Company

A growing subscription-based digital services company offering personal development resources, online learning programs, and productivity tools is expanding its support team. They are hiring for **flexible remote customer support jobs** to help customers navigate their accounts through chat and email—never through phones or video calls. The company operates fully remotely, offering flexible shifts and a beginner-friendly structure.

Position Overview

In this fully remote position, you will assist users with account access issues, billing updates, subscription management, and basic platform troubleshooting. Support is delivered calmly and professionally through structured messaging workflows.

Key Responsibilities

- Respond to customer inquiries through live chat and email platforms
- Troubleshoot login, billing, subscription, and access-related issues
- Use templated scripts and structured workflows for consistent resolutions
- Escalate technical cases to specialized internal teams as needed
- Maintain accurate, clear notes and apply correct ticket tags
- Provide a professional, supportive tone in all written communications

Why This Role Works for You

- 100% messaging—no phone or video communications required
- Weekly pay with reliable Friday deposits
- Pick your own shifts weekly to match your life
- Full training provided for entry-level applicants
- Work from anywhere with a reliable internet connection

Requirements

- Laptop or desktop with Chrome browser installed
- Reliable internet (10 Mbps minimum)
- Typing speed of 45+ WPM
- Fluent written English and attention to detail
- Focus and time management during independent shifts

Hiring organization

Indeed Remote Jobs

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

Compensation & Scheduling Details

Starting rate: \$25/hour

Raise to \$30-\$35/hour after 30 successful shifts and strong QA performance

Schedule blocks weekly via self-service platform. Morning, evening, overnight, and weekend shifts available. Minimum 15 hours/week.

Training Timeline

- 2-hour onboarding course covering system usage and workflows
- Simulated chat and email ticket exercises
- First live shift monitored with QA coaching
- Paid shifts typically start within 3-5 days of onboarding

Sample Shift Flow

During a Wednesday 6 PM-10 PM shift, you assist a customer updating billing information, help another reset their password, and confirm a subscription renewal—all calmly handled through messaging without any phone calls.

What Remote Agents Say

"The flexible shifts made it easy for me to work part-time while finishing my degree."

- *Carmen L., Sydney, AU*

"I love that every shift is calm, focused, and predictable. No meetings, no calls, no stress." - *Jon M., Austin, TX*

FAQs

Is this role really phone-free?

Yes. Support is exclusively through live chat and email platforms.

Do I need customer service experience?

No. Full training is provided at onboarding.

Can I work only nights or weekends?

Yes. Shifts are flexible to fit your availability.

Apply Now – Flexible Remote Support Without the Noise

Click the Apply Now button to apply for one of the best **flexible remote customer support jobs** available today. Get trained, start fast, and enjoy structured remote work with total flexibility.



Disclosure

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Base Salary

\$ 25 - \$ 35

Date posted

January 27, 2025

Valid through

01.01.2029

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