



<https://indeedremotejobs.com/job/remote-email-support-jobs-no-degree-work-from-home-no-phone-calls-25-35-hr/>



## Digital Support Workflow Coordinator | \$32-\$35/hr | Efficiency Focused

### Description

**Job Title:** Email Support Specialist – Remote, No Degree Required  
**Compensation:** \$25–\$35 per hour, paid weekly  
**Location:** Fully Remote – Global candidates welcome  
**Schedule:** Choose your own 4–8 hour blocks; 15–40 hours/week  
**Experience Required:** None – full training provided  
**Education Required:** No degree needed

### About the Company

A well-known digital subscription service in the wellness and self-help space is expanding its remote support team and hiring for **remote email support jobs no degree** required. These roles are fully email-based—no phones, no live chat, no Zoom meetings. Just clear, structured written communication to help customers with simple issues like billing, access, and product questions.

If you're looking for a quiet, detail-focused remote job that offers consistent pay and total flexibility, this role is built for you.

### Key Responsibilities

- Respond to customer support emails in a calm, helpful tone
- Use saved templates and internal SOPs to answer common requests
- Handle billing corrections, subscription adjustments, and access resets
- Escalate unresolved issues through ticketing workflows
- Track resolution notes, tag emails by topic, and follow brand tone guidelines
- Work independently and stay focused during scheduled blocks

### Why This Role Is a Great Fit

- You're looking for **remote email support jobs no degree** because you want:
- Real work-from-home income that doesn't require a diploma
  - A quiet, typing-based job with no speaking required
  - The ability to work from anywhere and choose your own hours
  - A beginner-friendly path into remote support roles

This job doesn't require any experience—just focus, clear communication, and a willingness to learn.

### What You'll Need

- Laptop or desktop computer (Mac/PC)
- Chrome browser
- Reliable high-speed internet (10 Mbps minimum)
- Typing speed of 45 WPM

### 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

- Written English fluency
- Focused workspace with minimal distractions

### Pay & Scheduling Overview

Starting wage: \$25/hour

After 30 completed shifts with positive performance reviews, eligible for \$30-\$35/hour

Schedule shifts weekly using an internal calendar system. Work part-time or full-time. Mornings, evenings, and weekends available. Minimum: 15 hours/week.

### Training & Onboarding

- 2 hours of onboarding modules
- Email practice simulations with feedback
- Shadow sample inbox sessions
- Go live within 3-5 days after acceptance

### Example Work Session

You sign on at 8 AM. You reply to 12 customer emails: one asks for a refund—you process it with two clicks. Another wants to reactivate an account—you guide them with a pre-written reply. By 1 PM, you've handled 25 inbox tickets—all quiet, focused work done on your own time.

### What Agents Say

"I wanted a job that let me write and work quietly. Email support is perfect. I set my hours, never get on a call, and actually enjoy the pace." - *Tina D., Minneapolis, MN*  
"This was my first remote job ever. No degree, no pressure—just real training and reliable weekly pay." - *Omar E., Manchester, UK*

### FAQs

#### Do I need a college degree?

No. This position is open to all applicants regardless of education level.

#### Is there any phone work involved?

None. This job is 100% email-based.

#### Can I work part-time only?

Yes. You can select as few as 15 hours per week.

#### How fast can I start?

Most new hires are trained and working within 5 business days.

### Apply Now – Quiet, Real Work from Home

Click the Apply Now button to join one of the most accessible **remote email support jobs no degree** required. Get paid weekly, work when and where you want, and support real customers—without ever answering a phone.



### Disclosure

### Base Salary

\$ 25 - \$ 35

### Date posted

January 27, 2025

### Valid through

01.01.2029

**Disclaimer:** Please note that RemoteJobForum.com is NOT a recruitment agency. We are not an agent or representative of any employer.

**Marketing Disclosure:** This website is a marketplace. As such you should know that the owner has a monetary connection to the product and services advertised on the site. The owner receives payment whenever a qualified lead is referred but that is the extent of it.

Be sure to check out our partner sites at [Jobtacular](#)