



askBetty Virtual Assistant

Job Title: Virtual Assistant

Company: askBetty (part of The Virtual Gurus)

Job Description

Oh, hi there!

We're looking for awesome Canadian post-secondary students who are tech-savvy and have both Internet research and customer service skills to join our virtual askBetty team.

What's askBetty? askBetty is a task-based virtual assistant available through the convenience of Slack. Launching soon, users simply write "Hey Betty" on their Slack app when they require help with an on-demand, administrative task.

This position is ideal for people who are already part of the gig economy or are looking for a side hustle.

This role is great for those with the following skills:

- Research for personal and business purchases
- Data entry
- Travel research
- Dinner reservations
- Re-formatting documents/slides
- Audio transcription
- And more!

Why work with Virtual Gurus & askBetty?

- Set your own hours (we're available between 9am and 7pm EST)
- Ability to work 2-4 hour shifts between classes
- Quickly access other VAs through our online community when you need a hand or just want to connect
- Diversity and inclusion are part of our DNA

If this interests you, please apply here: <https://thevirtualgurus.typeform.com/to/laLYKj58>

Contact Info: hello@askbetty.io

Address: Virtual Gurus in Calgary

Type: Contract/Short term

Hourly Rate: \$18/hour