WORK VAPOR

Job Link: https://workvapor.in/jobs/virtual-assistant-job-in-india-entrada-products-llc/

VIRTUAL ASSISTANT

HIRING ORGANIZATION

Entrada Products LLC

EMPLOYMENT TYPE

Part-time

JOB LOCATION

N/A, N/A, N/A, N/A, India

BASE SALARY

INR 12,000 - INR 18,000

DESCRIPTION

Company Description

Entrada Products LLC is an Amazon E-commerce business offering B2B and B2C solutions across various categories in the US and Canadian Marketplaces. The company is located in Dallas, TX.

Role Description

This is a flexible virtual role for a Virtual Office Assistant at Entrada Products LLC in Dallas, TX. The Virtual Office Assistant will be responsible for researching profitable products across provided websites, product lead generation, providing assistance, communication, and utilizing numerous web skills on a day-to-day basis.

Qualifications

• Knowledgeable at data scraping

• Strong lead generation techniques

• Knowledgeable on factories/distributors in India

• Strong organizational and multitasking abilities

• Attention to detail and problem-solving skills

• Ability to work effectively