

10 tips for hiring remote customer service employees



- Write a killer job description
- Advertise the job in the right places
- Encourage diverse candidates to apply
- Articulate the skills and characteristics you're looking for
- Check the candidate's tech set-up for remote work
- Make each stage of the hiring process remote-friendly
- Put top candidates to the test using skills assessments and simulations
- Ask the right interview questions
- Do your salary and benefits research to make your offer competitive
- Optimize your recruitment and onboarding experiences

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Donovon Jenson



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Work at Home with a Real Online Job AnnaMaria Bliven,2016-03-02 Find the Job You Want Today Are you a work at home mom or dad retiree or disabled person hoping to earn a little extra to make ends meet Are you seeking a legitimate rewarding online job you can do from home Do you dream of being in charge of your own schedule income advancement destiny If you said yes to any of these questions this book is for you In *Work at Home with a Real Job Online* you can find just the right job schedule income and future with the help of a leading expert in the field of online job success and prosperity AnnaMaria Bliven Known as the Prosperity Princess by thousands of people she has helped Bliven has poured her latest and greatest practical proven effective insights into this one information packed no filler easy to use volume In these pages you ll find Hundreds of real jobs with quality companies at your fingertips Pro tips and advice on how to find these jobs get hired keep the job you find and advance in it Opportunities for people of all ages and stages teenagers college students work at home moms and dads military veterans retirees the disabled those with background credit issues and more Positions to match just about any interest passion potential or skill set game tester customer service agent educator data entry specialist nurse medical coding specialist transcriptionist translator interpreter artist writer computer technologist and many more Get your copy of *Work at Home with a Real Job Online* today start working tomorrow *A Guide to Administering Distance Learning* ,2021-09-06 Winner of the Distance Education Book Award Listen to the podcast The rapid rise of e learning worldwide means that campuses are creating new positions in distance learning leadership often at the vice president or vice provost level Frequently those applying for such positions are recently graduated doctoral students or faculty members who have never served in administration Unlike any other book to date this *Guide to Administering Online Learning* provides easy access to an overview of tasks to be accomplished or maintained and perspectives to consider in order to direct dynamic online initiatives In it experienced distance learning teachers and administrators share their insights regarding what must be done to administer effective online learning including theoretical insights as well as practical principles They provide comprehensive guidelines for addressing issues and needs that distance learning administrators currently face barriers to adoption policies legalities ethics strategic planning emerging technologies design of professional development management of the course development process quality assurance student support and recruitment and marketing This book is a timely offering from those who have effectively led distance learning initiatives for those who are interested in leading distance learning for the next generation of learners Each chapter includes questions prompts or activities to help readers relate the concept to their own experiences **Quirk's Marketing Research Review** ,2008 *Consultants News* ,2007 *Small Business Sourcebook* ,1983 A guide to the information services and sources provided to 100 types of small business by associations consultants educational programs franchisers government agencies reference works statisticians suppliers trade shows and venture capital firms **Twin Plant News** ,2005 *The Third Shift* Michele Bolton,2000-07-03 Women who

seek to balance a career and family find themselves facing a third shift or the inner dialogue that often second guesses their decisions and actions An executive coach and consultant now offers cogent strategies for coping with this challenge and embracing it as a means of empowerment **Success Unlimited** ,1973 **American Scientist** ,1942 Remote Customer Service Jobs B N Maina,2024-03-15 Are you ready to embark on a rewarding career in remote customer care In the digital age the demand for skilled professionals who can provide exceptional customer service from anywhere in the world is soaring Whether you re seeking flexibility a better work life balance or the opportunity to work from the comfort of your own home this book is your ultimate roadmap to success in the remote customer care industry From mastering the art of virtual communication to leveraging the latest technology and tools Remote Customer Care Jobs equips you with the essential knowledge and skills to excel in this dynamic field Discover a list of companies offering remote customer service positions across the world proven strategies and skills for delivering to your customers resolving inquiries efficiently and exceeding expectations in the virtual environment Packed with actionable insights and real world examples this book addresses the most pressing questions and challenges faced by remote customer care professionals Learn how to navigate common issues such as managing time zones maintaining productivity and delivering exceptional service across diverse digital platforms Whether you re a seasoned professional looking to transition to remote work or a newcomer eager to dive into the virtual customer service landscape Remote Customer Care Jobs is your indispensable companion for thriving in this rapidly evolving industry Unlock the potential of remote customer care and elevate your career to new heights with the guidance and expertise found within these pages Screw the Office Dakota Vance,2025-04-16 This edgy no nonsense guide is for anyone fed up with their traditional 9 to 5 grind and ready to embrace the freedom flexibility and financial benefits of a work from home lifestyle The book explores how to ditch your soul sucking job and build a thriving career from the comfort of your home with humor actionable advice and real world examples From remote job opportunities to freelancing gigs side hustles and starting your own business this book gives readers the tools they need to take control of their work life Are you tired of exhausting commutes awkward water cooler chats and bosses who micromanage your every move It s time to take control of your career and your life In Screw the Office I m Working from Home you ll learn how to break free from the cubicle grind and build a fulfilling lucrative and flexible career all from the comfort of your home This no nonsense guide cuts through the fluff to show you how to Find Work From Home Jobs Discover legit remote job opportunities in booming industries like tech customer service writing and consulting Start Your Own Hustle Whether it s freelancing running an online business or flipping your skills into a service we ll guide you step by step to make it happen Earn Big While Living Small Learn how working from home saves money on commuting dining out and even taxes putting more cash in your pocket Maintain Your Sanity Balance productivity and freedom by creating a routine that works for you while avoiding burnout Transform Your Life From spending more time with your loved ones to ditching office politics discover how remote work can deliver the life you

ve always dreamed of With real life examples practical advice and a sprinkle of humor Screw the Office I m Working from Home is your ultimate roadmap to saying goodbye to corporate life and embracing the freedom flexibility and financial rewards of working remotely Ready to tell that stupid ass job to shove it This book will give you the tools confidence and motivation to take the leap and never look back **Launch Your Customer Service Career** Hartley Y C,2025-06-24 Master the Art of Customer Service and Build a Long Term Rewarding Career No Matter Where You Are in the World Customer service is more than answering calls and responding to chats It s about making connections solving problems and creating memorable experiences every time In this comprehensive guide you ll learn how to launch build and advance a successful customer service career from applying for roles and mastering tools like Zendesk Freshdesk and Intercom to acing interviews and excelling in challenging situations What You ll Discover in This Book Step by Step Guidance on how to write strong resumes and cover letters Tips for Acing Job Interviews and answering common questions Mastering the Tools that top global firms use every day Strategies for Handling Challenging Customers with professionalism and grace Paths for Growth from entry level roles to long term careers across industries Actionable Advice for gaining certifications and gaining experience in the global marketplace Whether you re starting your journey in customer service switching careers or looking to level up your role this book will give you the knowledge tools and mindset to build a successful adaptable and rewarding career anywhere in the world Your future in customer service starts here Begin your journey gain new skills and open doors to opportunities that can transform your life and work Surviving Customer Service Donovan Jenson,2017-03-29 I have a few questions for you Are you miserable at work every day What are you getting out of your job Have you seen promotion opportunities open for you Do you have good relationships with coworkers How often are you stressed out even after you get home Does feedback from your boss make you feel proud or frustrated I fully understand those frustrations and having been through all of them and more I want to help By sharing the principles I ve learned in customer support roles hopefully I can cut your learning curve and increase job satisfaction In addition to sharing actionable insights on how to improve in your role this book includes sections poking around important personal questions Why even care about your customer service job What can you gain from these jobs How do you benefit from giving a full effort I bet many of you are leaving opportunities on the table and wasting your valuable time just like I did when I first started This book contains the same advice I d give to my younger siblings a new coworker or a stranger on the street I ve done everything I can to refine my ideas and present them in a simple yet impactful way I ve illustrated the concepts using a mix of personal experience thought experiments and logic to give you multiple perspectives Between these varied styles I m confident you ll gain at least a few valuable insights as you move forward in customer service **Mastering Professional Help Desk Skills: A Comprehensive Guide for Customer Service Excellence** Gerard Assey,2024-03-11 Mastering Professional Help Desk Skills A Comprehensive Guide for Customer Service Excellence is a comprehensive book designed to empower help desk professionals customer service representatives

and CS Engineers with the essential skills needed for success in personal telephone and internet interactions From the significance of first impressions to the intricacies of complaint handling the book explores the art of customer service It emphasizes the human element going beyond technicalities to cultivate a customer centric mindset Readers will discover practical insights real world examples and actionable strategies to enhance their communication problem solving and stress management abilities Through a structured approach the book provides tools action plans and a commitment to continuous improvement fostering a culture of excellence This guide is a roadmap for individuals seeking to not only meet but exceed customer expectations ultimately contributing to the success of their teams and organizations The Book covers Preface Crafting Lasting Impressions in Customer Service The Importance of Customer Service Key Benefits of Providing Excellent Customer Service The Roles Responsibilities Functions of a HELP DESK Professional KEY Attributes Traits and Qualities of Help Desk Professionals Telephone Techniques and Skills Pre Call Planning and Preparation During the Call Steps to a Professional Service Call Effective Questioning and Listening Skills Open ended Questions to get to the Root of Issues in Various Categories of Industries Steps to be a Good Listener Handling Complaints and Angry Customers Resolving Complaints Effectively Empowering Frontline Staff to Resolve Issues Personal Face to Face Interaction Ensuring Proper Grooming and Presenting a Professional Image Customer Care Skills Internet Interaction Email Professional DO s DON T s of Emailing Continuous Improvement and Teamwork Coping with Stress in the Service Industry Teamwork in Customer Service Understanding Customer Behavior A Personality Assessment for Customer Service Staff Identifying Different Customer Types Managing Difficult People and Sensitive Situations Understanding Users and Categorizing Them Typical Incident Management Process Implementing a Successful Help Desk Skills Initiative Action Plan Empowering Help Desk Professionals for Excellence in Customer Service Conclusion Elevating Your Helpdesk Journey About the Author

33 Tips for Working Remotely Carmen Corral, 2020-09-05 Remote working sounds as easy as grabbing your laptop and heading home But if you ve ever tried it you ll know it s not just a question of moving offices There are several barriers and obstacles involved some external others from yourself Working remotely means you have to adapt to a new and different environment and way of working In this book you ll find How to overcome the difficulties companies and people face when starting telework Practical tips to help you adapt to remote working more quickly Productivity techniques for more efficient remote work Time management techniques for more efficient remote working A look at the differences between remote and office work Exercises to help you discover what works for you personally for better remote working The pros and cons of remote working how to make the most of the flexibility remote work offers Secrets to success working remotely Remote work essential tips for working remotely doing your best work in a virtual world This is a book that every remote worker and future remote worker should read whether you re an employee head of Human Resources CEO or entrepreneur This book is for you if You re starting out remote working and you need a little support to adapt to this new way of working You re already remote

working and want to take it up a notch get organized and be more efficient You think you could get a little more out of your day to day work You really want to make the most of the flexibility your telecommute offers This productivity guide to being more efficient while teleworking goes much further than just giving you generic magical formulas that the best leaders supposedly use Here you ll find personal productivity tips to first get to know yourself better and then to adapt those time management and productivity techniques to your remote working needs Don t wait to improve your personal productivity while working remotely online You ll learn skills that will help you in both your professional and personal development The remote work revolution is here and succeeding from anywhere is now possible Many more jobs can be done remotely than we think Most office work could be done from home but there are other things you d never think of customer service phone lines psychotherapy life coaching yoga teaching Often we ourselves place limits and barriers on these things and need extreme circumstances to make us see that there are other possibilities With remote work office not required and telecommuting will bring many advantages to us and the environment Let s work remotely for a better world The pandemic has forced us into remote working with no clue how to do it without the means without the preparation needed The good thing is that it has given us the great opportunity to work from home which might otherwise have taken years or even decades to arrive Remote work is the new normal There is going to be more and more remote employment It s up to you to adapt to it and to take advantage of all the benefits it holds for your career Carmen Corral has been remote working for more than eight years both for companies and for herself After more than ten years working in Human Resources and Personnel Development stuck in an office from Monday to Friday 9 to 5 she decided to do something that gave her more flexibility in when and where she worked Now she works remotely while traveling the world *Contact, Care, COMMUNICATE* Stephanie

Dollschnieder,2010-01-04 *Contact Care COMMUNICATE* How Interpersonal Skills Are the Foundation of Genuine Customer Service is a quick and easy read It helps demystify people skills by presenting interaction concepts in a straight forward manner that most people can employ The book pages contain real world approaches to customer service challenges and actionable steps for creating an outstanding service experience that will help secure customer loyalty grow customer base and business services This book is a compilation of the insights and observations gleaned from over 20 years of successful research training and consulting work in the field of customer service Ms Dollschnieder contends that genuine customer service is really a study and practice in human relations The guidelines within *Contact Care COMMUNICATE* explore the best ways to optimize the human aspect of service You ll be introduced to the critical Business Service Trust Cycle learn effective listening techniques come to understand the nuances of non verbal communication and be provided with seven steps for salvaging customer relationships when an error has been made For those encounters with seriously angry customers it also provides Seven Tips for Dealing Effectively with Angry or Difficult Customers Lastly the book contains how to suggestions for those businesses that want to reap the many benefits of creating an internal culture of service **From**

Support to Success KENECHI. ONYEDUM,2025-05-17 Looking to move from Customer Support to Customer Success This book will be your step by step guide to making the transition with confidence What s Inside Key differences between Support this guide will help you break into Customer Success even without prior experience **Taming Gladys!** Lori Vest,Marilyn Suttle,2016-05-03 Taming Gladys The Busy Leader s Guide to Creating Fierce Customer Loyalty is a proven guide to creating lasting customer relationships based on the practices of highly successful organizations that shared valuable lessons learned Companies can make significant improvements from a multi part customer service course based on our real world findings Even those with busy schedules and nonstop customer demands can use bite sized lessons to train their teams in short meetings or through self study Taming Gladys is a customer service boot camp in a book that busy leaders can use to take their service team s skills to the highest levels This curriculum was piloted with a variety of companies from a crew of field service technicians to online customer service providers The material was enhanced based on their feedback Marilyn Suttle and Lori Jo Vest have created an essential customer experience training program in book form It gives leaders and managers a creative approach to service excellence that will be immensely helpful to any organization large or small Josh Linkner NYT Bestselling Author it explains how to take values like compassion rapport and credibility and make them common practice in your organization I loved it and highly recommend it for anyone who wants to improve their customer relationships Nykki Yeager Customer Care Manager Ipsy *Productive Remote Working* A J Cameron,2023-12-28 Are you ready to harness the power of remote work and transform your professional life Dive into this invaluable resource filled with expert insights actionable strategies and game changing advice tailored to help you navigate the remote work world like a seasoned pro Inside Productive Remote Working you ll discover Proven Productivity Hacks Uncover battle tested methods to skyrocket your productivity and conquer your remote workday with efficiency and ease Mastering Remote Communication Learn the secrets to crystal clear communication fostering strong connections and driving collaboration across virtual distances Leadership Excellence in Remote Teams Elevate your leadership skills and guide your remote team to unprecedented success by overcoming challenges and cultivating an inspiring remote work culture Transformative Conflict Resolution Gain powerful techniques to navigate conflicts gracefully building unshakable trust and camaraderie within your remote team Packed with practical advice and actionable tips to work smarter not harder this is the ultimate guide to productive remote working Whether you re a professional seeking to excel in the remote work realm or a business leader aiming to elevate your remote team s performance this book is your go to playbook for triumphing in the dynamic world of remote work It s time to revolutionize your remote work game and seize the limitless opportunities waiting for you in the world of remote collaboration productivity and unparalleled success **Mastering Professional Help Desk Skills** Gerard Assey,2024-03-11 Mastering Professional Help Desk Skills A Comprehensive Guide for Customer Service Excellence is a comprehensive book designed to empower help desk professionals customer service representatives and CS Engineers with

the essential skills needed for success in personal telephone and internet interactions From the significance of first impressions to the intricacies of complaint handling the book explores the art of customer service It emphasizes the human element going beyond technicalities to cultivate a customer centric mindset Readers will discover practical insights real world examples and actionable strategies to enhance their communication problem solving and stress management abilities Through a structured approach the book provides tools action plans and a commitment to continuous improvement fostering a culture of excellence This guide is a roadmap for individuals seeking to not only meet but exceed customer expectations ultimately contributing to the success of their teams and organizations

What the Book covers

Preface Crafting Lasting Impressions in Customer Service The Importance of Customer Service Key Benefits of Providing Excellent Customer Service The Roles Responsibilities Functions of a HELP DESK Professional KEY Attributes Traits and Qualities of Help Desk Professionals Telephone Techniques and Skills Pre Call Planning and Preparation During the Call Steps to a Professional Service Call Effective Questioning and Listening Skills Open ended Questions to get to the Root of Issues in Various Categories of Industries Steps to be a Good Listener Handling Complaints and Angry Customers Resolving Complaints Effectively Empowering Frontline Staff to Resolve Issues Personal Face to Face Interaction Ensuring Proper Grooming and Presenting a Professional Image Customer Care Skills Internet Interaction Email Professional DO s DON T s of Emailing Continuous Improvement and Teamwork Coping with Stress in the Service Industry Teamwork in Customer Service Understanding Customer Behavior A Personality Assessment for Customer Service Staff Identifying Different Customer Types Managing Difficult People and Sensitive Situations Understanding Users and Categorizing Them Typical Incident Management Process Implementing a Successful Help Desk Skills Initiative Action Plan Empowering Help Desk Professionals for Excellence in Customer Service Conclusion Elevating Your Helpdesk Journey About the Author

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