

## Job Searching for Remote Work

Remote or virtual work is becoming more popular as new technology becomes available and our economy shifts to more flexible and global work arrangements.

Are you wondering where to start searching for work opportunities that you can access from home? This tip sheet provides some tips and sources to guide your search.

### Searching for virtual work

There are job posting sites dedicated to virtual work opportunities.

- [FlexJobs](#)
- [Remote](#)
- [We Work Remotely](#)

You can also use the general job sites. Search using the option to filter by "remote."

- [Indeed](#): Leave the subject empty and type "remote" for the location.
- [LinkedIn](#): Type "remote" and search for jobs.
- Additional websites that let you filter by remote work: [Charity Village](#), [HigherEdjobs](#)

Pay attention to eligibility and work permits that may be required. Remote or work-from-home opportunities are available for many jobs, so check different organizations.

### Employee vs. independent contractor

When searching for virtual work, be aware of the differences between independent contractor and regular employee roles. These legal terms define the employer's responsibilities and tax implications.

#### Employees

- This could be full-time, part-time or contract work.
- The organization deducts taxes (income tax, employment insurance, pension) and controls the work schedule.
- Employees are entitled to rights under the Employment Standards Act — for example, vacation, employment insurance (EI), overtime, minimum wage and so on.

#### Independent contractors

- This includes freelance and gig work.
- Independent contractors are usually responsible for all the equipment and tools needed.
- These roles are responsible for reporting their income and paying taxes.

[For more information, please refer to the Employment Standards Act.](#)

If you have financial questions, check [Mac's Money Centre](#).



## Freelance work

You can find freelance work in a variety of fields. This type of work can be a good way to start your career or earn some extra cash on the side.

- Many in-demand jobs are specialized and require specific skills (i.e., web design, mobile app design, programming, marketing experts, consultants).
- There are also less specialized freelance opportunities (i.e., transcription, voiceovers, subtitles, administrative support).
- Most general freelance websites function as a marketplace. You upload a profile. Then, you can browse jobs, and companies can contact you.

## Tips for freelance work

- Income can be supplementary. Don't expect full-time hours until you become established.
- Search for smaller companies on Better Business Bureaus and forums if you're unsure of legitimacy.
- Determine a payment agreement with the employer before starting work.
- Payment methods might differ depending on the employer. Make sure you're using the best payment practices for your field. For more information: [Make a Living Writing](#), [Double Your Freelancing](#)

## General freelance websites

- You determine your hourly rate. The more jobs you do, the more likely somebody will hire you.
- Websites: [Upwork](#), [Guru](#), [Freelancer](#)

### English-as-a-second-language (ESL) tutoring

- Pay is based on the number of lessons you've taught and your performance. The average is \$20 per hour.
- Due to time differences abroad, the work hours may not always be ideal.
- Websites: [Okids Teacher](#), [VIPKid](#)

### Writing, editing and content

- Pay is based on submitted work. Be sure to negotiate a payment schedule or method beforehand.
- Most jobs require writing experience. Have samples ready.
- Websites: [Freelance Writing Canada](#), [Writers Labs](#), [Writing Jobs Canada](#), [Scripted](#)

### Virtual assistants

- This includes a range of administrative, web and marketing roles.
- Website: [Virtual Assistant Canada](#)

### Transcriptionist



- Roles include transcription, translation and data annotation.
- Website: [TranscribeMe](#)

