

Job Opportunity

Job Title: Independent Contractor

Company: Team Metro, Real Estate Boutique

Location: 1975 5th Avenue
San Diego, CA

Job Description:

Looking for an independent contractor who can produce hand written notes, approximately 300 per quarter. Note content will be provided. Each note will be approximately 2 or 3 sentences. If candidate has driver's license, there is also an opportunity for errand running.

Required Skills:

The candidate must have neat hand writing and the ability to complete work on time. Will also need to be able to address envelopes, referencing addresses on a spreadsheet. The candidate will need to have transportation to and from work. The candidate will need to be comfortable working in an open space environment, one large room with several occupied desks.

Time requirement:

This job is expected to be require up to 15 hours a week. Location offers flexibility between home and office. It would be desirable if candidate could work in office at least once a week for a couple hours.

Compensation: \$11.00 - \$15.00 per hour, depending

If interested, please contact Shawn Richardson at Shawnishiking@gmail.com