



Success On The Internet Pty Ltd  
Anthony & Tim Buchalka  
PO Box 25  
Salisbury 5108  
SA. AUSTRALIA  
Ph 61 3 97645557  
[www.successontheinternet.com](http://www.successontheinternet.com)

Dear Sir, Madam,

This application is regarding a full or part time position to work as a **Virtual Assistant** in our growing internet company.

We own a number of successful websites and work as web traffic and marketing consultants and also sell a number of digital products in various online marketplaces.

Tim Buchalka has 25 years experience as a software programmer and Anthony Buchalka has 6 years experience in online marketing and has a degree in Education.

### **Your Job description**

We have a large number of websites (both blogs and static websites) with new websites being built and added regularly.

You are required to carry out various online work including data entry, creation of accounts, uploading of web articles etc.

Some training will be provided.

### **Our commitment to you**

If you were successful in being offered a position, you would be joining an Australian company which is growing rapidly and who are providing long term employment for many people around the world.

We are a friendly and supportive company who value and support our online staff.

We pay all our staff each 2 weeks.

Your generous salary will be negotiated when we get the opportunity to discuss it with you.

**Our requirements for our Virtual Assistant positions include;**

- Experience as per the "job description" above
- A university degree (preferred but not an absolute requirement).
- A good working command of written English.
- Willingness and ability to learn new tasks.
- Motivation and a willingness to provide high a standard of work.
- Experience working on line on your own computer in your own location.
- Provide a daily email report of your work and be contactable on Skype.
- Ability to think and work indecently as required.

**WHAT DO DO NEXT?**

If interested please do the following.

Contact us at our support desk by visiting the link below.

[www.marketing-assassins.com](http://www.marketing-assassins.com)

Open and lodge a ticket at our support desk using the "employment" category.

In the ticket at our support desk, please provide the following information.

Attach your CV or resume (either .pdf or .doc) and also submit a short letter expressing your interest in the position of **Virtual Assistant** staff member and why you would like to work with us.

Also, please include your Skype name if we decide to later contact you.

We look forward to hearing from you.

Best regards

Anthony Buchalka    Tim Buchalka