Home-based Employment: What Employers Want

March 29, 2016

Presented by:

Teva Pharmaceuticals | Acorda Therapeutics
Mallinckrodt Pharmaceuticals Autoimmune and Rare Diseases
THE POWER TO BE MORE THAN YOUR MS
www.mscando.org | 800-367-3101
How to Ask Questions During the Webinar:

• **Chat Feature** – Type in your questions using the chat box on the lower left hand side of your screen.
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Agenda

• Work at home benefits
• Types of work at home jobs
• Requirements
• Where to find work at home jobs
• Application and Interview Tips
• Accommodation and other questions
Paula Vieillet

Paula Vieillet, MA, CVE
President of Employment Options, Inc.
Nationwide
Sally Jones

Virtual Recruiting Specialist
Cincinnati, OH
What do you picture when you hear "Work from Home?"

"I work at home too, but you don’t see me sitting around in my pajamas all day!"

I love working for myself from home; I get along with everyone in the office; I can show up in pajamas, and I always win Employee of the Month.

Pleeeease be quiet, so Mama can at least sound professional.
WAH Benefits

• No dress code
• No commute
• Save $$ on lunch, gas, dry cleaning etc.
• Good for the Environment
• Social benefits - provides employment options where they might not exist
# Real Savings by Working from Home

You can save up to $5,950 per year or $2.86/hour. Make sure you factor this in when considering the pay rate. Many companies have a Lifestyle Calculator on their website where you can enter your own numbers to calculate the cost savings.

<table>
<thead>
<tr>
<th></th>
<th>Work at Home</th>
<th>Brick &amp; Mortar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avg. Round Trip Travel Time</td>
<td>$0</td>
<td>52 minutes</td>
</tr>
<tr>
<td>Days Spent Commuting per Year</td>
<td>$0</td>
<td>20 days</td>
</tr>
<tr>
<td>(8 hours/day)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Annual Commute Distance</td>
<td>$0</td>
<td>6000 miles</td>
</tr>
<tr>
<td>Cost of gas per year</td>
<td>$0</td>
<td>$850</td>
</tr>
<tr>
<td>Public Transit Expense</td>
<td>$0</td>
<td>$500</td>
</tr>
<tr>
<td>Lunch Expense</td>
<td>Minimal</td>
<td>$2,275</td>
</tr>
<tr>
<td>Annual Apparel, Dry Cleaning</td>
<td>$0</td>
<td>$1,500</td>
</tr>
<tr>
<td>Expense</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle Maintenance Expense</td>
<td>$0</td>
<td>$825</td>
</tr>
<tr>
<td><strong>TOTAL ANNUAL COSTS</strong></td>
<td>$0</td>
<td>$5,950</td>
</tr>
</tbody>
</table>
Types of Work from Home Jobs

1099  Subcontract with Company -
Taxes are not withheld

Usually paid piece work:
Medical transcriptionist
Search engine evaluators
Surveys
Mystery shopping
Types of Work from Home Jobs

W-2  Set Hours – Full-time or Part-time
Hourly Pay - Taxes withheld- Company Benefits

Typical Job Titles:
Customer Service  Sales
Tech Support      Reservations
Concierge         Dispatching
Medical: Nursing, Coding, Specialties
Physical and Emotional Requirements

Physical

• Be able to work a 4 hour stretch
• Train full-time for a part-time job
• See screens clearly- No JAWS or Zoomtech
Physical and Emotional Requirements

Physical

- Frequent keyboarding
- Multi-tasking
- Be able to speak clearly
- Be able to hear
Physical and Emotional Requirements

Emotional

• Dealing with difficult people
• Empathize
• Patience
• Cannot get easily offended
Work Requirements

• All applicants must be legally able to work in the U.S
• A high school diploma or GED
• Have excellent communication skills
• Be able to work a set schedule which often includes week-ends, evenings, holidays, and full-time training hours
• Quiet noise free home office space, free of distractions (no pets, kids, TVs)
• Type minimum 25 wpm
• Minimum of 1 year customer service experience
• Medical jobs require current state license
Work Requirements

- Computer or laptop (no Mac’s or all in ones)
- Minimum processor of 1 Ghz to 1.5 Ghz - 1.5 GB RAM - 40 GB free space
- High speed Internet connection
- Upload – Download speeds must meet requirements
- Direct connect only – wireless modems not allowed
- Ability to work independently
- Must meet background check and drug screen requirements
Do your homework! Research the company and opportunity

• Carefully research all job opportunities – especially “work from home,” as many of them are scams!
• Rat Race Rebellion (www.ratracerebellion.com)
• FlexJobs - Top 100 Companies with Remote Jobs (www.flexjobs.com)
• Virtual Vocations (www.virtualvocations.com)
• Facebook Groups: Virtual Workers of America, the Work at Home Woman, the Work at Home Life
Creative Options to Consider

Creative & Crowdsourcing
http://www.cafepress.com t-shirt design
https://www.crowdspring.com project design
http://www.createmytattoo.com/artists tattoo design
http://99designs.com/ project design
http://www.bountyit.com/ bid on projects

Education
http://eduwriters.com freelance writers
http://www.ets.org test scoring

Healthcare/Medical
http://www.fonemed.com/ phone work for RNs
https://aviacode.catsone.com medical coding
http://www.spectramedi.com billing

Legal
http://www.ejury.com/ (mock jury)
https://www.tlextranet.com/trialjuries (mock jury)

Miscellaneous
https://pincushion.needle.com/needlers/welcome/ chat support
https://www.leapforceathome.com/grp/public/home Search Engine evaluation
http://www.appen.com variety of jobs posted including Search Engine evaluation
http://www.thesmartcrowd.com/ Social Media assessor
https://app.fieldagent.net/ Take photos with your phone for cash
http://www.gigwalk.com/gigwalkers/ Download the app, accept the Gig, get paid
http://www.mobeeapp.com/ mystery shopper app
https://www.mturk.com/mturk/welcome - Amazon pays for work computers cannot do
https://www.kirkusreviews.com/about/careers/ - Book Reviewer
Application

Key to getting an interview!

• Typical work from home recruiters receive 5,000 applications a month

• Availability

• Move quickly through required tests and tasks - PC test
  Complete assessments, recorded interview, etc.

• Follow directions and review the FAQs for help in completing the requirements

Recruiters will most likely not look at your resume until you have completed required testing processes (behavioral assessment, PC/Internet Check)
Disclosure

Legally, employers can ask:
Are you able to perform the essential duties of the job with or without reasonable accommodations?

You should be able to answer yes.

You may also be asked to complete a form 8850 which employers Need in order to receive a WOTC tax credit which can sometimes help you get the job. This information is voluntary and is not seen by the recruiter. You may also be asked if you are a veteran or disabled.
Employment Options focuses on helping Social Security Ticket-holders obtain W-2 employment.

Jobs listed on our website
www.myemploymentoptions.com/work-at-home-jobs/
Employment Options

Quality Employer Relationships

We work with some of the largest call center operations in the country.

Because we have collaborative relationships we are able to help you navigate the different employment opportunities out there.
Interview Tips

• Keep a log of companies you have applied to, including dates and names of recruiter contacts.

• If recruiter calls wanting to set up an interview, make sure you call them back promptly! Leave voice mail with info on your availability for a call and follow up by email with the same info. Recruiters spend the day on the phone, but can multi-task very effectively.

• Check your spam folders regularly and add the company email address to your “safe senders” list
Interview Tips

• Be Professional - remember the recruiter can refer you to other positions within the company or make sure you go no further in consideration.

• Review the job description prior to interview and be familiar with the company - know their products and services.

• Have a list of questions prepared which demonstrate your understanding of the job. The time to ask questions about compensation and benefits is when you have been offered the job, not during the initial interview.

• **Do** ask about next steps in the recruiting process and thank the recruiter for their time.
Accommodation Questions

- Is training full-time for part-time jobs? Can this be accommodated?

- Attendance? With my MS I have good days and bad days. Can my schedule be accommodated to fit with how I feel that day?

- Can I work a split shift?
Accommodation Questions

• Because of my MS I can only type 18 wpm? Can typing speed requirements be accommodated?

• I get easily fatigued. Can I schedule breaks?

• I am vision impaired. May I use Zoomtech or Jaws as an accommodation?
Frequent Questions

Do you pay for:

- Retraining
- Purchase of computer
- Set up internet, phone lines
- Starting your own business
Ticket to Work Program

If you are on SSI or SSDI, to get protection of you must be enrolled with the Department of VR or an Employment Network of your choice before you return to work!

Due to constraints of program, you can ONLY be signed up with one provider at a time. Employment Options can check your enrollment status if you are unsure.

http://myemploymentoptions.com/for-job-seekers/pre-qualify/ or 1-800-441-3114
OPEN TO EVERYONE

Virtual Job fair: April 14
10 a.m - 4 p.m. EST

Must pre-register

https://www.myemploymentoptions.com/register-for-virtual-job-fair/
Free Webinar For the first 250 people

“Tips for Attending Virtual Job Fairs How to Get Noticed!”*

Wed. March 30th
3:00 to 4:00pm Eastern

https://www.myemploymentoptions.com/webinar-registration-page/
Thank You!

Paula Vieillet  
Sally Jones

Questions?  
Comments?
Can Do MS Resources

e | NEWS
your best life update

Q&A

Can Do Library

Find these resources at www.MSCanDo.org.
National MS Society Resources

The Win-Win Approach to Reasonable Accommodations

Should I Work? Information for Employees Living with MS Employment Issues

EMPLOYMENT MATTERS
MANAGING MS IN THE WORKPLACE

nationalMSsociety.org/employment
National MS Society Benefits and Employment Services

If you have an employment-related question that was not answered during tonight’s webinar, please feel free to email EmploymentQuestions@nmss.org or call 1-800-344-4867.

Thank you.
Myelin, Movement, and the Mind: Hot Topics in MS Research

April 12, 2016

Presented by:

Teva Pharmaceuticals  |  Acorda Therapeutics
Mallinckrodt Pharmaceuticals Autoimmune and Rare Diseases  |  US Bank