Virtual Emily

VIRTUAL EMILY · 2026

Virtual Emily in a nutshell

The whole story, in five minutes:
who we are, what we offer, how to start.



Virtual Emily Staffing · a Vantech company
virtualemilystaffing.com

VANTECH

01 · WHO WE ARE

Your remote staffing partner

Virtual Emily is the remote staffing company of Vantech. We place bilingual remote executives from Colombia with US businesses, so owners can manage their work from anywhere.

We hire and manage remote employees according to your job description.

An Emily, not a VA: trained before day one, supported by an account manager, measured on live KPIs and contracted in the US.



02 · WHAT WE OFFER

Six lines of business

One ladder of roles, from junior assistant to specialist. Tailored profiles on request.

Admin

Executive assistant, back office, project management, contracts and invoices.

Customer experience

Chat, email and phone support, resolutions and follow-up.

Sales & RevOps

Appointment setting, inbound sales, CRM and pipeline.

Marketing

Social media, community management, content and campaigns.

Data

Data entry and cleanup, research, reports and dashboards.

Tech & AI

Automation, CRM configuration, QA, software and AI engineering.

03 · WHY HIRE WITH US

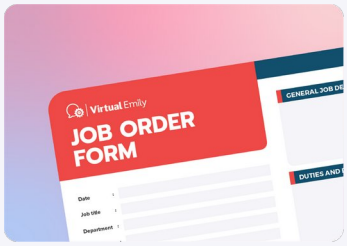
You save, and you see the work

Plan	Best for	From
Emily Essentials	Structured, process-driven work, full time Mon–Fri	$1,500/mo
Full Time Emily	A dedicated, multi-skilled executive on your clock, with KPI reporting	$1,900/mo
Enterprise	Ten or more Emilys across departments	Custom

No recruiting fees: we handle hiring, payroll and local compliance. Typical savings: up to ~70% vs. a comparable US in-house hire (varies by role).

04 · HOW TO HIRE WITH US

Three simple steps



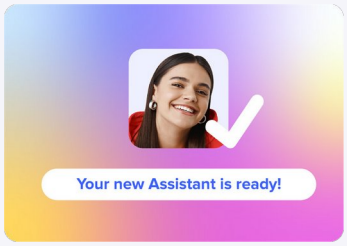
1. Fill and sign

Share your job description and sign the recruitment agreement. We search for your perfect match.



2. Interview and select

We choose the best profiles; you interview three and pick the one that fits.



3. Hire

Your Emily is ready. Onboarding on your tools starts right away.

05 · AN ALL-IN-ONE EXPERIENCE

Everything behind your Emily

- **HR team and elite recruitment**
- **IT management and operations coordination**
- **Full support and remote training** so your Emily is set up for success.
- **Real-time reports and KPIs** on MyVirtualBPO, from your phone.
- **Less overhead:** no workspace to provide, and you sign with our US company.



Focus on the rest of your business. We have you covered.

Building remote teams since 2005. Emilys are perfect for task-driven roles, projects, coordinators and support positions.

Free unlimited replacement guarantee for the entire duration of your agreement.



YOUR NEXT STEP

Interview three Emilys, free.

Start with the free interviews

Tell us the role. Interview three vetted, bilingual candidates in as little as 72 hours.

virtualemilystaffing.com →

Not sure where to start? Book the free 60-minute EMOP Diagnostic with Joe at **joethevceo.com**.

Free guides and calculators: **virtualceolife.com/resources.html**

VANTECH

© 2026 Vantech Group · Miami · Bogotá · Barranquilla. Savings vary by role and are compared with a comparable US in-house hire.