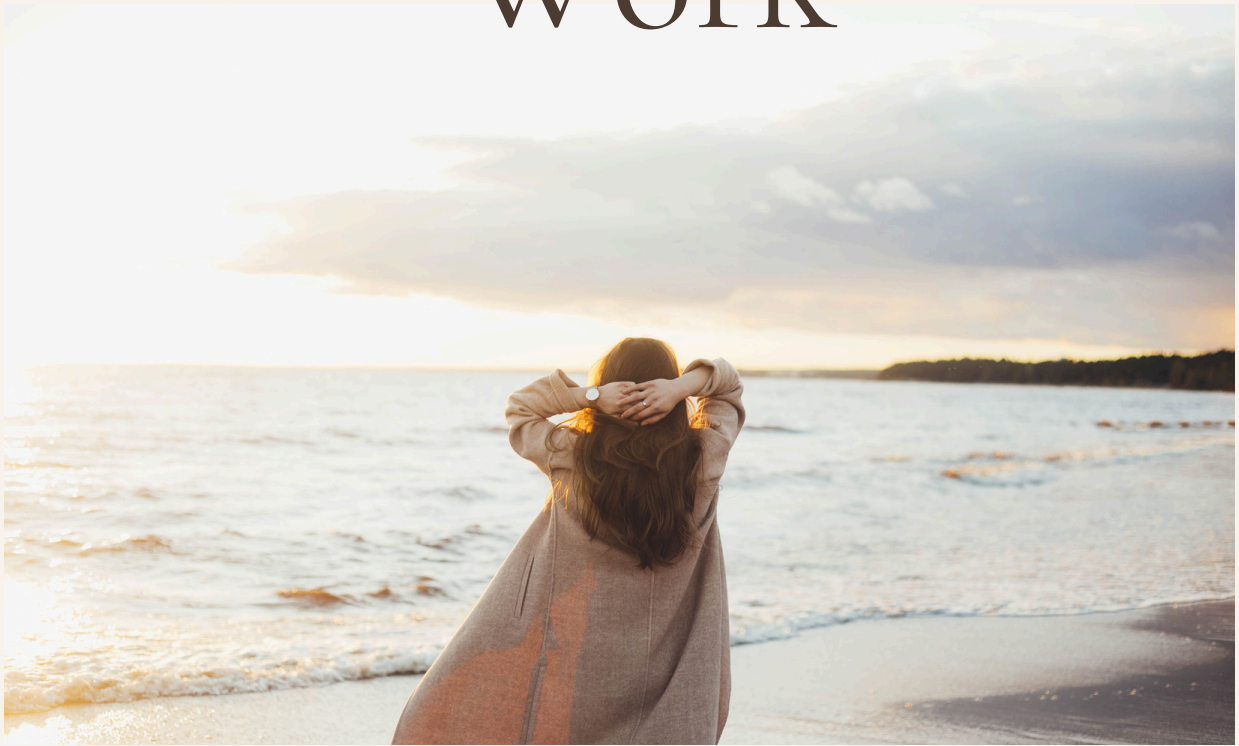


TAKE THE FIRST STEP AT
Finding Remote
Work



*What I've learned after 10+ years inside
hiring systems and what I wish more
people had access to.*

OURBUENAVIDA.COM



Introduction

I want to start by saying this clearly:

If finding remote work has felt confusing, overwhelming, or discouraging, it's not because you're doing something wrong.

I've spent over a decade working in HR, recruiting, and inclusion-focused leadership roles. I've seen how capable people are overlooked every day not because of a lack of skill, but because hiring systems are cloudy, inconsistent, and rarely explained.

I created this guide to bring clarity, not pressure. This isn't about chasing trends or applying to hundreds of jobs. It's about understanding how the system actually works so you can make informed, grounded choices.

“Struggling to navigate the system alone? I offer 1-on-1 Resume Audits and Interview Coaching to help you get noticed.”

About Me



I spent over a decade in HR focused on talent, inclusion, and helping people feel seen. On paper, it looked like success, but I craved more time, alignment, and presence with my family.

A few years ago, my husband and I made a bold choice: we left the traditional version of success and moved to Mexico to create a life with more freedom and intention. It wasn't easy. It meant unlearning, rebuilding trust in ourselves, and redefining what "career" and "success" meant.

Today, I'm building a life and business rooted in flexibility, remote work, and values-based choices. I share what I'm learning in real time the wins, the uncertainty, and the courage it takes to choose a different path.

This guide is for anyone who feels capable but constrained. Ambitious yet tired. Proud of their career but craving more control over how life feels day to day. If that's you, I hope this helps you see there are other ways to work, earn, and live and that you're allowed to design something that fits your season.

You're not behind. You're not unrealistic. You're just ready for alignment.

Bianca



Take the First Steps at finding Remote Work

01 What “Real Remote Work” Actually Means

When I say **real** remote work, I mean:

- legitimate roles with **clear** expectations
- companies that understand **distributed** work
- positions that don't rely on urgency, hype, or **unpaid labor**

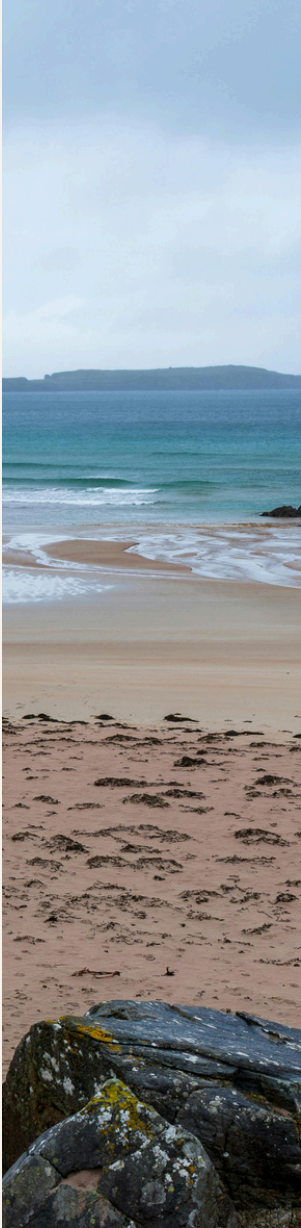
Remote work isn't **rare**. But it is **specific**. And not every job labeled “remote” is designed to support **real life**.



02

Why Good People Get Overlooked

The 'best' candidate doesn't always get picked — the familiar one often does. Keep going; your fit will find you.



One of the hardest **truths** I've learned is this: Hiring is not a pure merit system.

Decisions are influenced by time pressure, pattern recognition, internal politics, and risk avoidance. That doesn't make the process evil, but it does make it **uneven**.

When people don't understand this, they internalize rejection as personal failure. That's what I want to **interrupt**.



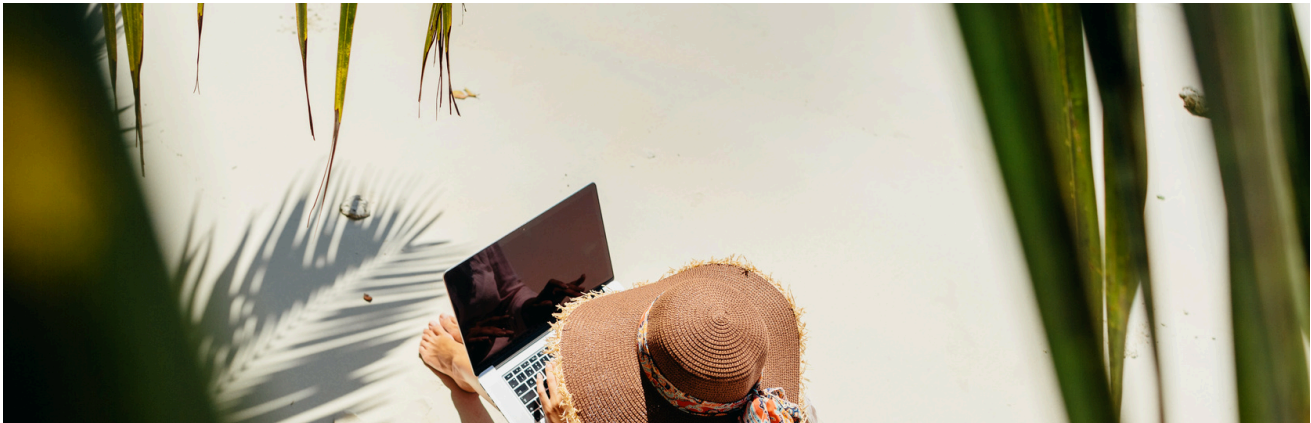
03

Roles that are more compatible with remote work

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Get my 'Remote Job Tracker & Interview Prep Kit' at
ourbuenavida.com

Roles That Are More Compatible with Remote Work



Operations and
Coordination
Roles

Virtual Assistant,
Office Manager,
Executive Assistant

Oversee processes and ensure smooth workflows by managing logistics, schedules, and cross-team communication.

Customer
Support and
Success

Customer Success
Manager, Support
Specialist, Community
Manager

Provide timely assistance and build relationships to help customers resolve issues and achieve their goals.

Recruiting and
HR support
Roles

HR Coordinator,
Talent Sourcer,
Recruiter

Handle candidate sourcing, scheduling, and employee support tasks to keep talent processes running efficiently.

Project and
Program
Coordination

Project Coordinator,
Program Manager,
Operations Associate

Organize timelines, resources, and deliverables to keep projects on track and aligned with objectives.

This doesn't mean other roles aren't possible. It means some paths are more accessible depending on where you're starting.



03.5

Where to Find These Roles

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Not all job boards are built the same. These are the platforms I actually trust ones built specifically for remote work, where listings are vetted and the companies understand distributed teams.

03.5

Where to Find These Roles

We Work Remotely

One of the largest remote-only job boards. Great for operations, support, and coordination roles.

[weworkremotely.com](https://www.weworkremotely.com) →

FlexJobs

Curated and scam-free. Every listing is screened worth the small subscription fee.

[flexjobs.com](https://www.flexjobs.com) →

LinkedIn (Remote Filter)

Search your role + toggle "Remote" under location. Set job alerts so opportunities come to you.

[linkedin.com/jobs](https://www.linkedin.com/jobs) →

Remote.co

Focused on companies with strong remote culture — not just remote-tolerant. A meaningful difference.

[remote.co](https://www.remote.co) →

Himalayas

Clean, modern board with strong filters. Good for HR, ops, and project management roles.

[himalayas.app](https://www.himalayas.app) →

Remotive

Community-driven with a strong newsletter. Good for staying plugged into what's actually hiring.

[remotive.com](https://www.remotive.com) →

Pro tip from 10+ years in HR

Don't apply to everything — apply to companies that mention async communication, documented processes, or distributed teams in the job description. Those are signals they actually know how to support remote employees.



04

Red flags I tell people to watch for

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*Not every 'remote' label is created equal. Here's what to look
for and what to run from.*

Vague job descriptions:

If the role sounds fuzzy or lacks clear responsibilities, that's a sign the company might not know what they need—or worse, they're hiding something.

Pressure to move fast without context:

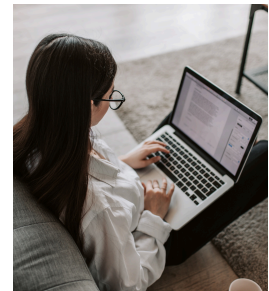
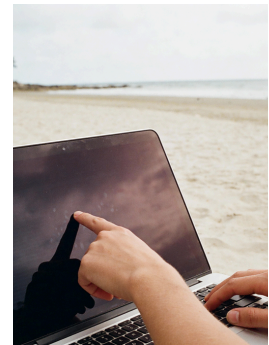
When you're pushed to make quick decisions without enough information, it often means they're skipping transparency or hoping you won't ask questions.

Unpaid “test work” early in the process:

JA quick skills check is normal, but if they ask for hours of work without pay, that's a red flag. Your time has value, and good employers respect that.

Communication that feels rushed or unclear:

If messages are vague, inconsistent, or leave you guessing, it can point to disorganization or a lack of respect for candidates.



Your time and energy matter. A legitimate employer understands that and will show it in how they communicate and treat you.

Conclusion and Next Steps

You don't need to overhaul your life to start.
A better place to begin is asking:

What kind of work fits my current season?

What skills do I **already use** that translate well remotely?

What **boundaries** do I need to protect my **energy**?

Clarity creates momentum. **Not** urgency.



Ready to take this further? Book a 1:1 Strategy Session and we'll map out exactly where your skills fit in the remote landscape and how to position yourself to get there.

[REGISTER NOW](#)