

EMPLOYEE VS. VIRTUAL ASSISTANT

Employee

Overhead Cost: Office, Supplies, software, and equipment required.

PTO: Compensated for non-productive hours.

Employee-Related Costs Required; W2/W4

- Social Security /Medicare
- Payroll Taxes
- Unemployment
- Workers Comp
- Health Insurance
- Training Costs
- Bad hiring Costs
- Separation Costs

Time-Consuming Interviews | Training | Onboarding:
May not be a good fit.

VA

No Overhead Cost:
Work remote with own space, software, equipment, etc.

No PTO: Paid for time required to complete project or task only.

No Employee-Related Costs; W9 - Independent Contractor

No Time-Consuming Interviews | Training | Onboarding:
Skilled and equipped to provide a quality service. Committed to providing a great customer experience.

HARLEM WORLD PALM CONSULTING