

The remote marketing job search kit

Use this sheet before every application. Qualify the role, verify the employer, map the job language to your proof, and send a focused resume.

ROLE

COMPANY

ROLE FIT

Should I apply?

- ☐ They can hire where I live
- ☐ The time-zone overlap works
- ☐ The level matches my experience
- ☐ The ownership is clear
- ☐ The pay and employment terms work

If two essentials fail, stop. Spend the time on a stronger match.

VERIFY

Is the opening real?

- ☐ Role appears on the employer's site
- ☐ Recruiter identity checks out
- ☐ No payment or equipment fee
- ☐ No early request for sensitive data

Never pay to apply or receive equipment. Verify the role on the employer's own careers site.

TAILOR

Match their need to your proof

Use the employer's language only where it accurately describes your experience.

THE OUTCOME THEY NEED

THREE REQUIRED TERMS I CAN PROVE

MY BEST MATCHING RESULT

WRITE ONE BULLET

Action + scope + result

Example structure: Built [program] for [audience], coordinating [teams or channels], which changed [business result].

SEND CHECK

Ready to submit?

- ☐ Target title is clear near the top
- ☐ Bullets show outcomes, not duties
- ☐ Links, dates, and filename are correct
- ☐ Required terms appear where truthful
- ☐ Remote work is proven with examples