



<https://usaremotejob.pro/job/amazon-data-associate-alexa-catalog-operations-remote/>

## Amazon Data Associate – Alexa/Catalog Operations (Remote)

### Description

**Job Title:** Data Associate – Alexa/Catalog Operations (Remote)

**Location:** Virtual – US

**Category:** Administrative & Support Services

**Job Type:** Part-Time / Full-Time Options

### Role Overview

Amazon is seeking a high-judgment, detail-oriented **Data Associate** to join our Remote Operations team. In this role, you will be responsible for the ingestion, validation, and maintenance of data sets that power our global marketplaces and AI technologies.

We are looking for candidates who take **Ownership** of their work, possess a high “bias for action,” and can maintain peak accuracy in a fast-paced, independent environment.

### Key Responsibilities

- **Data Ingestion:** Accurately input and update high volumes of data into proprietary Amazon systems and databases.
- **Audit & Validation:** Perform routine quality checks to identify, flag, and resolve data discrepancies or “bugs” in the catalog.
- **Standard Operating Procedures (SOPs):** Follow complex, written instructions to ensure global data consistency across all platforms.
- **Metrics & Reporting:** Consistently meet or exceed daily productivity and quality “SLAs” (Service Level Agreements).
- **Process Improvement:** Provide feedback on tools and workflows to help the team scale operations efficiently.

### Basic Qualifications

- High school diploma or equivalent.
- **Technical Literacy:** Advanced proficiency with Microsoft Excel (VLOOKUPS, basic filtering) and general web-based tools.
- **Accuracy:** Proven ability to manage repetitive tasks with a low error rate.

### Hiring organization

Amazon Remote Jobs.Inc

### Employment Type

Full-time, Part-time

### Job Location

Remote work from: US

### Working Hours

8

### Base Salary

USD 20 - USD 30

### Date posted

April 3, 2026

### Valid through

23.12.2026

- **Communication:** Strong written English skills for documenting errors and collaborating with remote team leads.
- **Work Environment:** A quiet, professional home office and a reliable high-speed internet connection (minimum 25 Mbps download / 10 Mbps upload).

## Preferred Qualifications

- Previous experience in data entry, data auditing, or transcription.
- Familiarity with Amazon's retail platform or AWS services.
- Ability to troubleshoot basic software issues independently.

## Compensation & Benefits

- **Hourly Pay:** Competitive rates starting at \$18.00-\$23.00/hr (depending on location and experience).
- **Flexibility:** Choice of shifts that support a healthy work-life balance.
- **Career Pathing:** Access to internal upskilling and "Career Choice" tuition assistance programs.
- **Amazon Culture:** Be part of a diverse team that prioritizes safety, inclusion, and innovation.

## How to Apply

1. Visit **amazon.jobs**.
2. Search for keyword "**Data Associate**" or "**Virtual Operations.**"
3. Complete the online **Work Styles Assessment** and submit your resume.