



About Lateam Partners

Lateam Partners is a premier recruitment agency specializing in hiring top **English-speaking** talent in **Latin America** for U.S.-based companies. We connect skilled professionals with dynamic opportunities, offering competitive salaries, career growth, and the chance to work with leading international businesses.

By joining Lateam Partners, you gain access to **exciting remote roles, a supportive work culture, and ongoing professional development**. We pride ourselves on matching top-tier talent with high-quality employers, ensuring a rewarding experience for both candidates and clients.

If you're looking to advance your career with **a stable, well-paid, and growth-oriented opportunity**, apply today and become part of our thriving network!

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Job Title

Marketplace Specialist

Location

Remote

Client

Undisclosed

Job Summary

We are seeking a highly motivated and detail-oriented Marketplaces Specialist to support and optimize our presence across Amazon Seller Central global and other eCommerce platforms. In this role, you Will play a key part in maintaining listing accuracy, ensuring compliance with marketplace policies, and enhancing product visibility through SEO and content optimization.

You'll work closely with cross-functional teams, including marketing, product, logistics, and creative, to align marketplace strategy with broader business goals. From resolving account health issues to creating and updating brand content using tools like Helium 10, Semrush, and Asana (or similar organizational software), you'll take ownership of critical operational processes that drive marketplace performance. This is an exciting opportunity for a data-driven e-commerce professional who thrives in a fast-paced environment and is eager to contribute to the growth of a dynamic, wellness-focused brand.

Responsibilities

Amazon Marketplace Operations

- Manage daily operations in Amazon Seller Central US and EU, ensuring accounts and listings integrity.
- Keep listings active, optimized, and compliant with platform policies.
- Collaborate with marketing, product, and logistics teams to maintain alignment across channels.

Listing Optimization & SEO

- Write and update product listings including titles, bullet points, descriptions, and backend keywords.
- Conduct SEO and keyword research using tools such as Helium 10, Semrush, or similar.
- Monitor competitors and adjust strategies to maintain visibility and competitiveness.

Account Health Management

- Proactively resolve listing issues such as suppressed listings, variation problems, and incorrect categories.
- Respond to and resolve account health alerts, policy violations, and other compliance challenges.
- Manage A-to-Z and chargeback claims as they arise.
- Monitor key health metrics like late shipments, defect rates and tracking issues.

Customer Service

- Respond to buyer-seller messages and resolve order-related questions.
- Process refunds in line with company and Amazon policies.
- Open and manage cases with Amazon support to expedite issue resolution.

Brand Content and Creative Support

- Review the A Plus Content, Brand Stores, and Brand Story sections regularly to ensure they are consistent with expectations, the competitive set, and market best practices.
- For any assets needed, work with the marketing team so they can provide you updated assets.

Technical Operations

- Utilize bulk uploads and flat files to manage catalog efficiency.
- Navigate international Amazon marketplaces (especially the EU region) with confidence.
- Regularly leverage Amazon and third-party tools (e.g., Helium 10, Semrush) to streamline tasks.

Qualification

- 4+ years managing Amazon Seller Central, with EU marketplaces experience required
- Strong skills in listing optimization, SEO tools (e.g., Helium 10)
- Experience handling account health, listing issues, and customer service
- Proficient with flat files, bulk uploads, and EU marketplaces
- Previous experience with other ecommerce marketplaces (Walmart or Target) is a plus.
- Previous experience selling supplements is a plus.
- Ability to start daily no later than 7 AM ET
- Fluent in both written and spoken English

Apply to this position

<https://forms.monday.com/forms/6f43e441a98a43154090ba9322b9091d?r=use1>