

# Hiring Remote Backend Developers Checklist

- ☐ Interview and select remote backend developer
- ☐ Make a contract and send it.
- ☐ If necessary, go over the contract again.
- ☐ Send NDA
- ☐ Personal information should be requested and collected (ID, SS, phone, emergency phone, etc.)
- ☐ Integrate with project management software
- ☐ Send an email with a list of login information.
- ☐ Make arrangements for benefit packages.
- ☐ Prepare any work-related material, such as technical documents on software, business processes, and so on.