

DC AREA SALARY DATA

FALL 2022

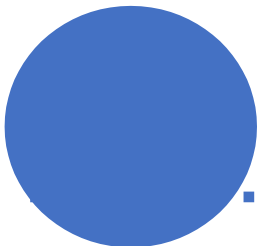


Administrative

Local Averages		
Position	Low	High
Receptionist	\$42,000	\$45,000
Front Desk Admin	\$45,000	\$48,000
Administrative Assistant (1-2 years)	\$48,000	\$51,000
Administrative Assistant (2-4 years)	\$50,000	\$52,000
Administrative Assistant (5+ years)	\$55,000	\$60,000
Administrative Assistant (Senior)	\$60,000	\$65,000
Sales Assistant (up to 3 years exp)	\$44,000	\$48,000
Executive Assistant	\$65,000	\$75,000
Sr. Executive Assistant	\$75,000	\$100,000
Junior Office Manager	\$52,000	\$56,000
Office Manager	\$60,000	\$73,000
Senior Office Manager	\$75,000	\$99,000

Accounting

Local Averages		
Position	Low	High
Accounting Clerk I	\$40,000	\$42,000
Accounting Clerk II	\$43,500	\$47,000
Accounting Clerk III	\$48,500	\$53,500
Payroll Specialist	\$49,500	\$60,000
Sr. Payroll Specialist	\$60,000	\$70,500
Accounts Payable Clerk	\$44,000	\$52,000
Accounts Receivable Clerk	\$44,000	\$52,000
Accounting Supervisor	\$76,000	\$86,500
Accounting Manager	\$94,000	\$106,000
Accounting Director	\$145,000	\$161,000



Need more info?
Contact us!
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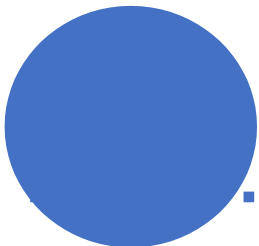


Human Resources

Local Averages		
Position	Low	High
HR Assistant (Entry Level)	\$45,000	\$48,000
HR Assistant (2-4 years)	\$50,000	\$60,000
HR Assistant (5-7 years)	\$65,000	\$70,000
Benefits Clerk	\$45,500	\$49,000
Benefits Administrator I	\$48,000	\$55,000
Benefits Administrator II	\$55,000	\$61,500
Benefits Administrator III	\$67,700	\$77,000
HR Generalist I	\$55,500	\$69,700
HR Generalist II	\$67,300	\$84,500
HR Generalist III	\$83,000	\$104,000
HR Generalist IV	\$94,000	\$100,500
HR Manager	\$100,000	\$127,000

Legal

Local Averages		
Position	Low	High
Legal Secretary Jr.	\$52,000	\$58,000
Legal Secretary	\$60,000	\$70,000
Legal Secretary Sr.	\$70,000	\$85,000
Paralegal Jr.	\$55,000	\$62,000
Paralegal	\$66,500	\$72,500
Paralegal Sr.	\$80,000	\$100,000
Paralegal Manager	\$90,000	\$125,000



Technical

Local Averages		
Position	Low	High
Help Desk Support	\$50,000	\$57,000
Help Desk Manager	\$87,000	\$100,500
Help Desk Supervisor I	\$65,000	\$75,000
Help Desk Supervisor II	\$75,000	\$96,000
Sr. Help Desk Support	\$60,000	\$65,000
Help Desk Assistant	\$45,000	\$48,000

Clerical

Local Averages		
Position	Low	High
Office Services Assistant	\$37,000	\$39,000
Mail Clerk	\$35,000	\$40,000
Sr. Mail Clerk	\$41,000	\$45,000
Data Entry Clerk (Entry Level)	\$39,000	\$42,000
Data Entry Clerk	\$42,000	\$48,000



Customer Service

Local Averages		
Position	Low	High
Customer Service Rep I	\$42,000	\$46,000
Customer Service Rep II	\$46,000	\$48,500
Customer Service Rep III	\$49,000	\$55,000
Customer Service Supervisor	\$60,000	\$68,500
Customer Service Manager	\$83,500	\$99,500
Customer Service Director	\$111,500	\$140,000

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