



# **Salary report Pro**

## **Administrative Worker, Official - Administration**

**Administration**

5 March 2020

Total gross salary  
(median)

**2,445 EUR**

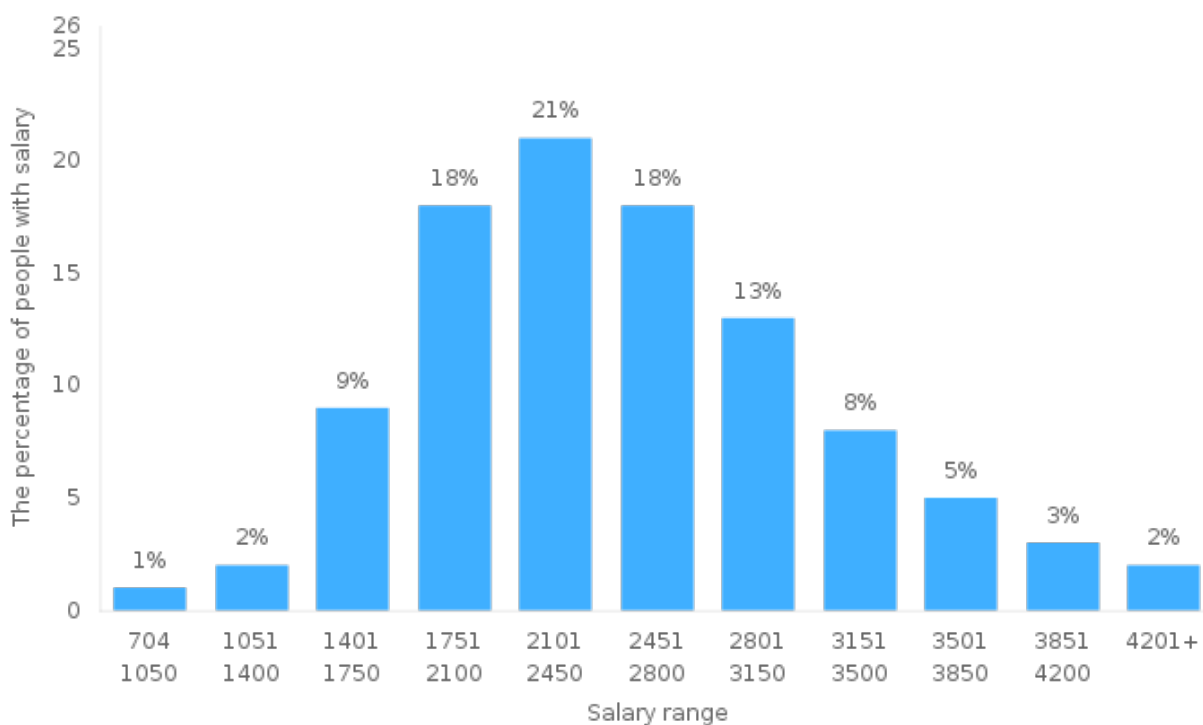
Region: Netherlands  
 Work experience: all experience levels  
 Company size: all company sizes  
 Education: all education levels  
 Methodology: Estimation model

### Description of job position

- Transcribing documents using computers.
- Recording of incoming and outgoing correspondence.
- Handling corporate correspondence, email, and phone calls.
- Operating copier and fax equipment.
- Filing and locating documents.
- Welcoming and taking care of visitors, preparing and serving refreshments.
- Recording the minutes in meetings and negotiations.
- Reserving accommodation, travel tickets, airline tickets, and similar tasks.
- Responsibility for purchasing office supplies and other goods consumed on a daily basis.
- Managing the cash box and responsibility for entrusted cash and valuables.

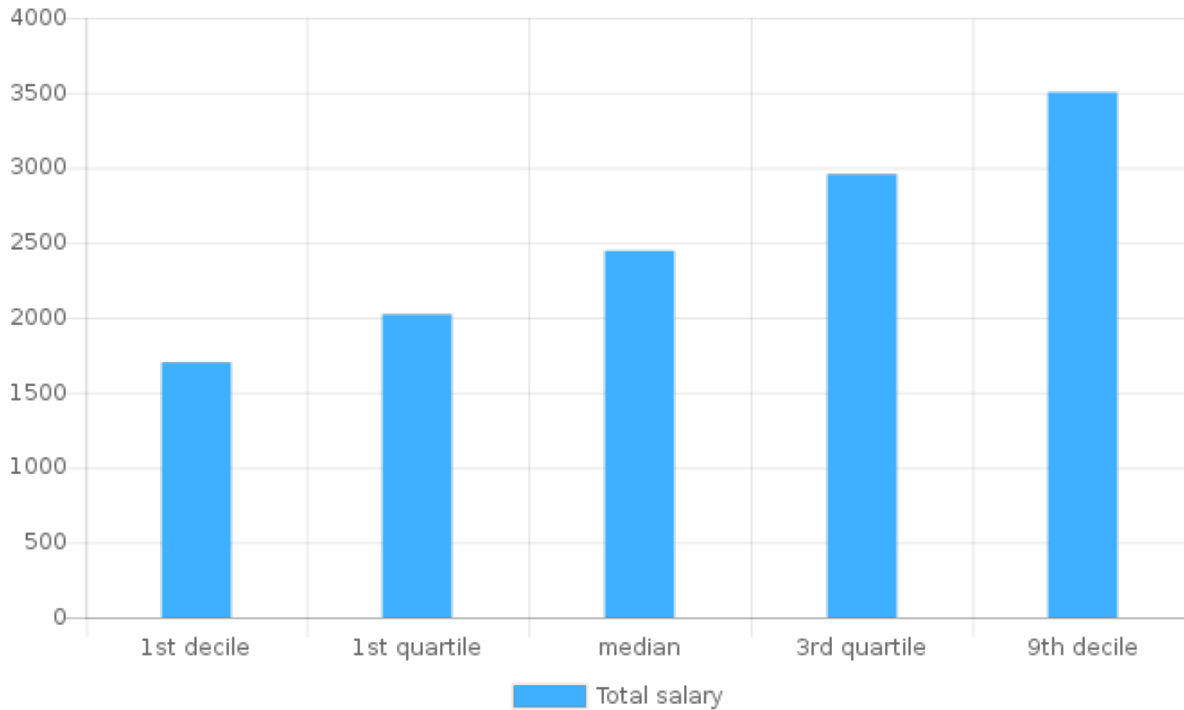
## Salary ranges

Region: Netherlands



# Salary span

Region: Netherlands

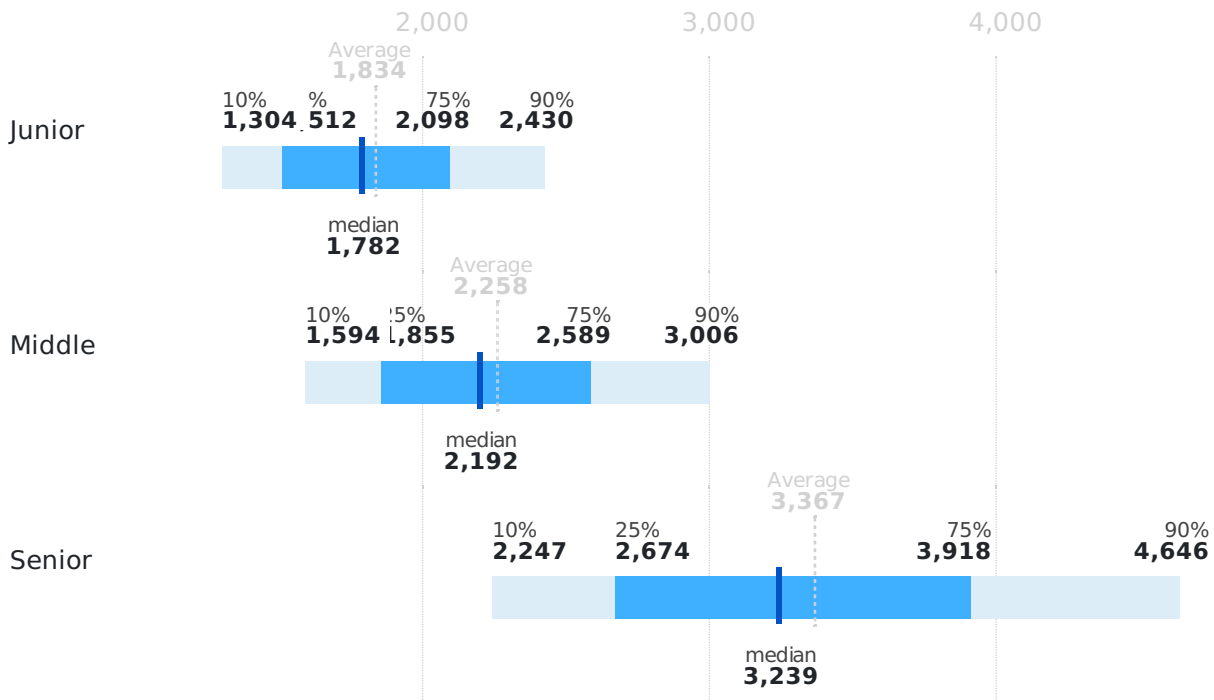


	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Total salary	2,540	1,699	2,020	2,445	2,955	3,502

\*\*The total monthly income includes a proportionate share of the financial benefits received throughout the year (e.g. Christmas bonus salary, bonus, commission) and the monthly variable salary component.

# Salaries by work experience

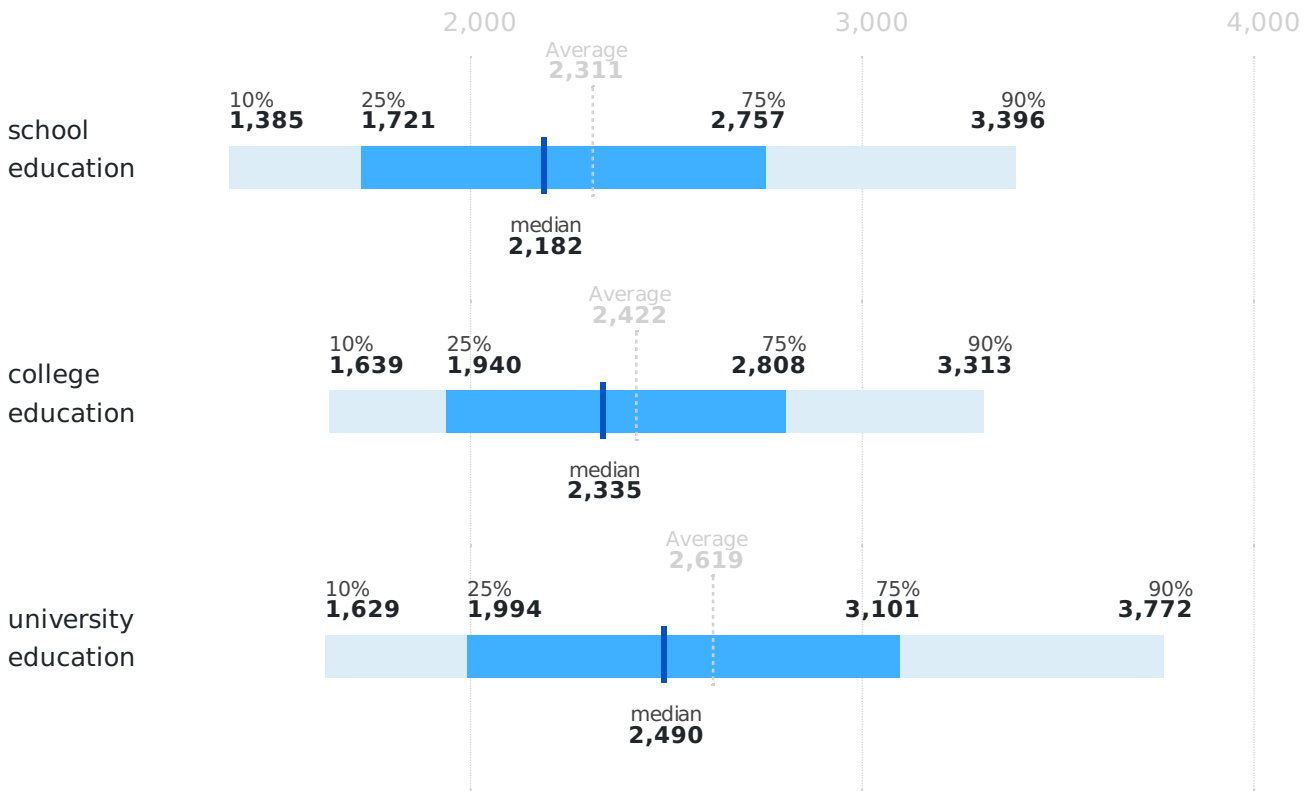
Region: Netherlands



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Junior	1,834	1,304	1,512	1,782	2,098	2,430
Middle	2,258	1,594	1,855	2,192	2,589	3,006
Senior	3,367	2,247	2,674	3,239	3,918	4,646

# Salaries by education

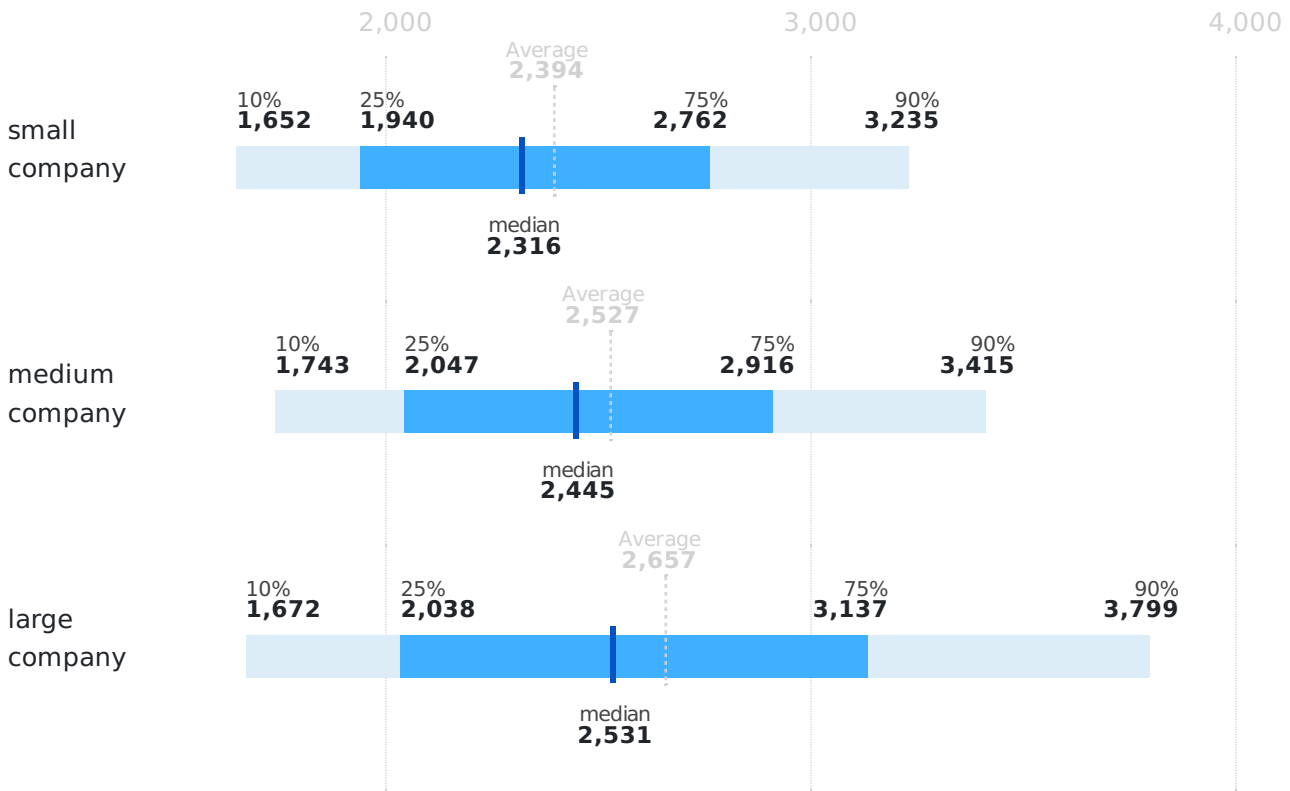
Region: Netherlands



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
school education	2,311	1,385	1,721	2,182	2,757	3,396
college education	2,422	1,639	1,940	2,335	2,808	3,313
university education	2,619	1,629	1,994	2,490	3,101	3,772

# Salaries by company size

Region: Netherlands



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
small company	2,394	1,652	1,940	2,316	2,762	3,235
medium company	2,527	1,743	2,047	2,445	2,916	3,415
large company	2,657	1,672	2,038	2,531	3,137	3,799

# Salaries by regions

	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Total salary	2,540	1,699	2,020	2,445	2,955	3,502

# Salaries by age group

Region: Netherlands



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
<24	2,390	1,671	1,952	2,317	2,747	3,201
25-34	2,541	1,657	1,990	2,435	2,975	3,558
35-44	2,558	1,712	2,035	2,462	2,975	3,524
45-54	2,548	1,690	2,016	2,449	2,970	3,530
55+	2,527	1,708	2,023	2,437	2,932	3,461

## Contact

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