



**LawrenceDean**  
RECRUITMENT GROUP



# 2015/2016

## **SALARY & BENEFITS SURVEY**

All About **People**

# Lawrence Dean Recruitment Group prides itself on being your local recruitment partner

Lawrence Dean Recruitment Group specialise in recruiting people for temporary and permanent jobs in Hertfordshire within 6 specialist business sectors. All team members have experience of recruiting within the area they specialise in, this matched with their knowledge of the Hertfordshire recruitment market make us an unrivalled choice as your local recruitment partner.

## How the survey can help you

Our 2015/2016 salary and benefits survey is one of our added value services supplied to give you a useful insight into the local recruitment market. The information presented has been gained from a cross section of local businesses, ranging from small to medium enterprises through to larger blue chip companies. All companies who participated are Hertfordshire based, ensuring that the data presented gives you an accurate overview of what is being offered to employees within the local area.

We hope you find the information of interest. If you would like us to conduct a confidential, free of charge benchmarking exercise of your business's remuneration packages to ensure they are competitive locally please contact a member of the team.

**Contact us:** 01438 310 131

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## ADMINISTRATION

Job Role	Minimum Salary	Average Minimum Salary	Maximum Salary	Average Maximum Salary
Administrator	£15,750	£17,025	£22,000	£19,494
Senior Administrator	£18,000	£20,484	£25,999	£22,447
Sales Administrator	£18,000	£21,594	£36,000	£24,375
Secretary	£18,548	£21,296	£29,408	£26,224
PA/Executive Assistant	£24,651	£25,912	£52,020	£35,876
Office Manager	£18,000	£29,083	£41,000	£31,900
Receptionist	£15,000	£17,797	£30,000	£20,399
Administration Manager	£25,400	£31,550	£41,000	£32,602
Sales Order Processor	£18,000	£18,488	£22,000	£21,564

## SALES

Job Role	Minimum Salary	Average Minimum Salary	Maximum Salary	Average Maximum Salary
Telesales Executive	£15,000	£18,577	£25,000	£22,777
Telesales Team Leader	£23,000	£23,753	£25,000	£24,227
Telesales Manager	£35,000	£35,614	£40,000	£38,492
Field Sales Executive	£25,000	£29,166	£58,644	£40,440
Field Sales Manager	£30,000	£40,333	£73,617	£51,205
Account Manager	£25,000	£31,750	£60,000	£42,500
Lead Generator	£14,500	£16,422	£23,000	£19,487
Appointment Booker	£15,000	£18,070	£23,000	£20,564
Internal Sales Executive	£18,000	£20,482	£26,253	£24,272

## CUSTOMER SERVICE

Job Role	Minimum Salary	Average Minimum Salary	Maximum Salary	Average Maximum Salary
Customer Service Advisor	£15,600	£18,033	£24,000	£20,461
Customer Service Administrator	£15,000	£17,533	£25,000	£21,733
Customer Service Manager	£24,651	£30,912	£40,000	£34,383
Call Centre Advisor	£16,500	£19,089	£21,500	£20,221
Call Centre Team Leader	£20,000	£25,560	£32,800	£28,160
Call Centre Manager	£30,000	£39,750	£75,000	£44,750

## FINANCE

Job Role	Minimum Salary	Average Minimum Salary	Maximum Salary	Average Maximum Salary
Purchase Ledger Clerk	£17,000	£21,978	£26,500	£25,108
General Accounts Assistant	£18,000	£20,719	£27,142	£22,513
Credit Controller	£12,000	£20,254	£33,000	£27,219
Accounts Administrator	£17,000	£17,641	£26,500	£23,752
Part-Qualified Accountant	£25,000	£29,833	£40,000	£32,733
Management Accountant (Qualified)	£25,000	£39,929	£54,999	£46,192
Payroll Clerk	£20,000	£23,941	£30,000	£27,844
Sales Ledger	£17,000	£21,578	£26,500	£24,537

## HUMAN RESOURCES

Job Role	Minimum Salary	Average Minimum Salary	Maximum Salary	Average Maximum Salary
HR Administrator	£16,000	£19,449	£28,000	£23,321
HR Generalist	£25,000	£26,424	£33,000	£31,247
HR Advisor	£24,651	£31,430	£45,000	£34,791
Head of HR / HR Manager	£26,000	£41,833	£81,000	£60,450
HR Business Partner	£29,408	£41,102	£75,000	£51,844
Training Administrator	£21,000	£24,389	£30,000	£26,056
Training & Development Executive	£24,651	£25,140	£29,408	£27,602
Recruitment Administrator	£18,000	£18,901	£25,000	£22,147
Internal Recruiter	£19,500	£27,166	£35,000	£28,833
Recruitment Manager	£40,000	£43,224	£45,000	£44,217

## MARKETING

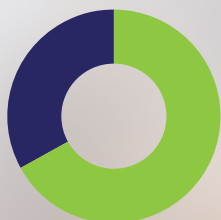
Job Role	Minimum Salary	Average Minimum Salary	Maximum Salary	Average Maximum Salary
Marketing Administrator	£20,000	£21,420	£25,999	£24,675
Marketing Assistant	£24,000	£25,411	£27,500	£26,166
Marketing Executive	£23,000	£28,242	£39,443	£29,947
Senior Marketing Executive	£30,000	£32,332	£40,000	£35,664
Marketing Manager	£20,199	£46,214	£76,875	£60,409
Social Media Administrator	£18,500	£20,645	£23,909	£21,970
Communications Executive	£22,000	£24,837	£37,000	£33,875

## BENEFITS

Number of days holiday offered - Min: 20, Max: 30, Average: 24

Contributory pension	86%	Dental care	10%
Healthcare (individual)	43%	Enhanced maternity	29%
Healthcare (spouse/family)	29%	Enhanced paternity	29%
Eyecare vouchers	57%	Annual bonuses	67%
Childcare vouchers	57%	Enhanced sick pay	52%
Subsidised travel	0%	Flexible benefits	19%
Share incentive schemes	24%	Subsidised restaurant/ food facilities	43%
Free parking	90%		

### In 2016 what do you expect your turnover to do?

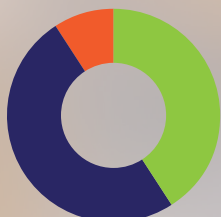


Increase: 67%

Stay the same: 33%

Decrease: 0%

### In 2016 how will this affect your headcount?



Increase: 41%

Stay the same: 50%

Decrease: 9%

## Get in touch



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