

Clerical/Administrative Support Compensation Survey



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Content

CompEssentials segments the data into the most commonly used breakdowns so you can quickly target salary levels. Results supplied in both excel and pdf formats.

CompPlus, our online tool, enables you to generate customized reports. Participants receive complimentary

Geographic Coverage

British Columbia
Alberta
Saskatchewan
Manitoba
Ontario

Data Collected

salary ranges
base salaries
total cash
quality of match
hours of work

Positions

(Below is a full list of positions we are currently collecting data for)

Accounting Clerk - Senior	Paralegal - I
Accounting Clerk - Intermediate	Legal Administrative Assistant - IV
Accounting Clerk - Junior	Legal Administrative Assistant - III
Cost Clerk	Legal Administrative Assistant - II
Insurance Clerk	Legal Administrative Assistant - I
Credit/Collection Clerk	Word Processing Operator - Senior
Human Resources Assistant	Word Processing Operator - Junior
Human Resources Records Clerk	Receptionist
Human Resources Employment Clerk	Library Clerk
Recruiting Assistant	Records Management Coordinator
Training Assistant	Records Management Clerk
Payroll Clerk	Digital Archivist
Benefits Clerk	Clerk - Senior
Administrative Assistant - Executive	Clerk - Intermediate
Administrative Assistant - Senior	Clerk - Junior
Administrative Assistant - Intermediate	Office Assistant
Administrative Assistant - Junior	Proofreader
Paralegal - III	Mail Clerk
Paralegal - II	Photocopy Machine Operator



Suite 502, 595 Howe Street
Vancouver, BC V6C 2T5

Need More Info?

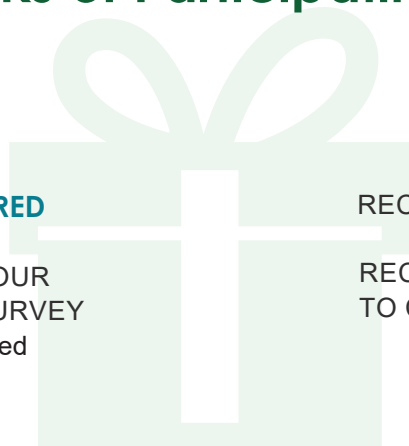
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wcbc.ca/published-surveys/

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Perks of Participating



NO PURCHASE REQUIRED

RECEIVE A COPY OF OUR SALARY INCREASE SURVEY reporting actual & projected salary increases

RECEIVE A 50% DISCOUNT

RECEIVE COMPLIMENTARY ACCESS TO COMPPLUS, WCBC'S ONLINE TOOL

Pricing

CompEssentials



	Participant Price	Non-Participant Price
Clerical/Administrative Support	\$999	\$2,000
Middle Management & Professional	\$999	\$2,000
Information Technology	\$999	\$2,000
Marketing & Sales	\$999	\$2,000
Engineering & Technical	\$999	\$2,000
Production & Distribution	\$999	\$2,000
Executive Compensation	\$1,249	\$2,500
Consulting Engineers Compensation, Benefits & Employment Practices	\$2,900	\$5,800
Group Insurance & Retirement Benefits	\$524	\$1,050
Compensation Policies & Practices	\$524	\$1,050
CompPlus – WCBC's online data sorting tool	FREE	\$2,000
Salary Increases	FREE	\$2,000
Board of Directors Compensation	—	\$2,500



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