

# Salary Guide



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	JUNIOR		MID WEIGHT		SENIOR	
	Permanent (AUD/000)	Contracting (AUD/hr)	Permanent (AUD/000)	Contracting (AUD/hr)	Permanent (AUD/000)	Contracting (AUD/hr)
Receptionist	45 - 50	27 - 28	50 - 55	27 - 28	55 - 65	28 - 29
Administrator	45 - 50	27 - 28	50 - 55	27 - 28	55 - 65	28 - 29
Outside Clerk	40 - 45	27 - 28	45 - 50	27 - 28	55 - 65	28 - 29
Client Services Assistant	50 - 55	27 - 28	55 - 60	27 - 28	55 - 65	28 - 29
Law Clerk	60 - 65	27 - 28	65 - 80	28 - 30	80 - 90	30 - 32
Paralegal	65 - 70	27 - 28	70 - 75	29 - 30	75 - 85	30 - 32
Legal Secretary	55 - 65	27	65 - 72	28	72 - 80	29 - 32
Legal Executive Assistant	55 - 65	27	65 - 72	28	72 - 80	29 - 32
Practice/Office Manager	70 - 80	30 - 32	80 - 100	32 - 35	100 - 160	35 - 50

## Featured role

### Intermediate Legal Secretary

#### About the role

Those with experience in small law firms with lean resources are especially in demand. Full service legal secretaries who are all-rounders are highly sought after.

#### Permanent salary (AUD/000)

65 - 72

#### Key skills/attributes

- Dictation, typing, collation of briefs, preparation of documents and correspondence, event management. Candidate to be process driven and deadline focussed

This salary guide is a compilation of salary and market information provided by Hudson consultants, clients, candidates and other sources across Australia. Information was gathered by drawing on the extensive knowledge of our specialist recruitment consultants across Hudson's specialist practice groups. Salary ranges are approximate guides only. They relate to base salaries and exclude superannuation/bonuses/incentive schemes/stock options.

Get in touch to see how we can help

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