

# Salary Guide



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Permanent  
(NZD/000)

## Office Administration

Receptionist	45 - 55
Data Entry Operator	40 - 47
Administration	45 - 55
Mail Room Clerk	37 - 45

## Executive Administration

Executive Assistant	60 - 80
Personal Assistant	55 - 70
Team Administrator	50 - 60
Office Manager	55 - 75

## Contact & Customer Service

Service Desk Analyst	45 - 60
Contact Centre Representative	37 - 50

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## Specialised Administration

Project Administrator	50 - 65
Project Coordinator	55 - 75
Legal Secretary	45 - 60
Human Resource Administrator	45 - 55
Recruitment Co-ordinator	45 - 65
Marketing Administrator	40 - 55
Events Assistant	47 - 57
Sales Administrator	45 - 55
Facilities Administrator	45 - 60
Finance Administrator	45 - 55
Medical Receptionist	45 - 55

This salary guide is a compilation of salary and market information provided by Hudson consultants, clients, candidates and other sources across New Zealand. 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