



Salary report Pro

Administrative Worker

Administration

26 June 2023

Administrative Worker

Total gross salary
(median)

1,394 EUR

Region: Slovak Republic,
Bratislava
Work experience: all experience
levels
Company size: large company
(250 or more employees)
Education: all education levels
Industry: all industries

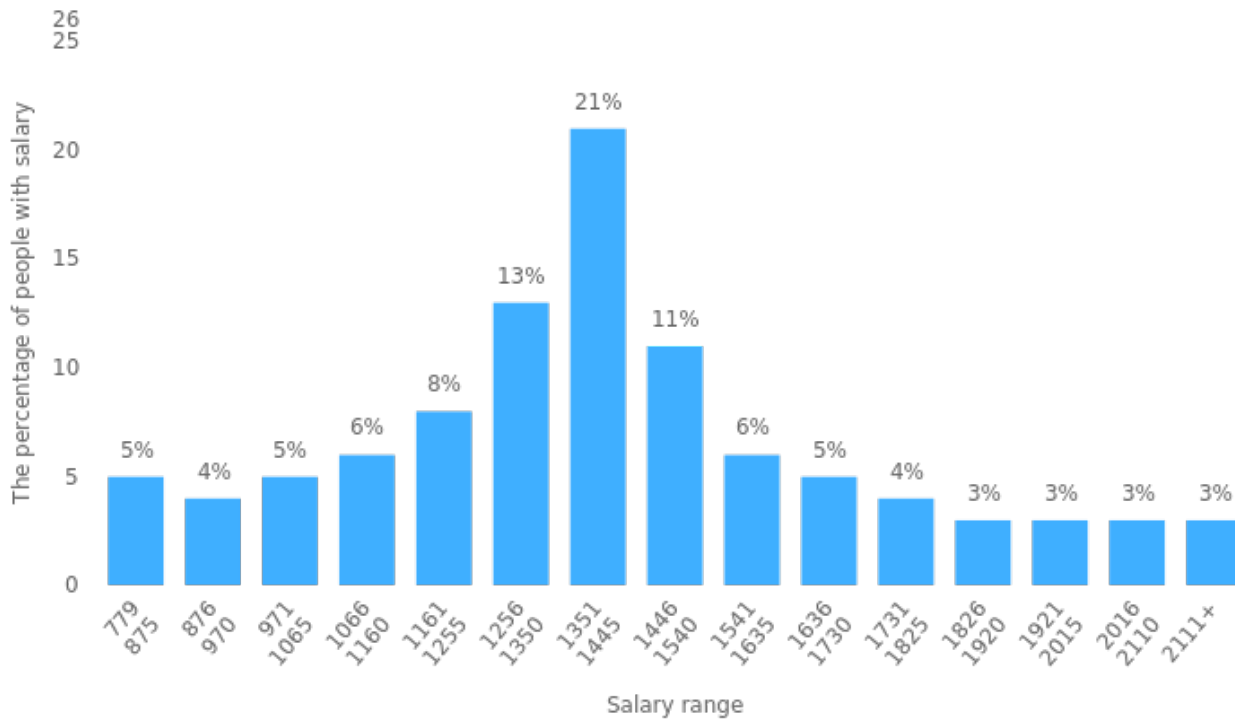
Methodology: Regress model,
2419 real salaries
Period: Monthly salary
Working hours: Full time
Examples of represented
companies: MD SR, Sociálna
poisťovňa, ústredie, ARVAL
SLOVAKIA, s.r.o., Slovenská
správa ciest, Univerzita
Komenského v Bratislave
Rektorát

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.

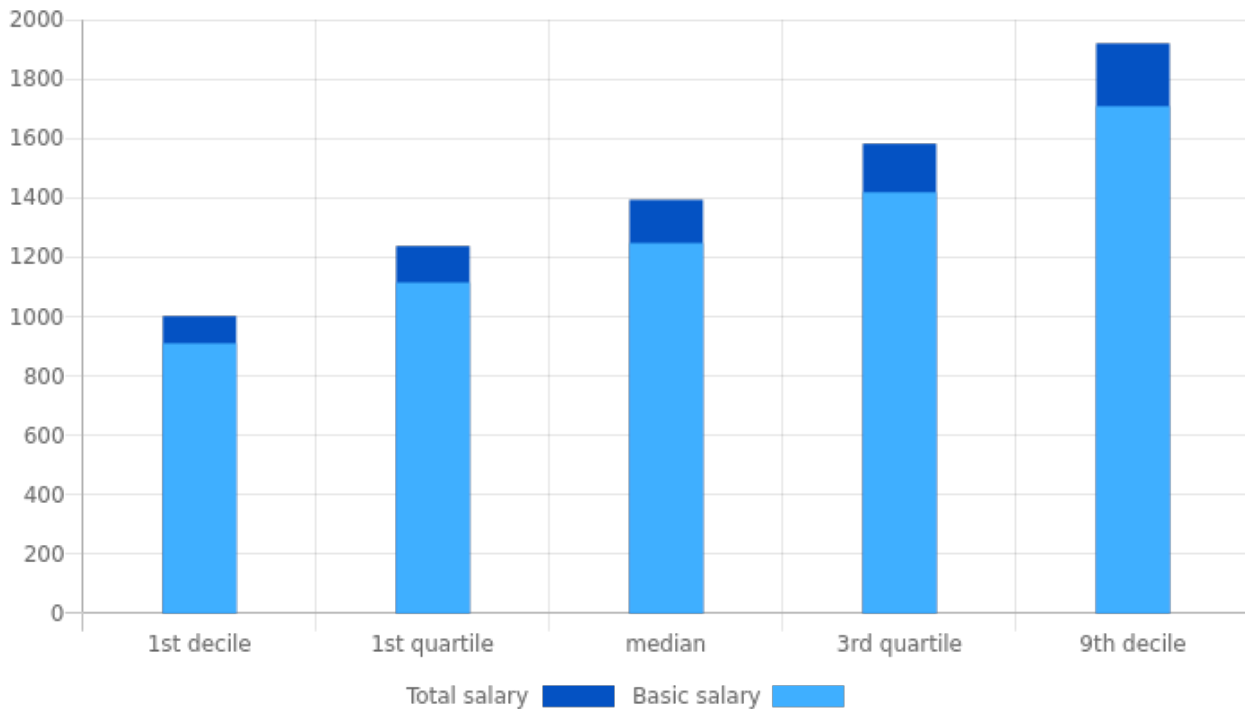
Salary ranges

Region: Slovak Republic, Bratislava | Company size: large company (250 or more employees)



Salary span

Region: Slovak Republic, Bratislava | Company size: large company (250 or more employees)

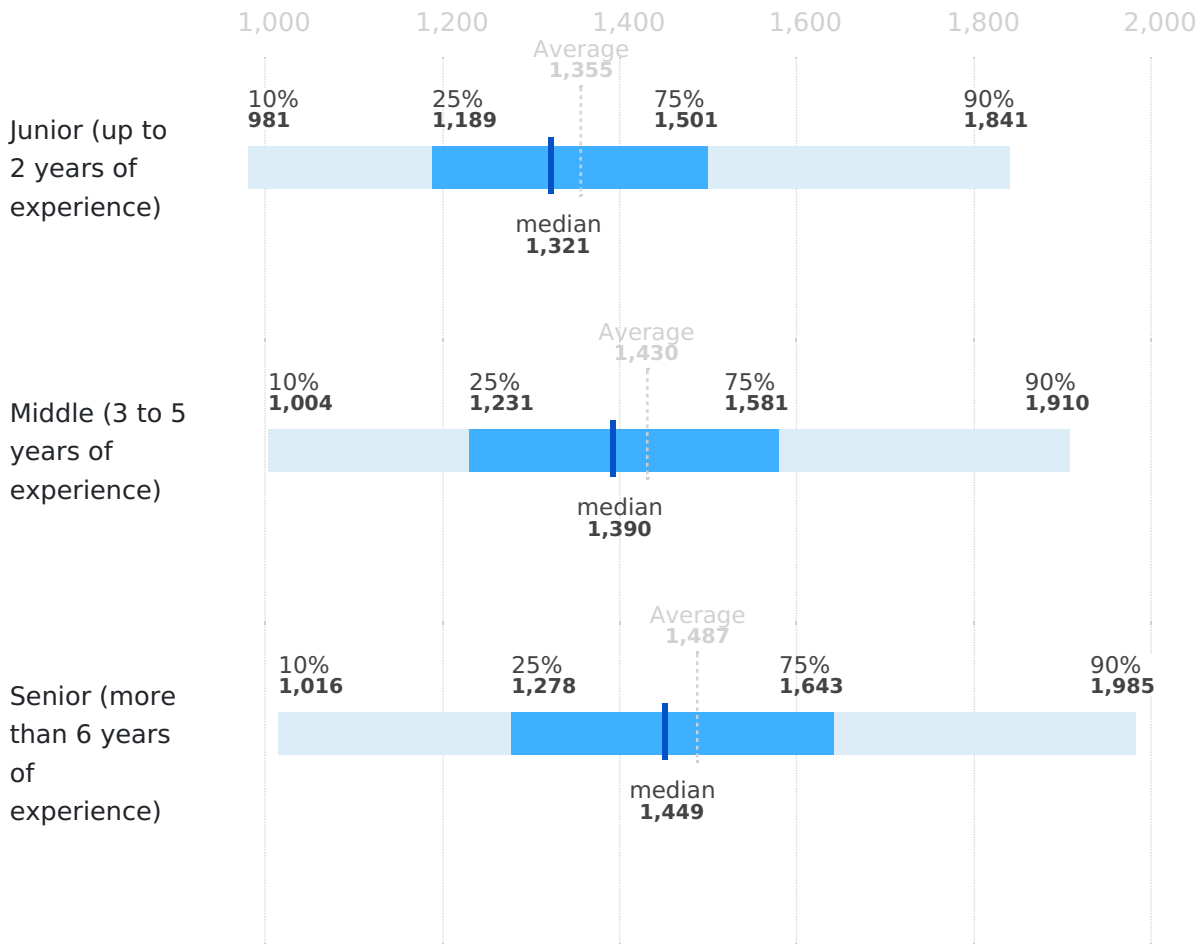


	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Basic salary	1,285	910	1,115	1,248	1,419	1,709
Total salary	1,431	1,002	1,238	1,394	1,583	1,921

**The total 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

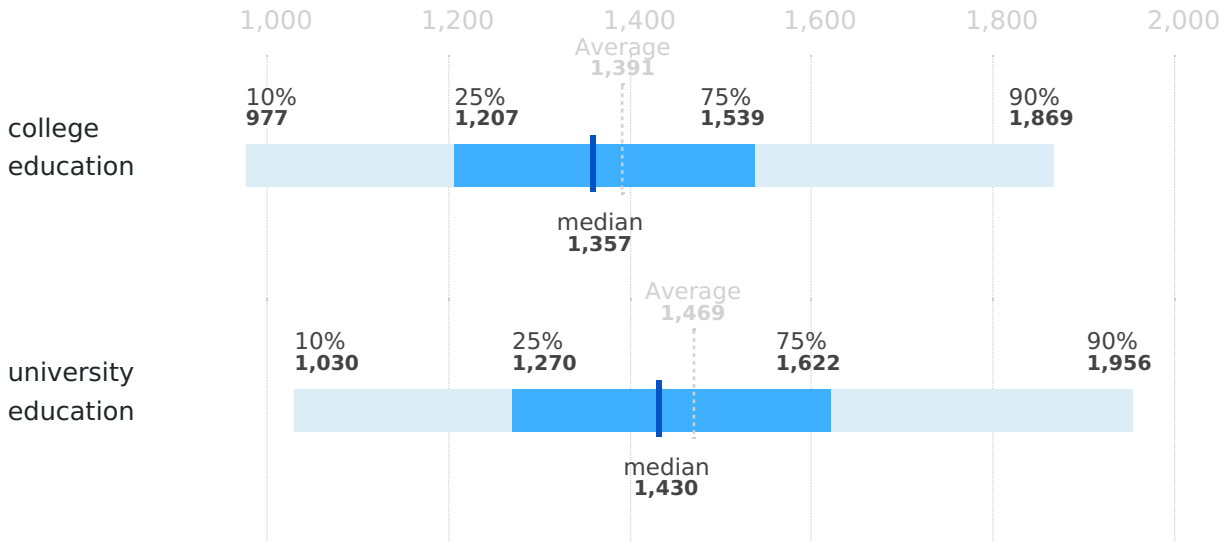
Region: Slovak Republic, Bratislava | Company size: large company (250 or more employees)



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Junior (up to 2 years of experience)	1,355	981	1,189	1,321	1,501	1,841
Middle (3 to 5 years of experience)	1,430	1,004	1,231	1,390	1,581	1,910
Senior (more than 6 years of experience)	1,487	1,016	1,278	1,449	1,643	1,985

Salaries by education

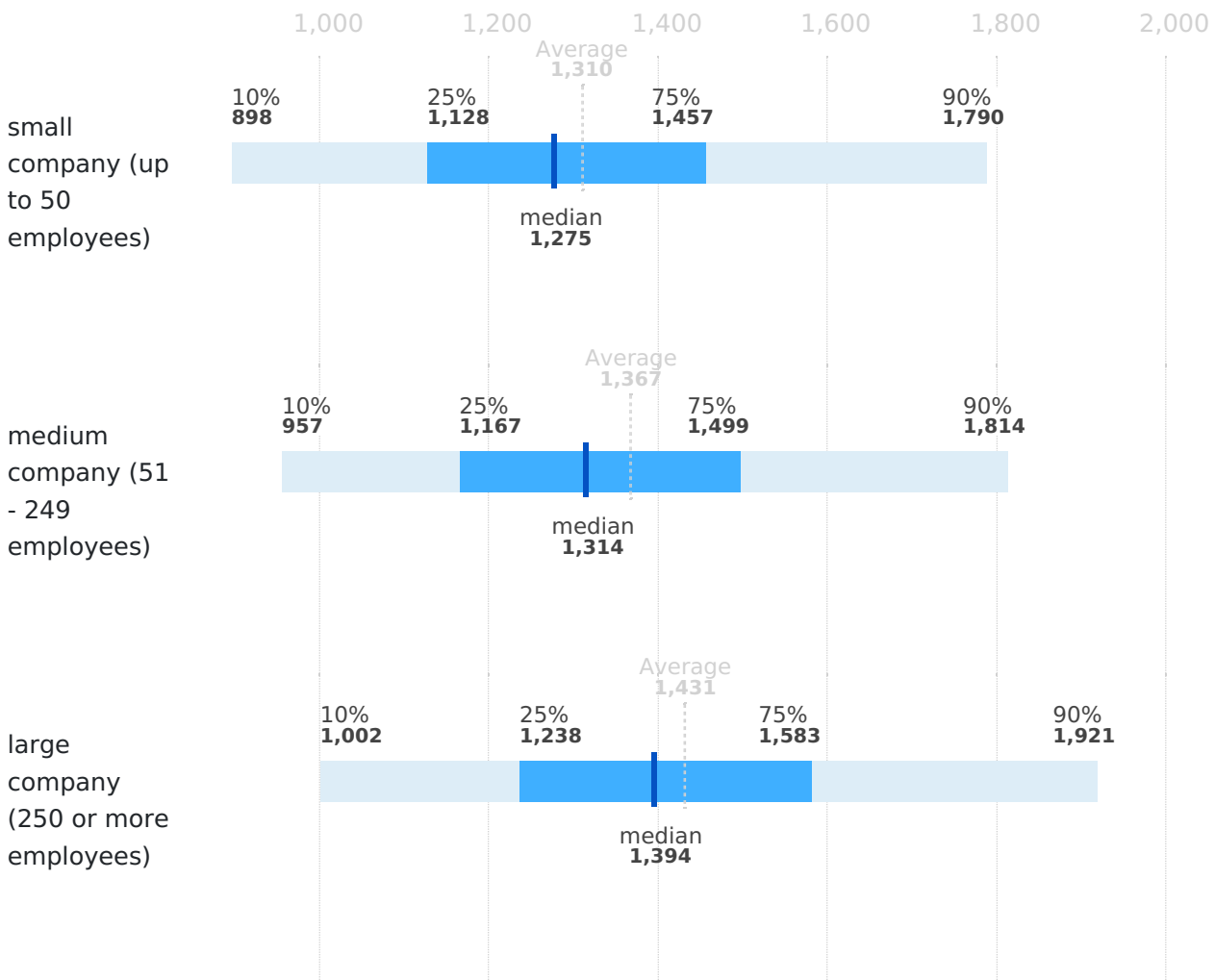
Region: Slovak Republic, Bratislava | Company size: large company (250 or more employees)



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
college education	1,391	977	1,207	1,357	1,539	1,869
university education	1,469	1,030	1,270	1,430	1,622	1,956

Salaries by company size

Region: Slovak Republic, Bratislava



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
small company (up to 50 employees)	1,310	898	1,128	1,275	1,457	1,790
medium company (51 - 249 employees)	1,367	957	1,167	1,314	1,499	1,814
large company (250 or more employees)	1,431	1,002	1,238	1,394	1,583	1,921

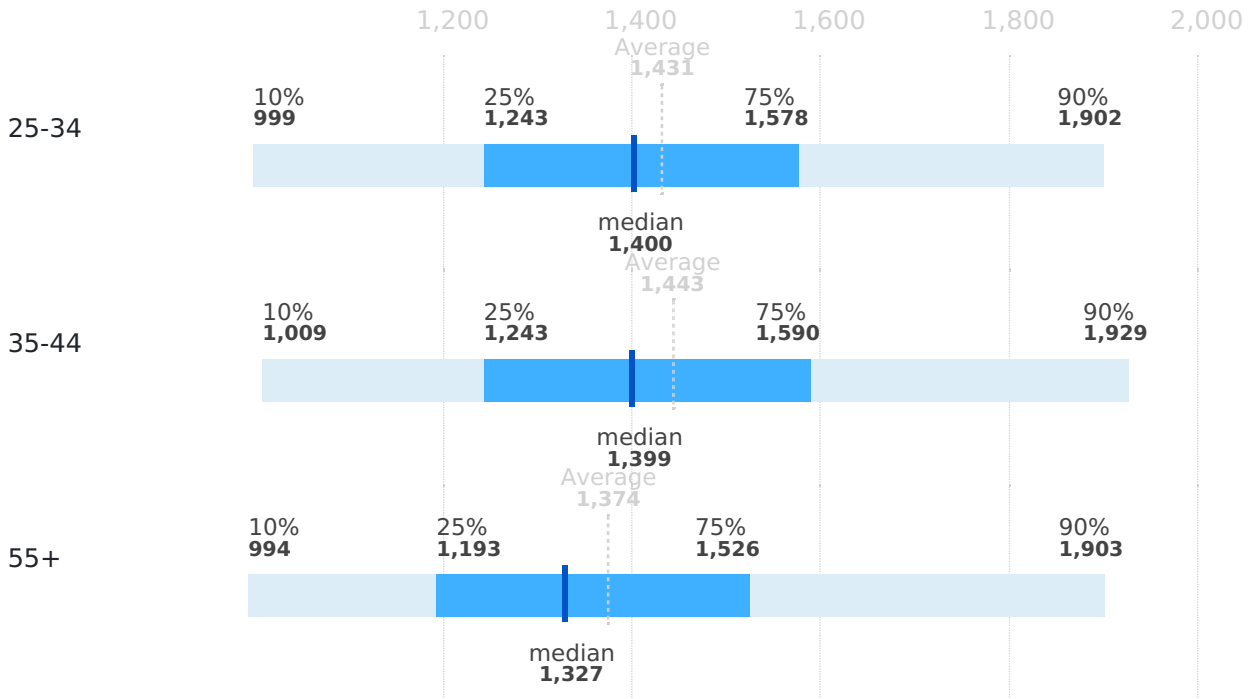
Salaries by regions

Company size: large company (250 or more employees)

	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Banská Bystrica region	1,173	901	1,044	1,145	1,264	1,491
Bratislava region	1,411	984	1,218	1,373	1,562	1,896
Košice region	1,144	841	1,007	1,126	1,260	1,490
Nitra region	1,195	867	1,041	1,161	1,315	1,593
Prešov region	1,111	808	981	1,100	1,238	1,488
Trenčín region	1,191	863	1,037	1,167	1,318	1,559
Trnava region	1,229	892	1,071	1,207	1,366	1,607
Žilina region	1,168	844	1,031	1,155	1,291	1,521

Salaries by age group

Region: Slovak Republic, Bratislava | Company size: large company (250 or more employees)



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
25-34	1,431	999	1,243	1,400	1,578	1,902
35-44	1,443	1,009	1,243	1,399	1,590	1,929
55+	1,374	994	1,193	1,327	1,526	1,903

Compensation mix

Variable salary component

37%

of employees state that they are getting a variable salary component and its average value is 200 EUR per month.

One year's bonuses

52%

of employees state that they receive a bonus and that the average value of this bonus is 1,000 EUR .

Non-financial benefits

Region: Slovak Republic, Bratislava | Company size: large company (250 or more employees)



96% of employees receive some non-financial benefits

Most common benefits



Contact

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