

REPORT ON LEGAL EARNINGS IN PRACTICE 2011

Welcome to the Fluxmans Consulting Report on Legal Earnings in Practice 2011. As you will experience, the Report on Legal Earnings in Practice 2011 is in an easy-to-use format. At the end can be found a full list of the positions covered in this report. The report should be used in conjunction with your firm's pay scales and policies. Equally, despite claims to the contrary, no report or survey on earnings can ever deliver totally complete data to match all situations. A companion report, the Fluxmans Consulting Report on Corporate Legal Earnings 2011, is also available.

The report is drawn from information gained during the course of the recruitment activities of Fluxmans Consulting. Included are formal data from actual placements and payslips as well as from informal discussions with clients and applicants. The positions for which data are provided cover most levels and functions within a law firm and range from senior director to tea lady (yes, all are ladies). Excluded are bonuses and lump sum payments which are notoriously difficult to ascertain and confirm. Increasingly, attorneys are gaining higher degrees to bolster their careers whilst more employers review candidates' academic record as a selection criterion.

Consultants will be happy to assist with specific pay-related or career queries on an informal basis without charge.

1. LEGALLY QUALIFIED POSITIONS

1.1 1st YEAR CANDIDATE ATTORNEY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R48 000 – R102 000	R48 000 – R96 000	R36 000 – R96 000	R36 000 – R96 000
OUT OF RANGE	R144 000	R144 000		

1.2 2ND YEAR CANDIDATE ATTORNEY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R48 000 – R120 000	R48 000 – R120 000	R36 000 – R120 000	R36 000 – R120 000
OUT OF RANGE	R180 000	R180 000		

1.3 1ST YEAR PROFESSIONAL ASSISTANT

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R156 000 – R384 000	R120 000 – R264 000	R93 000 – R264 000	R96 000 – R264 000
OUT OF RANGE	R96 000	R384 000		

Supplementary Information :

Small Johannesburg firms : R156 000 – R360 000
 Large Johannesburg firms : R384 000

Medium Pretoria firms : R93 600 – R156 000
 Small Pretoria firm : R240 000

Medium Cape Town firm : R138 000

1.4 2ND YEAR PROFESSIONAL ASSISTANT

	2010 Johannesburg	2009 Johannesburg
RANGE	R162 000 – R360 000	R180 000 – R360 000
OUT OF RANGE		R420 000

Supplementary Information :

Large Johannesburg firms : From R440 000
 Medium Johannesburg firms : R162 000 – R312 000

Small Pretoria firms : R108 000

Small Cape Town firms : R90 000

1.5 3RD YEAR PROFESSIONAL ASSISTANT

	2010 Johannesburg	2009 Johannesburg
RANGE	R300 000 – R462 000	R300 000 – R490 000

1.6 4TH YEAR PROFESSIONAL ASSISTANT

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria
RANGE	R360 000 – R580 000	R420 000 – R500 000	R138 000 – R246 000

Supplementary Information :

Medium Johannesburg firms : R360 000 – R580 000
 Small Johannesburg firm : R420 000

Small Pretoria firm : R138 000

Large Durban firm : R276 000

1.7 JUNIOR ASSOCIATE

	2010 Johannesburg	2009 Johannesburg
RANGE	R350 000 – R400 000	R350 000 – R400 000

1.8 SENIOR ASSOCIATE

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria
RANGE	R144 000 – R634 000	R450 000 – R540 000	R180 000 – R360 000
OUT OF RANGE	R700 000		

Supplementary Information :

Large Johannesburg firms : R430 000 – R700 000
 Medium Johannesburg firm : R600 000
 Small Johannesburg firms : R144 000 – R250 000

Medium Pretoria firms : R180 00 – R312 000

Small Pretoria firms : R180 000 – R360 000

Small Durban firm : R192 000

1.9 JUNIOR DIRECTOR

	2010 Johannesburg	2009 Johannesburg
RANGE	R300 000 – R900 000	R450 000 – R900 000

Supplementary Information :

Small Johannesburg firm : R300 000

Small Cape Town firms : R160 000 – R500 000

1.10 SENIOR DIRECTOR

	2010 Johannesburg	2009 Johannesburg
RANGE	R480 000 – R2 000 000	R700 000 – R2 000 000

Supplementary Information :

Small Johannesburg firms : R480 000 – R600 000

Medium Cape Town firms : R360 000 – R504 000 (admitted 1996)

Small Cape Town firm : R780 000

1.11 CONVEYANCER 1 YEAR PQE

	2010 Johannesburg	2009 Johannesburg
RANGE	R180 000 – R250 000	R180 000 – R250 000

1.12 CONVEYANCER 2 YEARS PQE

	2010 Johannesburg	2009 Johannesburg
RANGE	R240 000 – R276 000	R240 000 – R276 000

1.13 CONVEYANCER 3 YEARS PQE

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria
RANGE	R300 000 – R360 000	R300 000 – R360 000	R144 000 – R300 000

Small Pretoria firm : R144 000

1.14 CONVEYANCER 4 YEARS PQE

	2010 Johannesburg	2009 Johannesburg
RANGE	R360 000 – R500 000	R300 000 – R380 000

Supplementary Information :

Small Johannesburg firms : R372 000
 Medium Johannesburg firms : more than 4 years : R360 000

Cape Town firm : R168 000

2. SPECIALIST AND OTHER SUPPORT POSITIONS
2.1 JUNIOR LITIGATION SECRETARY

	2010 Johannesburg	2009 Johannesburg
RANGE	R84 000 – R120 000	R96 000 – R120 000

2.2 SENIOR LITIGATION SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R144 000 – R324 000	R144 000 – R288 000	R120 000 – R288 000	R120 000 – R288 000
OUT OF RANGE	R360 000	R360 000		

2.3 JUNIOR COMMERCIAL SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R84 000 – R120 000	R96 000 – R120 000	R60 000 – R120 000	R60 000 – R120 000

2.4 SENIOR COMMERCIAL SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R144 000 – R324 000	R144 000 – R288 000	R120 000 – R288 000	R120 000 – R288 000
OUT OF RANGE	R360 000	R360 000		

2.5 JUNIOR CONVEYANCING SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R84 000 – R120 000	R96 000 – R120 000	R72 000 – R120 000	R72 000 – R120 000

2.6 SENIOR CONVEYANCING SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R144 000 – R288 000	R144 000 – R288 000	R120 000 – R288 000	R120 000 – R288 000

2.7 CONVEYANCING PARALEGAL

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R300 000 – R360 000	R300 000 – R360 000	R240 000 – R360 000	R240 000 – R360 000

2.8 JUNIOR COLLECTIONS SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R72 000 – R120 000	R72 000 – R120 000	R60 000 – R120 000	R60 000 – R120 000

2.9 SENIOR COLLECTIONS SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R132 000 – R216 000	R132 000 – R216 000	R108 000 – R216 000	R108 000 – R216 000

2.10 COLLECTIONS PARALEGAL

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R216 000 – R264 000	R216 000 – R264 000	R180 000 – R264 000	R180 000 – R264 000

2.11 JUNIOR LABOUR SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R84 000 – R120 000	R84 000 – R120 000	R72 000 – R120 000	R72 000 – R120 000

2.12 SENIOR LABOUR SECRETARY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R144 000 – R276 000	R144 000 – R240 000	R120 000 – R240 000	R120 000 – R240 000

2.13 JUNIOR ACCOUNTING CLERK

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R96 000 – R132 000	R96 000 – R132 000	R72 000 – R132 000	R72 000 – R132 000

2.14 SENIOR ACCOUNTING CLERK

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R144 000 – R180 000	R144 000 – R180 000	R108 000 – R180 000	R108 000 – R180 000

2.15 BOOKKEEPER

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R192 000 – R360 000	R192 000 – R300 000	R180 000 – R300 000	R180 000 – R300 000

2.16 OFFICE MANAGER

	2010 Johannesburg	2009 Johannesburg
RANGE	R200 000 – R500 000	R200 000 – R500 000

2.17 FINANCIAL MANAGER

	2010 Johannesburg	2009 Johannesburg
RANGE	R300 000 – R600 000	R300 000 – R600 000

2.18 IT MANAGER

	2010 Johannesburg	2009 Johannesburg
RANGE	R250 000 – R450 000	R250 000 – R450 000

2.19 GENERAL MANAGER / COO

	2010 Johannesburg	2009 Johannesburg
RANGE	R250 000 – R600 000	R250 000 – R600 000

2.20 HUMAN RESOURCES MANAGER

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R300 000 – R600 000	R300 000 – R600 000	R180 000 – R600 000	R180 000 – R600 000

2.21 LIBRARIAN

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R225 000 – R320 000	R225 000 – R320 000	R180 000 – R600 000	R180 000 – R600 000

2.22 RECEPTIONIST

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R48 000 – R144 000	R48 000 – R144 000	R48 000 – R120 000	R48 000 – R120 000

2.23 SWITCHBOARD OPERATOR

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R48 000 – R144 000	R48 000 – R144 000	R48 000 – R120 000	R48 000 – R120 000

2.24 FILING CLERK

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R48 000 – R96 000	R48 000 – R96 000	R36 000 – R96 000	R36 000 – R96 000

2.25 MESSENGER / DRIVER

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R36 000 – R120 000	R36 000 – R120 000	R36 000 – R120 000	R36 000 – R120 000

2.26 TEA LADY

	2010 Johannesburg	2009 Johannesburg	2010 Pretoria	2009 Pretoria
RANGE	R30 000 – R84 000	R30 000 – R84 000	R30 000 – R84 000	R30 000 – R84 000

The legal positions covered in the Fluxmans Consulting Report on Legal Earnings in Practice 2011 :

1. Legally qualified positions
 - 1.1 1st year Candidate Attorney
 - 1.2 2nd year Candidate Attorney
 - 1.3 1st year Professional Assistant
 - 1.4 2nd year Professional Assistant
 - 1.5 3rd year Professional Assistant
 - 1.6 4th year Professional Assistant
 - 1.7 Junior Associate
 - 1.8 Senior Associate
 - 1.9 Junior Director
 - 1.10 Senior Director
 - 1.11 Conveyancer 1 year PQE
 - 1.12 Conveyancer 2 years PQE
 - 1.13 Conveyancer 3 years PQE
 - 1.14 Conveyancer 4 years PQE

2. Specialist and other support positions
 - 2.1 Junior Litigation Secretary
 - 2.2 Senior Litigation Secretary
 - 2.3 Junior Commercial Secretary
 - 2.4 Senior Commercial Secretary
 - 2.5 Junior Conveyancing Secretary
 - 2.6 Senior Conveyancing Secretary
 - 2.7 Conveyancing Paralegal
 - 2.8 Junior Collections Secretary
 - 2.9 Senior Collections Secretary
 - 2.10 Collections Paralegal
 - 2.11 Junior Labour Secretary
 - 2.12 Senior Labour Secretary
 - 2.13 Junior Accounting Clerk
 - 2.14 Senior Accounting Clerk
 - 2.15 Bookkeeper
 - 2.16 Office Manager
 - 2.17 Financial Manager
 - 2.18 IT Manager
 - 2.19 General Manager / COO
 - 2.20 Human Resources Manager
 - 2.21 Librarian
 - 2.22 Receptionist
 - 2.23 Switchboard Operator
 - 2.24 Filing Clerk
 - 2.25 Messenger / Driver
 - 2.26 Tea Lady