

Business Support

Business Support

	Dublin €	Regional €
Operations Manager	50,000 - 80,000	45,000 - 60,000
Project Manager	45,000 - 80,000	40,000 - 60,000
Office Manager	35,000 - 65,000	30,000 - 45,000
Executive Assistant	45,000 - 75,000	35,000 - 55,000
Senior Personal Assistant	35,000 - 60,000	35,000 - 45,000
Personal Assistant	30,000 - 40,000	30,000 - 40,000
Medical Secretary	28,000 - 35,000	25,000 - 32,000
Senior Administrator	28,000 - 35,000	28,000 - 35,000
Administrator	23,000 - 28,000	20,000 - 27,000
Project Administrator	28,000 - 40,000	25,000 - 35,000
Sales Administrator	25,000 - 35,000	25,000 - 30,000
Bid / Tender Administrator	25,000 - 35,000	24,000 - 34,000
Contracts Administrator	24,000 - 32,000	24,000 - 28,000
Senior Receptionist	28,000 - 40,000	25,000 - 35,000
Receptionist	22,000 - 28,000	20,000 - 25,000
Events Coordinator	24,000 - 32,000	25,000 - 29,000
Office Junior	21,000 - 26,000	22,000 - 25,000
Data Entry	20,000 - 26,000	20,000 - 24,000

Customer Service

	Dublin €	Regional €
Call Centre Manager	60,000 - 90,000	45,000 - 80,000
Customer Service Manager	45,000 - 65,000	30,000 - 45,000
Customer Services Team Lead	30,000 - 45,000	28,000 - 35,000
Customer Service Agent	22,000 - 30,000	22,000 - 28,000
Bilingual Customer Service Agent	26,000 - 35,000	24,000 - 29,000

Legal Support

	Dublin €	Regional €
Legal PA	35,000 - 55,000	30,000 - 40,000
Legal Secretary	28,000 - 45,000	26,000 - 35,000
Legal Administrator	24,000 - 30,000	22,000 - 25,000

Temporary & Contract

	Dublin €	Regional €
Office Manager	17.00 - 35.00	15.00 - 23.00
Project Manager	16.00 - 32.00	20.00 - 30.00
Project Administrator	14.00 - 20.00	12.00 - 18.00
Executive Assistant	22.00 - 37.00	18.00 - 28.00
Personal Assistant (5+ years' exp.)	17.00 - 25.00	18.00 - 28.00
Personal Assistant (0-5 years' exp.)	15.00 - 20.00	15.00 - 20.00
Medical Secretary	14.00 - 18.00	12.00 - 16.00
Senior Administrator	14.00 - 18.00	14.00 - 18.00
Administrator	11.50 - 14.00	10.00 - 14.00
Bid / Tender Administrator	12.00 - 17.00	14.00 - 17.00
Sales Administrator	12.00 - 17.00	13.00 - 15.00
Receptionist (5+ years' exp.)	14.00 - 20.00	13.00 - 18.00
Receptionist (0-5 years' exp.)	11.00 - 15.00	10.00 - 13.00
Data Entry Administrator	9.50 - 13.00	10.00 - 12.00
Legal Personal Assistant	17.00 - 27.00	15.00 - 20.00
Legal Secretary	14.00 - 18.00	13.00 - 18.00
Legal Administrator	12.00 - 15.00	11.00 - 13.00
Customer Service Manager	20.00 - 32.00	15.00 - 23.00
Customer Service Representative	11.00 - 15.00	11.00 - 15.00
Multilingual Customer Service Representative	13.00 - 17.00	12.00 - 15.00

The above hourly rates are candidate rate and do not include the employer's PRSI, holiday pay, payroll charges and Brightwater's management fees.