



AT A GLANCE

Interactive Market Data Reports

Access and compare objective Arizona pay data on over 200 nonexempt through professional and management positions with Milliman's easy-to-use interactive online reporting application.

Reporting Capabilities

- **Create an unlimited number of custom reports** by peer group, location, industry, organization size, etc.
- **Print ready** professional pdf and Excel reports
- **Export** summary results and raw data into Excel

2018 Arizona Compensation Survey

Effective Date: March 2018 Publication Date: June 2018

1.0 ADMINISTRATIVE SERVICES 1.04 Administrative Assistant

<< Previous job Next job >>

Your Job Title: ADMINISTRATIVE ASST
Your Job Code: 1357ASST

Performs a variety of administrative tasks for an executive or administrator, including research, special projects, budget estimating, operational planning or report preparation. May supervise clerical or technical personnel. Resolves complaints and problems by interpreting divisional or departmen... [Read More](#)



	Your Organization		
	Survey Data	% +/- Market	Data
# of Firms	44		
# of Incumbents	1,317		75
Base Salary			
Simple Mean	40,328	-12.4	35,883
Weighted Mean	38,428	-7.1	
25th Percentile ▼	37,086	-3.4	
50th Percentile ▼	40,509	-12.9	
75th Percentile ▼	45,649	-27.2	
Total Cash			
Simple Mean	40,854	-13.9	35,883
Weighted Mean	38,726	-7.9	
25th Percentile	37,086	-3.4	
50th Percentile	40,509	-12.9	
75th Percentile	45,824	-27.7	
Salary Range			
Average Minimum	35,081	-19.6	29,328
Average Midpoint	43,694	-14.9	38,033
Average Maximum	52,308	-11.9	46,738
Additional Cash			
Bonus-Simple Mean	NA	NA	NA
Bonus-Weighted Mean	NA	NA	NA

Organizations	Matches	
Matching Job	44	
Reporting Base Pay	27	
Reporting Salary Range	40	
Market Additional Cash Paid		
Number of Firms	4	
Number of Incumbents	99	
% of Firms	14.8	
% of Incumbents	7.5	
Avg % of Base Pay	7.7	
Your Additional Cash Paid		
Number of Incumbents		
% of Incumbents	NA	
Avg % of Base Pay	NA	
Market Salary Adjustments		
	Actual	Ranges
# Months	6	6
Annual Adj %	3.00	3.00
Your Salary Adjustments		
	Actual	Ranges
# Months	0	0
Annual Adj %	0.00	0.00

INTERACTIVE FEATURES

Customize survey results:

- Create data breakouts by peer group, location, industry, organization size, classification, etc. using the "Set Criteria" feature
- Convert pay to hourly, monthly, or annual figures
- Age the data, actual salaries and/or salary ranges using the "Adjust Salary" feature
- Adjust the percentiles
- Save criteria and settings

For more information, contact:

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Create your own data breakouts using the “Set Criteria” feature.

Set Criteria

- Create an unlimited number of custom reports** by peer group, location, industry, organization size, etc.
- Exclude your organization** from your data sets
- Save your criteria** and settings

<p>Locations</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Coconino County <input checked="" type="checkbox"/> Maricopa County <input checked="" type="checkbox"/> Pima County <input checked="" type="checkbox"/> Pinal County <input checked="" type="checkbox"/> Other <p><small>*Other excludes Coconino, Maricopa, Pima and Pinal Counties</small></p>	<p>Industries</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Education <input checked="" type="checkbox"/> Government <input checked="" type="checkbox"/> Health Care <input checked="" type="checkbox"/> Manufacturing / Technology <input checked="" type="checkbox"/> Services 	<p>Sectors</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Private Sector <input checked="" type="checkbox"/> Public Sector <p>Classifications</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> For-profit <input checked="" type="checkbox"/> Not-for-profit 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Exclude Your Organization <input type="checkbox"/> Select All <p>Organizations Matching Criteria</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ak-Chin Indian Community <input checked="" type="checkbox"/> Arizona Public Service Co. (APS) <input checked="" type="checkbox"/> Arizona Sonora Desert Museum <input checked="" type="checkbox"/> Arizona State Retirement System <input checked="" type="checkbox"/> Arizona Superior Court in Pima County <input checked="" type="checkbox"/> Arizona Supreme Court <input checked="" type="checkbox"/> Blue Cross Blue Shield of Arizona <p>Not Matching Organizations</p> <ul style="list-style-type: none"> <input type="checkbox"/> Milliman 			
<p>Organization Size</p> <p>Number of Employees <input type="text"/> to <input type="text"/></p> <p>Annual Sales / Revenue (in \$ millions) <input type="text"/> to <input type="text"/></p>						
<p>Job Criteria</p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>Exempt / Nonexempt</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Exempt Jobs <input checked="" type="checkbox"/> Nonexempt Jobs </td> <td style="vertical-align: top;"> <p>Union / Nonunion</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Union Jobs <input checked="" type="checkbox"/> Nonunion Jobs </td> <td style="vertical-align: top;"> <p>Job Match Levels</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Lesser <input checked="" type="checkbox"/> Comparable <input checked="" type="checkbox"/> Greater </td> </tr> </table>			<p>Exempt / Nonexempt</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Exempt Jobs <input checked="" type="checkbox"/> Nonexempt Jobs 	<p>Union / Nonunion</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Union Jobs <input checked="" type="checkbox"/> Nonunion Jobs 	<p>Job Match Levels</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Lesser <input checked="" type="checkbox"/> Comparable <input checked="" type="checkbox"/> Greater 	
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<p>Your Location to Compare to</p> <p><input type="text" value="All Locations"/></p> <p><input type="text" value="Pima County"/></p>						