

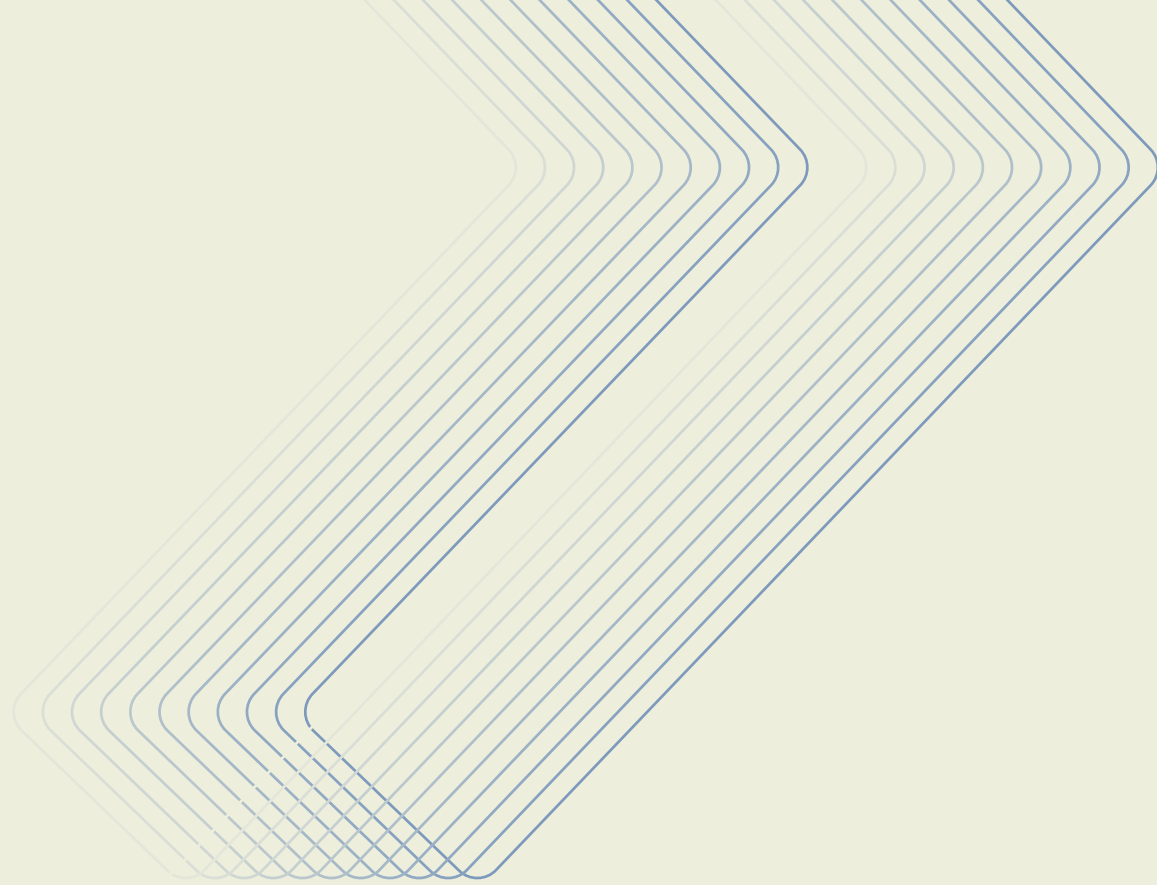
BUSINESS SUPPORT

2025 Salary Guide

SEARCH



Take that next step



About Search

At Search, we're dedicated to supporting both candidates and clients in Business Support as they navigate a changing landscape.

For clients, we offer the expertise to meet immediate hiring needs, as well as the insight to plan strategically for future growth. For candidates, we're committed to connecting you with roles that align with your skills, ambitions, and career goals, ensuring you're positioned for success in today's market.

Whether you're a candidate looking to take the next step in Business Support or a client seeking skilled professionals to drive your business forward, our partnership-first, insight-led approach ensures that we're here to support you at every stage. Together, we're building pathways to success for professionals and organisations alike, making it easy to find the right fit, no matter the challenge.

For clients seeking a tailored approach to workforce planning, our [Recruiting](#) page provides an overview of how we can support you with customised recruitment strategies. From temporary staffing to permanent placements, we offer solutions that adapt to your business needs, helping you build resilient teams that are equipped for the future. Explore our range of recruitment options and discover how Search can be a strategic partner in achieving your hiring goals.

Methodology



This guide is based on insights from our recent sentiment survey, sent to our extensive database of both clients and candidates. The salary data has been carefully compiled using information gathered throughout 2024 from our job board partners, candidate registrations, and Search offices across the UK. It reflects job listings, insights from our specialist consultants, and trends across the industry.

Please note that these figures are approximate and can vary based on factors such as specific employer, experience, and qualifications.

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Job title	London			East			North West			South East			South West		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Administrator	25,000 - 32,000	27,000	13.50	23,000 - 28,000	24,500	12.50	23,000 - 28,000	24,500	12.50	23,000 - 28,000	24,500	12.50	23,000 - 28,000	24,500	12.50
Data Entry Clerk	26,000 - 31,000	29,000	15.50	24,000 - 28,000	26,000	13.00	24,000 - 28,000	26,000	13.00	24,000 - 28,000	26,000	13.00	24,000 - 28,000	26,000	13.00
Executive Assistant	35,000 - 55,000	45,000	24.96	30,000 - 50,000	38,000	16.68	30,000 - 50,000	38,000	16.68	30,000 - 50,000	38,000	16.68	30,000 - 50,000	38,000	16.68
Legal Secretary	30,000 - 37,000	34,000	16.25	24,000 - 32,000	30,000	15.00	24,000 - 32,000	30,000	15.00	24,000 - 32,000	30,000	15.00	24,000 - 32,000	30,000	15.00
Personal Assistant	30,000 - 48,000	39,000	16.75	28,000 - 45,000	35,000	15.30	28,000 - 45,000	35,000	15.30	28,000 - 45,000	35,000	15.30	28,000 - 45,000	35,000	15.30
Receptionist	27,000 - 35,000	30,000	14.00	26,000 - 32,000	28,000	13.50	26,000 - 32,000	28,000	13.50	26,000 - 32,000	28,000	13.50	26,000 - 32,000	28,000	13.50
Secretary	30,000 - 40,000	35,000	16.68	24,000 - 30,000	28,000	13.50	24,000 - 30,000	28,000	13.50	24,000 - 30,000	28,000	13.50	24,000 - 27,000	25,000	13.50
Transport Administrator	25,000 - 31,000	28,000	14.00	25,000 - 30,000	27,000	13.50	25,000 - 30,000	27,000	13.50	25,000 - 30,000	27,000	13.50	25,000 - 30,000	27,000	13.50

Job title	North East			Midlands			Yorkshire and Humber			Scotland		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Administrator	23,000 - 28,000	24,500	12.50	23,000 - 28,000	24,500	12.50	23,000 - 28,000	24,500	12.50	23,000 - 28,000	24,500	12.50
Data Entry Clerk	24,000 - 28,000	26,000	13.00	24,000 - 28,000	26,000	13.00	24,000 - 28,000	26,000	13.00	24,000 - 28,000	26,000	13.00
Executive Assistant	30,000 - 50,000	38,000	16.68	30,000 - 50,000	38,000	16.68	30,000 - 50,000	38,000	16.68	30,000 - 50,000	38,000	16.68
Legal Secretary	24,000 - 32,000	30,000	15.00	24,000 - 32,000	30,000	15.00	24,000 - 32,000	30,000	15.00	24,000 - 32,000	30,000	15.00
Personal Assistant	28,000 - 45,000	35,000	15.30	28,000 - 45,000	35,000	15.30	28,000 - 45,000	35,000	15.30	28,000 - 45,000	35,000	15.30
Receptionist	26,000 - 32,000	28,000	13.50	26,000 - 32,000	28,000	13.50	26,000 - 32,000	28,000	13.50	26,000 - 32,000	28,000	13.50
Secretary	24,000 - 30,000	26,000	13.50	24,000 - 30,000	26,000	13.50	24,000 - 29,000	26,000	13.15	21,000 - 27,000	26,000	12.50
Transport Administrator	25,000 - 30,000	27,000	13.50	25,000 - 30,000	27,000	13.50	25,000 - 30,000	27,000	13.50	25,000 - 30,000	27,000	13.50

Customer Support and Client Services salaries



Job title	London			East			North West			South East			South West		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Client Account Manager	35,000 – 45,000	40,000	19.23	30,000 – 40,000	35,000	16.83	28,000 – 38,000	33,000	15.87	33,000 – 43,000	38,000	17.00	30,000 – 38,000	34,000	16.20
Client Relationship Assistant	25,000 – 31,000	29,000	14.10	24,000 – 30,000	28,000	14.10	24,000 – 30,000	28,000	14.10	24,000 – 30,000	28,000	14.10	24,000 – 30,000	28,000	14.10
Customer Account Coordinator	24,000 – 29,000	27,000	12.92	23,000 – 27,000	26,000	12.12	25,000 – 29,000	28,000	13.18	23,000 – 27,000	26,000	12.12	23,000 – 27,000	26,000	12.12
Customer Success Specialist	34,000 – 38,000	37,000	18.11	28,000 – 33,000	31,000	15.76	28,000 – 33,000	31,000	15.76	28,000 – 33,000	31,000	15.76	28,000 – 33,000	31,000	15.76

Job title	North East			Midlands			Yorkshire and Humber			Scotland		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Client Account Manager	28,000 – 36,000	32,000	16.00	30,000 – 39,000	35,000	16.59	29,000 – 38,000	34,000	16.11	31,000 – 40,000	36,000	17.07
Client Relationship Assistant	24,000 – 30,000	28,000	14.10	24,000 – 30,000	28,000	14.10	24,000 – 30,000	28,000	14.10	24,000 – 30,000	28,000	14.10
Customer Account Coordinator	23,000 – 27,000	26,000	12.12	23,000 – 27,000	26,000	12.12	23,000 – 27,000	26,000	12.12	23,000 – 27,000	26,000	12.12
Customer Success Specialist	28,000 – 33,000	31,000	15.76	28,000 – 33,000	31,000	15.76	28,000 – 33,000	31,000	15.76	28,000 – 33,000	31,000	15.76



Job title	London			East			North West			South East			South West		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
HR Assistant	28,000 - 35,000	32,000	15.29	25,000 - 28,000	27,000	13.50	25,000 - 28,000	27,000	15.50	25,000 - 28,000	27,000	15.50	25,000 - 28,000	27,000	13.50
HR Officer	30,000 - 39,000	35,000	17.50	29,000 - 34,000	32,000	15.29	29,000 - 34,000	32,000	15.29	29,000 - 34,000	32,000	15.29	29,000 - 34,000	32,000	15.29
HR Advisor	35,000 - 48,000	44,000	21.14	31,000 - 38,000	35,000	17.50	31,000 - 38,000	35,000	17.50	31,000 - 38,000	35,000	17.50	31,000 - 38,000	35,000	17.50
HR Manager	49,000 - 56,000	53,000	N/A	43,000 - 57,000	50,000	N/A	43,000 - 57,000	50,000	N/A	43,000 - 57,000	50,000	N/A	43,000 - 57,000	50,000	N/A
Recruitment Coordinator	29,000 - 40,000	38,000	16.70	25,000 - 34,000	31,000	15.00	25,000 - 34,000	31,000	15.00	25,000 - 34,000	31,000	15.00	25,000 - 34,000	31,000	15.00

Job title	North East			Midlands			Yorkshire and Humber			Scotland		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
HR Assistant	25,000 - 28,000	27,000	13.50	25,000 - 28,000	27,000	15.50	25,000 - 26,000	27,000	15.50	25,000 - 28,000	27,000	15.50
HR Officer	29,000 - 34,000	32,000	15.29	29,000 - 34,000	32,000	15.29	29,000 - 30,000	32,000	15.29	29,000 - 34,000	32,000	15.29
HR Advisor	31,000 - 38,000	35,000	17.50	31,000 - 38,000	35,000	17.50	31,000 - 38,000	35,000	17.50	31,000 - 38,000	35,000	17.50
HR Manager	43,000 - 57,000	50,000	N/A	43,000 - 57,000	50,000	N/A	43,000 - 57,000	50,000	N/A	43,000 - 57,000	50,000	N/A
Recruitment Coordinator	25,000 - 34,000	31,000	15.00	25,000 - 34,000	31,000	15.00	25,000 - 34,000	31,000	15.00	25,000 - 34,000	31,000	15.00



Job title	London			East			North West			South East			South West		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Helpdesk Coordinator	23,000 - 27,000	26,000	12.26	23,000 - 27,000	25,000	12.50	23,000 - 27,000	26,000	12.50	23,000 - 27,000	25,000	12.50	23,000 - 27,000	25,000	12.50
IT Administrator	30,000 - 39,000	35,000	16.70	23,000 - 30,000	27,000	13.00	27,000 - 33,000	31,000	13.00	23,000 - 30,000	27,000	13.00	23,000 - 30,000	27,000	13.00
Technical Support Specialist	22,500 - 33,000	28,000	13.30	22,500 - 31,000	26,000	12.50	22,500 - 31,000	25,000	12.50	22,500 - 31,000	26,000	12.50	22,500 - 31,000	26,000	12.50

Job title	North East			Midlands			Yorkshire and Humber			Scotland		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Helpdesk Coordinator	23,000 - 27,000	25,000	12.50	23,000 - 27,000	25,000	12.50	23,000 - 27,000	25,000	12.50	23,000 - 27,000	25,000	12.50
IT Administrator	23,000 - 30,000	27,000	13.00	23,000 - 30,000	27,000	13.00	23,000 - 30,000	27,000	13.00	23,000 - 30,000	27,000	13.00
Technical Support Specialist	22,500 - 31,000	25,000	12.50	22,500 - 31,000	26,000	12.50	22,500 - 31,000	25,000	12.50	22,500 - 31,000	26,000	12.50

Operations and Office Management salaries



Job title	London			East			North West			South East			South West		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Business Operations Specialist	30,000 – 40,000	36,000	N/A	25,000 – 35,000	30,000	N/A	22,000 – 32,000	27,000	N/A	22,000 – 30,000	28,000	N/A	24,000 – 32,000	29,000	N/A
Facilities Manager	40,000 – 50,000	45,000	21.63	35,000 – 45,000	40,000	19.23	34,000 – 42,000	38,000	18.27	37,000 – 47,000	40,000	20.19	35,000 – 43,000	39,000	18.75
Office Manager	40,000 – 55,000	48,000	N/A	38,000 – 50,000	45,000	N/A	38,000 – 50,000	45,000	N/A	38,000 – 50,000	45,000	14.19	38,000 – 50,000	45,000	N/A
Operations Assistant	25,000 – 29,000	28,000	13.46	22,000 – 26,000	25,000	13.46	21,500 – 25,500	24,000	12.50	22,000 – 26,000	25,000	12.50	22,000 – 26,000	25,000	12.50
Operations Coordinator	27,000 – 32,000	30,000	14.32	25,000 – 29,000	28,000	13.14	24,500 – 28,500	27,000	12.81	25,000 – 29,000	28,000	13.46	25,000 – 29,000	28,000	13.46
Operations Manager	44,000 – 60,000	52,000	N/A	41,000 – 55,000	48,000	N/A	41,000 – 55,000	48,000	N/A	41,000 – 55,000	48,000	N/A	41,000 – 55,000	48,000	N/A
Project Assistant	24,000 – 32,000	29,000	13.83	22,000 – 29,000	26,000	13.46	24,000 – 32,000	29,000	13.54	22,000 – 29,000	26,000	13.00	22,000 – 29,000	26,000	13.00
Project Management Assistant	30,000 – 40,000	36,000	17.00	28,000 – 37,000	33,000	16.00	28,000 – 37,000	33,000	16.00	28,000 – 37,000	33,000	16.00	28,000 – 37,000	33,000	16.00
Project Coordinator	28,000 – 35,000	32,000	15.02	26,000 – 32,000	29,000	13.70	25,000 – 31,000	28,000	13.46	27,000 – 33,000	29,000	13.70	24,000 – 30,000	27,000	13.46

Job title	North East			Midlands			Yorkshire and Humber			Scotland		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
Business Operations Specialist	18,000 – 26,000	27,000	N/A	10,000 – 16,000	28,000	N/A	23,000 – 32,000	28,000	N/A	33,000 – 43,000	39,000	N/A
Facilities Manager	33,000 – 41,000	37,000	17.79	34,500 – 42,500	39,000	18.51	33,500 – 41,500	38,000	18.03	35,500 – 43,500	40,000	19.00
Office Manager	38,000 – 50,000	45,000	N/A	38,000 – 50,000	45,000	N/A	38,000 – 50,000	45,000	N/A	38,000 – 50,000	45,000	N/A
Operations Assistant	21,000 – 25,000	23,000	12.50	22,000 – 26,000	25,000	12.50	21,000 – 25,000	23,000	12.50	22,000 – 26,000	25,000	12.50
Operations Coordinator	25,000 – 29,000	28,000	13.46	25,000 – 29,000	28,000	13.46	24,000 – 28,000	27,000	13.46	25,000 – 29,000	28,000	13.46
Operations Manager	41,000 – 55,000	48,000	N/A	41,000 – 55,000	48,000	N/A	41,000 – 55,000	48,000	N/A	41,000 – 55,000	48,000	N/A
Project Assistant	22,000 – 29,000	26,000	13.00	22,000 – 29,000	26,000	13.00	22,000 – 29,000	26,000	13.00	22,000 – 29,000	26,000	13.00
Project Management Assistant	28,000 – 37,000	33,000	16.00	28,000 – 37,000	33,000	16.00	28,000 – 37,000	33,000	16.00	28,000 – 37,000	33,000	16.00
Project Coordinator	23,000 – 29,000	26,000	13.00	25,500 – 31,500	29,000	13.70	24,500 – 30,500	28,000	13.46	25,000 – 31,000	28,000	13.46



Job title	London			East			North West			South East			South West		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
CRM Coordinator	31,000 – 35,000	32,000	16.76	27,000 – 33,000	30,000	15.50	27,000 – 33,000	30,000	15.50	27,000 – 33,000	30,000	15.50	27,000 – 33,000	30,000	15.50
Marketing Assistant	25,000 – 30,000	27,000	13.00	23,000 – 26,000	24,000	12.30	23,000 – 26,000	24,000	12.30	23,000 – 26,000	24,000	12.30	23,000 – 26,000	24,000	12.30
Sales Administrator	24,000 – 28,000	26,000	12.50	22,500 – 26,000	24,000	12.30	22,500 – 26,000	24,000	12.30	22,500 – 26,000	24,000	12.30	22,500 – 26,000	24,000	12.30
Sales Coordinator	22,500 – 30,000	27,000	13.00	22,500 – 28,000	25,000	12.30	22,500 – 28,000	25,000	12.30	22,500 – 28,000	25,000	12.30	22,500 – 28,000	25,000	12.30

Job title	North East			Midlands			Yorkshire and Humber			Scotland		
	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr	£ Range	£ Average	£ Average p/hr
CRM Coordinator	27,000 – 33,000	30,000	15.50	27,000 – 33,000	30,000	15.50	27,000 – 33,000	30,000	15.50	27,000 – 33,000	30,000	15.50
Marketing Assistant	23,000 – 26,000	24,000	12.30	23,000 – 26,000	24,000	12.30	23,000 – 26,000	24,000	12.30	23,000 – 26,000	24,000	12.30
Sales Administrator	22,500 – 26,000	24,000	12.30	22,500 – 26,000	24,000	12.30	22,500 – 26,000	24,000	12.30	22,500 – 26,000	24,000	12.30
Sales Coordinator	22,500 – 28,000	25,000	12.30	22,500 – 28,000	25,000	12.30	22,500 – 28,000	25,000	12.30	22,500 – 28,000	25,000	12.30



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