

**2015 - 2016 TEA WAGE & SALARY SURVEY REPORT**

# SAMPLE

**22030 RECEPTIONIST**

This is a specialized job performing reception duties at the corporate, divisional or departmental level. The job typically requires high school graduate level communication and problem solving skills with previous experience of less than 1 year, or equivalent. Receives visitors, secures identification, and determines whom they wish to see. Announces visitors and directs them to the proper office when authorized. Issues visitor's badge and registers as required. Work is task oriented with routine decisions within established guidelines, with readily available supervision. Incumbents may perform other support tasks that can be done while in the reception area.

	Number of Companies	Number of Employees	Base Pay						Cash		
			Average	Weighted Average	Interquartile Ranges			Extremes		Variable Pay	
					25th	Median	75th	10th	90th	Number of Companies	Average
<b>Total Responses</b>	49	94	\$14.69	\$13.99	\$12.68	\$14.78	\$16.84	\$11.00	\$18.20	10	\$2,411
<b>Company Size</b>											
1 - 99	17	21	\$14.26	\$14.28	\$11.64	\$14.00	\$16.63	\$10.49	\$18.92	4	\$1,061
100 - 249	13	22	\$14.25	\$14.63	\$12.25	\$14.35	\$16.04	\$11.20	\$17.33	3	\$2,648
250 - 499	10	21	\$15.24	\$13.77	\$13.86	\$15.88	\$16.92	\$11.20	\$17.49	0	\$0
1,000 +	8	29	\$15.21	\$13.31	\$12.91	\$14.34	\$18.03	\$0.00	\$0.00	2	\$0
<b>Geographic Area</b>											
Grand Rapids - Metro	26	67	\$14.93	\$13.94	\$12.54	\$14.63	\$17.44	\$11.11	\$18.60	6	\$2,881
West - Lakeshore	19	22	\$14.47	\$14.13	\$12.81	\$14.95	\$16.00	\$11.00	\$18.20	2	\$0
<b>Match</b>											
Non-Union	48	86	\$14.77	\$14.27	\$12.86	\$14.81	\$16.85	\$11.14	\$18.20	10	\$2,411
<b>Industry Type</b>											
Mfg Durables	19	20	\$15.39	\$15.24	\$14.21	\$15.25	\$16.86	\$12.49	\$18.00	4	\$3,997
Mfg Non-Durables	3	3	\$16.13	\$16.13	\$0.00	\$18.20	\$0.00	\$0.00	\$0.00	2	\$0
Wholesale/Distribution	6	9	\$12.77	\$12.50	\$10.63	\$13.17	\$14.86	\$0.00	\$0.00	1	\$0
Sales/Service/Retail	3	3	\$13.04	\$13.04	\$0.00	\$13.00	\$0.00	\$0.00	\$0.00	0	\$0
Healthcare	6	28	\$13.49	\$12.73	\$12.20	\$13.00	\$15.04	\$0.00	\$0.00	0	\$0
Prof/Fin/Ins/Other	12	31	\$15.22	\$14.64	\$11.65	\$15.52	\$17.59	\$10.82	\$19.89	3	\$733

Note: A zero is reported where there is insufficient data for reporting purposes.