



## **Salary report Pro**

### **Administrative Worker**

**Administration**

1 April 2025

# Administrative Worker

net total monthly  
salary(median)

**1,158**  
**BAM**

Region: Bosnia and Herzegovina, Federacija BiH  
Work experience: all experience levels  
Company size: all company sizes  
Education: all education levels  
Industry: all industries

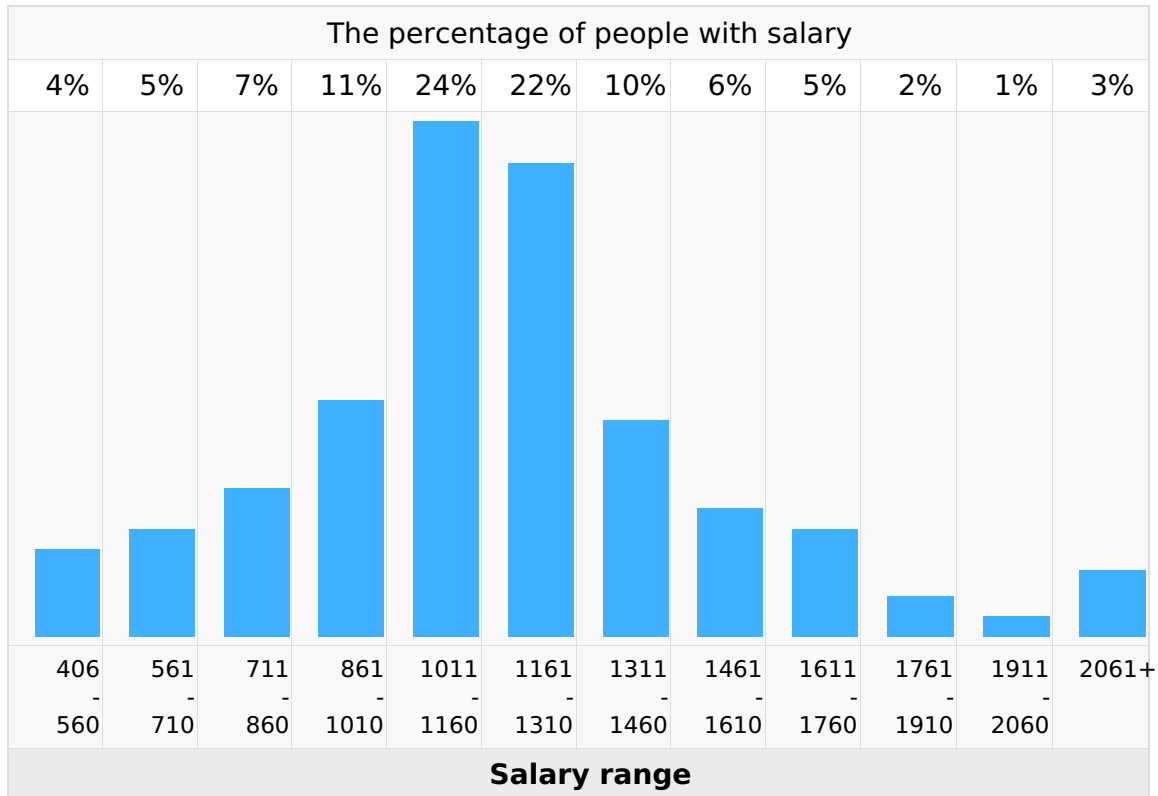
Methodology: Regress model , 314 real salaries  
Salary: net, total, monthly  
What are your working hours: Full time

## Description of job position

- Transcribing documents using computers.
- Recording of incoming and outgoing correspondence.
- Handling corporate correspondence, email, and phone calls.
- Operating copier and fax equipment.
- Filing and locating documents.
- Welcoming and taking care of visitors, preparing and serving refreshments.
- Recording the minutes in meetings and negotiations.
- Reserving accommodation, travel tickets, airline tickets, and similar tasks.
- Responsibility for purchasing office supplies and other goods consumed on a daily basis.
- Managing the cash box and responsibility for entrusted cash and valuables.

## Salary ranges

Region: Bosnia and Herzegovina, Federacija BiH



## Salary span

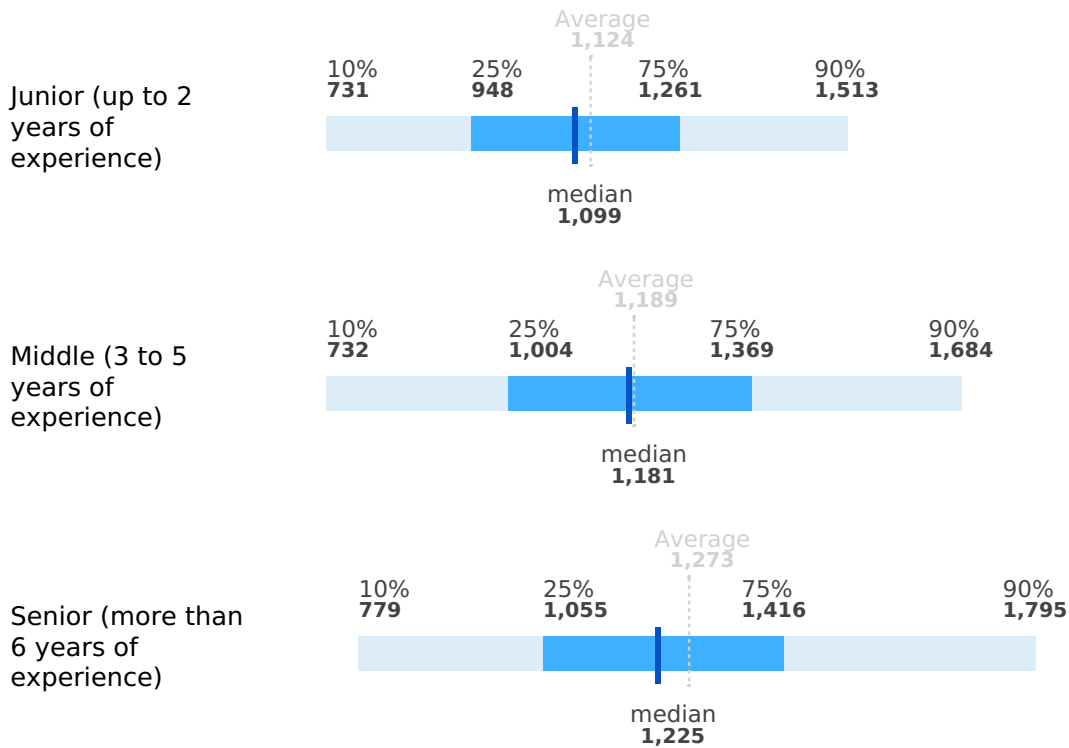
Region: Bosnia and Herzegovina, Federacija BiH

	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Basic salary	1,143	729	964	1,121	1,298	1,598
Total salary	1,185	746	995	1,158	1,335	1,641

\*\*The total income includes a proportionate share of the financial benefits received throughout the year (e.g. Christmas bonus salary, bonus, commission) and the monthly variable salary component.

# Salaries by work experience

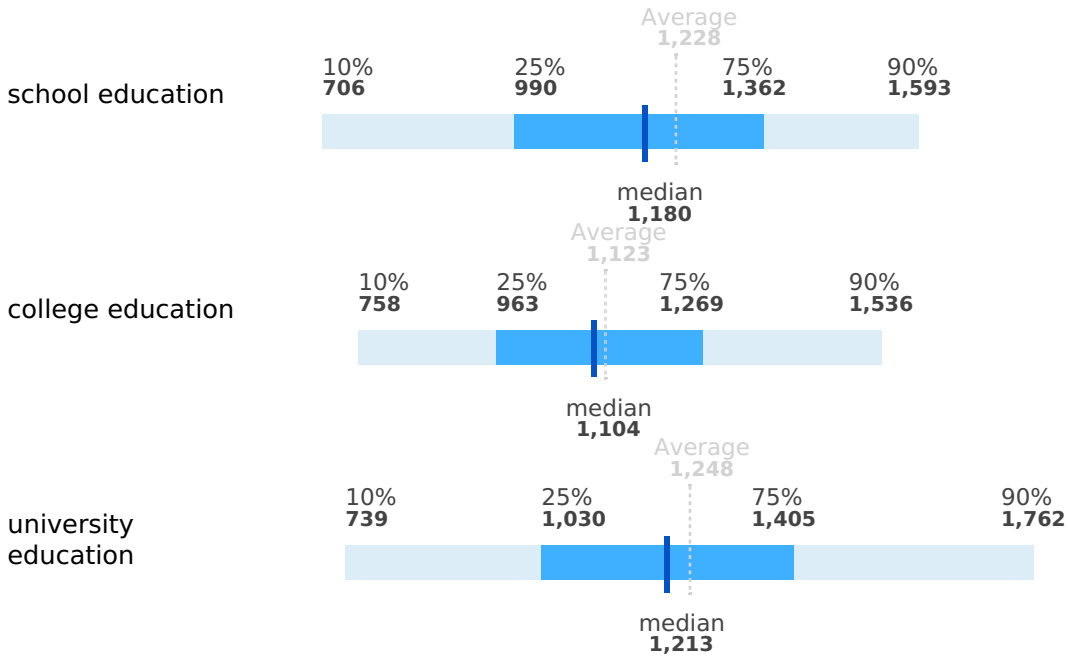
Region: Bosnia and Herzegovina, Federacija BiH



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Junior (up to 2 years of experience)	1,124	731	948	1,099	1,261	1,513
Middle (3 to 5 years of experience)	1,189	732	1,004	1,181	1,369	1,684
Senior (more than 6 years of experience)	1,273	779	1,055	1,225	1,416	1,795

# Salaries by education

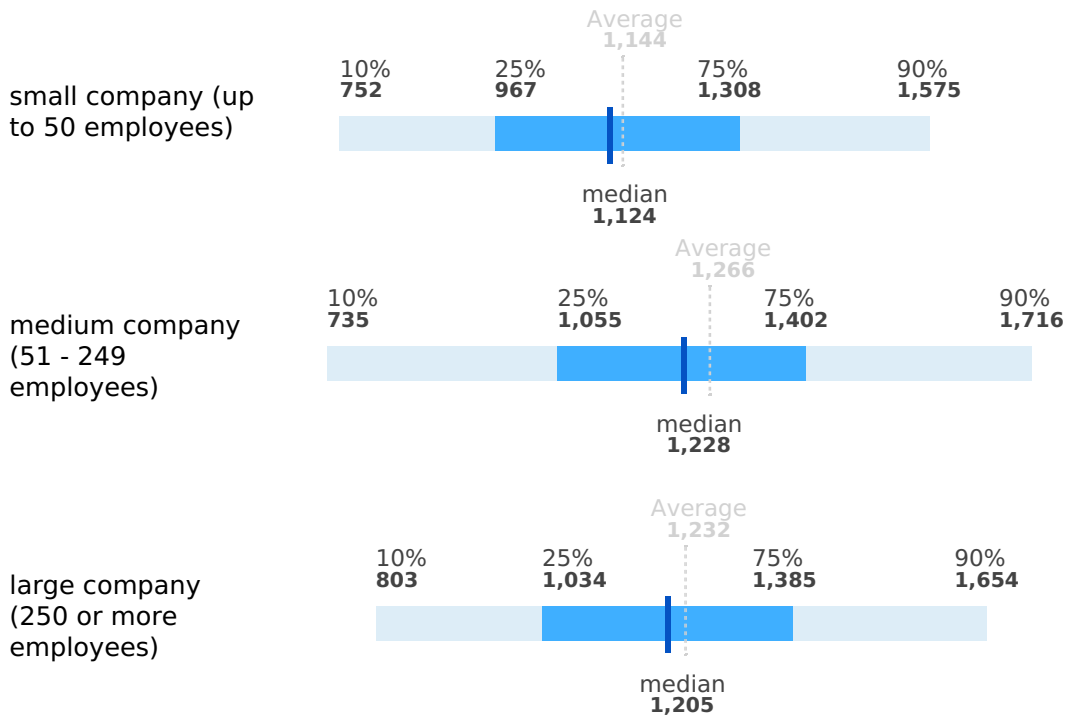
Region: Bosnia and Herzegovina, Federacija BiH



	<b>Average</b>	<b>1st decile</b>	<b>1st quartile</b>	<b>median</b>	<b>3rd quartile</b>	<b>9th decile</b>
school education	1,228	706	990	1,180	1,362	1,593
college education	1,123	758	963	1,104	1,269	1,536
university education	1,248	739	1,030	1,213	1,405	1,762

## Salaries by company size

Region: Bosnia and Herzegovina, Federacija BiH



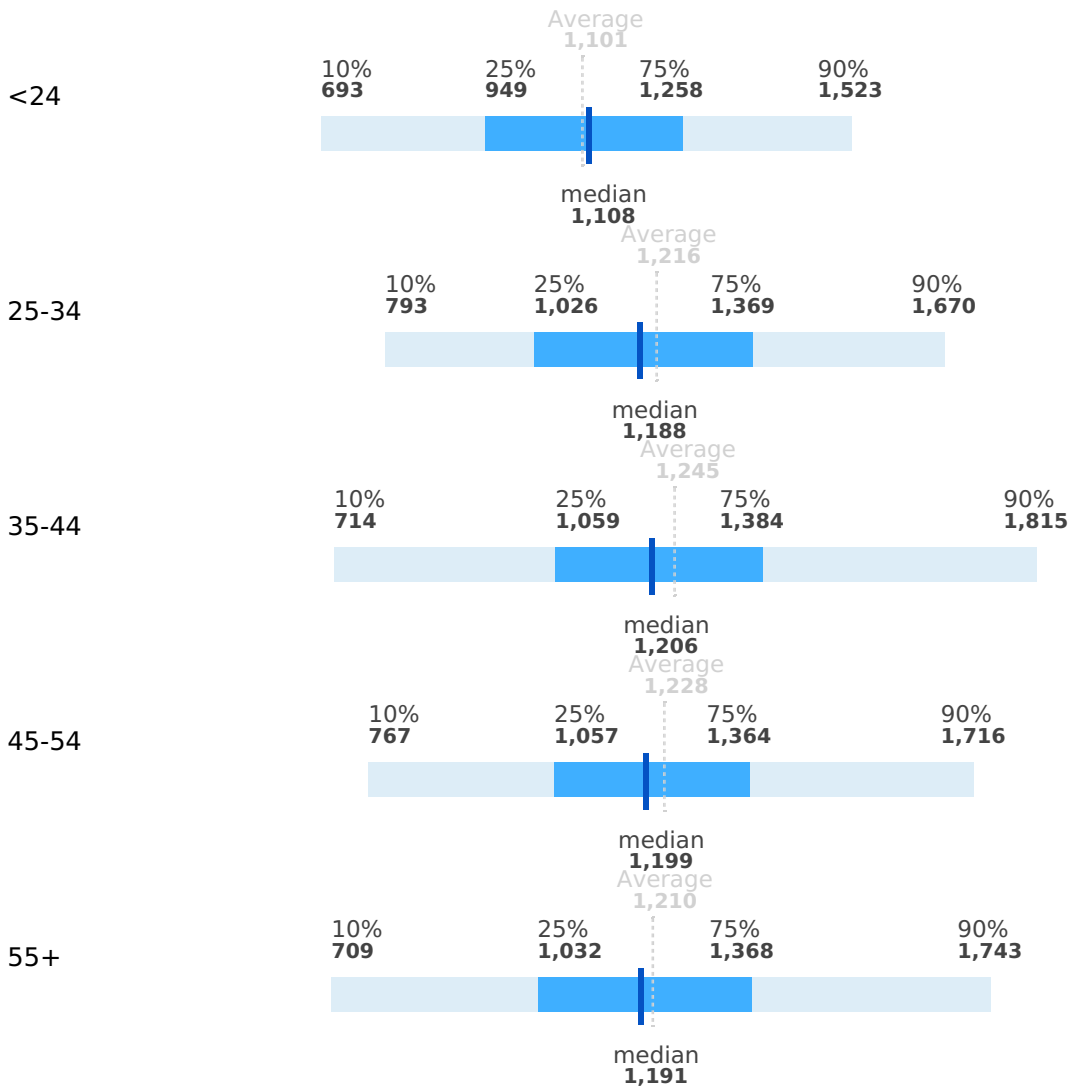
	Average	1st decile	1st quartile	median	3rd quartile	9th decile
small company (up to 50 employees)	1,144	752	967	1,124	1,308	1,575
medium company (51 - 249 employees)	1,266	735	1,055	1,228	1,402	1,716
large company (250 or more employees)	1,232	803	1,034	1,205	1,385	1,654

## Salaries by regions

	<b>Average</b>	<b>1st decile</b>	<b>1st quartile</b>	<b>median</b>	<b>3rd quartile</b>	<b>9th decile</b>
Distrikt Brčko	1,109	666	920	1,095	1,264	1,526
Federacija BiH	1,185	746	995	1,158	1,335	1,641
Republika Srpska	1,179	782	1,008	1,151	1,319	1,633

# Salaries by age group

Region: Bosnia and Herzegovina, Federacija BiH



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
<24	1,101	693	949	1,108	1,258	1,523
25-34	1,216	793	1,026	1,188	1,369	1,670
35-44	1,245	714	1,059	1,206	1,384	1,815
45-54	1,228	767	1,057	1,199	1,364	1,716
55+	1,210	709	1,032	1,191	1,368	1,743



## Compensation mix

### Variable salary component

8%

employees have stated that they are getting a variable salary component, and its middle value (median) is 350 BAM per month.

### Christmas bonus, quarterly or semi-annual bonuses, annual bonus

19%

employees mentioned that they get bonuses and that the medium value of this bonus is 700 BAM .

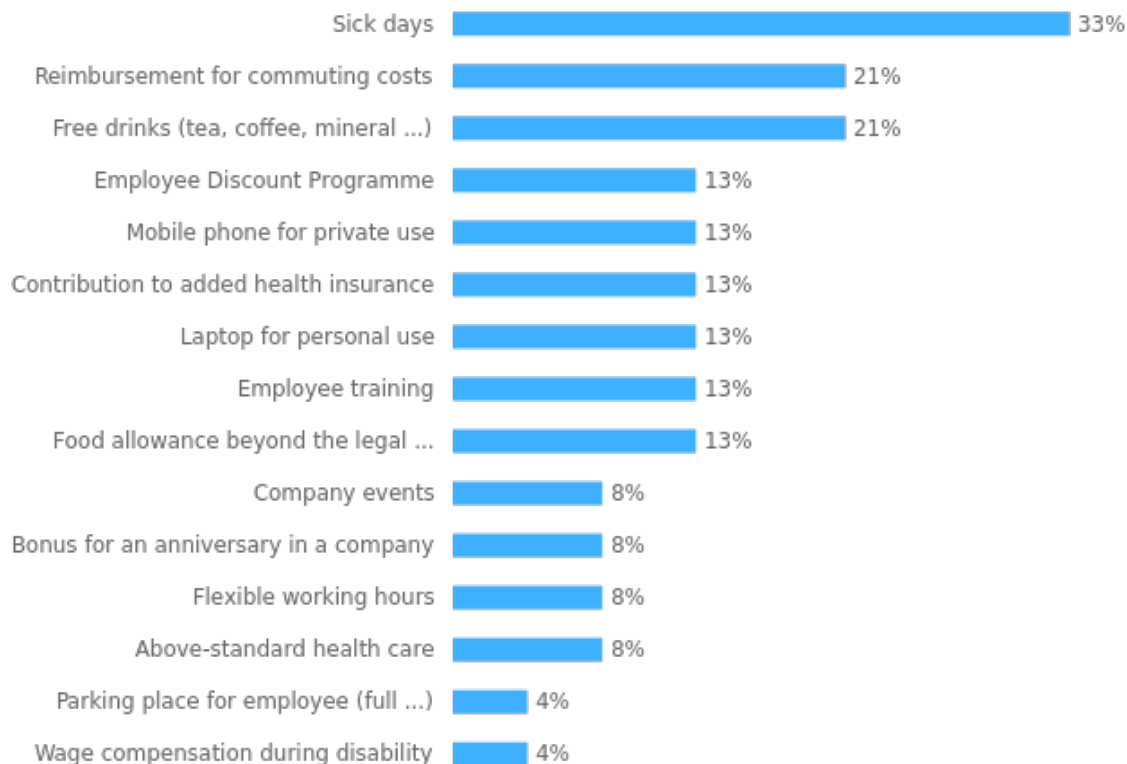
## Non-financial benefits

Region: Bosnia and Herzegovina, Federacija BiH



58% of employees receive some non-financial benefits

## Most common benefits



## Contact

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