



Salary report Pro

Administrative Worker

Administration

1 April 2025

Administrative Worker

net total monthly
salary(median)

1,349
EUR

Region: Lithuania, Vilnius
County

Work experience: Senior
(more than 6 years of
experience)

Company size: all
company sizes

Education: all education
levels

Industry: all industries

Methodology: Regress
model , 346 real salaries

Salary: net, total, monthly

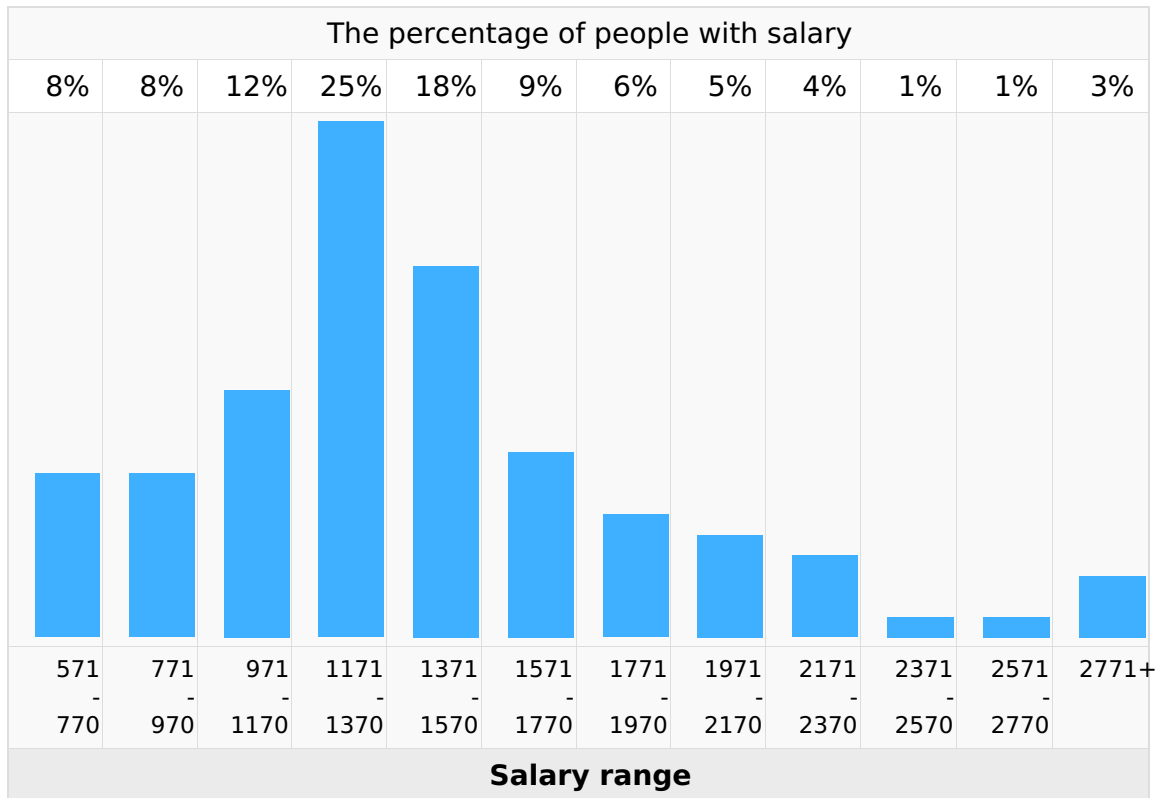
What are your working
hours: Full time

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: Lithuania, Vilnius County | Work experience: Senior (more than 6 years of experience)



Salary span

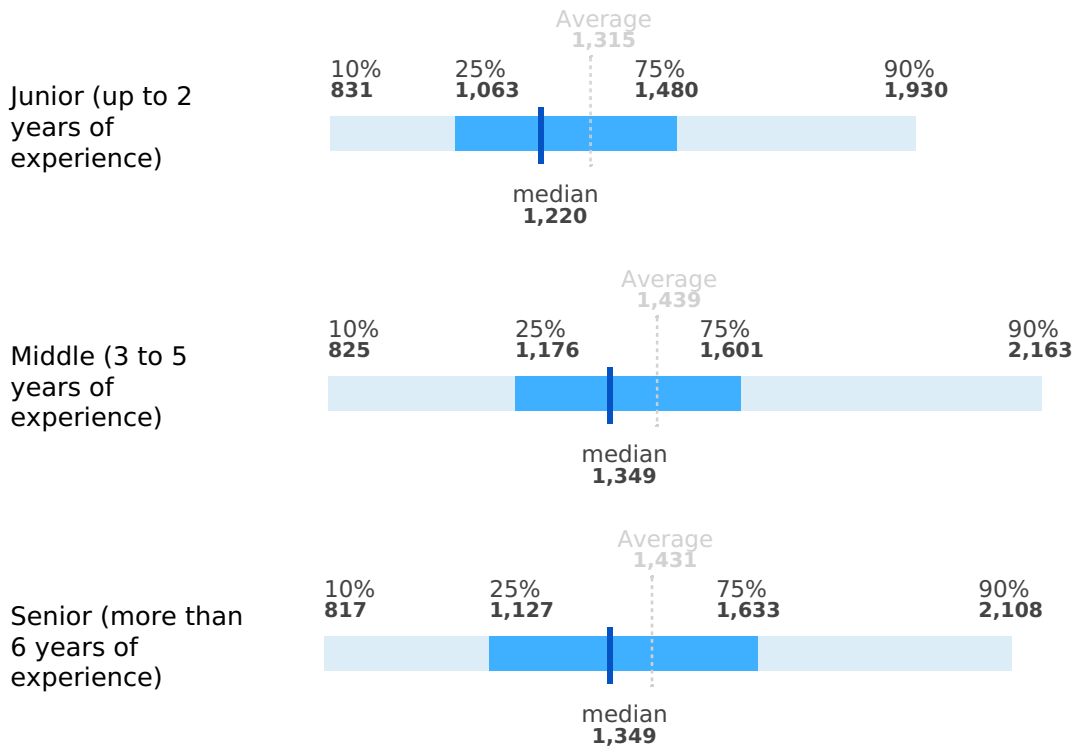
Region: Lithuania, Vilnius County | Work experience: Senior (more than 6 years of experience)

	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Basic salary	1,347	755	1,046	1,266	1,541	2,022
Total salary	1,431	817	1,127	1,349	1,633	2,108

**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

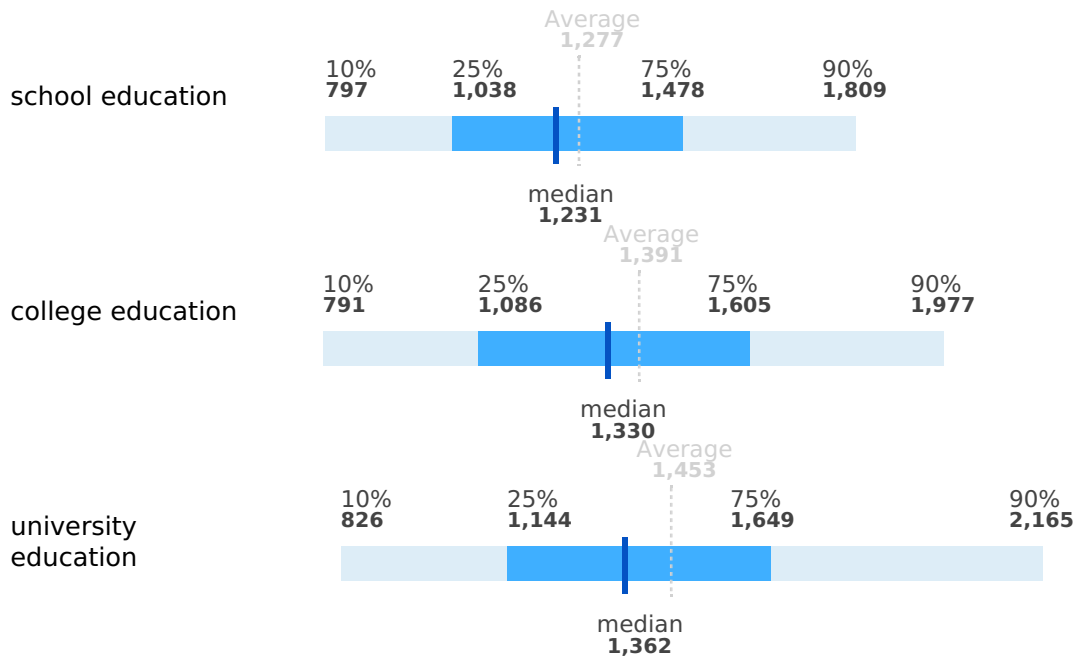
Region: Lithuania, Vilnius County



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Junior (up to 2 years of experience)	1,315	831	1,063	1,220	1,480	1,930
Middle (3 to 5 years of experience)	1,439	825	1,176	1,349	1,601	2,163
Senior (more than 6 years of experience)	1,431	817	1,127	1,349	1,633	2,108

Salaries by education

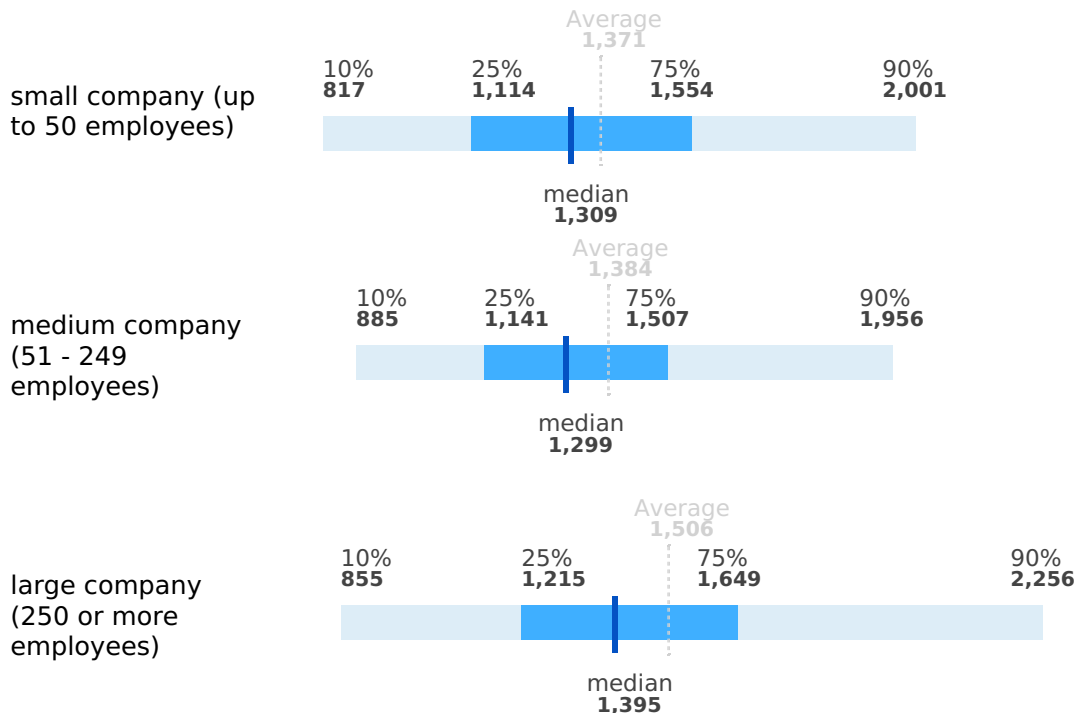
Region: Lithuania, Vilnius County | Work experience: Senior (more than 6 years of experience)



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
school education	1,277	797	1,038	1,231	1,478	1,809
college education	1,391	791	1,086	1,330	1,605	1,977
university education	1,453	826	1,144	1,362	1,649	2,165

Salaries by company size

Region: Lithuania, Vilnius County | Work experience: Senior (more than 6 years of experience)



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
small company (up to 50 employees)	1,371	817	1,114	1,309	1,554	2,001
medium company (51 - 249 employees)	1,384	885	1,141	1,299	1,507	1,956
large company (250 or more employees)	1,506	855	1,215	1,395	1,649	2,256

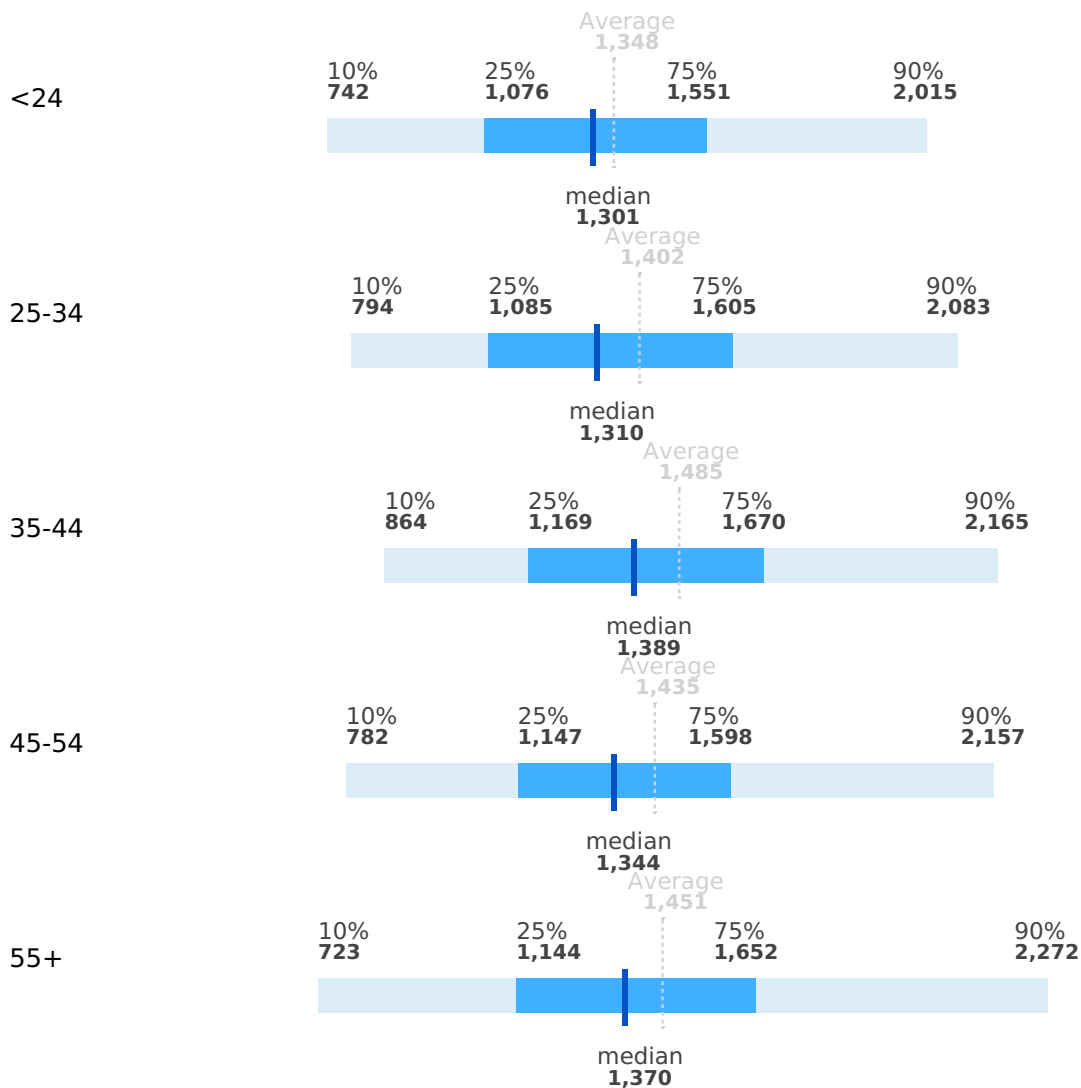
Salaries by regions

Work experience: Senior (more than 6 years of experience)

	Average	1st decile	1st quartile	median	3rd quartile	9th decile
Alytus County	1,266	740	1,019	1,228	1,439	1,746
Kaunas County	1,276	807	1,063	1,236	1,460	1,868
Klaipeda County	1,417	752	1,074	1,295	1,601	2,102
Marijampole County	1,288	735	1,004	1,210	1,508	1,946
Panevezys County	1,452	799	1,171	1,382	1,650	2,102
Siauliai County	1,339	775	1,057	1,282	1,567	2,057
Taurage County	1,474	902	1,165	1,367	1,653	2,106
Telsiai County	1,335	725	1,033	1,280	1,554	1,837
Utena County	1,272	667	936	1,180	1,516	2,015
Vilnius County	1,431	817	1,127	1,349	1,633	2,108

Salaries by age group

Region: Lithuania, Vilnius County | Work experience: Senior (more than 6 years of experience)



	Average	1st decile	1st quartile	median	3rd quartile	9th decile
<24	1,348	742	1,076	1,301	1,551	2,015
25-34	1,402	794	1,085	1,310	1,605	2,083
35-44	1,485	864	1,169	1,389	1,670	2,165
45-54	1,435	782	1,147	1,344	1,598	2,157
55+	1,451	723	1,144	1,370	1,652	2,272

Contact

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