

# Paydata Salary Benchmarking

## PAYanalyst



# Access reliable market data

to meet your individual needs

**Paydata**  
always time for you

# Market practice

In a challenging marketplace, effective and competitive remuneration is a key focus.

Employers need to ensure their reward policies and practices are both practical and relevant. Therefore, having access to up-to-date market practice is essential.

Paydata's PAYanalyst benchmarking service provides you with reliable pay market data for over 600 jobs, that includes professional, managerial, technical and support roles, from operatives to senior professional levels.

Designed as a comprehensive management tool, PAYanalyst enables you to make informed decisions about your pay practices.

### **Access to local pay data**

PAYanalyst's unique survey methodology enables you to define your own geographic catchment areas, to give you truly local pay rates:

- Nationally - across the whole of the UK;
- Regionally - e.g. East Midlands; and
- Locally - e.g. down to a 20-30 mile radius.

### **Access to personalised reporting**

Reports are individually-produced and personalised to you. Presented in both your own job titles and Paydata's classifications and levels, the reports are clear and simple to understand; thus enabling you to easily compare your base salaries and bonus earnings to the labour market in a robust and confidential manner.

### **Access to up-to-date pay data**

PAYanalyst is kept up-to-date all year round as post-review salaries are collected from each participant. You can therefore draw down your reports at the most relevant times to you.

## Access to reliable pay data

PAYanalyst examines over 50 different information sources to analyse pay data for over 100,000 employees. It includes:

- Payroll data from participating organisation; and
- Published survey sources and recruitment advertising, used
- to validate the results.

## Summary pay analysis

A summary is provided of full and part-time pay for each classification and level. The analysis is presented as on page per Family/Region. For example, all jobs and levels within 'Human Resources'.

It enables you to easily compare your pay against the actual salaries paid in the market, and is broken down by Fixed cash and Bonus and at a national and local level.

Example summary pay report		South East						
Your Job Title (number of jobholders)	Paydata Job Classification (Level)	Fixed Cash Salary (£'000s)				Annual Bonus (% of salary)		
		You *	The Market		Compa	You *	The Market	
			LQ	Median				UQ
Accounts Assistant (3)	Finance - Accounting Administration (Level 4)	25,950	15,750	17,500	20,250	148%	0.0	2.6
Accounts Clerk (2)	Finance - Accounting Administration (Level 3)	22,510	14,500	16,250	18,500	159%	0.0	2.8
Accounts Manager (1)	Finance - Accounting Administration (Level 4)	41,809	30,000	33,500	38,500	125%	0.0	3.5
Bookkeeper (Standard) (1)	Finance - Accounting Administration (Levels 4-5)	21,500	15,750	17,500	20,250	123%	0.0	2.6
		21,500	18,500	20,500	23,500	105%	0.0	2.5
Bookkeeper / Cash Supervisor (1)	Finance - Accounting Administration (Level 3)	26,750	18,500	20,500	23,500	150%	0.0	2.5
Finance & Commercial Assistant (1)	Finance - Accounting Administration (Level 4)	23,000	15,750	17,500	20,250	131%	0.0	2.6
Finance Assistant (1)		22,760	15,750	17,500	20,250	150%	0.0	2.6

\* Your median data

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## Individual pay analysis

A more detailed breakdown of pay, the analysis is presented as one page per Class/Level/Region.

The reports list your data against the market's data. The Compa Ratio's enable you to compare your salaries with the market at a glance.

Reports are presented in your own job titles and Paydata classifications and levels.

Your pay information separated from the external market

Comparison ratios showing how your pay compares to the market

Example individual pay report		National
Accounts Clerk		
Finance : Accounting Administration (Level 3)		
Your Data	Fixed Cash Salary	Actual Bonus
	(£'000s)	(% of salary)
Lower Quartile	16,925	0.0
Median	19,250	0.0
Upper Quartile	21,635	0.0
Number of jobholders	7	
The Market	Fixed Cash Salary	Annual Bonus
	(£'000s)	(% of salary)
Lower Quartile	14,500	
Median	16,250	2.8
Upper Quartile	18,500	
Compa Ratio	Fixed Cash Salary	
Your median as % of the market's median	118.5%	
Your median as % of the market's upper quartile	104.1%	

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## Like-for-like job matching

Underlying the PAYanalyst database is Paydata's own Job Classifications and Levelling system. This effectively categorises each post into a generic grading structure.

### Job Classifications

Posts are organised into specialisms, disciplines, or broader job/career families (summarised below), depending on the nature of the work conducted.

Family	Discipline	Specialism
Construction, Building and Civil Engineering	Commercial	
	Engineering	
	Management	
	Operations	
	Surveying	
Corporate Functions	Communications	
	Company Secretarial	
	CSR	
	Fraud	
	Land and Estate Management	
	Legal Services	
	Strategic Planning and Development	
Culture, Media and Sports		
Customer Relations	Customer Relations Management	
	Customer Relations Operations and Support	
E-commerce	Content/Experience	
	Marketing	
	Operations	
	Project Management	
	Web Development	
Education		

Family	Discipline	Specialism
Facilities	Catering	
	Cleaning	
	Fleet	
	Horticultural	
	Housekeeping	
	Parking Operations	
	Portering	
	Security	
Finance	Accounting	
	Accounting Administration	
	Audit	
	Credit Control	
	Finance Management	
	Payroll	
	Tax	
	Treasury	
General Management		
Health, Social and Care Services		
Human Resources	Employee and Industrial Relations	
	Health and Safety	
	Human Resources Operations	
	Operations Training	
	Pensions	
	Recruitment	
	Reward and Benefits	
	Training and Development	
ITC	Management	
	Operations	



Family	Discipline	Specialism
ITC (cont.)	Systems Development	Business Analysis
		Project / Programme Management
	Technical Services	Architecture
		Communications
		Network Infrastructure
User Support		
Office Services	Administration	
	Desktop Publishing	
	Mailroom	
	Repographics	
	Secretarial / PA	
	Switchboard / Reception	
Planning, Quality and Process Management	Business Performance Reporting	
	Operation Planning / Quality Control	Planning
		Quality
Production and Process Engineering	Process Management	
Production and Manufacturing	Management	
	Operations	Assembly
		Packaging
		Process
Protective Services		
Retail	Sales	Travel Agency
	Service	
	Store Management	Travel Agency
Sales and Marketing	Marketing	Advertising, Comms, Promotion
		Product Management
		Market Research
		Marketing Management
		Tele-marketing

Family	Discipline	Specialism
Sales and Marketing (cont.)	Sales	Sales Administration
		Sales Management
		Tele-sales
	Sales and Marketing	
Scientific	Biological	
	Chemical	
	Managerial	
	Physical	
	Support	
Supply Chain	Inventory and Stock Control	
	Purchasing	
	Stores Operations	
	Transport and Distribution	
	Warehouse Operations	Truck Driving
Technical	Chemical	
	Design	
	Electrical/Electronics Engineering	
	IT/Telecoms Engineering	
	Mechanical Engineering	
	Vehicle Trades	
Transport	Air	
	Rail	
	Road	Chauffeurring
		HGV
		LGV
	Ship	

## Job Levelling

Post seniority within each Paydata classification is defined by a series of job levels (outlined below). Levels are typically dependent on:

- functions and responsibilities of the post; and
- skills, experiences and qualifications required.

Paydata's levels may be compared with participants' own job evaluation systems or other common systems such as Hay and Watson Wyatt.

Job Level	Paydata Band	Job Band	Paydata Job Level
Management and Professional	G	Senior Professional / Management	13
			12
	F	Career Professional / Middle Management	11
			10
Associate Professional	E	Base Professional / Technical / Supervisory Management	9
			8
	D	Advanced	7
			6
Operations and Support	C	Intermediate	5
			4
	B	Basic	3
			2
	A	Elementary	1

### To find out more

If you would like to know more about how our PAYanalyst benchmarking service or any of our other services can help your organisation visit [www.paydata.co.uk](http://www.paydata.co.uk), or contact us today.

**Please contact Tim Kellett on +44 (0)1733 391 377 or via email to [timk@paydata.co.uk](mailto:timk@paydata.co.uk)**



**Paydata Limited**  
24 Commerce Road,  
Lynch Wood,  
Peterborough,  
Cambridgeshire.  
PE2 6LR

p: +44(0)1733 391 377  
e: [info@paydata.co.uk](mailto:info@paydata.co.uk)  
w: [www.paydata.co.uk](http://www.paydata.co.uk)

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