

This salary guide provides an overview of current market rates for business support roles in London, based on recent placements, industry trends, and market insight. It is intended as a general guide to help employers and candidates understand typical base salaries.

Summary

	2024/2025
Chief of Staff	£85,000+
Executive Assistant	Up to 5 years: Up to £45,000 5-10 years: £45,000 to £70,000 10+ years: £70,000+
Personal Assistant	Up to 5 years: Up to £45,000 5-10 years: £45,000 to £70,000 10+ years: £70,000+
Office Manager	Up to 5 years: Up to £50,000 5-10 years: £50,000 to £65,000 10+ years: £65,000+
Team Assistant	Up to 5 years: Up to £35,000 5-10 years: £35,000 to £45,000 10+ years: £45,000 +
Reception / Front of House	Up to 5 years: Up to £35,000 5-10 years: £35,000 to £40,000 10+ years: £40,000+
Graduate	£25,000 to £35,000

Please note

- Salaries listed are *base salaries per annum* only and do not include bonuses or additional benefits.
- Pay ranges can vary depending on *sector, company size, and level of responsibility*.
- *Hybrid or flexible working arrangements* can significantly influence salary expectations.
- Other factors such as *additional responsibilities, projects, and out-of-hours support* may also impact compensation.

For tailored advice or role-specific benchmarking, please get in touch.

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