

LEGAL PLACEMENTS, INC.

2016 Salary Survey



CONTRACT AND DIRECT HIRE
STAFFING SERVICES

Support Staff
Contract Attorney / Paralegal
Information Technology / Accounting & Finance



Dear Friends,

I thank you for another great year !

It has been a pleasure to serve as a continued staffing resource for you.

As you know in December 2015, Legal Placements, Inc. (LPI) announced our merger with Advanced Discovery. The merger resulted in our ability to provide our clients with traditional staffing services as well as a managed review option. The merger also allows us to expand our staffing services to clients with locations in various states outside of the DC Metropolitan area.

As we move into calendar year 2017, LPI remains dedicated to providing our clients and candidates with a higher level of service, ensuring we are a value-added staffing resource. The foundation of our success is our long-standing relationships with our clients and our focused recruitment program allowing LPI to continually find the best talent, serving with commitment and integrity.

We appreciate your support and thank you for your business. We look forward to another year with you. Please feel free to contact me or a member of the LPI team at anytime.

Sincerely

Lori DiCesare

Lori DiCesare
President

*Should you have a need for Data Collection & Forensic Investigation, Data Analysis, Litigation Support, Processing or Managed Services, please contact me at lori@legalplacements.com



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Information Technology

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Application Support Specialist	Law Firm	150	1	3	\$52,000.00
IT Support Specialist	Law Firm	906	3	22	\$52,500.00
IT Technician	Law Firm	76	1	1	\$45,000.00
Support Services Specialist	Law Firm	1868	10	10	\$60,000.00
Systems Support Specialist	Law Firm	502	10	2	\$75,000.00
Technical Analyst	Law Firm	1868	4	21	\$76,000.00
Technical Analyst	Law Firm	906	12	12	\$71,000.00

Accounting & Finance

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Accounting Assistant	Accounting	100	0	1	\$35,000.00
Accounting Assistant	Law Firm	903	0	5	\$30,000.00
Accounting Specialist	Law Firm	122	1	4	\$45,000.00
Accounts Receivable Specialist	Law Firm	293	3	16	\$65,000.00
Client Finance Analyst	Law Firm	707	8	20	\$68,000.00
Director of Operations & Accounting	Consulting Firm	90	0	18	\$120,000.00
Finance Assistant	Law Firm	835	11	3	\$45,000.00
Financial Analyst	Law Firm	293	0	5	\$55,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Administrative Assistant	General	1,000	0	1	\$39,500.00
Administrative Assistant	General	700	4	2	\$48,000.00
Administrative Assistant	Healthcare	N/A	1	1	\$50,000.00
Administrative Assistant	Immigration	519	0	1	\$43,000.00
Administrative Assistant	Immigration	519	2	0	\$43,000.00
Business Development Assistant	General	340	0	2	\$55,000.00
Chief Operation Officer	General	45	25	4	\$350,000.00
Conflicts Assistant	General	2,500	0	2	\$46,000.00
Conflicts Research Assistant	General	1,000	1	0	\$43,000.00
Conflicts Research Assistant	General	1,000	1	3	\$44,300.00
DC Office Administrator	General	4600	15	6	\$250,000.00
Docketing Assistant	IP	100	0	3	\$45,000.00
Docketing Manager	IP	52	12	0	\$125,000.00
Docketing Specialist	IP	20	8	2	\$50,000.00
Docketing Specialist	IP	620	10	10	\$70,000.00
Docketing Specialist	IP	1,100	18	0	\$70,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Docketing Specialist	IP	650	11	10	\$72,000.00
Docketing Specialist	Trademark	900	18	0	\$80,000.00
Executive Assistant	General	950	8	13	\$68,000.00
Executive Assistant	Litigation	28	20	0	\$90,000.00
Executive Assistant	Litigation	850	28	0	\$91,000.00
Government Relations Assistant	Legislative	450	0	2	\$43,000.00
Human Resources Assistant	General	1,000	0	0	\$38,000.00
Human Resources Assistant (PT)	General	21	0	1	\$21,840.00
IP Manager	IP	229	28	0	\$140,000.00
IP Specialist	IP	48	18	0	\$80,000.00
Legal Administrative Assistant	General	117	2	4	\$55,000.00
Legal Administrative Assistant	Securities	10	0	1	\$44,500.00
Legal Secretary	Collections	175	18	0	\$68,000.00
Legal Secretary	Community Associations	175	0	3	\$43,000.00
Legal Secretary	Community Associations	163	8	6	\$60,000.00
Legal Secretary	Corporate	2,500	5	1	\$51,000.00

Legal Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Senior Paralegal	Litigation	400	18	2	\$110,000.00
Senior Staff Attorney (Japanese)	Litigation	850	5	4	\$125,000.00
Staff Attorney (English)	Litigation	850	5	0	\$80,000.00
Staff Attorney (Portuguese)	Litigation	850	12	5	\$85,000.00
Staff Attorney (Russian language)	Litigation	850	22	4	\$110,000.00
Staff Attorney (Russian language)	Litigation	850	15	7	\$110,000.00
Staff Attorney (Russian language)	Litigation	850	9	5	\$110,000.00
Staff Attorney (Turkish)	Litigation	850	8	0	\$80,000.00

Legal Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Paralegal	Litigation	170	16	0	\$80,000.00
Paralegal	Litigation	70	10	1	\$65,000.00
Paralegal	Litigation	50	17	3	\$85,000.00
Paralegal	Immigration	1500	3	0	\$43,000.00
Paralegal	Litigation	1000	4	0	\$42,000.00
Paralegal	Real Estate	1700	23	3	\$85,000.00
Paralegal	Corporate	169	1	3	\$40,000.00
Paralegal	International	45	0	2	\$45,000.00
Paralegal	International Arbitration	41	0	2	\$45,000.00
Paralegal	Litigation	600	10	3	\$80,000.00
Paralegal	Litigation	80	2	0	\$45,000.00
Paralegal	Litigation	721	10	4	\$73,000.00
Practice Assistant	Litigation	500	0	0	\$42,000.00
Project Assistant	Litigation	500	0	0	\$36,000.00
Senior Business Development Specialist	Litigation	600	6	3	\$85,000.00
Senior Director Legal Services	Commercial Litigation	n/a	20	7	\$150,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Legal Secretary	Corporate	1,000	25	1	\$78,500.00
Legal Secretary	Energy	100	3	1	\$55,000.00
Legal Secretary	Family Law	5	12	0	\$55,000.00
Legal Secretary	Financial Services	32	3	5	\$59,000.00
Legal Secretary	Franchise	14	8	12	\$60,000.00
Legal Secretary	General	985	3	1	\$50,000.00
Legal Secretary	General	985	0	0	\$50,000.00
Legal Secretary	General	985	0	1	\$50,000.00
Legal Secretary	General	985	1	1	\$50,000.00
Legal Secretary	General	411	12	9	\$67,000.00
Legal Secretary	General	530	19	0	\$68,000.00
Legal Secretary	General	160	35	3	\$78,000.00
Legal Secretary	General	2,500	6	3	\$56,000.00
Legal Secretary	Healthcare	60	2	0	\$62,000.00
Legal Secretary	Healthcare	60	5	11	\$80,000.00
Legal Secretary	International	1,878	10	2	\$62,000.00
Legal Secretary	International	900	8	7	\$70,000.00
Legal Secretary	IP Litigation	600	8	0	\$72,000.00
Legal Secretary	IP Litigation	6,600	16	16	\$80,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Legal Secretary	IP Litigation	325	29	0	\$87,000.00
Legal Secretary	Land Use	47	1	0	\$47,000.00
Legal Secretary	Land Use	46	1	4	\$47,000.00
Legal Secretary	Litigation	1,880	0	2	\$40,000.00
Legal Secretary	Litigation	48	1	1	\$48,000.00
Legal Secretary	Litigation	4,600	4	3	\$50,000.00
Legal Secretary	Litigation	1,200	4	0	\$55,000.00
Legal Secretary	Litigation	4,600	4	4	\$60,000.00
Legal Secretary	Litigation	46	9	0	\$64,000.00
Legal Secretary	Litigation	175	20	0	\$65,000.00
Legal Secretary	Litigation	175	30	0	\$68,000.00
Legal Secretary	Litigation	68	15	5	\$70,000.00
Legal Secretary	Litigation	1,100	6	0	\$71,000.00
Legal Secretary	Litigation	1,000	15	17	\$75,000.00
Legal Secretary	Litigation	600	22	1	\$75,000.00
Legal Secretary	Litigation	1,000	18	1	\$78,000.00

Legal Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Attorney	Corporate	2	4	5	\$110,000.00
Associate	Family Law	5	8	0	\$85,000.00
Case Manager	Litigation	118	11	2	\$55,000.00
Compliance and PAC Manager	Legislative	850	11	0	\$88,000.00
Corporate Paralegal	Corporate	400	18	3	\$85,000.00
Entry Level Paralegal	Litigation	1,200	0	1	\$40,000.00
Law Clerk	Litigation	10	5	0	\$60,000.00
Law Clerk	Litigation	10	5	0	\$60,000.00
Law Clerk	Litigation	10	3	0	\$60,000.00
Law Clerk	Employment	21	5	2	\$58,000.00
Law Clerk	Employment	21	4	2	\$58,000.00
Law Clerk	Employment	21	3	0	\$58,000.00
Law Clerk	Employment	21	0	8	\$60,000.00
Paralegal	Corporate	850	7	3	\$62,000.00
Paralegal	Litigation	8	5	1	\$46,000.00
Paralegal	Litigation	8	18	0	\$80,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Office Manager	General	175	20	0	\$110,000.00
Practice Assistant	General	750	2	1	\$53,000.00
Receptionist	General	1,426	0	6	\$33,280.00
Receptionist (PT)	General	46	0	7	\$17,550.00
Special Assistant	IP Litigation	500	8	0	\$73,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size (Attorneys)	Years Legal	Years Non-Legal	Salary
Legal Secretary	Litigation	530	15	0	\$79,000.00
Legal Secretary	Litigation	550	11	1	\$82,000.00
Legal Secretary	Litigation	500	7	4	\$85,000.00
Legal Secretary	Patent Prosecution	800	17	0	\$78,000.00
Legal Secretary	Patent Prosecution	550	18	0	\$88,000.00
Legal Secretary	Real Estate	229	35	0	\$75,000.00
Legal Secretary	Real Estate/Corporate	585	20	3	\$55,000.00
Legal Secretary	Tax	525	10	0	\$65,000.00
Legal Secretary	Tax	422	0	14	\$71,000.00
Legal Secretary (Bilingual)	International Trade	1,900	9	2	\$70,000.00
Legal Secretary (Floater)	General	585	12	1	\$70,000.00
Marketing Coordinator	Corporate	2,500	0	6	\$60,000.00
Office Administrator	Energy	22	13	14	\$108,000.00
Office Administrator	Energy	22	16	0	\$112,500.00
Office Assistant	Economic Consulting	N/A	0	1	\$52,000.00
Office Assistant	General	240	0	1	\$46,000.00