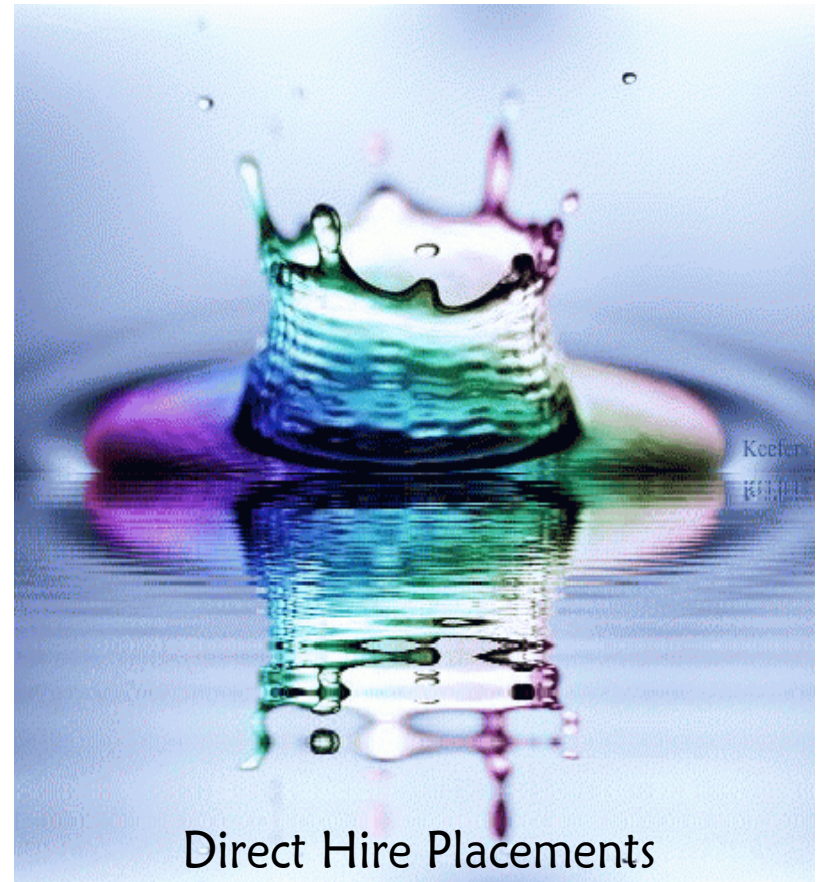


Salary Survey

2017



Direct Hire Placements



Washington DC
877-950-1661
www.legalplacements.com

Paralegals
Support Staff

Accounting & Finance
Technical



Legal
Placements
Incorporated

Dear Friends,

As we begin another year, Legal Placements, Inc., (LPI) would like to thank you for your continued support and the opportunity to be of service as a staffing resource for you.

The past calendar year LPI expanded our direct hire and temporary staffing services to clients who have offices in states outside of the DC Metropolitan area. We remain committed to providing clients and candidates with a strong level of service and a value-added partnership.

Again, thank you for another successful year and we look forward to working with you in 2018.

Sincerely,

Lori DiCesare
President

We are also a successful resource for the staffing of Contract Attorneys, Temporary Support Staff, Accounting/Finance and Temporary IT Support.

Accounting & Finance

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Accounting Clerk	General	42	0	2	\$42,000.00
Billing & Collections Coordinator	General	700	18	0	\$71,500.00
Billing Analyst	General	800	2	9	\$74,000.00
Billing Clerk	Intellectual Property	100	1	5	\$40,000.00
Billing Specialist	IP	620	4	5	\$65,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Administrative Assistant	General	985	1	10	\$35,100.00
Administrative Assistant	Health Care	341	1	3	\$54,500.00
Administrative Assistant	Health Care	341	1	3	\$55,000.00
Administrative Assistant	Health Care	341	1	4	\$54,000.00
Administrative Assistant	Immigration	325	0	11	\$39,000.00
Administrative Assistant	Immigration	325	0	4	\$39,000.00
Administrative/Office Assistant	General	270	1	1	\$42,952.00
Benefits Assistant	General	1000	0	5	\$42,500.00
Conflicts Research Assistant	General	1055	1	3	\$44,800.00
DC Office Administrator	N/A	4600	12	12	\$250,000.00
Document Management Clerk	Immigration	325	12	4	\$41,000.00
File Clerk	General	160	0	1	\$40,000.00
File Clerk	General	8	3	4	\$38,000.00
Guest Services Specialist	General	1100	10	1	\$45,000.00
Human Resources & Office Administrative Assistant	General	84	6	5	\$72,000.00
Human Resources Administrative Coordinator	General	1000	0	8	\$68,000.00
Human Resources Administrative Coordinator	General	1000	1	6	\$68,000.00
Human Resources Assistant	General	900	2	0	\$46,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Human Resources Generalist	General	n/a	5	8	\$80,000.00
Human Resources Generalist	General	38	6	3	\$80,000.00
Human Resources/ Recruiting Coordinator	General	700	11	1	\$72,000.00
IP AFD Specialist	IP	500	33	0	\$85,000.00
IP AFD Specialist	IP	500	6	0	\$53,000.00
IP Docket Coordinator	IP	650	20	0	\$98,000.00
IP Docketing	IP	350	23	0	\$75,000.00
IP Docketing	IP	1100	11	0	\$62,000.00
IP Docketing	IP	350	1	0	\$45,000.00
IP Docketing	IP	1100	18	0	\$70,000.00
IP Legal Secretary	IP	1100	30	0	\$86,000.00
IP Specialist	IP	1100	24	10	\$70,000.00
IP Specialist	IP	1100	19	0	\$84,000.00
Legal Administrative Assistant	Litigation	100	13	9	\$82,000.00
Legal Recruiting Assistant	HR	985	1	0	\$35,100.00
Legal Secretary	Advertisement/ Real Estate	350	14	18	\$69,000.00
Legal Secretary	Antitrust	374	11	7	\$85,000.00
Legal Secretary	Community Associations	8	8	0	\$65,000.00

Legal Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Paralegal	Patent Litigation	600+	9	5	\$70,000.00
Paralegal	Litigation	850	22	0	\$73,000.00
Paralegal	Litigation	700	2	4	\$63,000.00
Paralegal	Immigration	4600	2	4	\$48,000.00
Paralegal	International Trade	250	3	7	\$100,000.00
Paralegal	Litigation	2800	7	9	\$80,000.00
Patent Legal Assistant/ Paralegal	Patent Prosecution	150	1	3	\$65,000.00
Patent Paralegal	IP	650	4	9	\$70,000.00
Patent Secretary	IP	600	25	0	\$87,000.00
Pro Bono Administrative Coordinator	Litigation	1055	1	1	\$53,500.00
Project Assistant	Litigation	350	2	3	\$42,000.00
Project Paralegal	Litigation	1055	16	0	\$75,000.00
Project Paralegal	Litigation	1055	23	0	\$75,000.00
Senior Associate	Litigation	8	9	0	\$95,000.00
Senior Paralegal	Litigation	1055	18	4	\$92,000.00
Senior Paralegal	Litigation	950	19	0	\$87,500.00
Senior Patent Litigation Paralegal	Patent Litigation	200+	23	0	\$100,000.00
Trademark Paralegal	IP	350	17	7	\$73,000.00

Legal Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Assistant Paralegal	Immigration	325	3	0	\$43,000.00
Assistant Paralegal I	Immigration	325	0	6	\$43,000.00
Assistant Paralegal I	Immigration	325	0	4	\$43,000.00
Attorney Recruiting Assistant	General	1870	0	8	\$48,000.00
Attorney Recruiting Assistant	General	1878	0	5	\$48,000.00
Attorney Recruitment Assistant	General	363	3	5	\$50,000.00
Business Development and Marketing Coordinator	N/A	in-house	0	3	\$67,000.00
Contracts Specialist/Paralegal	N/A	in-house	10	1	\$60,000.00
International Trade Paralegal	International Trade	1200	6	2	\$68,000.00
IP Paralegal Supervisor	IP	900	17	0	\$120,000.00
ITC Litigation Paralegal	ITC Patent Litigation	2800	13	0	\$105,000.00
Legal Assistant	Litigation	30	7	2	\$75,000.00
Litigation Paralegal	Litigation	30+	2	2	\$44,000.00
Litigation Paralegal	Litigation	22	2	5	\$55,000.00
Litigation Paralegal	Litigation		0	5	\$42,000.00
Litigation Paralegal	Litigation	31	0	1	\$50,000.00
Litigation Support Analyst	N/A	106	10	1	\$110,000.00
Paralegal	N/A	in-house	6	2	\$53,000.00
Paralegal	Litigation	1055	7	0	\$75,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Legal Secretary	Corporate	700	23	0	\$89,000.00
Legal Secretary	Corporate	1055	25	3	\$86,000.00
Legal Secretary	Corporate	1055	3	4	\$50,000.00
Legal Secretary	Corporate	1055	1	1	\$50,000.00
Legal Secretary	Employment	58	31	0	\$65,000.00
Legal Secretary	Environmental	750	11	2	\$87,000.00
Legal Secretary	Finance	7	10	15	\$66,000.00
Legal Secretary	General	985	1	1	\$50,000.00
Legal Secretary	General	985	1	2	\$50,000.00
Legal Secretary	General	7700	16	0	\$76,000.00
Legal Secretary	Government Relations	7700	18	0	\$75,000.00
Legal Secretary	Health Care	7700	16	7	\$85,000.00
Legal Secretary	International Trade	1870	1	1	\$50,000.00
Legal Secretary	Litigation	200	2	2	\$50,000.00
Legal Secretary	Litigation	600	17	0	\$75,000.00
Legal Secretary	Litigation	80	23	2	\$83,000.00
Legal Secretary	Litigation	700	4	1	\$53,000.00
Legal Secretary	Litigation	550	20	0	\$79,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Legal Secretary	Litigation	79	17	7	\$83,000.00
Legal Secretary	Native American Policy	7,700	20	1	\$85,000.00
Legal Secretary	White Collar	900	10	4	\$78,000.00
Legal Secretary/ Office Coordinator	Employment	58	6	4	\$70,000.00
Marketing Assistant	General	2800	0	4	\$50,000.00
Marketing Assistant	General	600	0	3	\$43,000.00
Marketing Manager	General	45	3	4	\$63,000.00
Office Administrative Assistant	General	470	2	7	\$55,000.00
Office Administrator/ Legal Secretary	Communications	350	9	2	\$85,000.00
Office Service Clerk	General	290	13	0	\$37,000.00
Office Services Assistant	General	2800	0	1	\$40,000.00
Office Services Clerk	General	290	15	13	\$39,000.00
Office Services Clerk	General	950	0	9	\$40,000.00
Office Services Supervisor	General	800	11	2	\$52,000.00
Patent Secretary	IP	600	25	0	\$87,000.00
Practice Assistant	Energy & Natural Resources	1466	13	1	\$79,000.00
Practice Assistant	General	1870	1	2	\$52,000.00
Practice Support Assistant	Investment Funds	2280	5	2	\$51,000.00

Support Staff Division

Position	Practice Area	Approx. Firm Size	Years Legal	Years Non-Legal	Salary
Programmer/Analyst 2	General	1055	0	3	\$60,000.00
Project Assistant	Litigation	1100	2	1	\$43,000.00
Receptionist	General	100	1	7	\$45,000.00
Receptionist	General	2000	8	5	\$48,000.00
Receptionist/ Administrative Assistant	General	230	11	0	\$48,000.00
Receptionist/ Accounting Clerk	General	8	0	1	\$40,000.00
Senior Human Resources Generalist	General	230	7	4	\$70,000.00
Senior Marketing Coordinator	General	2800	11	7	\$85,000.00
Trademark Docketing Specialist	Trademark	350	15	0	\$80,000.00
Trademark Secretary	IP	212	3	8	\$69,000.00
Trademark Specialist	IP	650	20	0	\$90,000.00
Trademark Specialist	IP	350	22	0	\$95,000.00