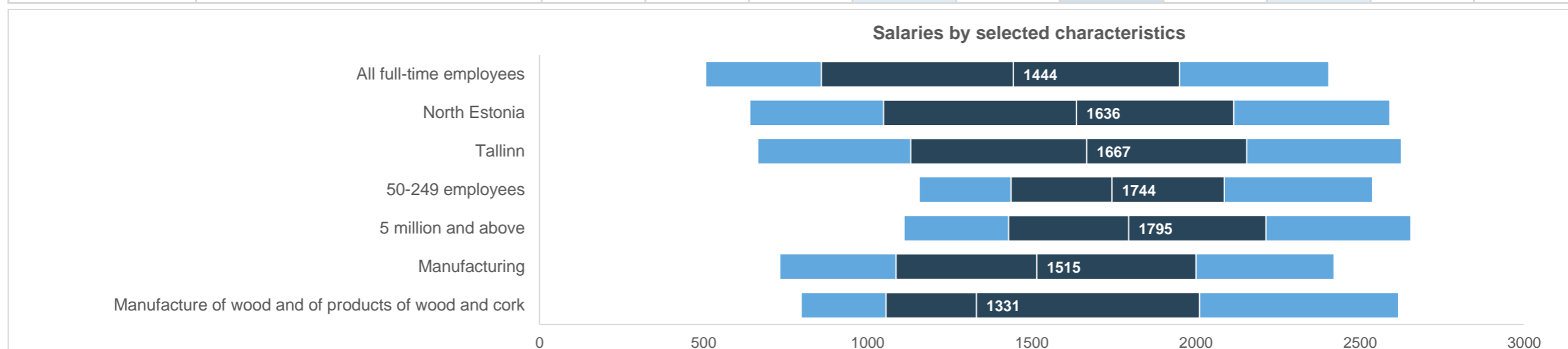


SIMPLE GROSS SALARY ANALYSIS
43110002 Bookkeeping clerk

Characteristics	Selected characteristics	No of org-s	No of employees	Average	10th percentile (10%)	1st quartile (25%)	Median (50%)	3rd quartile (75%)	90th percentile (90%)	Change of Average 2022/2023	Change of Median 2022/2023
Employees	All full-time employees	2099	3160	1467	506	859	1444	1950	2405	13,5%	15,2%
Region	North Estonia	1049	1700	1630	641	1048	1636	2115	2591	12,8%	12,0%
County	Tallinn	786	1375	1672	665	1131	1667	2155	2626	13,4%	12,6%
No of employees	50-249 employees	289	800	1836	1157	1437	1744	2086	2539	12,4%	15,2%
Group of turnover	5 million and above	436	955	1886	1111	1429	1795	2213	2655	14,5%	15,2%
Economic activity	Manufacturing	287	370	1609	732	1086	1515	2000	2421	11,9%	7,8%
Economic activity NACE2	Manufacture of wood and of products of wood and cork	50	74	1600	797	1056	1331	2011	2618	10,7%	9,8%


Job description

Accounting and bookkeeping clerks compute, classify, and record numerical data to keep financial records complete. They perform any combination of routine calculating, posting and verifying duties to obtain primary financial data for use in maintaining accounting records.

Tasks include –

- checking figures, postings and documents for correct entry, mathematical accuracy and proper codes;
- operating computers programmed with accounting software to record, store and analyse information;
- classifying, recording and summarizing numerical and financial data to compile and keep financial records, using journals and ledgers or computers;
- calculating, preparing and issuing bills, invoices, account statements and other financial statements according to established procedures.
- compiling statistical, financial, accounting or auditing reports and tables pertaining to such matters as cash receipts, expenditures, accounts payable and receivable, and profits and losses.

Explanations

The gross salary includes the basic salary and various bonuses, including irregular bonuses, and does not include sickness benefits.

Average wage – arithmetic mean, the sum of earnings of all full-time employees divided by the number of earners.

Median wage – a payment amount marking the point at which half the employees in this occupation earn more and half earn less.

Percentiles and quartiles show wage variability

