

The average Admin Assistant for 2017 was paid R95 000 per annum before deductions for a full day position (9hours = 8hours work +1hour lunch), in Pretoria, South Africa, where the average pay in Pretoria is 20% higher than national rates for the same position.

The expected deductions for an Admin Assistant earning R95 000 per annum:

Personal Income Tax: R17100 per annum

PAYE: R2725 per annum

National risk benefits (1%) :R950

National retirement fund (1.5%) :R1425

It takes the average office worker, commuting with their own car about 45min to travel on average 28km to work, and then the same in return daily. The national AA rates for a small car, and we used a 1.4 Citi Golf runs at R2.23 per km. Supposedly you travel 5 days per week to work, 48 weeks per year (3 weeks usual holiday and some public holidays) your total running cost of a small Golf will be R29 970 per year.

Let's do the math:

R95 000 per annum income

Less R22 200 (taxes and deductions)

This leaves you with R72800 per annum as take home pay.

Let's deduct the running costs to get to the office and back for the year:

R72 800 minus R29 970

this leaves us with R42 830 for the year's work.

If you are expected to be at the office for 9 hours minus your 1 hour lunch, and you spent 1,5 hours in your car daily, you are getting paid for 10.5hours away from your home right?

If you take your "take home" pay of R42 830 it gives you a weekly salary of R823.

If you commit 10.5hours daily for 5 days per week, you commit 52,5hours per week.

Nominal pay R15per hour

By running simple math, the maximum an Admin Assistant with the minimum allowed deductions according to SA law in a region that pays 20% higher than the average in South Africa, you earn a maximum of R15 per hour.

No additional group medical aid deductions (most full time employers enforce this)

No additional Retirement deductions (most full time employers enforce this)

No additional makeup and makeup removal to look your best for the office

No additional clothing accounts to fit in with the office attire

No additional lunch expenses

Therefore, the maximum you can earn in Pretoria on a R95k per annum package is R15p/h.