

2009 Houston Market Salary Survey



We're pleased to send you the attached 2009 Annual Salary Survey conducted by Murray Resources. Over the years, companies have found these surveys to be particularly helpful in gauging the competitiveness of their salaries in the market place and gaining insight into prospective employee expectations.

When comparing surveys from one year to the next, they also provide insights into larger trends in the job market. The 2009 survey reflects that, unlike other parts of the country experiencing recession, salaries here in Houston are on the rise—again—which is indicative of a growing economy and shrinking labor pool.

Converging events, from the number of baby boomers reaching retirement age to fewer people in the market place with the right critical skills, are expected to result in an unprecedented talent shortage in the years ahead. Across all industries, a shrinking workforce is considered one of the biggest challenges facing businesses in the 21st Century.

In a market where open positions will increasingly outnumber available workers; initiatives to attract and retain employees are critical. We hope this survey will serve as a useful tool in your efforts. Please let us know if we can assist you with any of your future staffing needs. The Murray Resources team is available at 713-935-0009 or log on to www.murrayresources.com.

Our Specialties

Administrative
Professional /Management
Accounting & Finance
Engineering
Sales

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Murray Resources is a leading recruiting and staffing firm with a reputation for delivering on its promise to match the right person for the best fit in each unique work environment. The company provides temporary, temp-to-hire, contract, payroll, and direct hire recruiting and staffing services.

Receptionist

Receptionist/General Office Assistant \$25,000 - \$31,000

(Answer multi-line phone with general office duties)

Receptionist/Switchboard

0-2 years experience \$23,000 - \$28,000

2+ years experience \$27,000 - \$31,000

Receptionist/Administrative Assistant

(Answer multi-line phone with computer skills)

1-3 years experience \$25,000 - \$31,000

3+ years experience \$31,000 - \$37,000



General Office

File Clerk \$20,500 - \$27,000

Mailroom Clerk

Entry Level \$20,800 - \$25,000

Experienced \$26,000 - \$34,000

General Office Assistant \$23,000 - \$30,000

Data Entry Clerk \$23,000 - \$32,000

Customer Service Representative

1-3 years experience \$25,000 - \$32,000

3-5 years experience \$30,000 - \$35,000

5+ years experience \$35,000 - \$50,000

Office Manager \$38,000 - \$65,000



About Murray Resources

As an advocate for both its clients and candidates, Murray Resources has earned a reputation for professionalism, personal attention, respect, and honesty. They never recommend candidates they wouldn't hire themselves and never make a placement they don't believe will last. This approach is rare in a recruiting and staffing firm.

Marsha Murray, Founder and President of Murray Resources, had a vision of how a staffing firm should serve its clients and it was far different than anything she had ever seen in Houston. By staying true to that vision for over two decades, Murray Resources has established enduring relationships with Houston's energy leaders, Fortune 500s, and prominent small and mid-size companies. Many of them turn exclusively to Murray Resources when it comes to their temporary, temp-to-hire, contract, payroll, and direct hire recruiting and staffing needs.

Administrative Assistant / Secretary

"I just wanted to compliment the company as a whole. I will say that it was truly the best experience that I have had with any staffing agency and I could tell that not only am I in good hands, but you all actually cared to listen to my needs. Thank you a million times over! I look forward to start going to interviews. Please, thank Carol for her time and for being a wonderful interviewer and I will definitely heed the advice she suggested to me." — Nancy M.



Administrative Assistant / General Secretary

0-2 years experience	\$27,000 - \$35,000
2-4 years experience	\$32,000 - \$45,000
5+ years experience	\$37,000 - \$53,000

Executive Administrative Assistant

4+ years executive level experience	\$37,000 - \$58,000
5-7+ years executive level experience (CEO or President Level)	\$45,000 - \$68,000
8+ years executive level experience (CEO or President Level)	\$50,000 +

Legal Secretary

1-2 years experience	\$30,000 - \$38,000
2-4 years experience	\$35,000 - \$46,000
4-6 years experience	\$40,000 - \$65,000

Medical Assistant / Secretary

\$24,000 - \$35,000



Engineering Administration

Project Secretary

0-2 years experience \$30,000 - \$35,000

3-5 years experience \$35,000 - \$45,000

5+ years experience \$40,000 - \$53,000

Document Control Clerk

0-2 years experience \$28,000 - \$36,000

3+ years experience \$35,000 - \$48,000

Human Resources

Human Resources Assistant \$27,000 - \$42,000

Benefits Assistant \$35,000 - \$45,000

Benefits Specialist \$40,000 - \$58,000

Benefits Manager \$55,000 - \$112,000

Human Resources Generalist

Level I \$35,000 +

Level II \$43,000 +

Level III \$50,000 +

Level IV \$60,000 +

Recruiter

0-2 years experience \$33,000 - \$52,000

2-4 years experience \$37,000 - \$67,000

Compensation Analyst \$48,000 - \$85,000

Human Resources Manager \$60,000 - \$112,000

Human Resources Director \$100,000 +



Marsha Murray

Founder, President of Murray Resources

A Certified Personnel Consultant, Marsha is a board member of the Texas Association of Placement Consultants, the past president of the Houston Independent Personnel Consultants, a member of the National Association of Personnel Consultants, a member of the National Association of Personnel Services, and a member of the Houston Area Association of Personnel Consultants.

One of Marsha's other passions is her commitment to community development. Marsha was co-chair of the 2004 and 2005 Texas Society Campaign as a board member of the March of Dimes. She was a 2003 forum graduate of the Center for Houston's Future Leadership Program and served on its Community Awareness Committee. Marsha is also a past board member of the Variety Club Children's Charity.

In 2007, the Houston Business Journal named Murray Resources one of Houston's Fastest Growing Woman-Owned Businesses.

Murray received her Bachelor of Science degree from the University of Houston, after attending the University of Texas for three years.

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Accounting Department

Credit Clerk	\$28,000 - \$38,000
Credit & Collections Clerk	\$28,000 - \$40,000
Accounting Clerk – Payables and Receivables	
1-3 years experience	\$25,000 - \$38,000
3+ years experience	\$35,000 - \$45,000
Payroll Associate (Clerk)	
1-3 years experience	\$26,000 - \$35,000
3+ years experience	\$35,000 - \$50,000
Payroll Supervisor	\$40,000 - \$65,000
Payroll Manager	\$54,000 - \$95,000
Bookkeeper	\$30,000 - \$50,000
Full Charge Bookkeeper	\$38,000 - \$55,000
Accounts Payable Manager	\$45,000 - \$80,000
Accounts Receivable Manager	\$45,000 - \$80,000
Staff Accountant	\$35,000 - \$50,000
Senior Accountant	\$50,000 - \$75,000
Senior Cost Accountant	\$55,000 - \$80,000
Financial Analyst	
0-2 years experience	\$35,000 - \$50,000
2-4 years experience	\$45,000 - \$70,000
Finance Manager	\$100,000 - \$140,000
Accounting Manager	\$65,000 - \$107,000
Cost Accounting Manager	\$68,000 - \$115,000
Tax Manager	\$74,000 - \$135,000
Assistant Controller	\$73,000 - \$150,000
Controller	\$80,000 - \$200,000

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Engineering

Electrical Engineer

0-2 years experience	\$50,000 - \$70,000
2-4 years experience	\$65,000 - \$85,000
4-6 years experience	\$70,000 - \$101,000
6-8 years experience	\$80,000 - \$115,000
8+ years experience	\$93,000 - \$126,000

Electrical Engineering Supervisor

\$55,000 - \$128,000

Mechanical Engineer

0-3 years experience	\$50,000 - \$66,000
2-5 years experience	\$60,000 - \$85,000
4-6 years experience	\$66,000 - \$100,000
5-8 years experience	\$80,000 - \$110,000
8+ years experience	\$90,000 - \$135,000

Mechanical Engineering Supervisor

\$55,000 - \$130,000

Mechanical Engineering Manager

\$112,000 - \$150,000

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Engineering

Civil Engineer

0-2 years experience	\$45,000 - \$62,000
2-4 years experience	\$53,000 - \$80,000
4-6 years experience	\$65,000 - \$95,000
6-8 years experience	\$78,000 - \$115,000
8+ years experience	\$90,000 - \$140,000

Civil Engineering Supervisor

\$55,000 - \$140,000

Manufacturing Engineer

0-3 years experience	\$55,000 - \$67,000
2-5 years experience	\$62,000 - \$77,000
5+ years experience	\$73,000 - \$92,000

Manufacturing Engineering Supervisor

\$88,000 - \$120,000

Engineering Director

\$104,000 - \$174,000

Engineering Manager

\$88,000 - \$148,000

Environmental, Health and Safety Engineer

0-3 years experience	\$45,000 - \$65,000
2-5 years experience	\$54,000 - \$80,000
4-7 years experience	\$64,000 - \$100,000
6-8 years experience	\$81,000 - \$113,000
8+ years experience	\$82,000 - \$136,000

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Engineering

Environmental, Health and Safety Engineering Supervisor	\$63,000 - \$102,000
Environmental, Health and Safety Engineering Manager	\$103,000 - \$152,000
Quality Assurance Engineer	
0-2 years experience	\$45,000 - \$67,000
2-4 years experience	\$55,000 - \$78,000
4-6 years experience	\$65,000 - \$93,000
6-8 years experience	\$73,000 - \$104,000
8+ years experience	\$84,000 - \$112,000
Quality Assurance Supervisor	\$88,000 - \$125,000
Quality Assurance Manager	
7-10 years experience	\$88,000 - \$125,000
10+ years experience	\$117,000 - \$159,000
Applications Engineer	
0-2 years experience	\$40,000 - \$71,000
2-4 years experience	\$54,000 - \$81,000
4-6 years experience	\$69,000 - \$103,000
6-8 years experience	\$80,000 - \$112,000
8+ years experience	\$98,000 - \$139,000

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Engineering

Applications Engineer Manager

7-10 years experience \$86,000 - \$134,000

10+ years experience \$116,000 - \$153,000

Field Service Engineer

0-2 years experience \$27,000 - \$56,000

2-4 years experience \$41,000 - \$69,000

4-6 years experience \$52,000 - \$83,000

6-8 years experience \$65,000 - \$97,000

8+ years experience \$63,000 - \$117,000

Field Service Technician \$40,000 - \$52,000

Field Service Manager \$65,000 - \$105,000



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Drafting

CAD Drafter

0-2 years experience \$32,000 - \$54,000

CAD Drafter Sr.

4+ years experience \$39,000 - \$65,000

Mechanical Drafter

0-2 years experience \$24,000 - \$55,000

2-4 years experience \$30,000 - \$62,000

4-6 years experience \$41,000 - \$85,000

6-8 years experience \$48,000 - \$90,000

Drafting Supervisor

\$53,000 - \$100,000

Sales

Salary for sales positions are subjective to product or service sold Base + Commission

Inside Sales Assistant \$31,000 - \$42,000



Contact Murray Resources

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- **Marsha Murray 2007 Woman Business Owner of the Year Finalist**
- **Murray Resources Named One Of The Fastest Growing Woman-Owned Businesses In Houston, 2007**
- **Carol Copely Named WBEA Volunteer of the Year, 2007**
- **First Place, 2006 "Blended Team Award in the Administrative Category" from TAPC**
- **SBA Woman Award - Women Business Advocate of the Year 2004**
- **Finalist, 2002 Woman Business Owner of the Year by The National Association of Women Business Owners**
- **Honorable Mention, 2001 Mass Mutual Blue Chip Enterprises National Competition**

