

INDICATIVE TEMPORARY RATES (Effective May 2011)

Job Categories	Hourly Rates HK\$ (For assignments up to two months)	Monthly Rates HK\$ (For contracts of two months and over)
Accounts Clerk	70 - 90	14,000 – 18,000
Accountant/Financial Analyst	100 - 200	18,000 – 35,000
Bills/Settlement Clerk/Teller	90 - 120	16,000 – 20,000
Chinese Word Processing Operator	85 - 100	14,000 – 18,000
Clerk/Data Entry	65 – 85	10,000 – 14,000
Company Secretary	100 - 250	25,000 – 40,000
Company Secretary Assistant	100 - 150	15,000 – 20,000
Customer Service positions	75 - 195	13,000 – 17,000
Driver	75 - 110	15,000 – 18,000
Executive Secretary	130 - 260	20,000 – 30,000
Exhibition Helper	75 - 85	10,000 – 13,000
HR Assistant/Officer	100 - 130	18,000 – 20,000
Junior IT positions	100 - 130	16,000 – 25,000
Junior Sales & Marketing positions	80 - 100	15,000 – 18,000
Junior Secretary/Admin Assistant	75 - 130	13,000 – 15,000
Legal Secretary	150 - 250	20,000 – 40,000
Marketing Assistant	80 - 100	15,000 – 18,000
Marketing Officer	100 – 130	18,000 – 25,000
Merchandiser/Purchaser	80 – 130	14,000 – 18,000
OA/Tea Lady	65 - 85	10,000 – 13,000
Receptionist	100 – 120	14,000 – 18,000
Sales Coordinator	80 – 100	15,000 – 18,000
Senior IT positions	150 – 300	25,000 – 35,000
Senior Sales & Marketing	120 - 200	16,000 – 22,000
Senior Secretary/Administrator	100 – 130	16,000 – 24,000
Shipping Clerk	70 – 90	15,000 – 18,000
Telemarketer	70 - 85	13,000 – 18,000
Translator	200 - 350	20,000 – 30,000

The rates indicated above show current ranges for the most popular types of job. For positions not shown above please contact Gemini for a quotation. All temporary staff are supplied subject to Gemini's terms and conditions which are shown on our website. Gemini temporary staff offered a permanent position will be subject to an additional fee.

Temp Hotline: 3552 9159