

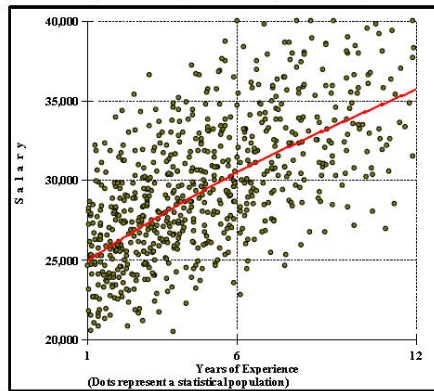
ERI's 2013 Architecture Salary Survey provides market-based pay data for 76 benchmark jobs in this 150+ page publication. Input was received from organizations located in multiple states and the District of Columbia. The effective date of the data is March 31, 2013.

Two pages of information are reported for each benchmark position, including job descriptions, Selected Characteristics of the Occupation (SCOs), total annual direct compensation, incentive/variable pay, survey means, medians and percentiles, and graphs with data points. The survey contains three different sections of data: 1) public data, 2) ERI Assessor databases, and 3) data provided by participants. Please see the example format below:

Categories	No. of Incumbents	Mean	First Decile	First Quartile	Median	Third Quartile	Ninth Decile	Rate of Error
Public Databases								
Annual Salary		\$26,404	\$19,014	\$21,622	\$25,970	\$33,302	\$37,702	
Incentive/Variable Pay								
Total Direct Annual Compensation		\$26,404	\$19,014	\$21,622	\$25,970	\$33,302	\$37,702	0.2
ERI Assessor Databases								
Annual Salary		\$30,513	\$26,074	\$27,900	\$29,970	\$32,661	\$35,035	
Incentive/Variable Pay		\$356	\$306	\$328	\$352	\$384	\$411	
Total Direct Annual Compensation		\$30,869	\$26,380	\$28,228	\$30,322	\$33,045	\$35,446	
Survey Participants' Databases								
Annual Salary		\$37,079	\$18,032	\$28,167	\$38,704	\$41,404	\$44,000	
Incentive/Variable Pay		\$1,955	\$500	\$969	\$1,456	\$3,262	\$5,000	
Total Direct Annual Compensation	227	\$39,034	\$18,532	\$29,136	\$40,160	\$44,666	\$49,000	1.1

Position Description

Greets and receives callers or visitors at establishment, and determines nature of business. Asks for caller's or visitor's name, arranges for appointment with or notifies person called upon on caller's arrival, guides caller to destination, and records name, time of call, nature of business, and person called upon. May issue visitor's pass when required. May type memos, correspondence, reports, and other documents. May operate PBX telephone console to receive incoming messages. May make future appointments and answer inquiries. May perform variety of clerical duties and other duties pertinent to type of establishment. May collect and distribute mail and messages. May work in office of medical practitioner or in other health care facility and be designated accordingly. eDOT: 237.367-038



Selected Characteristics of Occupation (SCOs) from ERI's Occupational Assessor

eDOT SCOs*	Mental & Stress Demands	Physical Demands	Far Acuity
eDOT code 237.367-038	Understanding & Memory	Strength S	Depth Perception N
Occupational Code 237	Memory F	Occasionally Lift/Carry 0	Accommodation O
Specific Vocational Preparation (SVP) 4	Short Instruction Memory F	Frequently Lift/Carry 0	Color Vision N
Education Level 5	Detailed Instruction Memory F	Push/Pull N	Field of Vision O
Worker Functions	Sustained Concentration & Persistence	Walking O	Environmental Conditions
Data 3	Short Instruction F	Sitting F	Exposure to Weather N
People 6	Detailed Instruction O	Standing O	Extreme Cold N
Things 7	Concentration & Attention F	Sit/Stand Option N	Extreme Heat N
	Work Schedule O	Climbing N	Wet and/or Humid N
Literacy Demands	Work Routine F	Balancing N	Noise Intensity Level 2
Mathematics Level 2	Work Distractions F	Stooping N	Vibration N
Language Level 3	Work Decisions O	Kneeling N	Atmospheric Conditions N
Reasoning Level 3	Work Completion F	Crouching N	Proximity to Moving Parts N
Aptitudes	Social Interaction	Crawling N	Exposure to Electrical Shock N
General Learning Ability 3	Public Interaction F	Reaching O	Working in High Places N
Verbal Aptitude 3	Assignment/Assistance F	Reaching Upward O	Exposure to Radiation N
Numeric Aptitude 2	Work Review O	Reaching Downward O	Working With Explosives N
Spatial Aptitude 2	Peer Interaction F	Handling O	Exposure to Toxic Chemicals N
Form Perception 2	Work Behavior F	Fingering O	Exposure to Biohazards N
Clerical Perception 3	Adaptation	Feeling N	Other Environmental Conditions N
Motor Coordination 2	Adaptation to Change O	Keyboard Use F	Additional Measures
Finger Dexterity 3	Hazard Awareness O	Talking F	Creativity O
Manual Dexterity 2	Travel O	Hearing O	Administrative Activity O
Eye-Hand-Foot Coord. 2	Independent Planning O	Tasting/Smelling N	Discretion/Independent Judgment F
Color Discrimination 1		Near Acuity O	

* For an explanation of eDOT SCO values, please see the definitions on page 265.

Trended EEO-1 Demographic Estimates

Specific Census data can be obtained by subscribing to ERI's Geographic Assessor

Trend to Month/Year:	Codes:	
eDOT Title: Receptionist	eDOT Code: 237.367-038	
OES Area: US - National	OES Code: 193000700000	
SOC Job Family: Receptionists and Information Clerks	SOC Code: 434171	
	Native Hawaiian or Other Pacific Islander	Alaska Native
Total	White	Two or More Races
Male 7.3%	4.8%	0.2%
Female 92.7%	68.2%	1.6%
Totals 100.0%	72.9%	1.8%

Sample Information

Benchmark Title	Mean Total Compensation
Chief Human Resources Officer	\$239,863
Contract Administration Manager	\$109,262
Drafting Supervisor	\$78,661
Interior Designer	\$59,419
Receptionist	\$32,502

Information is from ERI Assessor databases as of March 31, 2013.

Benchmark Job List

Accountant	Drafting Supervisor
Accounting Clerk	Executive Secretary
Accounting Manager	File Clerk
Administrative Assistant	File Room Supervisor
Architect	Financial Analysis Manager
Architectural Drafter	Financial Analyst
Architectural Services Sales Representative	General Clerk
Billing Clerk	Graphic Artist
Blueprint Machine Operator	Graphic Designer
Bookkeeper	Human Resources Clerk
Budget Analyst	Human Resources Generalist
CAD/CAM Design Drafter	Human Resources Manager
CAD/CAM/CAE Technician	Illuminating Engineer
Chief Executive Officer	Interior Designer
Chief Financial Officer	Janitor
Chief Human Resources Officer	Janitorial Supervisor
Chief Marketing & Sales Officer	Landscape Architect
Chief Operating Officer	Landscape Drafter
Civil Engineer	Marine Architect
Civil Engineering Drafter	Mechanical Drafter
Civil Engineering Technician	Model Maker
Clerk Typist	Office Manager
Computer Network Analyst	Payroll Clerk
Computer Operator	Payroll Supervisor
Computer Programmer	PC Specialist
Contract Administration Manager	Purchasing Clerk
Cost Accountant	Purchasing Manager
Cost Accounting Supervisor	Receptionist
Cost Clerk	Safety Engineer
Data Architect	Secretary
Database Architect	Security Guard
Drafter	Shipping & Receiving Clerk
Drafter (Moderate)	Shipping & Receiving Supervisor
Drafter (Simple)	Shipping Clerk
Drafter Apprentice	Specifications Writer

Staff Attorney
Structural Drafter
Survey Party Chief
Systems & Programming Manager

Systems Analyst
Tax Compliance Manager