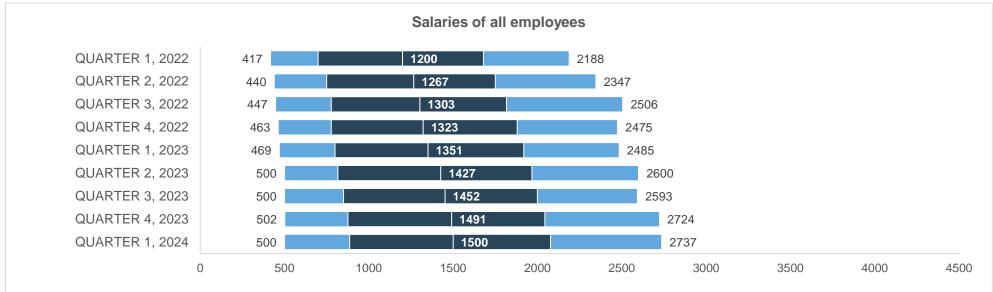


#### **OCCUPATION**

#### 43110002 Bookkeeping clerk

### Salaries of all employees

| QUARTERS        | No of org-s | No of employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of Average | Change of<br>Median |
|-----------------|-------------|-----------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-------------------|---------------------|
| QUARTER 1, 2022 | 3792        | 4737            | 1289    | 417                         | 700                   | 1200            | 1680                     | 2188                        | 9,3%              | 9,1%                |
| QUARTER 2, 2022 | 3802        | 4768            | 1364    | 440                         | 750                   | 1267            | 1750                     | 2347                        | 11,4%             | 12,7%               |
| QUARTER 3, 2022 | 3804        | 4773            | 1431    | 447                         | 778                   | 1303            | 1816                     | 2506                        | 16,8%             | 11,6%               |
| QUARTER 4, 2022 | 3787        | 4669            | 1440    | 463                         | 778                   | 1323            | 1880                     | 2475                        | 13,7%             | 10,9%               |
| QUARTER 1, 2023 | 3806        | 4692            | 1460    | 469                         | 800                   | 1351            | 1919                     | 2485                        | 13,3%             | 12,6%               |
| QUARTER 2, 2023 | 3799        | 4739            | 1543    | 500                         | 816                   | 1427            | 1967                     | 2600                        | 13,1%             | 12,6%               |
| QUARTER 3, 2023 | 3785        | 4753            | 1522    | 500                         | 850                   | 1452            | 2000                     | 2593                        | 6,4%              | 11,4%               |
| QUARTER 4, 2023 | 3758        | 4710            | 1585    | 502                         | 876                   | 1491            | 2044                     | 2724                        | 10,1%             | 12,7%               |
| QUARTER 1, 2024 | 3742        | 4722            | 1603    | 500                         | 887                   | 1500            | 2078                     | 2737                        | 9,8%              | 11,0%               |



### 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 –

- (a) checking figures, postings and documents for correct entry, mathematical accuracy and proper codes;
- (b) operating computers programmed with accounting software to record, store and analyse information;
- (c) classifying, recording and summarizing numerical and financial data to compile and keep financial records, using journals and ledgers or computers;
- (d) calculating, preparing and issuing bills, invoices, account statements and other financial statements according to established procedures.
- (e) 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.

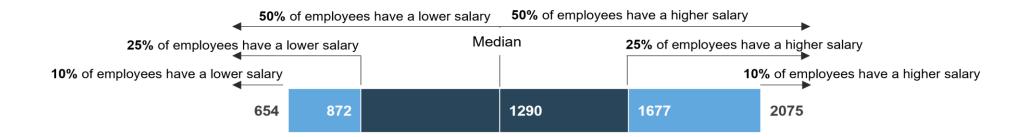
### **Explanations**

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



Statistics Estonia uses ISCO Classification of Occupations



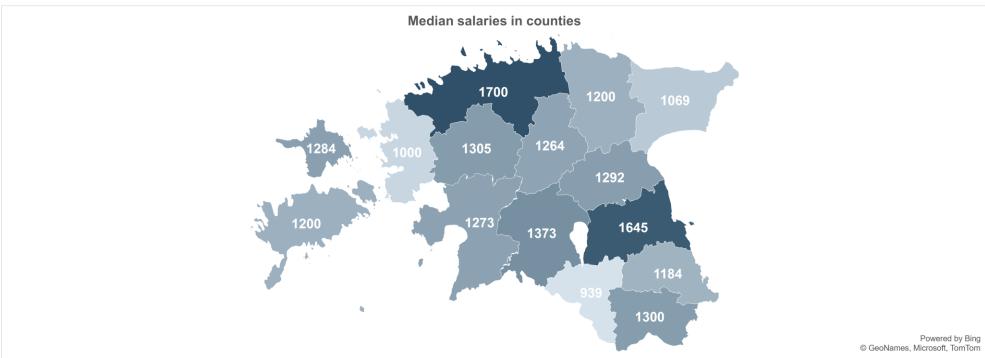
## **OCCUPATION**

# 43110002 Bookkeeping clerk

Salaries by county

## **QUARTER 1, 2024**

| County                      | No of org-s | No of employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change of<br>Median<br>2023/2024 |
|-----------------------------|-------------|-----------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|----------------------------------|
| Tallinn                     | 1351        | 2031            | 1794    | 626                         | 1044                  | 1728            | 2283                     | 2954                        | 8,2%                              | 8,6%                             |
| Harju county, excl. Tallinn | 448         | 494             | 1640    | 558                         | 889                   | 1510            | 2202                     | 2935                        | 12,5%                             | 10,2%                            |
| Harju county                | 1789        | 2503            | 1766    | 600                         | 1011                  | 1700            | 2258                     | 2947                        | 9,1%                              | 10,0%                            |
| Hiiu county                 | 29          | 35              | 1282    | 511                         | 820                   | 1284            | 1621                     | 2108                        | 15,4%                             | 11,4%                            |
| lda-Viru county             | 280         | 273             | 1198    | 433                         | 778                   | 1069            | 1533                     | 1936                        | 18,1%                             | 21,5%                            |
| Järva county                | 76          | 72              | 1500    | 308                         | 776                   | 1264            | 1757                     | 2545                        | 16,3%                             | 11,5%                            |
| Jõgeva county               | 80          | 79              | 1253    | 293                         | 879                   | 1292            | 1758                     | 2473                        | 12,2%                             | 13,1%                            |
| Lääne county                | 51          | 50              | 1139    | 375                         | 644                   | 1000            | 1524                     | 2053                        | 3,7%                              | 3,3%                             |
| Lääne-Viru county           | 176         | 201             | 1230    | 245                         | 788                   | 1200            | 1674                     | 2262                        | 6,8%                              | 10,5%                            |
| Pärnu county                | 288         | 311             | 1345    | 409                         | 788                   | 1273            | 1800                     | 2351                        | 15,3%                             | 16,6%                            |
| Põlva county                | 56          | 63              | 1151    | 304                         | 727                   | 1184            | 1650                     | 1777                        | 11,2%                             | 20,7%                            |
| Rapla county                | 108         | 106             | 1332    | 551                         | 805                   | 1305            | 1934                     | 2771                        | 9,3%                              | 16,2%                            |
| Saare county                | 100         | 97              | 1319    | 318                         | 788                   | 1200            | 1743                     | 2338                        | 5,8%                              | 3,0%                             |
| Tartu county                | 493         | 681             | 1697    | 600                         | 1037                  | 1645            | 2111                     | 2601                        | 8,6%                              | 9,7%                             |
| Valga county                | 61          | 54              | 931     | 267                         | 625                   | 939             | 1340                     | 1726                        | -6,7%                             | -17,6%                           |
| Viljandi county             | 115         | 129             | 1428    | 276                         | 817                   | 1373            | 2073                     | 2539                        | 7,5%                              | 15,7%                            |
| Võru county                 | 94          | 104             | 1441    | 618                         | 826                   | 1300            | 1915                     | 2536                        | 10,8%                             | 4,6%                             |



Salaries by regions

## **QUARTER 1, 2024**

| Region                | No of org-s | No of<br>employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change of<br>Median<br>2023/2024 |
|-----------------------|-------------|--------------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|----------------------------------|
| North Estonia         | 1789        | 2503               | 1766    | 600                         | 1011                  | 1700            | 2258                     | 2947                        | 9,1%                              | 10,0%                            |
| North-eastern Estonia | 280         | 273                | 1198    | 433                         | 778                   | 1069            | 1533                     | 1936                        | 18,1%                             | 21,5%                            |
| Central Estonia       | 358         | 378                | 1304    | 298                         | 788                   | 1206            | 1738                     | 2543                        | 9,0%                              | 8,7%                             |
| West Estonia          | 466         | 493                | 1316    | 400                         | 788                   | 1218            | 1775                     | 2310                        | 12,2%                             | 11,0%                            |
| South Estonia         | 892         | 1103               | 1546    | 500                         | 881                   | 1500            | 2000                     | 2538                        | 8,6%                              | 12,4%                            |





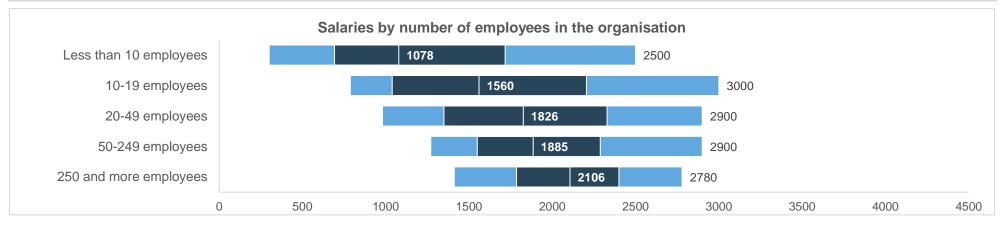
### **OCCUPATION**

# 43110002 Bookkeeping clerk

## Salaries by number of employees in the organisation

# **QUARTER 1, 2024**

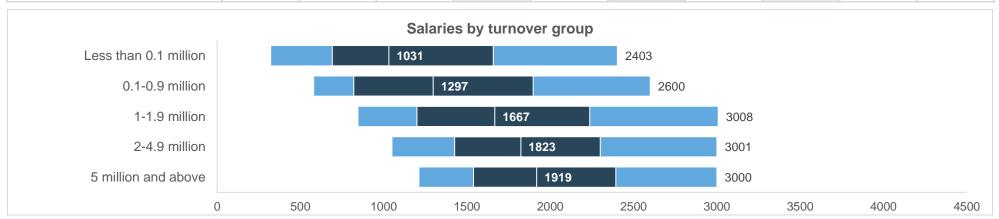
| No of employees        | No of org-s | No of employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change of<br>Median<br>2023/2024 |
|------------------------|-------------|-----------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|----------------------------------|
| Less than 10 employees | 2603        | 2524            | 1198    | 300                         | 693                   | 1078            | 1717                     | 2500                        | 11,2%                             | 10,6%                            |
| 10-19 employees        | 405         | 511             | 1716    | 788                         | 1039                  | 1560            | 2206                     | 3000                        | 9,2%                              | 8,6%                             |
| 20-49 employees        | 350         | 514             | 1901    | 981                         | 1349                  | 1826            | 2329                     | 2900                        | 8,3%                              | 9,7%                             |
| 50-249 employees       | 306         | 907             | 2000    | 1270                        | 1550                  | 1885            | 2288                     | 2900                        | 8,2%                              | 8,1%                             |
| 250 and more employees | 78          | 393             | 2145    | 1411                        | 1786                  | 2106            | 2400                     | 2780                        | 10,3%                             | 8,6%                             |



# Salaries by turnover group

# **QUARTER 1, 2024**

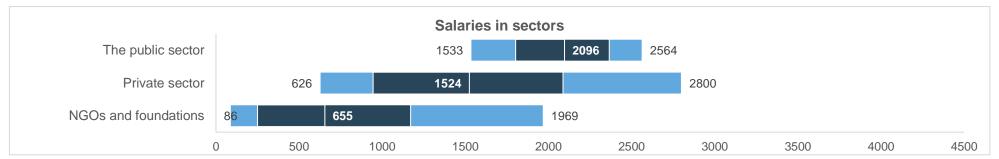
| Turnover EUR          | No of org-s | No of employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change of<br>Median<br>2023/2024 |
|-----------------------|-------------|-----------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|----------------------------------|
| Less than 0.1 million | 1166        | 1208            | 1133    | 322                         | 691                   | 1031            | 1658                     | 2403                        | 11,6%                             | 10,7%                            |
| 0.1-0.9 million       | 1048        | 1194            | 1387    | 580                         | 821                   | 1297            | 1897                     | 2600                        | 9,6%                              | 8,1%                             |
| 1-1.9 million         | 278         | 369             | 1809    | 846                         | 1200                  | 1667            | 2237                     | 3008                        | 9,8%                              | 11,1%                            |
| 2-4.9 million         | 295         | 500             | 1922    | 1050                        | 1426                  | 1823            | 2300                     | 3001                        | 8,8%                              | 7,3%                             |
| 5 million and above   | 464         | 1084            | 2040    | 1212                        | 1539                  | 1919            | 2393                     | 3000                        | 8,0%                              | 7,9%                             |



# Salaries by sectors

# **QUARTER 1, 2024**

| Sector               | No of org-s | No of employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change of<br>Median<br>2023/2024 |
|----------------------|-------------|-----------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|----------------------------------|
| The public sector    | 54          | 254             | 2114    | 1533                        | 1802                  | 2096            | 2366                     | 2564                        | 12,5%                             | 9,6%                             |
| Private sector       | 3251        | 4172            | 1634    | 626                         | 945                   | 1524            | 2088                     | 2800                        | 9,4%                              | 9,2%                             |
| NGOs and foundations | 437         | 366             | 744     | 86                          | 250                   | 655             | 1171                     | 1969                        | 9,7%                              | 9,2%                             |





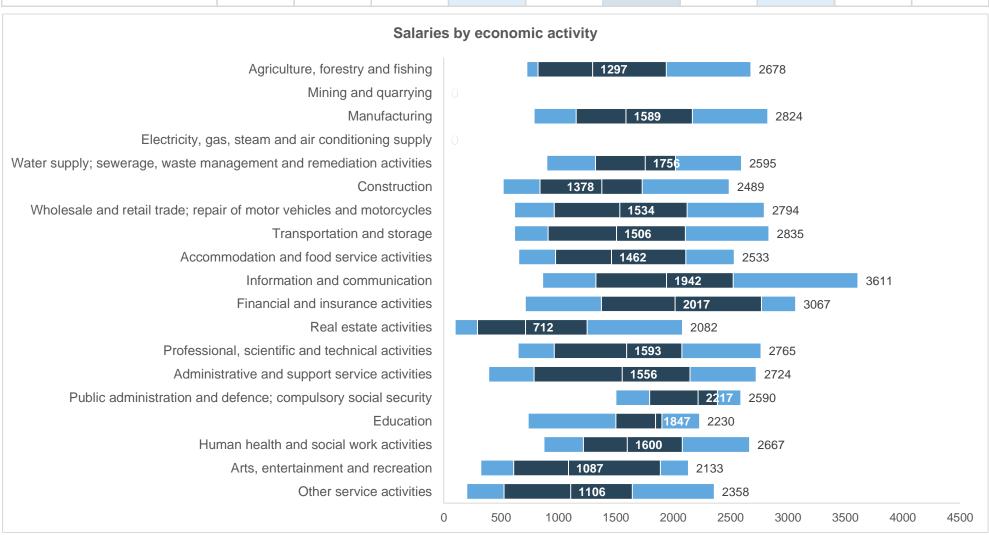
### **OCCUPATION**

### 43110002 Bookkeeping clerk

Salaries by economic activity

## **QUARTER 1, 2024**

| Economic activity  | No of org-s | No of employees | Average | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change of Median 2023/202 |
|--|-------------|-----------------|---------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|---------------------------|
| Agriculture, forestry and fishing                                    | 166         | 169             | 1436    | 725                         | 822                   | 1297            | 1939                     | 2678                        | 16,8%                             | 11,2%                     |
| Mining and quarrying   | N/A         | N/A             | N/A     | N/A                         | N/A                   | N/A             | N/A                      | N/A                         | N/A                               | N/A                       |
| Manufacturing  | 397         | 495             | 1766    | 788                         | 1154                  | 1589            | 2167                     | 2824                        | 11,4%                             | 8,4%                      |
| Electricity, gas, steam and air conditioning supply                  | N/A         | N/A             | N/A     | N/A                         | N/A                   | N/A             | N/A                      | N/A                         | N/A                               | N/A                       |
| Water supply; sewerage, waste management and remediation activities  | 25          | 32              | 1704    | 898                         | 1323                  | 1756            | 2021                     | 2595                        | 16,5%                             | 14,6%                     |
| Construction   | 311         | 375             | 1370    | 517                         | 838                   | 1378            | 1729                     | 2489                        | 12,4%                             | 19,0%                     |
| Wholesale and retail trade; repair of motor vehicles and motorcycles | 572         | 703             | 1673    | 617                         | 963                   | 1534            | 2122                     | 2794                        | 8,0%                              | 8,6%                      |
| Transportation and storage   | 238         | 302             | 1667    | 618                         | 910                   | 1506            | 2107                     | 2835                        | 5,6%                              | 2,7%                      |
| Accommodation and food service activities                            | 73          | 78              | 1553    | 654                         | 975                   | 1462            | 2110                     | 2533                        | 13,6%                             | 27,0%                     |
| Information and communication  | 85          | 104             | 1983    | 861                         | 1326                  | 1942            | 2523                     | 3611                        | 13,6%                             | 26,8%                     |
| Financial and insurance activities                                   | 55          | 70              | 2019    | 710                         | 1375                  | 2017            | 2770                     | 3067                        | 11,1%                             | 14,4%                     |
| Real estate activities   | 488         | 421             | 821     | 100                         | 294                   | 712             | 1250                     | 2082                        | 10,1%                             | 9,0%                      |
| Professional, scientific and technical activities                    | 895         | 1600            | 1627    | 648                         | 963                   | 1593            | 2076                     | 2765                        | 7,9%                              | 9,0%                      |
| Administrative and support service activities                        | 109         | 124             | 1658    | 392                         | 788                   | 1556            | 2146                     | 2724                        | 14,7%                             | 27,3%                     |
| Public administration and defence; compulsory social security        | 51          | 226             | 2131    | 1500                        | 1795                  | 2217            | 2386                     | 2590                        | 11,6%                             | 11,3%                     |
| Education  | 30          | 52              | 1706    | 735                         | 1500                  | 1847            | 1902                     | 2230                        | 8,5%                              | 8,6%                      |
| Human health and social work activities                              | 80          | 95              | 1642    | 873                         | 1217                  | 1600            | 2080                     | 2667                        | 9,0%                              | 10,9%                     |
| Arts, entertainment and recreation                                   | 43          | 44              | 1323    | 322                         | 609                   | 1087            | 1889                     | 2133                        | 1,2%                              | 23,1%                     |
| Other service activities   | 93          | 86              | 1190    | 200                         | 525                   | 1106            | 1643                     | 2358                        | 13,4%                             | 10,6%                     |





# OCCUPATION

# 43110002 Bookkeeping clerk

**Salaries by economic activities (NACE2)** 

**QUARTER 4. 2022** 

| Salaries by economic ac  | ctivities ( | NACE2)          |              |                             |                       | QUARTER 4, 202  |                          |                             |                                   |                              |  |  |
|--|-------------|-----------------|--------------|-----------------------------|-----------------------|-----------------|--------------------------|-----------------------------|-----------------------------------|------------------------------|--|--|
| Economic activities (NACE2)  | No of org-s | No of employees | Average      | 10th<br>percentile<br>(10%) | 1st quartile<br>(25%) | Median<br>(50%) | 3rd<br>quartile<br>(75%) | 90th<br>percentile<br>(90%) | Change of<br>Average<br>2023/2024 | Change<br>Mediar<br>2023/202 |  |  |
| Crop and animal production,<br>hunting and related service<br>activities                   | 99          | 95              | 1419         | 725                         | 828                   | 1297            | 1903                     | 2796                        | 14,7%                             | 11,2%                        |  |  |
| Manufacture of food products Manufacture of wood and of                                    | 56          | 71              | 1707         | 885                         | 1183                  | 1529            | 2110                     | 2428                        | 12,5%                             | 3,4%                         |  |  |
| products of wood and cork, except furniture; manufacture of articles of straw and plaiting | 69          | 98              | 1748         | 845                         | 1175                  | 1453            | 2200                     | 2851                        | 11,2%                             | 12,3%                        |  |  |
| Manufacture of rubber and plastic products   | 18          | 22              | 2077         | 913                         | 1300                  | 1776            | 2321                     | 4062                        | N/A                               | N//                          |  |  |
| Manufacture of other non-<br>metallic mineral products                                     | 20          | 24              | 1941         | 1301                        | 1519                  | 1868            | 2246                     | 2777                        | 1,7%                              | -4,0%                        |  |  |
| Manufacture of fabricated metal products, except machinery and equipment                   | 63          | 67              | 1805         | 713                         | 1058                  | 1397            | 2112                     | 2876                        | 16,9%                             | 3,5%                         |  |  |
| Manufacture of computer, electronic and optical products                                   | 11          | 30              | 2285         | 1361                        | 1628                  | 1937            | 2698                     | 3132                        | 14,4%                             | 5,4%                         |  |  |
| Manufacture of furniture   | 31          | 35              | 1301         | 518                         | 775                   | 1310            | 1754                     | 2168                        | -6,3%                             | -14,89                       |  |  |
| Repair and installation of   | 27          | 33              | 1480         | 602                         | 873                   | 1314            | 1890                     | 2539                        | 26,0%                             | 11,29                        |  |  |
| machinery and equipment Electricity, gas, steam and air                                    | 16          | 22              | 1719         | 820                         | 1215                  | 1568            | 2037                     | 2980                        | 8,8%                              | 5,9%                         |  |  |
| conditioning supply  |             |                 |              |                             |                       |                 |                          |                             |                                   |                              |  |  |
| Construction of buildings Civil engineering  | 105<br>42   | 105<br>110      | 1215<br>1656 | 388<br>1000                 | 777<br>1432           | 1104<br>1550    | 1693<br>1936             | 2623<br>2573                | 5,7%<br>21,4%                     | -0,4%<br>13,6%               |  |  |
| Specialised construction activities Wholesale and retail trade and                         | 164         | 164             | 1224         | 490                         | 799                   | 1105            | 1663                     | 2284                        | 5,6%                              | 6,69                         |  |  |
| repair of motor vehicles and motorcycles   | 115         | 122             | 1379         | 512                         | 820                   | 1224            | 1860                     | 2410                        | 10,1%                             | 17,9                         |  |  |
| Wholesale trade, except of motor vehicles and motorcycles                                  | 259         | 311             | 1873         | 762                         | 1184                  | 1750            | 2346                     | 3033                        | 8,8%                              | 9,49                         |  |  |
| Retail trade, except of motor vehicles and motorcycles                                     | 198         | 282             | 1573         | 548                         | 923                   | 1467            | 1973                     | 2622                        | 6,9%                              | 8,79                         |  |  |
| Land transport and transport via pipelines   | 161         | 178             | 1288         | 385                         | 804                   | 1200            | 1709                     | 2203                        | 3,0%                              | 5,49                         |  |  |
| Warehousing and support activities for transportation                                      | 69          | 88              | 1999         | 803                         | 1145                  | 1729            | 2525                     | 3440                        | 4,8%                              | 1,89                         |  |  |
| Accommodation Food and beverage service  | 28          | 29              | 1674         | 852                         | 1200                  | 1660            | 2172                     | 2410                        | 15,8%                             | 6,19                         |  |  |
| activities   | 45          | 49              | 1470         | 567                         | 888                   | 1190            | 1926                     | 2542                        | 12,0%                             | 19,0                         |  |  |
| Computer programming, consultancy and related activities                                   | 51          | 64              | 1970         | 908                         | 1406                  | 2000            | 2492                     | 3521                        | 14,1%                             | 34,69                        |  |  |
| Financial service activities, except insurance and pension funding                         | 33          | 39              | 2101         | 612                         | 1631                  | 2289            | 2868                     | 3101                        | 13,3%                             | 26,2                         |  |  |
| Real estate activities   | 488         | 421             | 821          | 100                         | 294                   | 712             | 1250                     | 2082                        | 10,1%                             | 9,0                          |  |  |
| Legal and accounting activities  | 766         | 1424            | 1585         | 643                         | 952                   | 1543            | 2019                     | 2707                        | 7,7%                              | 6,7                          |  |  |
| Activities of head offices;<br>management consultancy<br>activities                        | 59          | 108             | 2107         | 788                         | 1619                  | 2028            | 2567                     | 3263                        | 9,5%                              | 7,89                         |  |  |
| Architectural and engineering activities; technical testing and analysis                   | 31          | 31              | 1253         | 432                         | 725                   | 1250            | 1792                     | 2208                        | 21,8%                             | 14,89                        |  |  |
| Rental and leasing activities  | 26          | 28              | 1454         | 333                         | 779                   | 1351            | 2070                     | 2424                        | 15,6%                             | 23,69                        |  |  |
| Travel agency, tour operator and other reservation service and related activities          | 19          | 25              | 1761         | 378                         | 1000                  | 1900            | 2165                     | 2673                        | 0,9%                              | 6,0                          |  |  |
| Services to buildings and landscape activities   | 23          | 28              | 1318         | 360                         | 622                   | 1025            | 1845                     | 2285                        | 27,1%                             | 10,5                         |  |  |
| Office administrative, office support and other business support activities                | 20          | 22              | 2354         | 840                         | 1113                  | 1953            | 3166                     | 4260                        | N/A                               | N/                           |  |  |
| Public administration and defence; compulsory social security                              | 51          | 226             | 2131         | 1500                        | 1795                  | 2217            | 2386                     | 2590                        | 11,6%                             | 11,39                        |  |  |
| Education  | 30          | 52              | 1706         | 735                         | 1500                  | 1847            | 1902                     | 2230                        | 8,5%                              | 8,6                          |  |  |
| Human health activities  | 58          | 72              | 1804         | 1000                        | 1260                  | 1919            | 2188                     | 2803                        | 13,5%                             | 24,19                        |  |  |
| Sports activities and amusement and recreation activities                                  | 28          | 29              | 1231         | 360                         | 625                   | 1075            | 1523                     | 2057                        | 11,6%                             | 21,29                        |  |  |
| Activities of membership organisations   | 50          | 49              | 1240         | 200                         | 725                   | 1200            | 1815                     | 2718                        | 21,4%                             | 19,89                        |  |  |



#### **OCCUPATION**

#### 43110002 Bookkeeping clerk

