

Paralegal Salary Survey 2019

Colegal LLP is a specialist paralegal recruitment agency for the City, London and the South East. We provide temporary, fixed term contract and permanent staffing solutions to law firms, in-house legal departments and non-profit organisations.

This salary survey is intended to be quick reference guide to salaries in the main areas of the paralegal market.

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Entry Level

Paralegals with a strong academic record (minimum 2:1 and ABB plus LPC or BPTC) and under 3 months' experience can generally expect a starting salary of circa £23 - 25,000 per annum in London, depending on practice area. City firms with offices in the Home Counties start around £21,000 per annum. Entry level roles by their nature do not require substantial legal experience, so long as candidate has excellent academics and good interpersonal skills.

Typical examples:

- **Commercial Dispute Resolution (Top 20 Law Firm)**

A well-known and highly respected City practice offering full service commercial advice. The firm was looking for paralegals on a 6 month rolling contractual basis to assist various groups including: commercial litigation; insurance litigation; professional disputes; and employment. Duties include: electronic document review (Relativity; Ringtail; Magnum Opus 2); trial bundling; research; and outdoor clerking. The firm expects: up to 3 months experience and LPC / BPTC, 2:1 & ABB. Starting salary £25-27,000 per annum (pro rata)

- **Real Estate (National Law Firm)**

A national firm with a strong presence in regional powerhouses. Paralegals were recruited on an initial 3 month basis with a view to a permanent contract, covering all aspects of commercial property work including lease grants, renewals and terminations; landlord & tenant; dilapidations and assignments. Starting salary £23-29,500 per annum (pro rata) depending on candidate experience.

Where a candidate has no prior legal/office experience, salaries tend to be lower (especially outside of the City), to reflect the greater initial training required to develop their skills for the role.

On the other hand, quick turnaround temporary / short contract roles – e.g. in commercial litigation or corporate – may sometimes pay more than average to compensate for the transitory nature of the position.

6 – 12 Months Experience

Candidates with at least 6 months' experience in a City/US/Top 20 law firm or comparable commercial environment can expect £27 - 35,000 per annum, depending on practice area.

Typical examples:

- **Real Estate (West End Law Firm)**

The firm hired candidates who had worked in a comparable commercial property team for at least 6 months. Candidates required to have solid academics and excellent interpersonal skills. Salary range £27 - £30,000 per annum (pro rata).

- **Commercial Contracts Paralegal (In-House Entertainment Company)**

A well-known international brand based in West London. They were looking for a temporary paralegal to assist with reviewing and updating a large database of commercial contracts. The candidate was required to have experience of dealing with a variety of typical in-house commercial contracts and a flexible attitude to work. Salary £28-30,000 per annum (pro rata).

- **Private Client (International Law Firm)**

Clients of this firm include trusts, private banks and HNWIs, the role required experience in the administration of probate: corresponding with banks, asset managers, intermediaries and creditors; drafting tax accounts; liaising with legatees and beneficiaries. This was permanent role with a starting salary of £30,000 per annum.

- **M&A (Silver Circle)**

The role covered a broad spectrum of M&A work, assisting with complex cross border transactions. An engaging and high profile position with excellent long-term career prospects, the starting salary for the role was £33,000 per annum (not the highest salary achievable in this area, but an attractive overall package).

12 – 18 Months Experience

With more than 12 months' experience, paralegal candidates can generally achieve a starting salary from the £30,000 per annum mark. Again, remuneration varies according to practice area – (permanent) litigation and real estate roles tend to sit at the mid-range of the salary bracket, with corporate, banking and financial roles towards the upper end.

Typical examples:

- **Securities, Assets, Funds (Top Tier team)**

This firm expected excellent academics - and interpersonal skills - together with at least 1 year of experience working in financial services at a comparable law firm or financial institution. Candidates with a TC to start in at least 12-18 months were also considered. Salary £40,000 per annum plus substantial overtime (+ bonus structure).

Candidates from in-house environments may have to take a (sometimes significant) reduction in salary for roles in private practice (even those with >12 months' experience). The rationale is that a position in a City firm will assist in securing a TC (most frequently at a different firm of a similar calibre).

- **Operations Assistant (In-House Private Equity)**

A leading mid-market alternative investment firm advising funds across private equity, distressed debt / restructuring and development capital. The client was looking for a paralegal to provide legal and compliance support: regulatory compliance monitoring; reviewing and supporting the negotiation of NDAs; AML and KYC diligence on counterparties; establishing SPVs in various jurisdictions; project managing / organising board meetings and document execution. Salary £35 - £42,000 per annum.

Legal Technology & Artificial Intelligence

There has been an explosion in the demand for paralegals with advanced IT skills, e.g. experience in coding, back/front-end technologies and applications (Python, JavaScript, MBA, HTML, etc.). Advanced knowledge of software commonly used by law firms (eDisclosure, HighQ, ContractExpress, etc.) is also highly desirable in a broader range of roles.

There are increasing opportunities for candidates who show a genuine interest in the application of Artificial Intelligence to internal professional support functionality. A number of clients are in the process of adopting AI support systems to streamline workflow (e.g. RAVN, Kira and Luminance). This is an emerging market that offers considerable career development opportunities for those with tech-savvy.

- **Legal Technology Paralegal (Silver Circle)**

An entry level role, the firm was looking for solid academics (minimum 2:1 law/non law degree) and a genuine demonstrable interest in legal technology. Duties included: supporting the implementation and management of innovation products; creating and updating automated precedents; supporting the use of the firm's artificial intelligence software; assisting with administering projects and training the AI. Salary circa £25 - £27,000 per annum.

- **eDisclosure Technical Managers (Magic Circle / US / In-House Professional Services)**

This category of role requires a mixture of technical legal and IT skills. Firms look for candidates with an academic (and practical) legal background in addition to a solid understanding of EDRM in the context of commercial dispute resolution. Salaries in this area range from £35,000 to upwards of £100,000 per annum (at the higher end, in particular for temporary/fixed term contracts).

Paralegal Salary Matrix 2019

Experience	Litigation & Real Estate	Corporate Finance Banking	In-House	Technology	Litigation Support	US Firms
Entry Level	£23,000	£25,000	£25,000	£25,000	£30,000	£30,000
6 months	£25,000	£29,000	£28,000	£27,000	£35,000	£32,000
12 months	£30,000	£33,000	£35,000	£32,000	£40,000	£37,000
18 months	£32,000	£40,000	£40,000	£35,000	£45,000	£40,000
Career			£45,000 +	£40,000 +	£50,000 +	

Please note, the roles and categories mentioned in this document are given for indicative purposes only – live roles by their nature are unique and will rarely be the exact match of the snapshots given here.

Colegal LLP offers a partner led service and as such we are able to provide:

- ⊗ Point of contact and account management by one of the partners at all times
- ⊗ Bespoke service for individual clients (including proactive candidate sourcing)
- ⊗ A genuine 24 hour / 7 days a week service
- ⊗ Non-commission based internal structure
- ⊗ Short/without notice temporary paralegal assistance
- ⊗ Permanent CVs before end of business day
- ⊗ Exceptional standards of personal and professional ethics and commitment

For further information, please contact one of Colegal's senior consultants:

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Alternatively, please call 0207 639 8295.