

VIRTUAL ASSISTANT VERSUS EMPLOYEE WHAT IT ACTUALLY COSTS



ACTIVITY	EMPLOYEE	VIRTUAL ASSISTANT
Hourly Rate	£12.71	£35
Employers Class 1A NICs	£2918 p/a	£0
Pension Contributions	£734 p/a	£0
Software Licences	£1000 p/a	£0
Mandatory Training	£1200 p/a	£0
IT equipment	£3000 p/a	£0
Retained IT Support	£200 p/m	£0
Retained Legal / HR	£450 p/m	£0
Payroll Services	£125 p/a	£0
SSP	£280 (in reserve)	£0
Extra Office Space	£250 p/m (est.)	£0
Unproductive Time*	£3 p/h	£0
Holiday Pay	£85.47 per day	£0
Actual Cost Per Year	£68,539.60	£33,670

WANT TO CHECK MY CALCULATIONS? CATHERINEGLADWYN.CO.UK/VERIFY

*VIRTUAL ASSISTANTS ARE KNOWN FOR THEIR EFFICIENCY. THESE CALCULATIONS ARE BASED ON A FULL TIME EMPLOYEE. VIRTUAL ASSISTANTS USUALLY NEED JUST HALF THAT TIME TO DO THE SAME AMOUNT OF WORK.

WHEN WE STOP, THE CLOCK STOPS.

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