



May 2017



REFERENCE: 17FOI 35

You requested the following information:

I would like to know the total number employees within your department with the following job titles/areas of responsibility, please break this data down by job title.

- Number of employees in Administrative roles e.g. Administrative Assistant
- Number of employees in Front house/reception roles

Please also indicate the average salary (or salary bracket) for each job role.

We have handled your request under the Freedom of Information Act 2000.

The Wales Office is not an employer in its own right. The number of staff working at the Wales Office on 31 March 2017 was 45. As at that date, we had 5 staff in Administrative roles but no employees specifically in front house/reception roles. The relevant pay brackets are shown in the table below:

Grade	Location	Band Minimum (£)	Band Maximum (£)
Administrative Officer	National	18,059	19,529
Administrative Assistant	Inner London	18,226	19,700
Administrative Officer	Inner London	21,686	23,250