

HKIHRM Hong Kong Pay Trend & Pay Level Survey 2011 Order Form

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HKIHRM Hong Kong Pay Trend & Pay Level Survey Reports 2011	HK\$3,360	HK\$3,990	
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- My crossed cheque (No.: _____) made payable to "Hong Kong Institute of Human Resource Management Ltd." is enclosed.
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HKIHRM Hong Kong Pay Trend & Pay Level Survey 2011



An Important Reference to Your Pay Decisions

The survey:

- Covers some 120,000 staff from 17 business sectors
- Covers some 100 local and multinational companies participating on a continuous basis
- Consists of five reports, namely:
 - January Pay Trend Survey 2011 (Publishing date: March 2011)
 - April Pay Trend Survey 2011 (Publishing date: June 2011)
 - Main Pay Trend Survey 2011 (Publishing date: November 2011)
 - Pay Level Survey 2011 (Publishing date: November 2011)
 - Topical Study 2011 (Publishing date: November 2011)

**And more special discounts and value-added services!
SEE INSIDE FOR MORE DETAILS**

For more information,
please contact Research Department:
Email: research@hkihrm.org Tel: (852) 2881 5113



Research
Report

Hong Kong
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香港人力資源管理學會
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A Snapshot of Key Contents of the 2011 Reports

January 2011 Pay Trend Survey & April 2011 Pay Trend Survey

- Total Base Pay Adjustments
- Bonus Payments
- Distribution of Pay Adjustments

2011 Pay Trend Main Survey & Pay Level Survey

2012 Forecast Pay Adjustments (by industry)

2011 Data:

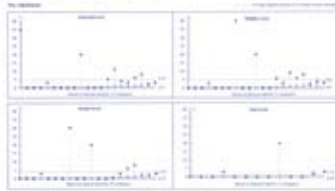
1. Pay & Bonus Adjustments in 2011 (by industry / size of company / company management)
 - Total Pay Adjustments
 - Distribution of Changes in Pay Adjustment (2011 vs. 2010)
 - Distribution of Pay Adjustments
 - Differential Pay Adjustments
 - Cumulative Total Pay Adjustments
 - Special Adjustments
 - Bonus Payments
 - Pay Practices & Structures
 - Guided Range of Adjustment of Individual Companies
 - Civil Service Pay Adjustments
2. Proportion of Benefits to Total Remuneration
3. Pay Levels (33 Job Fields / Occupations and 8 Categories of Fresh Graduates)
 - Actual Pay Levels
 - Changes in Targeted Entry Pay
 - Actual Entry Pay of New Recruits

Trends of Pay and Bonus Adjustments Over the Last Five Years

1. Pay Adjustment analysed by:
 - Size of Company
 - Business Sector
 - Salary Level
 - Management of Company (Local vs. Multinational)
2. Bonus Payments:
 - Trend of Change in Guaranteed Bonus Policy
 - Trend of Change in Non-guaranteed Bonus Policy
 - Employees Eligible for a Bonus and Size of the Bonus

Charts and graphs selected from the Reports

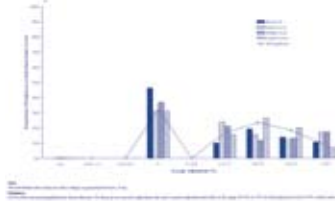
The Guided Ranges of Pay Adjustment: By Salary Level



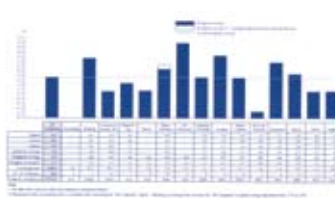
The Proportion of Each Benefit to Total Remuneration (Top and Senior Levels)



Distribution of Total Pay Adjustments: By Employee



Total Pay Adjustments: All Employees



Statistics of Pay Trend Survey are mainly analysed by the following dimensions:

Business Sectors:

- Accounting
- Banking
- Construction
- Engineering
- Financial Services
- Hi-Tech / Telecommunication
- Hotel
- Insurance
- Manufacturing
- Non-governmental Organisation
- Oil / Chemicals
- Property Development / Management
- Public Utility
- Retail
- Shipping / Terminal
- Trading
- Others

Salary Levels:

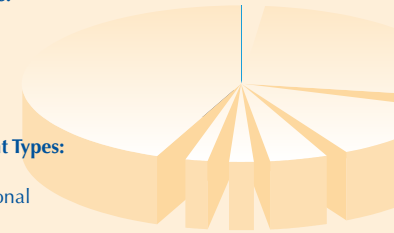
- General
- Middle
- Senior
- Top

Management Types:

- Local
- Multinational

Company Sizes:

- Small (100 to 499 employees)
- Medium (500 to 999 employees)
- Large (more than 1,000 employees)



Occupations and types of fresh graduates covered in Pay Level Survey:

Job Fields / Occupations

- Information Technology / Computer
- Engineering
- Accounting
- Finance
- Human Resources
- Public Relations
- Sales
- Marketing
- Procurement
- Logistics
- Customer Service
- Computer Operator / Network Support Assistant
- Senior Computer Operator / Senior Network Support Assistant
- Accounting Clerk
- Senior Accounting Clerk
- Clerk
- Senior Clerk
- Junior Secretary / Secretary
- Senior Secretary / Executive Secretary
- Pantry Attendant
- Cleaner
- Office Assistant
- Pool Car Driver
- Personal Driver
- Security Guard
- Receptionist / Telephonist
- Labourer
- Tradesman
- Assistant Merchandiser
- Senior Merchandiser
- Property / Facilities Maintenance Assistant
- Property / Facilities Maintenance Officer
- Property / Facilities Maintenance Manager

Fresh Graduates

- Master Degree Holder (Business)
- Master Degree Holder (Engineering)
- Bachelor Degree Holder (Business)
- Bachelor Degree Holder (Engineering)
- Higher Diploma Holder
- Associate Degree Holder
- Diploma Holder
- Certificate Holder

Other Special Features:

- Easy-to-use:** A loose-leaf binder for easy browsing and retrieval of information
- Informative:** More year-over-year comparison charts, enhanced executive summary
- User-friendly:** Reports in CD-ROMs containing user-friendly colour charts
- More benefits:** 40% discount and extra discount for enrolling in annual Pay Trend Seminar and selected HKIHRM C&B seminars respectively

