



## The Cost of an Employee vs. a Virtual Assistant?

**Employee Hourly Cost:** Based on 1,960 Full Time Hours Annually

**\$13.00/hour Average Employee Hourly Wage**

- \$ .99/hr. FICA (7.65% of wages)
- \$ .42/hr. UI (3.25% of wages)
- \$ .02/hr. FUTA (.8% of wages up to 7,000)
- \$ .15/hr. WCI

- \$ 3.06/hr. Office Rent (\$500/mth)
- \$ 1.83/hr. Office Utilities (\$300/mth)
- \$ 1.62/hr. Office Assistant Furniture, Phone, Equipment, Supplies
- \$ 4.17/hr. Office Distractions/Paid Unproductive Time

- \$ .53/hr. 2 Weeks' Vacation Pay
- \$ .32/hr. Holiday Pay (6 days minimum)
- \$ .27/hr. 1 Week Personal Pay
- \$ .48/hr. Health Insurance
- \$ .08/hr. Payroll Processing Fee or Time

- \$ .19/hr. Employee Replacement Cost (Ad, Interview Process, Profile Test etc...)

**\$27.13/hr. = Total Hourly Cost of an Employee**

**Virtual Assistant Hourly Cost:** Based on Contracted Productive Hours Only

**\$25.00/hour Average VA Hourly Rate**

- \$ .00 FICA
- \$ .00 UI
- \$ .00 FUTA
- \$ .00 WCI

- \$ .00 Office Rent, Utilities, Furniture, Equipment, Phone, Supplies
- \$ .00 Office Distractions/Paid Unproductive Time

- \$ .00 Vacation, Holiday, Personal Pay
- \$ .00 Health Insurance
- \$ .00 Payroll Processing Fee or Time

- \$ .00 Cost of Hiring EVA

**\$25.00/hr. = Total Hourly Rate of a Virtual Assistant**

[http://www.virtualassistantforums.com/get\\_calculator.php](http://www.virtualassistantforums.com/get_calculator.php)

As an Employer vs a Client you are responsible for Liabilities, Coverage and Management of an Employee.