

Controller

Position Description

The controller has primary responsibility for maintaining the firm's financial records. In larger firms, where accounting is done at the business unit, office, or divisional level, there may be a controller for each accounting group. This position differs from CFO/director of finance in that the controller usually does not have full authority over the firm's financial assets. The difference between a controller and a business manager is that controllers typically deal only with financial matters, whereas business managers control both financial and other business/administrative activities.

While the title of business manager is more common in smaller firms, as size increases the title of controller becomes more common than business manager.

SAMPLE TABLES

Table 104
Controller: Salary

	25 th Percentile	Median	Mean	75 th Percentile
Overall	\$79,625	\$96,350	\$101,124	\$112,117
Staff Size 1 to 20	45,750	74,000	64,475	78,000
Staff Size 21 to 50	71,000	90,000	87,208	98,639
Staff Size 51 to 100	74,000	97,000	91,476	102,500
Staff Size 101 to 250	87,101	97,256	98,062	104,910
Staff Size 251 to 500	86,068	111,509	118,092	145,006
Staff Size over 500	106,084	116,541	125,159	132,894
Architectural	55,570	76,000	74,071	91,000
Architectural/Interiors	71,000	97,850	98,712	122,750
Engineering (Prime)	94,120	103,480	108,551	115,000
Engineering (Subconsultant)	77,089	92,607	101,044	114,632
A/E	75,000	90,000	100,452	115,000
A/E/P/I	74,500	88,000	99,562	130,405
Environmental	NR	NR	NR	NR
Private	78,000	94,820	101,374	114,400
Government	69,000	100,000	104,726	113,250
Mixed	83,304	90,000	97,601	108,096

Please note, where a particular respondent group size, type, client type, or client marketplace did not report sufficient information to provide a valid sample, we mark these entries as NR (for Not Reported).

Table 105
Controller: Bonus

	25 th Percentile	Median	Mean	75 th Percentile
Overall	\$625	\$5,000	\$10,691	\$12,965
Staff Size 1 to 20	500	3,675	3,725	6,000
Staff Size 21 to 50	63	3,450	5,466	6,750
Staff Size 51 to 100	3,000	6,700	6,725	9,000
Staff Size 101 to 250	2,000	5,000	11,688	15,795
Staff Size 251 to 500	250	6,000	13,424	28,595
Staff Size over 500	3,364	11,430	9,480	14,153
Architectural	1,500	3,000	2,535	3,338
Architectural/Interiors	250	7,000	12,607	17,000
Engineering (Prime)	2,500	8,500	15,511	16,500
Engineering (Subconsultant)	400	6,000	12,669	16,000
A/E	0	500	2,505	4,871
A/E/P/I	2,060	5,000	6,020	11,000
Environmental	NR	NR	NR	NR
Private	375	4,259	10,891	14,403
Government	500	6,000	10,477	14,590
Mixed	1,500	5,000	10,643	10,000

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Table 106
Controller: Total Direct Compensation

	25 th Percentile	Median	Mean	75 th Percentile
Overall	\$81,817	\$100,060	\$110,797	\$126,433
Staff Size 1 to 20	50,088	74,000	67,373	79,878
Staff Size 21 to 50	74,639	92,216	92,353	108,707
Staff Size 51 to 100	78,031	99,000	97,167	108,770
Staff Size 101 to 250	89,351	100,350	109,101	124,728
Staff Size 251 to 500	89,000	114,400	131,517	165,094
Staff Size over 500	113,500	126,907	132,269	135,555
Architectural	56,863	77,250	76,183	94,000
Architectural/Interiors	73,250	100,350	109,743	132,250
Engineering (Prime)	99,635	114,200	122,914	145,113
Engineering (Subconsultant)	80,817	98,250	112,808	132,127
A/E	78,500	90,000	102,765	117,500
A/E/P/I	83,500	88,000	104,378	133,445
Environmental	NR	NR	NR	NR
Private	78,000	100,000	110,710	125,000
Government	82,000	107,540	115,203	145,000
Mixed	84,851	96,568	107,015	117,250

Table 107
Controller: Compensation-FAR Basis

	25 th Percentile	Median	Mean	75 th Percentile
Overall	\$82,608	\$103,600	\$113,205	\$131,745
Staff Size 1 to 20	50,758	77,700	69,555	80,608
Staff Size 21 to 50	75,581	93,791	89,886	109,867
Staff Size 51 to 100	79,149	99,905	98,769	113,037
Staff Size 101 to 250	89,984	101,663	112,131	129,647
Staff Size 251 to 500	96,168	126,024	137,956	175,197
Staff Size over 500	115,324	131,745	135,585	136,715

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Table 108
Controller: Billing Rate

	25 th Percentile	Median	Mean	75 th Percentile
Overall	\$73	\$92	\$112	\$143
Staff Size 1 to 20	64	70	69	74
Staff Size 21 to 50	70	75	89	95
Staff Size 51 to 100	89	100	109	127
Staff Size 101 to 250	94	100	111	135
Staff Size 251 to 500	65	140	140	210
Staff Size over 500	NR	NR	NR	NR
Architectural	66	85	103	160
Architectural/Interiors	NR	NR	NR	NR
Engineering (Prime)	85	105	140	206
Engineering (Subconsultant)	70	75	78	91
A/E	84	110	115	150
A/E/P/I	58	83	113	201
Environmental	NR	NR	NR	NR
Private	73	90	110	165
Government	72	88	110	141
Mixed	75	100	117	135

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Table 109
Controller: Fringe Benefits

	Company Car	Professional Dues	Health/ Social Club Dues	Educational Expenses Paid	Legal/ Financial Assistance	Paid Overtime	Key Person Insurance
Overall	3%	74%	13%	69%	6%	3%	5%
Staff Size 1 to 20	0	22	22	22	0	0	0
Staff Size 21 to 50	5	76	11	76	11	5	6
Staff Size 51 to 100	0	69	23	84	0	7	0
Staff Size 101 to 250	5	77	16	72	11	0	16
Staff Size 251 to 500	8	100	0	75	0	8	0
Staff Size over 500	0	71	0	57	0	0	0
Architectural	0	33	16	50	16	0	0
Architectural/Interiors	0	75	25	62	25	12	14
Engineering (Prime)	11	84	11	69	7	0	12
Engineering (Subconsultant)	0	64	21	57	0	0	0
A/E	0	84	16	92	0	7	0
A/E/P/I	0	100	0	75	0	25	0
Environmental	NR	NR	NR	NR	NR	NR	NR
Private	5	68	17	62	8	2	5
Government	4	77	13	77	4	0	9
Mixed	0	80	8	72	4	8	0

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Table 110
Controller: Compensation Relationships

	<u>Salary Relation to CEO</u>		<u>Bonus Relation to CEO</u>		<u>Total Direct Compensation Relation to CEO</u>	
	Median	Mean	Median	Mean	Median	Mean
Overall	44%	46%	10%	21%	34%	39%
Staff Size 1 to 20	44	48	7	11	33	41
Staff Size 21 to 50	55	54	33	55	50	51
Staff Size 51 to 100	53	50	5	19	32	39
Staff Size 101 to 250	43	44	16	19	34	38
Staff Size 251 to 500	37	41	11	17	27	32
Staff Size over 500	42	42	7	9	31	32
Architectural	40	52	8	17	35	49
Architectural/Interiors	56	53	NR	NR	NR	NR
Engineering (Prime)	43	42	17	22	32	35
Engineering (Subconsultant)	47	47	10	21	34	35
A/E	44	39	6	9	35	35
A/E/P/I	42	43	5	4	30	30
Environmental	NR	NR	NR	NR	NR	NR
Private	53	50	18	31	39	44
Government	44	45	7	18	32	36
Mixed	41	41	7	15	31	33

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Table 111
Controller: Other Compensation Factors

	<u>Salary Increase over Last Year</u>		<u>Bonus as Percentage of Salary</u>		<u>Percentage Receiving Bonus</u>
	Median	Mean	Median	Mean	Bonus
Overall	4%	4%	6%	10%	71%
Staff Size 1 to 20	3	2	8	7	66
Staff Size 21 to 50	3	3	4	6	66
Staff Size 51 to 100	4	4	8	8	76
Staff Size 101 to 250	5	5	6	11	77
Staff Size 251 to 500	3	4	6	12	76
Staff Size over 500	3	3	8	8	62
Architectural	3	4	3	4	83
Architectural/Interiors	3	3	5	10	66
Engineering (Prime)	4	4	11	15	77
Engineering (Subconsultant)	4	4	6	11	78
A/E	4	4	1	3	46
A/E/P/I	NR	NR	6	8	80
Environmental	NR	NR	NR	NR	NR
Private	4	3	6	10	63
Government	4	4	9	10	82
Mixed	4	5	6	10	73

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Table 112
Controller: Retirement

	<u>Retirement Contribution</u>		<u>Retirement as Percentage of Salary</u>	
	Median	Mean	Median	Mean
Overall	\$2,700	\$4,572	3%	4%
Staff Size 1 to 20	1,340	2,805	2	3
Staff Size 21 to 50	2,683	2,996	3	3
Staff Size 51 to 100	1,664	1,893	2	2
Staff Size 101 to 250	2,400	3,635	3	4
Staff Size 251 to 500	7,069	8,371	5	7
Staff Size over 500	4,977	4,420	4	4
Architectural	483	660	1	1
Architectural/Interiors	835	1,768	1	2
Engineering (Prime)	3,300	5,812	4	5
Engineering (Subconsultant)	4,055	6,025	4	6
A/E	2,532	2,966	3	3
A/E/P/I	3,062	3,082	2	3
Environmental	NR	NR	NR	NR
Private	3,300	5,411	4	5
Government	2,851	3,948	3	4
Mixed	2,655	4,117	3	4

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Table 113
Controller: Time Charges

	<u>Projects</u>		<u>Marketing/BD</u>		<u>Overtime</u>	
	Median	Mean	Median	Mean	Median	Mean
Overall	0%	1%	0%	6%	1%	7%
Staff Size 1 to 20	0	0	0	2	1	2
Staff Size 21 to 50	0	3	0	11	5	7
Staff Size 51 to 100	0	1	0	0	3	6
Staff Size 101 to 250	0	0	0	4	10	10
Staff Size 251 to 500	0	0	0	0	0	5
Staff Size over 500	NR	NR	0	25	0	10
Architectural	0	8	0	1	13	13
Architectural/Interiors	0	1	0	7	10	9
Engineering (Prime)	0	0	0	3	0	6
Engineering (Subconsultant)	0	1	0	19	4	8
A/E	0	1	0	8	0	4
A/E/P/I	0	0	0	0	NR	NR
Environmental	NR	NR	NR	NR	NR	NR
Private	0	2	0	10	1	5
Government	0	0	0	0	0	5
Mixed	0	1	0	6	5	10

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Table 114
Controller: Days Off

<i>(medians)</i>	Total Days of Paid Time Off (Vacation, Sick and PTO)
Overall	21
Staff Size 1 to 20	18
Staff Size 21 to 50	22
Staff Size 51 to 100	20
Staff Size 101 to 250	24
Staff Size 251 to 500	24
Staff Size over 500	21
Architectural	18
Architectural/Interiors	24
Engineering (Prime)	24
Engineering (Subconsultant)	20
A/E	20
A/E/P/I	25
Environmental	NR
Private	20
Government	21
Mixed	21

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Table 115
Controller: Miscellaneous Data

Item	Median	Mean
Percentage of Firm Owned	0%	0%
Insurance Costs		
Health	\$6,351	\$7,720
Life	150	1,740
Disability	375	2,056
Dental	584	666
Hearing/Vision	110	124
Face Value Insurance		
Life Insurance	\$100,000	\$116,263
Key Person Insurance	NR	NR

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