# RosterElf

## Legal Services Award (MA000116) — Pay Rates 2026/27

Effective the first full pay period on or after 1 July 2026 · Source: Fair Work pay guide (published 24 June 2026)

### Adult classification rates

| Level | Typical roles | Weekly | Ordinary /hr | Casual /hr |
|---|---|---|---|---|
| Legal clerical and administrative employee, level 1 | Entry-level legal administration — reception, filing, mail, basic data entry under direct supervision | $1073.10 | $28.24 | $35.30 |
| Legal clerical and administrative employee, level 2 | Legal secretary or administration assistant working to established routines with limited supervision | $1119.10 | $29.45 | $36.81 |
| Legal clerical and administrative employee, level 3 | Experienced legal secretary — document production, file management, diary and court-date control | $1182.10 | $31.11 | $38.89 |
| Legal clerical and administrative employee, level 4 | Senior legal secretary or paralegal support with responsibility for a practitioner or practice area | $1241.40 | $32.67 | $40.84 |
| Legal clerical and administrative employee, level 5 | Senior paralegal or practice administrator exercising judgement and supervising others | $1291.80 | $33.99 | $42.49 |
| Law graduate, level 5 | Law graduate not yet admitted, working under supervision | $1291.80 | $33.99 | $42.49 |
| Law clerk, level 6 | Law clerk carrying substantive file work under a supervising practitioner | $1369.20 | $36.03 | $45.04 |

*Casual /hr includes the 25% casual loading on ordinary hours. Penalties below apply on top.*

### Penalty rates

| When worked | Full-time / part-time | Casual |
|---|---|---|
| Saturday (first 3 hours / shiftworker ordinary) | $42.36 (150%) | $49.42 (175%) |
| Sunday | $56.48 (200%) | $63.54 (225%) |
| Public holiday (other than continuous shiftworkers) | $70.60 (250%) | $77.66 (275%) |

*Dollar figures are for Legal clerical and administrative employee, level 1. Other levels scale from their own ordinary rate above.*

### Junior rates (% of adult)

| Age | % of adult rate |
|---|---|
| 16 | 50% |
| 17 | 60% |
| 18 | 70% |
| 19 | 80% |
| 20 | 90% |
| Under 16 | 45% |

## Common allowances

| Allowance | Amount |
|---|---|
| Meal allowance | $20.75 for the first meal and $16.54 for an extra meal |
| Uniform or special clothing allowance | $3.75 per week |
| Protective clothing reimbursement | Reimbursement for the cost of uniforms and/or protective clothing |
| Vehicle allowance – motor car | $1.00 per km |
| Vehicle allowance – motorcycle | $0.34 per km |
| Standing by allowance | Payment at the minimum hourly rate for time spent standing by |
| Transport after overtime reimbursement | Reimbursement for the cost of transport to return home |
| Living away from home – board and lodging | Payment to cover all reasonable expenses for board and lodging |
| Living away from home – fares allowance | Payment to cover all fares to and from the temporary place of work |
| Living away from home – travelling time allowance | Payment at the minimum hourly rate, capped at 8 hours in each 24-hour period |

General information only — not legal, payroll, tax or financial advice; do not rely on it for payroll decisions. Rates are indicative FY2026/27 minimums under the Legal Services Award 2020 [MA000116] and depend on classification, enterprise agreements and individual circumstances; always confirm against the current Fair Work pay guide before paying wages. RosterElf is not affiliated with, or endorsed by, the Fair Work Ombudsman, and Roster Elf Pty Ltd accepts no liability for reliance on this sheet.

**Full guide, live calculator & penalty breakdowns: rosterelf.com/guides/award-rates/legal-services**