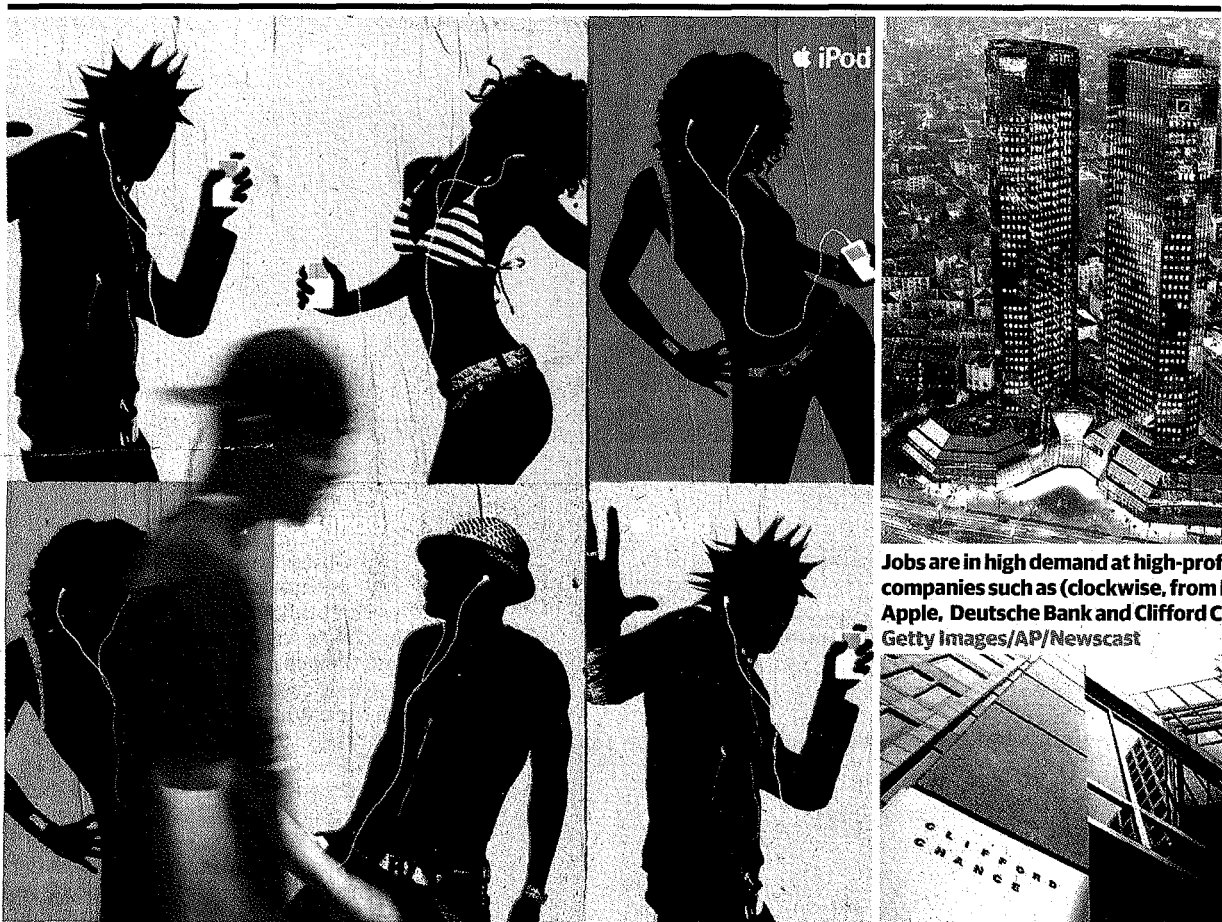


2 Office Hours



Jobs are in high demand at high-prof companies such as (clockwise, from I Apple, Deutsche Bank and Clifford C Getty Images/AP/Newscast

Feeling rather chipper

Whether it's law, media, PR or banking, it pays admin staff to stay in their specialist fields and opt for blue-chip firms, argues Zenab Short

Which are the firms that admin people want on their CV to make it zing? Companies with a funky image — such as iPod-creators Apple — give candidates the biggest buzz, according to a straw poll of recruiters. It is not about style over substance, says Diana Anderson of Anderson Hoare, but cold, hard strategy. “Nowadays, you have to plan your

roles in advertising, PR, marketing, publishing and broadcasting,” says Ashley Williams of Angela Mortimer. Although the salaries are lower than in financial services, for example, these candidates are not motivated by big pay packets — or, indeed, any pay at all. “It’s not good news for us recruiters,” admits Killingbeck, “when we have people coming through the door prepared to work at places like Sotheby’s, Christie’s and Conde Nast practically for free, just to get it on their CV.”

Management consultancy comes second in the list of best places to work. “Consultancy firms like McKinsey’s and Accenture are perceived to be full of dynamic movers and shakers, who work hard and play hard,” says Killingbeck. Christina Silkock, an executive assistant with Accenture, cites being surrounded by “the best and brightest people in the business” as one of the perks of her job. But a related field, accounting,

both City jobs and the media. “Before my current job as PA to a vice-president at Discovery Channel, I tried temping in New York City,” she says. “I found the environment rather rigid and quiet, though admittedly very well paid.” Her previous recruitment experience includes stints at Fox and Flextech; she confirms that to be successful in the industry, you need to get the big name on your CV. “Recruiters are always impressed by who I have worked for, so I get opportunities as a result,” she says.

In the legal world, it is the so-called “magic circle” firms of Allen and Overy, Clifford Chance, Freshfields, Linklaters and Slaughter and May to which aspirants aspire. Suzanne Snook, a senior PA with Allen and Overy, says: “I’ve been here 13 years and I absolutely love it. The firm does have an ‘old school’ reputation, but in the past 10 to 15 years, it’s really changed. This company is very innova-