

Clerks – Private Sector Award 2020

WAGES INFORMATION SHEET - Effective from 1 July 2023

This information sheet reflects the provisions of the [Clerks – Private Sector Award 2020](#) (the Award).

All **weekly calculations** on this sheet are based on **38 ordinary hours per week** as outlined in **Clause 9** of the **Award**. The calculations are **rounded to the nearest cent**, following the guidelines by the Fair Work Commission.

Schedule 1	Summary of Full Time and Part Time Rates
Schedule 2	Adult Hourly minimum wage rates – 21 years & above
Schedule 3	Clerks – 20 years
Schedule 4	Clerks – 19 years
Schedule 5	Clerks – 18 years
Schedule 6	Clerks – 17 years
Schedule 7	Clerks – 16 years
Schedule 8	Under 16 years
Schedule 9	Allowances
Schedule 10	Penalty Rates & Overtime
Schedule 11	Classifications

SCHEDULE 1 – SUMMARY OF MINIMUM WAGE RATES
WEEKLY WAGE RATES BASED ON 38 HOUR WEEK

Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
21yrs +	\$910.93	\$954.00	\$983.40	\$995.00	\$1,013.40	\$1,050.90	\$1,103.60	\$1,148.40
20yrs - 21yrs	\$819.84	\$858.60	\$885.06	\$895.50	\$912.06	\$945.81	\$993.24	\$1,033.56
19yrs - 20yrs	\$728.74	\$763.20	\$786.72	\$796.00	\$810.72	\$840.72	\$882.88	\$918.72
18yrs - 19yrs	\$637.65	\$667.80	\$688.38	\$696.50	\$709.38	\$735.63	\$772.52	\$803.88
17yrs - 18yrs	\$546.56	\$572.40	\$590.04	\$597.00	\$608.04	\$630.54	\$662.16	\$689.04
16yrs - 17yrs	\$455.47	\$477.00	\$491.70	\$497.50	\$506.70	\$525.45	\$551.80	\$574.20
Under 16yrs	\$409.92	\$429.30	\$442.53	\$447.75	\$456.03	\$472.91	\$496.62	\$516.78

**SCHEDULE 2 - 21 YEARS OF AGE & ABOVE
100% OF ADULT MINIMUM RATE**

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK

Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$23.97	\$25.11	\$25.88	\$26.18	\$26.67	\$27.66	\$29.04	\$30.22
Time and a half (150%) hourly rate	\$35.96	\$37.67	\$38.82	\$39.27	\$40.01	\$41.49	\$43.56	\$45.33
Double time (200%) hourly rate	\$47.94	\$50.22	\$51.76	\$52.36	\$53.34	\$55.32	\$58.08	\$60.44

CASUAL HOURLY RATES

Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$29.96	\$31.39	\$32.35	\$32.73	\$33.34	\$34.58	\$36.30	\$37.78
Time and a half (150%) hourly rate	\$41.95	\$43.94	\$45.29	\$45.82	\$46.67	\$48.41	\$50.82	\$52.89
Double time (200%) hourly rate	\$53.93	\$56.50	\$58.23	\$58.91	\$60.01	\$62.24	\$65.34	\$68.00
Casual Loading	\$5.99	\$6.28	\$6.47	\$6.55	\$6.67	\$6.91	\$7.26	\$7.56

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Updated 05.07.2023

**SCHEDULE 3 - 20 YEARS OF AGE
90% OF ADULT MINIMUM RATE**

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$21.57	\$22.59	\$23.29	\$23.57	\$24.00	\$24.89	\$26.14	\$27.20
Time and a half (150%) hourly rate	\$32.36	\$33.89	\$34.94	\$35.36	\$36.00	\$37.34	\$39.21	\$40.80
Double time (200%) hourly rate	\$43.14	\$45.18	\$46.58	\$47.14	\$48.00	\$49.78	\$52.28	\$54.40

CASUAL HOURLY RATES								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$26.96	\$28.24	\$29.11	\$29.46	\$30.00	\$31.11	\$32.68	\$34.00
Time and a half (150%) hourly rate	\$37.75	\$39.53	\$40.76	\$41.24	\$42.00	\$43.56	\$45.75	\$47.60
Double time (200%) hourly rate	\$48.53	\$50.83	\$52.40	\$53.03	\$54.00	\$56.00	\$58.82	\$61.20
Casual Loading	\$5.39	\$5.65	\$5.82	\$5.89	\$6.00	\$6.22	\$6.53	\$6.80

SCHEDULE 4 - 19 YEARS OF AGE 80% OF ADULT MINIMUM RATE

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$19.18	\$20.08	\$20.70	\$20.95	\$21.33	\$22.12	\$23.23	\$24.18
Time and a half (150%) hourly rate	\$28.77	\$30.12	\$31.05	\$31.43	\$32.00	\$33.19	\$34.85	\$36.27
Double time (200%) hourly rate	\$38.36	\$40.16	\$41.40	\$41.90	\$42.66	\$44.26	\$46.46	\$48.36

CASUAL HOURLY RATES								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$23.98	\$25.10	\$25.88	\$26.19	\$26.66	\$27.67	\$29.04	\$30.23
Time and a half (150%) hourly rate	\$33.57	\$35.14	\$36.23	\$36.66	\$37.33	\$38.73	\$40.65	\$42.32
Double time (200%) hourly rate	\$43.16	\$45.18	\$46.58	\$47.14	\$47.99	\$49.79	\$52.27	\$54.41
Casual Loading	\$4.79	\$5.02	\$5.18	\$5.24	\$5.33	\$5.53	\$5.81	\$6.04

**SCHEDULE 5 - 18 YEARS OF AGE
70% OF ADULT MINIMUM RATE**

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$16.78	\$17.57	\$18.12	\$18.33	\$18.67	\$19.36	\$20.33	\$21.14
Time and a half (150%) hourly rate	\$25.17	\$26.36	\$27.18	\$27.50	\$28.01	\$29.04	\$30.50	\$31.73
Double time (200%) hourly rate	\$33.56	\$35.14	\$36.24	\$36.66	\$37.34	\$38.72	\$40.66	\$42.30

CASUAL HOURLY RATES								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$20.98	\$21.96	\$22.65	\$22.91	\$23.34	\$24.20	\$25.41	\$26.44
Time and a half (150%) hourly rate	\$29.37	\$30.75	\$31.69	\$32.08	\$32.67	\$33.88	\$35.58	\$37.01
Double time (200%) hourly rate	\$37.76	\$39.53	\$40.77	\$41.24	\$42.01	\$43.56	\$45.74	\$47.59
Casual Loading	\$4.20	\$4.39	\$4.53	\$4.58	\$4.67	\$4.84	\$5.08	\$5.29

SCHEDULE 6 - 17 YEARS OF AGE 60% OF ADULT MINIMUM RATE

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$14.38	\$15.06	\$15.53	\$15.71	\$16.00	\$16.59	\$17.43	\$18.13
Time and a half (150%) hourly rate	\$21.57	\$22.59	\$23.30	\$23.57	\$24.00	\$24.89	\$26.15	\$27.20
Double time (200%) hourly rate	\$28.76	\$30.12	\$31.06	\$31.42	\$32.00	\$33.18	\$34.86	\$36.26

CASUAL HOURLY RATES								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$17.98	\$18.83	\$19.41	\$19.64	\$20.00	\$20.74	\$21.79	\$22.66
Time and a half (150%) hourly rate	\$25.17	\$26.36	\$27.18	\$27.49	\$28.00	\$29.03	\$30.50	\$31.73
Double time (200%) hourly rate	\$32.36	\$33.89	\$34.94	\$35.35	\$36.00	\$37.33	\$39.22	\$40.79
Casual Loading	\$3.60	\$3.77	\$3.88	\$3.93	\$4.00	\$4.15	\$4.36	\$4.53

SCHEDULE 7 - 16 YEARS OF AGE 50% OF ADULT MINIMUM RATE

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$11.99	\$12.55	\$12.94	\$13.09	\$13.33	\$13.83	\$14.52	\$15.11
Time and a half (150%) hourly rate	\$17.99	\$18.83	\$19.41	\$19.64	\$20.00	\$20.75	\$21.78	\$22.67
Double time (200%) hourly rate	\$23.98	\$25.10	\$25.88	\$26.18	\$26.66	\$27.66	\$29.04	\$30.22

CASUAL HOURLY RATES								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$14.99	\$15.69	\$16.18	\$16.36	\$16.66	\$17.29	\$18.15	\$18.89
Time and a half (150%) hourly rate	\$20.98	\$21.96	\$22.65	\$22.91	\$23.33	\$24.20	\$25.41	\$26.44
Double time (200%) hourly rate	\$26.98	\$28.24	\$29.12	\$29.45	\$29.99	\$31.12	\$32.67	\$34.00
Casual Loading	\$3.00	\$3.14	\$3.23	\$3.27	\$3.33	\$3.46	\$3.63	\$3.78

**SCHEDULE 8 - UNDER 16 YEARS OF AGE
45% OF ADULT MINIMUM RATE**

FULL TIME AND PART TIME HOURLY RATES - BASED ON 38 HOUR WEEK								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$10.79	\$11.30	\$11.65	\$11.78	\$12.00	\$12.45	\$13.07	\$13.60
Time and a half (150%) hourly rate	\$16.19	\$16.95	\$17.48	\$17.67	\$18.00	\$18.68	\$19.61	\$20.40
Double time (200%) hourly rate	\$21.58	\$22.60	\$23.30	\$23.56	\$24.00	\$24.90	\$26.14	\$27.20

CASUAL HOURLY RATES								
Award classifications	Level 1 Year 1	Level 1 Year 2	Level 1 Year 3	Level 2 Year 1	Level 2 Year 2	Level 3	Level 4	Level 5
Hourly Award Wage	\$13.49	\$14.13	\$14.56	\$14.73	\$15.00	\$15.56	\$16.34	\$17.00
Time and a half (150%) hourly rate	\$18.88	\$19.78	\$20.39	\$20.62	\$21.00	\$21.79	\$22.87	\$23.80
Double time (200%) hourly rate	\$24.28	\$25.43	\$26.21	\$26.51	\$27.00	\$28.01	\$29.41	\$30.60
Casual Loading	\$2.70	\$2.82	\$2.91	\$2.95	\$3.00	\$3.11	\$3.27	\$3.40

SCHEDULE 9 – ALLOWANCES

Weekly wage-related allowances			
Allowance	Clause	\$	Payable
First Aid Allowance	19.2(b)	14.93	Per week

Expense - related allowances Adjusted by reference to the Consumer Price Index (CPI)			
Allowance	Clause	\$	Payable
Laundry Allowance – Full-time employee	19.4(d)(i)	3.55	Per week
Laundry Allowance – Part-time employee	19.4(d)(ii)	0.71	Per shift
Meal allowance—more than one and a half hours of overtime without 24 hours’ notice – First meal	19.5(b)(i)	18.23	Per occasion
Meal allowance—more than one and a half hours of overtime without 24 hours’ notice - further 4 hours’ overtime	19.5(c)	14.60	Per occasion
Vehicle allowance – Motor Car	19.6(a)(i)	0.95	Per Km
Vehicle allowance – Motorcycle	19.6(a)(ii)	0.32	Per Km

Other Allowances		
Allowance	Clause	Details
Higher duties allowance	19.3	The employer must pay an employee required to perform any of the duties of a higher classification for more than one day at least the minimum rate applicable to the higher level under this award.
Living away from home allowance	19.7	<p>This clause applies to an employee to whom all of the following apply:</p> <ul style="list-style-type: none"> the employee is required by the employer to temporarily work away from their usual place of employment; and the location at which the employee is required to work makes it necessary for the employee to stay overnight away from their usual place of residence; and the employee is not provided with fares, meals and accommodation by the employer. <p>The employer must pay the employee the following:</p> <ul style="list-style-type: none"> an allowance to cover all fares to and from the location at which the employer requires the employee to work; and an allowance to cover all reasonable expenses incurred for meals and accommodation.

		The employer must pay an employee ordinary rates of pay for time spent travelling between the employee's usual place of employment and the temporary location, to a maximum of 8 hours in 24 hours.
Transport reimbursement for shiftwork	19.8	<p>This clause applies to an employee working shiftwork to whom all of the following apply:</p> <ul style="list-style-type: none"> the employee starts or finishes work at a time other than their normal time; and reasonable means of transport are not available to the employee; and the employer does not provide, or arrange for, a suitable means of transport to or from the employee's usual place of residence at no cost to the employee. <p>The employer must reimburse the employee the cost they reasonably incurred in taking a commercial passenger vehicle from the employee's usual place of residence to the place of employment or from the place of employment to the employee's usual place of residence, whichever is applicable.</p>

SCHEDULE 10 – PENALTY & OVERTIME RATES

PENALTY RATES (employees other than shiftworkers)

Time of ordinary hours worked	Full-time and part-time employees % of minimum hourly rate	Casual employees % of minimum hourly rate
Saturday – all ordinary hours	125%	150%
Sunday – all ordinary hours Min. 4 hours pay	200%	225%
Public holidays – all ordinary hours Min. 4 hours pay	250%	275%

PENALTY RATES (Shiftwork employees)

Time of ordinary hours worked	Full-time and part-time employees % of minimum hourly rate	Casual employees % of minimum hourly rate
Afternoon shift - a shift finishing after 7.00 pm and at or before midnight Night shift - a shift finishing after midnight, and at or before 7.00 am	115%	140%
Permanent night shift - a night shift which does not rotate with another shift or shifts or day work and which continues for a period of 4 consecutive weeks or longer	130%	155%
Saturday, Sunday or Public holiday	150%	175%

OVERTIME RATES (employees other than shiftworkers)

Day overtime is worked	Full-time and part-time employees % of minimum hourly rate	Casual employees % of minimum hourly rate
Monday to Saturday – first 2 hours	150%	175%
Monday to Saturday* – after 2 hours *overtime worked on a Saturday is a min. 3 hours payment if already completed 38 hours or more Monday to Friday	200%	225%
Sunday* – all day *overtime worked on a Sunday is entitled to not less than 4 hours pay (inclusive of ordinary hours worked)	200%	225%
Public holiday – all day	250%	275%

OVERTIME RATES (Shiftwork employees)

For all time worked	Full-time & part-time employees % of minimum hourly rate	Casual employees % of minimum hourly rate
In excess of the ordinary WEEKLY hours in clause 26.1		
First 3 hours	150%	175%
After 3 hours	200%	225%
In excess of ordinary DAILY hours on an ordinary shift		
First 2 hours	150%	175%
After 2 hours	200%	225%
Saturday, Sunday or public holiday not an ordinary working day	200%	225%

NOTE: An employer must pay an employee for a **minimum of 4 hours** at the overtime rate specified if:

- the employee is required to work overtime on a Saturday, a Sunday or a public holiday (as prescribed in Division 10 of Part 2.2 of the [Act](#)); and
- the employee would not have been ordinarily rostered to work that day; and
- the work is not continuous with the start or finish of the employee's ordinary shift.

SCHEDULE 11 - CLASSIFICATIONS

For details of the different classifications level, click on the hyperlinks or [click here](#) for the full details in the Award.