



SALARY SURVEY 2026

Executive & Personal Assistants **London Investment Firms**

Salary benchmarks, bonus structures and benefits for EA and PA hires across private equity, venture capital, hedge funds and investment banking.

2026

SECTORS

PE · VC · Hedge Funds · IB

ROLES

EA & PA

MARKETS

Mayfair · City · Canary Wharf

FOREWORD

The 2026 market at a glance

Investment firms continue to set the benchmark for premium EA and PA pay in London – and competition for high-calibre support professionals remains intense.

This survey is written for operations directors and senior executives hiring in private equity, venture capital, hedge funds and investment banking across Mayfair, the City, Canary Wharf and the West End. Salary data alone is rarely enough, so alongside base salary benchmarks we set out how bonuses are structured and which benefits make the strongest offers stand out.

Amy Ferris

Founder, Place Recruitment

£90–110k+

C-Suite / Private EA base salary

£70–80k+

Senior / Private PA base salary

£22–35/hr

Experienced temp EA rates

KEY TAKEAWAYS

- 01 The strongest premiums go to C-Suite EAs in Mayfair private equity houses, hedge funds and investment firms.
- 02 Bonus models differ by subsector and reflect each firm's ownership structure and performance cycle.
- 03 Firms that compete on headline salary alone risk losing top candidates – the complete package wins.

SALARY BENCHMARKS

Base salaries

Annual base salary, permanent roles, London
investment firms, 2026

ROLE	ENTRY-LEVEL	EXPERIENCED	SENIOR / C-SUITE
Executive Assistant Founders, partners, principals, deal teams	£42k – £55k	£60k – £85k	£90k – £110k+
Personal Assistant Executive teams and family offices	£35k – £42k	£45k – £65k	£70k – £80k+
Temporary EA £22–£35 per hour, depending on complexity, confidentiality and urgency			

Senior / C-Suite: C-Suite / Private for EAs; Senior / Private for PAs.

Bonus structures BY SUBSECTOR

Private Equity	Annual discretionary bonus, sometimes alongside carried interest exposure, profit share or long-term retention incentives
Hedge Funds	Linked to fund or firm performance, with highly competitive performance-based bonuses
Venture Capital	Packages may be more equity-heavy, especially in growth-stage funds and platform teams
Investment Banking & Broking	Year-end bonus tied to individual, desk and overall business performance

Benefits WHAT CANDIDATES EXPECT, AND WHAT SETS OFFERS APART

CORE PACKAGE

- Pension contribution
- Private medical insurance
- Holiday entitlement and buy/sell schemes
- Hybrid, compressed or flexible working
- Professional development and systems training

PREMIUM DIFFERENTIATORS

- Carried interest or profit share (select PE firms)
- Equity participation (VC-backed businesses)
- Travel allowances and out-of-hours recognition
- Enhanced parental leave and family support
- Retention bonuses for highly confidential remits

MARKET OUTLOOK

What's shaping EA hiring in 2026

01 The Strategic EA / Chief of Staff hybrid

Senior support roles now reach well beyond diary and travel. Firms want EAs who act as an extension of the executive office — owning board preparation, stakeholder coordination, project delivery, internal communications and decision support. These hybrid mandates command a premium where business judgement is critical.

02 AI fluency is becoming non-negotiable

EAs in private equity, hedge funds, venture capital and investment banking are expected to work confidently with AI-enabled productivity tools, workflow systems, meeting preparation platforms and document technologies. It is fast becoming a baseline expectation rather than a differentiator.

03 Demand for multilingual EAs is rising

Firms with cross-border portfolios and global LP, investor or client relationships prioritise EAs who can support multilingual communication — especially in European languages for offices across Paris, Frankfurt, Zurich, Milan, Madrid and Luxembourg.

The strongest offers present compensation as a complete package — not just a headline salary.

PLACE RECRUITMENT · 2026



Hiring an EA or PA in London?

Place Recruitment places Executive Assistants, Personal Assistants and Office Managers into London's investment and professional-services firms. We can benchmark your role, shape a competitive package and introduce you to the right candidates.

Permanent

EA, PA and Office Manager appointments

Temporary & interim

Cover for fundraising, transitions and leave

Salary benchmarking

Role-specific advice on pay and packages

SPEAK TO AMY FERRIS, FOUNDER

amy@placerecruitment.co.uk

placerecruitment.co.uk

Let's talk