

Salaries of Office Workers in Selected Large Cities

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Maurice J. Tobin, *Secretary*

BUREAU OF LABOR STATISTICS

Ewan Clague, *Commissioner*



Letter of Transmittal

UNITED STATES DEPARTMENT OF LABOR,
BUREAU OF LABOR STATISTICS,
Washington, D. C., August 17, 1948.

The SECRETARY OF LABOR:

I have the honor to transmit herewith a report on salaries of office workers in selected large cities.

This report was prepared in the Bureau's Division of Wage Analysis by Kermit B. Mohn.

EWAN CLAGUE, *Commissioner.*

Hon. MAURICE J. TOBIN,
Secretary of Labor.

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Salaries of Office Workers in Large Cities

KERMIT B. MOHN¹

INFORMATION on salary levels in 23 selected office occupations is provided in a series of studies of office workers' salaries, on a cross-industry basis, made by the Bureau of Labor Statistics in 11 large cities.² These occupations range in skill from office boys and girls to hand bookkeepers. Data on related practices and supplementary benefits were also obtained. This article summarizes the findings of these studies.

Intercity Differences in Salary Levels

The average salary of women general stenographers in San Francisco in February 1948 was \$48.13.³ This was the highest wage level for the job among 11 large cities studied on a cross-industry basis (see table). At the other extreme, Boston showed the lowest average salary, \$37.31. The

¹ Of the Bureau's Division of Wage Analysis.

² The cities included in the study, together with the number of establishments studied in each, are as follows: Atlanta (186), Boston (329), Buffalo (194), Chicago (426), Dallas (161), Denver (109), Milwaukee (161), New York (884), San Francisco (168), Oakland (86), and Seattle (156). Establishments in six broad industry groups were included—manufacturing; wholesale trade; retail trade; finance, insurance, and real estate; transportation (except railroads), communication, and other public utilities; and selected service industries. Establishments with total employment of 25 workers or less were excluded from the scope of the survey, in all cities; in New York, San Francisco, and Oakland, the minimum size was 51 workers. Higher minima were observed in certain industries in each city.

Data pertained to pay-roll periods in specified months for the respective cities, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January–February 1948 (New York); February 1948 (Chicago, Dallas, and San Francisco–Oakland).

Atlanta, New York, and San Francisco–Oakland data appeared in the Monthly Labor Review, issues of May 1948 (p. 512), July 1948 (p. 26), and August 1948 (p. 138), respectively.

median city average, as represented by Dallas, was \$40.72. Among 4 other cities, the averages for this occupation ranged from \$37.99 to \$39.42, and in the remaining 4 cities, from \$43.37 to \$46.81.

Hand bookkeepers, the highest-pay job among women in 9 of the 11 cities, had average salaries ranging from \$55.11 in New York to \$43.98 in Buffalo. In addition to New York, 4 other cities had averages above \$50 a week, and the remaining 5 were grouped within a \$4 range between \$44.41 and \$48.41.

Office girls (usually the lowest-pay or next to the lowest-pay group) received average salaries of \$38.61 in San Francisco and \$27.51 in Dallas. The averages for the other 9 cities fell within this range, with 3 cities in addition to Dallas showing averages below \$30.

The differences in average salaries between the lowest- and highest-pay cities, for each job, amounted to between \$10 and \$15 in all except 3 of the 21 occupations studied. The average salaries for specific occupations in the 5 lowest-pay cities were generally grouped within spreads of from \$1 to \$4.

Men were employed in office occupations to a much less extent than women. In only 6 occupations were sufficient numbers of men found in all cities to warrant presentation of their salary data. Men hand bookkeepers received average salaries of \$66.78 in San Francisco and \$52.96 in Dallas. Three other cities had averages below \$60 for this occupation—Atlanta (\$57.79), Boston (\$56.69), and Denver (\$59.84). Office boys' salaries ranged from an average of \$39.78 in Oakland to \$28.09 in Dallas. This was the only men's occupation for which the difference between the highest-pay and lowest-pay cities was not between \$13 and \$14.

The weekly salary levels in San Francisco exceeded those in all other cities for both men and women. However, when men's and women's salaries are considered separately, the ranking

³ All salary data relate to pay for work at regular rates (excluding overtime premiums) for full-time workers; part-time workers were excluded from the survey.

Occupational data are based on uniform job descriptions prepared by the Bureau. These descriptions appear in the appendix of this reprint. Information was collected by Bureau field representatives in visits to each of the firms studied.

of the cities⁴ differ greatly. On the basis of women's salary levels, the 11 cities ranked in this order: San Francisco, Oakland, Chicago, Seattle, New York, Dallas, Denver, Atlanta, Milwaukee, Buffalo, Boston. Based on men's salaries, Buffalo ranked in fourth place behind San Francisco, Oakland, and Seattle; New York and Chicago were in fifth and sixth place, respectively, followed by Denver, Boston, Milwaukee, Dallas, and Atlanta.

In order to allow for differences in number of hours regularly worked, weekly salaries were converted into hourly rates. The intercity relationships resulting from a comparison on this

⁴ These rankings were computed by adding the number of occupational averages ranking first, second, third, etc., for all occupations for which averages could be shown for all cities.

basis showed a number of important changes from those indicated on the basis of weekly salaries. In women's hourly rates, San Francisco again was at the top. New York City ranked second only to San Francisco, moving ahead of Oakland, Chicago, and Seattle which preceded it on a weekly basis. This difference reflected the relative predominance in New York City of a standard workweek of less than 40 hours. Shorter average workweeks likewise changed the relative position of Boston (from eleventh to ninth), while the comparatively long average workweek in Denver resulted in a drop of that city from seventh to tenth place. The other 4 cities ranked as follows: Dallas, sixth; Atlanta, seventh; Milwaukee, eighth; and Buffalo, eleventh.

Average weekly salaries¹ for selected office occupations, in selected cities, December 1947–February 1948²

Sex and occupation	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Women											
Billers (billing machine).....	\$36.78	\$34.09	\$33.74	\$42.77	\$36.49	\$35.53	\$34.30	\$40.82	\$45.75	\$43.90	\$41.20
Billers (bookkeeping machine).....	37.68	35.31	34.46	42.74	40.17	37.40	37.13	44.12	49.62	39.43	41.43
Bookkeepers, hand.....	44.41	45.46	43.98	52.10	48.30	46.05	48.41	55.11	55.02	51.38	52.06
Bookkeeping-machine operators, class A.....	43.54	42.88	41.87	52.15	45.49	47.94	43.88	48.14	51.63	46.41	44.20
Bookkeeping-machine operators, class B.....	36.65	34.84	33.52	41.65	35.97	37.35	39.58	40.67	44.23	41.60	41.13
Calculating-machine operators (Comptometer-type).....	38.26	35.92	36.67	43.19	38.51	35.53	35.22	42.37	47.78	44.50	41.43
Calculating-machine operators (other than Comptometer-type).....	35.73	33.71	35.80	42.07	36.42	39.86	36.19	38.40	43.80	42.70	39.95
Clerks, accounting.....	37.83	36.24	37.74	43.84	38.88	39.79	39.21	41.75	47.83	44.64	42.80
Clerks, file, class A.....	36.34	37.87	38.12	41.82	40.13	32.90	40.10	40.65	45.59	38.38	42.52
Clerks, file, class B.....	30.03	28.81	28.81	34.86	29.27	30.09	29.39	32.40	37.37	36.62	33.55
Clerks, general.....	42.29	40.52	34.94	42.45	43.62	35.24	37.02	39.72	49.47	45.02	43.95
Clerks, order.....	35.77	35.90	35.32	42.81	34.89	35.47	34.63	40.97	49.75	43.88	42.10
Clerks, pay-roll.....	39.96	37.73	40.69	45.61	39.41	40.63	38.80	46.57	50.31	44.94	44.96
Clerk-typists.....	33.14	31.79	34.50	38.15	33.91	34.21	33.07	37.52	42.21	41.99	39.37
Office girls.....	30.16	28.41	28.50	32.72	27.51	30.80	28.40	30.56	38.61	37.47	33.19
Stenographers, general.....	39.42	37.31	38.01	44.95	40.72	38.80	37.99	43.37	48.13	46.81	45.62
Stenographers, technical.....	40.95	41.24	45.68	50.54	44.14	41.85	42.02	48.97	50.92	48.77	50.92
Switchboard operators.....	34.94	36.09	36.72	40.89	37.36	35.84	36.41	42.56	47.15	45.51	40.77
Switchboard-operator-receptionists.....	35.66	35.56	35.42	41.10	35.52	34.80	35.89	41.00	44.73	43.03	40.97
Transcribing-machine operators, general.....	36.36	34.65	36.47	42.33	36.14	34.91	34.79	40.95	45.82	42.73	42.32
Transcribing-machine operators, technical.....	39.71	35.00	45.17	46.17	38.13	41.91	43.36	43.36	46.60	41.22	41.11
Typists, class A.....	36.66	37.44	37.26	43.70	38.10	36.57	38.46	41.36	46.00	41.22	41.11
Typists, class B.....	32.04	29.99	30.24	37.82	30.95	31.50	32.40	34.96	42.09	37.69	35.64
Men											
Billers (billing machine).....	41.61	-----	-----	42.48	35.87	42.97	36.56	45.26	53.59	42.00	-----
Billers (bookkeeping machine).....	-----	-----	-----	40.34	-----	40.34	-----	-----	-----	-----	-----
Bookkeepers, hand.....	57.79	56.69	62.60	62.11	52.96	59.84	60.85	64.43	66.78	63.93	62.50
Bookkeeping-machine operators, class A.....	53.59	-----	-----	56.51	52.93	55.65	-----	57.79	53.36	-----	48.58
Bookkeeping-machine operators, class B.....	37.37	52.04	39.47	37.90	38.04	46.60	-----	46.62	44.22	40.23	43.71
Calculating-machine operators (Comptometer-type).....	-----	-----	-----	38.98	-----	-----	-----	44.00	56.77	58.81	-----
Calculating-machine operators (other than Comptometer-type).....	33.95	-----	-----	-----	43.67	-----	-----	41.47	58.11	-----	-----
Clerks, accounting.....	46.16	43.99	53.78	51.51	49.60	50.75	47.79	51.60	55.52	52.72	57.55
Clerks, file, class A.....	-----	-----	-----	42.86	-----	-----	-----	46.16	49.11	37.98	-----
Clerks, file, class B.....	28.31	28.55	-----	33.54	29.16	30.88	31.87	32.71	44.25	-----	-----
Clerks, general.....	43.71	53.03	54.24	50.64	51.62	48.23	42.00	47.81	55.74	53.60	51.96
Clerks, order.....	47.47	50.40	52.67	54.02	43.22	45.38	43.77	52.33	56.98	55.78	55.52
Clerks, pay-roll.....	44.83	50.05	50.80	50.57	49.78	50.31	46.71	55.44	56.47	55.19	58.44
Clerk-typists.....	35.15	41.24	46.14	40.14	36.47	37.75	40.17	39.34	46.49	-----	-----
Office boys.....	28.27	28.38	30.54	32.56	28.09	30.98	29.28	30.62	37.85	39.78	32.98
Stenographers, general.....	42.88	44.89	-----	58.24	-----	44.47	-----	50.05	50.80	-----	-----
Switchboard operators.....	-----	-----	-----	-----	-----	-----	-----	51.58	-----	-----	-----
Typists, class A.....	-----	-----	-----	45.71	-----	-----	-----	45.27	45.24	-----	-----
Typists, class B.....	39.94	-----	-----	40.97	-----	-----	-----	37.77	-----	-----	-----

¹ Excluding overtime premiums and part-time workers.

² Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-

February 1948 (New York); February 1948 (Chicago, Dallas, and San Francisco-Oakland).

The only substantial difference between the ranking of cities in men's salaries on an hourly rate basis and on a weekly basis was in New York City. It ranked fifth on a weekly basis, but tied for second place on an hourly basis. This difference was largely influenced by the comparatively high hourly rate structure in New York City central and administrative offices.

Salary Levels Within Cities

Generally, ranges in salaries for specific occupations within the respective cities were quite extensive. This condition reflected the influence of two important factors—methods of salary determination and industry differentials—although it is recognized that other factors also contributed to these variations.

Office worker salaries are usually not set up within a formal rate structure. They are more frequently determined on the basis of individual considerations that do not apply to the occupation as a whole. Formal structures are found primarily in the very large establishments, or in those, relatively small in number, in which the office workers are covered by union agreements.

Salary levels in each city tended to follow a uniform pattern among the various industries. In practically all the cities, salaries in manufacturing and in transportation, communication, and other public utilities were above those in the other industry groups, with the levels in retail trade, and in finance, insurance, and real estate usually below all others. No special attempt was made to determine the reasons for these relationships, but undoubtedly the influence of the wage levels among plant workers in the two higher-pay industry groups had some effect.

Although the difference between the lowest and highest-paid workers in an occupation within a city, was generally marked, frequently amounting to \$30 or \$40, sizable proportions of workers received salaries falling within smaller ranges around the occupational averages. For example, in 9 of the 11 cities, salaries of at least two-thirds of the women general stenographers fell within spreads of \$12.50 around the respective averages for the occupation. Similarly, in all except one

city, more than 70 percent of the women clerks-typists were included within a \$12.50 range; in 4 of these, more than 80 percent were within this range.

Neither size of establishment as measured by total employment nor length of workweek appeared to be among the important factors affecting salary variations in most of the cities. Definite relationships between size of establishment and wage level, found quite generally in studies of plant workers in industry, were apparent for office workers on a fairly consistent basis in only a few cities. Comparisons of salaries of workers on a 5-day week with those working 5½ or 6 days failed to reveal any uniformity of variation.

Related Practices and Supplementary Benefits

The 40-hour week was the most common single workweek standard found, in all cities. Other regular workweeks generally ranged from 35 to 48 hours, with the proportions of establishments having the shorter or longer schedules varying considerably among cities. A workweek of more than 40 hours was more prevalent than one of less than 40 in Atlanta, Dallas, and Denver. The reverse condition existed in Boston, Chicago, New York, San Francisco, and Seattle. The proportions were about evenly divided in Buffalo and Milwaukee. In Oakland only 3 establishments had a workweek other than 40 hours. In New York City, a workweek of less than 40 hours was actually more prevalent than the 40-hour week; women in about 60 percent of the establishments had workweeks of less than 40 hours, with about 28 percent operating on a 35-hour basis. The 5-day week was observed in a majority of establishments in all cities, although a longer week (5½ or 6 days) was found in Atlanta, Dallas, and Denver in greater proportions than in other cities.

Paid vacations were provided for office workers in all establishments studied in Buffalo, Dallas, Milwaukee, San Francisco, and Oakland, and in all except a very few companies in the other cities. Two weeks' vacation after a year of service was the most prevalent provision in all cities.

Paid holidays, ranging from 2 to 17, were also almost universally provided in all cities. Six days

were granted in the vast majority of the establishments studied in Buffalo, Chicago, Denver, and Milwaukee; 5 or 6 days in Atlanta and Dallas, 6 to 8 in Seattle, San Francisco, and Oakland. A majority of the Boston and New York City establishments granted more than 8 holidays—11 was the most popular single standard. The influence of the finance, insurance, and real estate industries in these two cities was quite apparent. In all cities this industry group was the most liberal in its holiday provisions.

Formal provisions for paid sick leave were in existence in at least a fifth of the establishments studied in each city. In two cities, the proportions ran as high as 31 percent. Although many plans provided for sick-leave pay after 3 or 6 months of service, the granting of paid sick leave after a year of service was almost a standard practice in those establishments providing this benefit on a formal basis. One or 2 weeks, more frequently the latter in all except two cities, after a year of service, was customary. Some estab-

lishments granted more than 2 weeks after a year of service, and some granted additional time after longer periods.

Insurance and/or pension plans were reported by a majority of establishments studied in all except Oakland. In most cities the proportions having these plans actually were between three-fifths and four-fifths. Life insurance was most commonly provided, and health insurance was also reported quite frequently. Retirement-pension plans existed in more than a fourth of the establishments in four cities (San Francisco was highest, with 42 percent), in between a fifth and a fourth in four others, and in between a sixth and a fifth in the other three.

Nonproduction bonuses, usually of the Christmas or year-end type, were found in a slight majority (the highest was 65 percent in Dallas) of the establishments in five cities. In four others, the proportions were slightly under a half. In Seattle, 37 percent had this feature, but in Oakland only 19 percent.

Appendix A

NOTE.—In tables J, K, and L, transportation and public utilities include freight and passenger transportation (excluding railroads) and services incidental thereto; telephone, telegraph, and radio companies; and electric, gas, and water companies.

TABLE A.—Average hourly rates¹ for selected office occupations in selected cities²

Sex and occupation	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Women											
Billers (billing machine).....	\$0.91	\$0.87	\$0.84	\$1.07	\$0.90	\$0.84	\$0.85	\$1.09	\$1.15	\$1.10	\$1.03
Billers (bookkeeping machine).....	.92	.90	.86	1.09	1.00	.92	.93	1.18	1.25	.99	1.03
Bookkeepers, hand.....	1.09	1.18	1.09	1.31	1.15	1.12	1.21	1.46	1.40	1.28	1.30
Bookkeeping-machine operators, class A.....	1.06	1.09	1.05	1.32	1.13	1.17	1.10	1.31	1.34	1.16	1.11
Bookkeeping-machine operators, class B.....	.89	.90	.84	1.05	.88	.91	.99	1.11	1.12	1.04	1.05
Calculating-machine operators (comptometer).....	.95	.92	.91	1.09	.96	.88	.87	1.14	1.21	1.11	1.03
Calculating-machine operators (other than comptometer).....	.90	.88	.91	1.07	.89	.95	.91	1.05	1.11	1.07	.99
Clerks, accounting.....	.98	.94	.94	1.12	.96	.97	.98	1.12	1.22	1.12	1.07
Clerks, file, class A.....	.89	.98	.95	1.06	1.01	.81	1.01	1.10	1.15	.96	1.07
Clerks, file, class B.....	.76	.75	.72	.88	.73	.75	.74	.87	.95	.92	.84
Clerks, general.....	1.07	1.04	.88	1.08	1.08	.88	.94	1.09	1.24	1.13	1.11
Clerks, order.....	.90	.91	.87	1.07	.87	.88	.87	1.08	1.26	1.09	1.05
Clerks, pay-roll.....	1.00	.96	1.02	1.15	.95	.97	.96	1.24	1.27	1.12	1.13
Clerk-typists.....	.83	.82	.87	.97	.84	.83	.83	1.01	1.07	1.05	.99
Office girls.....	.77	.74	.72	.83	.69	.75	.70	.82	.97	.94	.83
Stenographers, general.....	1.00	.97	.96	1.14	1.01	.89	.96	1.17	1.23	1.17	1.15
Stenographers, technical.....	1.01	1.06	1.15	1.30	1.15	1.05	1.07	1.31	1.19	1.14	1.29
Switchboard operators.....	.87	.92	.92	1.04	.93	.87	.92	1.13	1.19	1.14	1.02
Switchboard-operator-receptionists.....	.88	.91	.89	1.04	.86	.84	.89	1.08	1.14	1.08	1.03
Transcribing-machine operators (general).....	.91	.90	.92	1.07	.88	.86	.88	1.11	1.16	1.08	1.07
Transcribing-machine operators (technical).....	1.01	.88	1.14	1.11	.96	.96	1.07	1.16	1.19	1.03	1.03
Typists, class A.....	.93	.97	.93	1.11	.96	.96	.96	1.13	1.07	.95	.90
Typists, class B.....	.81	.77	.77	.96	.78	.77	.81	.95	1.07	.95	.90
Men											
Billers (billing machine).....	1.02	-----	-----	1.07	.82	1.00	.88	1.19	1.34	1.05	-----
Billers (bookkeeping machine).....	-----	-----	-----	-----	-----	.98	-----	-----	-----	-----	-----
Bookkeepers, hand.....	1.40	1.45	1.57	1.56	1.30	1.45	1.53	1.71	1.70	1.60	1.56
Bookkeeping-machine operators, class A.....	1.34	-----	-----	1.42	1.27	1.31	-----	1.53	1.35	-----	1.22
Bookkeeping-machine operators, class B.....	.92	1.30	.99	.95	.92	1.16	-----	1.23	1.10	1.01	1.09
Calculating-machine operators (comptometer).....	-----	-----	-----	-----	-----	-----	-----	1.15	1.42	1.43	-----
Calculating-machine operators (other than comptometer).....	.86	-----	-----	-----	.98	1.09	-----	1.11	1.42	-----	-----
Clerks, accounting.....	1.10	1.14	1.36	1.30	1.23	1.25	1.19	1.38	1.41	1.32	1.43
Clerks, file, class A.....	-----	-----	-----	1.15	-----	-----	-----	1.24	1.23	.95	-----
Clerks, file, class B.....	.74	.74	-----	.84	.72	.76	.81	.86	1.11	-----	-----
Clerks, general.....	1.05	1.33	1.34	1.28	1.24	1.18	1.06	1.30	1.40	1.34	1.29
Clerks, order.....	1.15	1.27	1.29	1.36	1.04	1.10	1.09	1.38	1.43	1.40	1.37
Clerks, pay-roll.....	1.09	1.26	1.27	1.27	1.19	1.16	1.16	1.48	1.43	1.37	1.46
Clerk-typists.....	.88	1.04	1.13	1.02	.88	.90	.99	1.04	1.16	-----	-----
Office boys.....	.71	.73	.77	.84	.69	.77	.74	.82	.96	1.00	.82
Stenographers, general.....	.99	1.13	-----	1.36	-----	1.04	-----	1.29	1.27	-----	-----
Stenographers, technical.....	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Switchboard operators.....	-----	-----	-----	-----	-----	-----	-----	1.34	-----	-----	-----
Typists, class A.....	-----	-----	-----	1.16	-----	-----	-----	1.22	1.13	-----	-----
Typists, class B.....	.93	-----	-----	1.01	-----	-----	-----	1.01	-----	-----	-----

¹ Excluding overtime premium pay.

² Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-

February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

TABLE B.—Percentage distribution of office workers in selected occupations, by weekly salaries,¹ in selected cities²

Item	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
<i>Women accounting clerks</i>											
Weekly salaries ¹ (in dollars):											
17.50-19.99					0.3						
20.00-22.49			0.2								
22.50-24.99		0.6	2.0		1.7			0.1			
25.00-27.49	0.2	5.1	5.4		2.8	1.3	1.6	.7			0.2
27.50-29.99	4.8	10.0	10.3	0.1	4.5	3.2	7.3	3.2			.7
30.00-32.49	13.7	16.3	10.5	3.9	9.6	10.2	14.2	7.5			1.9
32.50-34.99	19.9	15.8	10.4	8.3	15.6	13.2	10.8	9.6	0.8	0.8	8.7
35.00-37.49	19.0	15.3	11.9	12.7	14.0	15.7	6.7	11.3	2.0	17.8	17.7
37.50-39.99	11.3	8.5	9.4	10.9	14.9	10.8	9.7	12.4	5.5	7.4	10.4
40.00-42.49	10.8	12.1	10.3	18.1	12.6	13.5	15.5	15.2	13.6	22.9	15.1
42.50-44.99	7.4	4.4	7.0	10.0	3.5	11.1	8.9	9.3	12.9	14.7	11.5
45.00-47.49	5.2	5.7	9.3	10.4	5.6	8.1	13.6	9.7	18.8	12.8	12.8
47.50-49.99	2.3	2.4	7.7	6.1	2.2	2.7	3.4	4.6	13.4	5.4	5.4
50.00-54.99	3.4	2.8	2.7	8.7	7.6	7.5	7.7	7.9	18.5	5.4	6.3
55.00-59.99	1.6	.4	2.2	3.4	2.3		.6	4.4	10.4	7.0	5.8
60.00-64.99	.4	.6	.7	2.8	2.8	2.7		2.4	2.1	1.9	2.4
65.00-69.99				1.8				1.0	1.4	1.6	1.1
70.00-74.99				1.0				.5	.6		
75.00-79.99				1.2				.2		2.3	
80.00-84.99				.6							
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of workers	813	2,496	1,021	4,329	603	371	549	7,846	987	258	538
Average weekly salaries ¹	\$37.83	\$36.24	\$37.74	\$43.84	\$38.88	\$39.79	\$39.21	\$41.75	\$47.83	\$44.64	\$42.80
<i>Women calculating-machine operators (comptometer-type)</i>											
Weekly salaries ¹ (in dollars):											
22.50-24.99		1.3					2.8				
25.00-27.49	0.9	3.0	4.5								
27.50-29.99	2.2	3.4	7.8		1.2	4.2	11.2	0.8			0.5
30.00-32.49	10.4	19.3	14.3	1.8	18.3	24.9	16.5	3.5			1.6
32.50-34.99	13.8	19.9	15.7	4.3	8.7	19.6	19.0	5.5			5.3
35.00-37.49	17.9	19.3	14.1	8.5	19.0	26.7	19.5	10.9	2.1	7.5	11.6
37.50-39.99	20.5	10.8	11.4	12.3	15.3	8.6	12.8	12.5	2.7	15.5	21.2
40.00-42.49	13.5	8.5	17.0	22.6	13.2	8.3	8.7	18.3	13.3	21.3	28.1
42.50-44.99	11.7	4.0	7.8	14.6	8.7	5.0	5.6	14.0	17.9	16.1	10.0
45.00-47.49	2.8	7.5	2.0	15.0	7.0	.6	2.1	15.7	20.0	13.2	9.8
47.50-49.99	1.9	1.5	.7	7.5	4.2	1.2	1.7	6.5	7.8	10.3	4.2
50.00-54.99	3.5	1.5	4.0	8.6	3.5	.9	.1	9.6	20.1	5.2	5.6
55.00-59.99	.9		.7	4.1	.9			2.1	13.3	7.5	1.4
60.00-64.99				.5				.4	2.8	3.4	.7
65.00-69.99				.1				.2			
70.00-74.99											
75.00-79.99				.1							
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of workers	318	1,513	447	3,591	426	337	716	3,554	913	174	430
Average weekly salaries ¹	\$38.26	\$35.92	\$36.67	\$43.19	\$38.51	\$35.53	\$35.22	\$42.37	\$47.78	\$44.50	\$41.43
<i>Women clerk-typists</i>											
Weekly salaries ¹ (in dollars):											
Under 20.00			1.1								
20.00-22.49	0.6		2.0		0.5		0.1				
22.50-24.99	.2	4.2	3.9		3.5	0.3	1.6	0.1			
25.00-27.49	9.8	11.7	9.4	0.1	6.7	2.9	5.8	.8			
27.50-29.99	11.0	22.8	7.7	1.1	17.4	12.4	21.9	4.9		0.9	2.8
30.00-32.49	23.9	22.4	17.7	11.3	17.6	25.6	18.4	10.9	1.0	1.0	10.4
32.50-34.99	23.6	15.0	17.6	13.2	15.6	17.5	15.4	14.3	8.3	3.7	12.9
35.00-37.49	13.6	12.3	11.0	21.1	11.8	15.2	19.8	20.2	8.9	18.9	12.4
37.50-39.99	9.3	4.8	7.2	15.9	11.0	17.8	10.9	14.4	12.2	9.9	13.5
40.00-42.49	4.9	2.8	4.4	17.8	6.5	3.5	4.4	16.5	21.9	19.2	21.2
42.50-44.99	1.0	2.2	6.2	8.8	4.9	1.3	1.1	6.9	19.7	23.2	11.1
45.00-47.49	.8	.8	5.9	7.7	2.0	2.2	.5	5.0	12.2	6.0	7.3
47.50-49.99	.5	.2	1.6	1.2	.6	1.3	.1	2.7	5.7	4.5	6.6
50.00-54.99	.7	.4	4.3	1.8	1.2			2.5	8.6	12.4	1.3
55.00-59.99	.1	.3			.7			.7	1.5	.3	.2
60.00-64.99		.1						.1			.3
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of workers	838	4,343	946	5,968	1,133	315	1,392	9,983	1,692	667	603
Average weekly salaries ¹	\$33.14	\$31.79	\$34.50	\$38.15	\$33.91	\$34.21	\$33.07	\$37.52	\$42.21	\$41.99	\$39.37

¹ Excluding overtime premium pay.¹² Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-

February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

TABLE B.—Percentage distribution of office workers in selected occupations, by weekly salaries,¹ in selected cities²—Con.

Item	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Women general stenographers											
Weekly salaries ¹ (in dollars):											
Under 20.00											
20.00-24.99											
25.00-29.99		0.1	0.7		0.1		0.2				0.1
30.00-34.99		1.3	3.8		.4	0.6	.8	0.1			.2
35.00-39.99	2.7	5.7	6.2	0.2	1.1	2.2	5.1	.9			1.0
40.00-44.99	6.6	14.0	12.0	1.0	4.4	9.9	9.8	2.6		0.2	2.2
45.00-49.99	12.0	14.1	12.2	3.0	10.4	11.7	13.9	5.7	0.3	.7	2.2
50.00-54.99	17.5	19.8	14.3	5.7	13.6	19.0	20.2	9.3	1.6	2.1	2.4
55.00-59.99	11.7	13.3	9.7	11.8	17.1	15.8	15.4	11.0	2.1	3.9	2.8
60.00-64.99	21.0	13.6	16.9	14.4	17.6	18.0	15.0	18.2	9.5	14.0	14.0
65.00-69.99	11.7	6.8	5.5	16.3	13.3	9.7	8.2	12.2	14.9	17.2	21.5
70.00-74.99	10.3	5.5	5.5	17.8	7.3	8.0	6.0	15.3	21.8	20.1	20.8
75.00-79.99	2.9	2.4	2.3	8.6	7.0	2.4	3.8	6.7	13.9	16.4	11.1
80.00 and over	1.8	2.6	9.5	11.8	5.0	2.0	1.1	11.0	22.0	15.7	14.4
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of workers	1,431	4,446	1,244	10,067	1,527	538	1,314	22,034	2,572	536	943
Average weekly salaries ¹	\$39.42	\$37.31	\$38.01	\$44.95	\$40.72	\$38.80	\$37.99	\$43.37	\$48.13	\$46.81	\$45.62
Men accounting clerks											
Weekly salaries ¹ (in dollars):											
Under 25.00		0.2			0.5						
25.00-29.99	1.6		0.7		.9		1.1	0.4			
30.00-34.99	2.5	1.0			.9	1.8	3.7	1.4			
35.00-39.99	4.9	11.9	.3	0.7	1.7	2.1	6.3	4.7			
40.00-44.99	2.5	5.5	5.2	2.1	6.3	5.8	5.6	2.1	1.0		
45.00-49.99	5.7	11.7	6.6	2.5	1.7	2.1	6.3	4.7			
50.00-54.99	5.3	9.9	2.0	6.0	5.8	5.6	2.1	4.3			
55.00-59.99	12.7	10.6	6.2	10.9	14.2	3.5	7.3	10.2	3.0	9.2	1.5
60.00-64.99	8.2	7.0	4.9	6.7	5.1	4.6	13.1	7.4	5.2	8.2	5.4
65.00-69.99	15.9	7.6	5.9	9.8	9.3	17.5	10.5	9.0	14.0	13.3	7.4
70.00-74.99	6.9	5.0	7.2	7.8	7.9	7.7	13.6	6.0	7.2	10.2	7.4
75.00-79.99	16.7	12.1	13.4	20.2	14.5	22.4	15.8	13.5	21.3	22.5	24.9
80.00 and over	9.4	11.2	18.4	11.5	15.4	21.1	8.0	17.0	23.5	17.3	15.8
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of workers	245	615	305	2,448	429	285	190	6,575	709	98	202
Average weekly salaries ¹	\$46.16	\$43.99	\$53.78	\$51.51	\$49.60	\$50.75	\$47.79	\$51.60	\$55.52	\$52.72	\$57.55
Men hand bookkeepers											
Weekly salaries ¹ (in dollars):											
30.00-34.99					3.1			0.2			
35.00-39.99		1.8		0.3	1.3					3.0	
40.00-44.99		1.4	8.5	1.7	9.9						1.9
45.00-49.99	15.2	4.7		3.9	3.1	2.1		2.9			
50.00-54.99	4.5	2.9		1.0	6.8	6.4	5.2	2.7	1.8		1.9
55.00-59.99	10.7	9.4	3.3	5.3	14.3	10.6		5.2	5.9	3.0	1.9
60.00-64.99	1.1	6.2	11.9	3.7	9.3		2.6	3.2		1.5	6.5
65.00-69.99	19.7	29.1	5.1	11.7	9.9	14.9	10.4	10.3	7.1	18.2	11.1
70.00-74.99	11.2	5.8	16.9	13.1	13.7	23.4	24.7	13.1	17.6	30.4	13.0
75.00-79.99	12.4	13.4	15.3	15.4	11.2	2.1	32.4	14.9	21.7	10.6	31.3
80.00-84.99	4.5	11.6	5.1	15.3	6.8	27.7	11.7	14.6	8.8	3.0	16.6
85.00-89.99	9.0	6.2	5.1	10.4	6.2	2.1	7.8	11.2	6.5	9.1	4.6
90.00-94.99	1.1	1.8	23.7	10.0	3.1	6.4	5.2	8.4	10.6	3.0	1.9
95.00-99.99	2.8	2.5	5.1	7.3	1.3			4.7	10.6	7.6	2.8
100.00 and over	1.1							3.3	5.9	3.0	4.6
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of workers	178	276	59	701	161	47	77	1,958	170	66	108
Average weekly salaries ¹	\$57.79	\$56.69	\$62.60	\$62.11	\$52.96	\$59.84	\$60.85	\$64.43	\$66.78	\$63.93	\$62.50

¹ Excluding overtime premium pay.² Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-

February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

³ Less than 0.05 of 1 percent.

TABLE C.—Rate structure for office workers in selected cities ¹

Type of rate structure	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Individual determination.....	136	264	161	334	125	80	116	725	110	48	125
Formal rate structure.....	50	64	33	91	36	29	44	159	58	38	31
Single rate.....	4	3	3	3	3	3	3	10	8	28	11
Range of rates.....	46	61	30	88	36	26	44	149	50	10	20
Automatic progression.....	12	14	9	23	11	8	9	26	10	3	9
Merit review.....	34	47	21	80	25	18	39	123	40	7	11
Method of progression not specified.....							1				
Information not available.....		1					1				

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

² Unduplicated total: some firms reported automatic progression for first one or two periods and merit review thereafter.

TABLE D.—Scheduled weekly hours for office workers in selected cities ¹

Weekly hours	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Total establishments employing men office workers.....	156	270	153	369	134	97	137	803	152	83	135
Under 35 hours.....	5	25	11	11	1	2	1	4	6	1	3
35 hours.....	2	19	5	8	4			80	8		1
Over 35, under 37½ hours.....	10	32	11	26	4		9	130	10	1	8
37½ hours.....	10	34	10	43	8	5	7	49	14		5
Over 37½, under 40 hours.....	89	145	97	239	69	60	97	303	108	80	113
40 hours.....	8	6	6	6	5	2	4	1		1	
Over 40, under 44 hours.....	16	6	9	14	24	13	11	1	4		1
44 hours.....	8	1		7	12	5	3				3
Over 44, under 48 hours.....	4	2	3	3	5	3	2	3	2		
48 hours.....	4			1	2	2		4			
Over 48 hours.....				11			3				
Other.....						5					1
Information not available.....											
Establishments employing no men.....	30	59	41	56	27	12	24	81	16	3	21
Total establishments employing women office workers.....	184	327	191	424	161	108	161	879	168	86	156
Under 35 hours.....	1		1					4			
35 hours.....	6	29	11	14	2	2	2	248	7	1	4
Over 35, under 37½ hours.....	2	24	5	9	4			88	11		
37½ hours.....	13	40	13	30	4		9	143	10	2	2
Over 37½, under 40 hours.....	12	46	13	52	11	7	9	51	14		7
40 hours.....	105	170	127	275	86	68	121	339	122	83	9
Over 40, under 44 hours.....	13	8	10	11	10	2	7	2	1		129
44 hours.....	22	8	9	15	26	15	11	2	3		1
Over 44, under 48 hours.....	5	1	1	4	11	6	2				1
48 hours.....	3	1	1	1	5			2			
Over 48 hours.....	2				2	1					1
Other.....				13							
Information not available.....						5					
Establishments employing no women.....	2	2	3	1		1		5			2

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-

February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

TABLE E.—*Scheduled days per week for office workers in selected cities*¹

Scheduled days per week	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Total establishments employing men											
office workers.....	156	270	156	369	134	96	137	807	152	83	137
5 days.....	105	233	109	290	74	47	108	731	131	78	120
5½ days.....	42	31	35	55	42	36	26	33	16	3	7
6 days.....	5	6	9	11	16	11	2	18	3	2	5
Other.....	4		3	13	2	2	1	25	2		5
No men office workers employed.....	30	59	38	56	27	13	24	77	16	3	19
Total establishments employing women											
office workers.....	184	327	191	424	161	108	161	879	168	86	156
5 days.....	120	274	128	333	88	53	126	800	148	82	137
5½ days.....	51	42	46	63	52	39	32	35	15	2	8
6 days.....	8	7	11	12	18	14	1	15	1	2	8
Other.....	5	4	6	16	3	2	2	29	4		3
No women office workers employed.....	2	2	3	1		1		5			

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

TABLE F.—*Vacations with pay for office workers in selected cities*¹

Vacation policy	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Total establishments with paid vacations.....	181	328	194	424	161	108	161	878	168	86	154
After 6 months of service:											
Under 1 week.....			5	5			4				
1 week.....	64	121	41	178	45	23	58	299	58	28	59
Over 1, under 2 weeks.....	16		1	1	10			41			
2 weeks.....	11	68	11	8	2			68	4		2
Over 2 weeks.....								1			
After 1 year of service:											
Under 1 week.....								3			
1 week.....	63	27	65	103	62	50	78	99	25	18	46
Over 1, under 2 weeks.....	2		2					4			
2 weeks.....	116	287	126	320	97	55	83	762	143	68	108
Over 2 weeks.....		14	1	1	1	1		9			
After 2 years of service:											
Under 1 week.....								2			
1 week.....	42	21	47	44	34	30	43	46	6	2	10
Over 1, under 2 weeks.....	1		1		5			3			
2 weeks.....	137	291	142	374	121	77	117	816	162	84	143
Over 2 weeks.....	1	16	4	6	1	1	1	11			1
After 5 years of service:											
Under 1 week.....								1			
1 week.....	30	12	28	16	18	12	14	28	1	1	3
Over 1, under 2 weeks.....	1		1					1			
2 weeks.....	140	265	157	382	140	94	141	778	157	81	148
Over 2 weeks.....	10	51	8	26	3	2	6	70	10	4	3
After 15 years of service:											
1 week.....	29	12	27	15	18	12	12	28	1	1	3
Over 1, under 2 weeks.....	1		1								
2 weeks.....	120	247	146	327	128	88	131	696	137	80	141
Over 2 weeks.....	31	69	20	82	15	8	18	154	30	5	10
Establishments with no paid vacations.....	4			1		1		6			2
Information not available.....	1	1									

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

TABLE G.—Paid holidays for office workers in selected cities ¹

Number of paid holidays	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Total establishments providing paid holidays.....	182	324	192	424	156	105	155	882	168	86	153
Number of holidays:											
2.....			1					1			
2½.....						1					
3.....	3	1	3		2						1
4.....	15	1	2	1	21	1		2			
4½.....	3										
5.....	53	3	1	1	65	5		4	1	1	1
5½.....	16				2	1					
6.....	58	20	141	350	42	76	131	75	23	46	50
6½.....	2		1	4		3	1	6			
7.....	13	11	10	18	8	3	8	172	59	16	73
7½.....			2	3			2	12			
8.....	14	23	8	14	7	3	3	79	42	13	17
8½.....	1		2		1		2	11	1		
9.....	2	27	2	7	1	2	2	69	9	5	3
9½.....							3	4			
10.....		64	7	2		1	2	102	5		6
10½.....								11			
11.....	1	162	9	16		8		268	22	4	2
11½.....		1		1			1	12	4	1	
12.....	1	3	1	4		1		43	2		
13.....		6	2	3				4			
14.....		1						4			
15.....								2			
16.....								1			
17.....					7						
Establishments with no paid holidays....	4	4	2	1	5	4	6	2			3
Information not available.....		1									

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-

February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

TABLE H.—Insurance and pension plans for office workers in selected cities ¹

Type of plan	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Total establishments with insurance or pension plans ²	152	195	122	306	127	73	116	593	134	40	101
Life insurance.....	144	170	109	258	119	61	96	520	109	28	84
Health insurance.....	36	71	64	107	11	22	43	264	56	13	34
Retirement pension.....	37	75	42	118	28	24	46	224	70	14	27
Other.....	77	140	2	181	60	1	63	17			3
Establishments with no insurance or pension plans.....	33	133	72	119	34	36	45	291	34	44	55
Information not available.....	1	1								2	

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

² Unduplicated total.

³ Applies to men employees only in 3 establishments.

TABLE I.—Nonproduction bonuses for office workers in selected cities ¹

Type of bonus	Atlanta	Boston	Buffalo	Chicago	Dallas	Denver	Milwaukee	New York	San Francisco-Oakland		Seattle
									San Francisco	Oakland	
Total establishments studied.....	186	329	194	425	161	109	161	884	168	86	156
Total establishments with nonproduction bonuses ²	108	161	84	198	105	56	89	422	89	16	57
Christmas or year end.....	86	151	75	168	89	48	84	388	87	12	51
Flat amount ³	46	83	61	82	40	25	44	100	48	2	31
Percent of earnings for year.....	11	23	3	16	22	15	14	73	8	4	9
Equivalent of number of week's pay.....	27	43	11	37	21	8	21	143	9	5	11
Other.....	2	2	3	33	6	3	6	72	22	1	8
Profit-sharing bonuses.....	8	3	6	23	8	9	3	24	4	5	8
Other.....	14	7	3	13	8	4	8	20			
Establishments with no nonproduction bonuses.....	77	167		227	56	53	72	460	79	70	99
Information not available.....	1	1						2			

¹ Data pertain to pay-roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); January-February 1948 (New York); February 1948 (Chicago, Dallas, San Francisco-Oakland).

² Unduplicated total.

³ Including those establishments providing a fixed amount for all workers and those providing varying amounts based on length of service.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
Atlanta, Ga.						Atlanta, Ga.—Continued					
Billers, (billing machine), men.....	43	\$41.61	40.8	\$1.02	\$41.36	Bookkeeping-machine operators, class B, men.....	39	\$37.37	40.7	\$0.92	\$36.25
Manufacturing.....	16	45.11	41.4	1.09	48.80	Manufacturing.....	12	42.99	41.2	1.04	43.47
Wholesale trade.....	16	39.93	40.0	1.00	42.40	Wholesale trade.....	12	35.01	42.1	.83	35.81
Transportation and public utilities.....	11	38.95	41.1	.95	38.51	Finance, insurance, and real estate.....	15	34.75	39.2	.89	33.41
Billers (billing machine), women.....	* 241	36.78	40.4	.91	36.36	Bookkeeping-machine operators, class B, women.....	298	36.65	40.9	.89	35.94
Manufacturing.....	62	41.40	41.6	.99	41.47	Manufacturing.....	60	40.61	42.1	.96	40.90
Wholesale trade.....	26	34.49	40.0	.86	36.87	Wholesale trade.....	103	38.62	41.6	.93	36.31
Transportation and public utilities.....	32	39.95	39.7	1.01	39.17	Retail trade.....	8	32.63	40.0	.82	32.00
Services.....	22	34.71	40.0	.87	36.25	Finance, insurance, and real estate.....	109	33.39	39.9	.84	32.26
Billers (bookkeeping machine), women.....	* 58	37.68	41.1	.92	37.18	Services.....	18	33.68	40.0	.84	33.41
Wholesale trade.....	16	42.27	45.0	.94	43.20	Calculating-machine operators (comptometer), women.....	318	38.26	40.3	.95	38.07
Bookkeepers, hand, men.....	* 178	57.79	41.2	1.40	54.71	Manufacturing.....	52	38.95	40.4	.96	40.00
Manufacturing.....	48	55.84	40.9	1.37	51.34	Wholesale trade.....	88	41.12	41.4	.99	40.00
Wholesale trade.....	62	63.89	43.2	1.48	64.80	Retail trade.....	110	35.39	40.0	.88	35.50
Finance, insurance, and real estate.....	55	52.66	39.4	1.34	48.39	Finance, insurance, and real estate.....	30	35.19	39.4	.89	33.99
Bookkeepers, hand, women.....	232	44.41	40.6	1.09	43.57	Transportation and public utilities.....	38	41.40	38.9	1.06	40.39
Manufacturing.....	40	50.27	41.3	1.22	50.00	Calculating-machine operators (other than comptometer), men.....	* 23	33.95	39.6	.86	33.83
Wholesale trade.....	40	43.45	42.9	1.01	38.37	Finance, insurance, and real estate.....	20	33.06	38.8	.85	34.56
Retail trade.....	45	36.91	39.8	.93	36.00	Calculating-machine operators (other than comptometer), women.....	* 71	35.73	39.8	.90	34.74
Finance, insurance, and real estate.....	69	44.62	39.7	1.12	42.63	Manufacturing.....	10	42.47	40.8	1.04	41.58
Transportation and public utilities.....	10	50.84	40.4	1.26	54.58	Wholesale trade.....	14	31.65	41.1	.77	32.26
Services.....	28	46.62	40.1	1.16	45.00	Retail trade.....	9	34.56	40.0	.86	35.00
Bookkeeping-machine operators, class A, men.....	* 12	53.59	40.2	1.34	54.99	Finance, insurance, and real estate.....	37	35.73	39.0	.92	34.72
Wholesale trade.....	8	53.96	40.4	1.34	55.92	Clerks, accounting, men.....	245	46.16	42.0	1.10	46.09
Bookkeeping-machine operators, class A, women.....	* 92	43.54	41.1	1.06	42.02	Manufacturing.....	58	43.70	43.3	1.01	41.80
Manufacturing.....	28	45.86	40.6	1.13	42.57	Wholesale trade.....	86	49.45	44.1	1.12	50.00
Wholesale trade.....	41	41.98	41.8	1.00	40.32	Retail trade.....	6	47.01	40.0	1.18	46.04
Finance, insurance, and real estate.....	18	43.72	39.9	1.10	42.63						

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
Atlanta, Ga.—Continued					
Clerks, accounting, men—Con.					
Finance, insurance, and real estate.....	38	\$37.92	39.2	\$0.97	\$36.87
Transportation and public utilities.....	45	51.44	39.2	1.31	48.05
Services.....	12	40.30	40.7	.99	40.00
Clerks, accounting, women.....	813	37.83	38.8	.98	36.50
Manufacturing.....	84	40.05	40.0	1.00	40.00
Wholesale trade.....	82	39.40	41.0	.96	38.34
Retail trade.....	38	38.94	39.7	.98	37.50
Finance, insurance, and real estate.....	131	35.69	39.2	.91	34.00
Transportation and public utilities.....	408	37.86	37.6	1.01	35.71
Services.....	70	36.53	40.1	.91	37.50
Clerks, file, class A, women.....	* 94	36.34	40.8	.89	34.99
Manufacturing.....	10	35.53	39.0	.91	34.56
Wholesale trade.....	32	36.86	43.3	.85	35.54
Finance, insurance, and real estate.....	34	36.98	39.5	.94	36.29
Transportation and public utilities.....	4	40.80	40.1	1.02	41.50
Clerks, file, class B, men.....	* 77	28.31	38.3	.74	28.46
Finance, insurance, and real estate.....	52	26.47	38.1	.69	26.50
Transportation and public utilities.....	15	32.55	37.5	.87	32.26
Clerks, file, class B, women.....	504	30.03	39.5	.76	29.74
Manufacturing.....	54	30.26	40.3	.75	29.24
Wholesale trade.....	57	32.42	39.6	.82	31.11
Retail trade.....	53	30.21	40.0	.76	31.00
Finance, insurance, and real estate.....	277	28.93	39.4	.73	28.80
Transportation and public utilities.....	52	33.13	37.9	.87	32.26
Services.....	11	28.62	40.0	.72	28.50
Clerks, general, men.....	* 156	43.71	41.6	1.05	43.52
Manufacturing.....	50	42.73	44.3	.96	43.78
Wholesale trade.....	92	43.91	40.1	1.09	44.83
Clerks, general, women.....	* 146	42.29	39.4	1.07	41.74
Manufacturing.....	42	40.66	38.2	1.06	38.94
Wholesale trade.....	60	42.32	39.8	1.06	41.36
Finance, insurance, and real estate.....	34	44.27	39.5	1.12	42.63
Clerks, order, men.....	* 183	47.47	41.2	1.15	47.33
Manufacturing.....	82	51.37	41.5	1.24	47.11
Wholesale trade.....	149	46.84	41.2	1.14	48.00
Clerks, order, women.....	* 440	35.77	39.9	.90	34.10
Manufacturing.....	14	38.80	40.6	.96	40.00
Wholesale trade.....	122	42.12	40.0	1.05	44.93
Clerks, pay-roll, men.....	* 57	44.83	41.0	1.09	45.71
Manufacturing.....	20	42.48	41.5	1.02	42.23
Wholesale trade.....	21	46.04	40.7	1.13	48.00
Transportation and public utilities.....	10	50.21	40.5	1.24	51.77
Clerks, pay-roll, women.....	* 263	39.96	40.0	1.00	39.20
Manufacturing.....	122	42.69	41.0	1.04	42.46
Wholesale trade.....	29	41.46	40.5	1.02	41.00
Retail trade.....	31	36.05	40.1	.90	35.00
Finance, insurance, and real estate.....	8	45.22	40.6	1.11	50.00
Transportation and public utilities.....	57	36.50	37.2	.98	35.75
Clerk-typists, men.....	* 26	35.15	40.2	.88	34.06
Manufacturing.....	10	34.62	39.5	.88	34.56
Finance, insurance, and real estate.....	7	32.92	40.0	.82	32.26
Clerk-typists, women.....	838	33.14	39.8	.83	32.98
Manufacturing.....	158	35.32	39.9	.88	34.56
Wholesale trade.....	170	33.27	40.5	.82	33.00
Retail trade.....	153	30.21	40.5	.75	30.00
Atlanta, Ga.—Continued					
Clerk-typists, women—Con.					
Finance, insurance, and real estate.....	177	\$33.21	39.0	\$0.85	\$33.41
Transportation and public utilities.....	76	37.31	38.6	.97	35.71
Services.....	104	30.75	40.1	.77	31.63
Office boys.....	174	28.27	39.8	.71	28.75
Manufacturing.....	32	26.96	40.0	.67	26.25
Wholesale trade.....	46	29.68	40.4	.73	31.11
Retail trade.....	9	27.83	40.0	.70	28.50
Finance, insurance, and real estate.....	24	26.94	39.4	.68	26.50
Transportation and public utilities.....	27	31.70	38.2	.83	31.95
Services.....	36	26.06	40.4	.64	25.10
Office girls.....	* 98	30.16	39.2	.77	30.81
Manufacturing.....	14	31.38	39.5	.79	31.11
Wholesale trade.....	11	29.39	40.0	.73	31.11
Finance, insurance, and real estate.....	16	25.87	39.0	.66	26.50
Stenographers, general, men.....	36	42.88	43.6	.99	42.92
Stenographers, general, women.....	1,431	39.42	39.7	1.00	39.87
Manufacturing.....	312	39.98	40.1	1.00	40.32
Wholesale trade.....	236	39.73	40.6	.98	40.32
Retail trade.....	70	37.18	39.6	.94	35.00
Finance, insurance, and real estate.....	397	38.45	39.2	.98	38.02
Transportation and public utilities.....	275	41.75	38.8	1.08	41.47
Services.....	141	37.00	40.2	.92	37.18
Stenographers, technical, women.....	* 99	40.95	40.5	1.01	40.89
Wholesale trade.....	45	40.55	41.6	.97	38.72
Switchboard operators, women.....	* 114	34.94	40.3	.87	34.47
Manufacturing.....	13	40.83	40.8	1.00	42.50
Wholesale trade.....	30	34.54	41.7	.83	33.44
Retail trade.....	27	31.15	40.0	.78	32.00
Finance, insurance, and real estate.....	23	33.29	39.5	.84	32.26
Transportation and public utilities.....	15	38.17	39.0	.98	38.25
Switchboard-operator-receptionists, women.....	* 180	35.66	40.4	.88	34.31
Manufacturing.....	64	38.26	41.2	.93	36.04
Wholesale trade.....	41	35.39	40.2	.88	34.66
Finance, insurance, and real estate.....	41	33.31	39.2	.85	32.26
Services.....	28	31.87	40.4	.79	32.38
Transcribing-machine operators, general, women.....	* 309	36.36	39.9	.91	35.51
Manufacturing.....	46	38.53	40.1	.96	39.00
Wholesale trade.....	133	36.14	40.3	.90	34.56
Finance, insurance, and real estate.....	111	35.65	39.1	.91	34.56
Services.....	7	37.31	42.3	.88	37.40
Transcribing-machine operators, technical, women.....	23	39.71	39.6	1.01	39.44
Typists, class A, women.....	* 118	36.66	39.3	.93	34.99
Manufacturing.....	12	37.09	39.4	.94	36.87
Wholesale trade.....	14	39.20	40.8	.96	36.87
Retail trade.....	4	38.50	40.0	.96	39.00
Finance, insurance, and real estate.....	60	34.95	38.9	.90	33.99
Services.....	19	36.71	40.6	.90	39.17
Typists, class B, men.....	23	39.94	43.5	.93	39.68
Typists, class B, women.....	634	32.04	39.8	.81	31.95
Manufacturing.....	16	32.50	38.4	.85	29.98
Wholesale trade.....	51	32.86	38.6	.85	32.64
Retail trade.....	192	31.82	40.0	.80	32.00
Finance, insurance, and real estate.....	275	31.36	39.3	.80	31.68
Transportation and public utilities.....	33	36.97	37.3	.99	36.32
Services.....	67	32.26	43.7	.74	33.00

See footnotes at end of table.

TABLE J.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
Boston, Mass.						Boston, Mass—Con.					
Billers (billing machine), women.....	1, 070	\$34. 09	39. 1	\$0. 87	\$33. 35	Clerks, accounting, men.....	615	\$43. 99	38. 7	\$1. 14	\$42. 35
Manufacturing.....	362	34. 72	39. 0	. 89	34. 00	Manufacturing.....	168	44. 54	38. 3	1. 16	43. 00
Wholesale trade.....	370	34. 33	40. 0	. 86	34. 00	Wholesale trade.....	175	39. 10	40. 3	. 97	37. 84
Retail trade.....	102	30. 62	39. 2	. 78	30. 00	Retail trade.....	13	44. 38	39. 2	1. 13	42. 00
Finance, insurance, and real estate.....	111	33. 24	37. 6	. 88	32. 60	Finance, insurance, and real estate.....	152	42. 78	37. 5	1. 14	40. 50
Transportation and public utilities.....	40	37. 37	39. 8	. 94	36. 93	Transportation and public utilities.....	94	54. 24	37. 9	1. 43	54. 98
Services.....	85	34. 08	37. 4	. 91	35. 00	Services.....	13	42. 21	40. 0	1. 06	41. 00
Billers (bookkeeping machine), women.....	* 172	35. 31	39. 1	. 90	35. 70	Clerks, accounting, women.....	2, 496	36. 24	38. 7	. 94	35. 39
Manufacturing.....	16	38. 56	39. 1	. 99	38. 50	Manufacturing.....	580	37. 24	39. 5	. 94	36. 40
Retail trade.....	44	32. 77	39. 2	. 84	32. 00	Wholesale trade.....	481	36. 56	39. 6	. 92	35. 00
Finance, insurance, and real estate.....	70	34. 16	39. 3	. 87	35. 90	Retail trade.....	158	31. 38	39. 5	. 80	30. 00
Transportation and public utilities.....	32	39. 82	38. 1	1. 04	39. 00	Finance, insurance, and real estate.....	916	35. 04	37. 5	. 93	33. 91
Bookkeepers, hand, men.....	* 276	56. 69	39. 1	1. 45	54. 10	Transportation and public utilities.....	255	40. 70	38. 8	1. 05	41. 00
Manufacturing.....	58	60. 36	39. 9	1. 51	64. 00	Services.....	106	36. 26	39. 3	. 92	33. 50
Wholesale trade.....	51	51. 56	40. 3	1. 28	49. 90	Clerks, file, class A, women.....	361	37. 87	38. 6	. 98	37. 86
Finance, insurance, and real estate.....	105	53. 41	37. 8	1. 41	50. 63	Manufacturing.....	144	38. 62	39. 5	. 98	38. 60
Transportation and public utilities.....	47	64. 25	40. 2	1. 60	66. 00	Wholesale trade.....	17	37. 29	40. 0	. 93	38. 00
Services.....	13	60. 55	37. 3	1. 62	58. 00	Finance, insurance, and real estate.....	155	37. 08	37. 8	. 98	35. 86
Bookkeepers, hand, women.....	697	45. 46	38. 6	1. 18	45. 46	Transportation and public utilities.....	6	45. 50	37. 5	1. 21	47. 27
Manufacturing.....	168	45. 30	39. 2	1. 16	45. 00	Services.....	89	37. 34	38. 3	. 97	37. 84
Wholesale trade.....	191	48. 01	39. 5	1. 22	45. 00	Clerks, file, class B, men.....	* 31	28. 55	38. 5	. 74	28. 75
Retail trade.....	19	47. 11	38. 9	1. 21	45. 00	Finance, insurance, and real estate.....	19	29. 00	37. 5	. 77	28. 77
Finance, insurance, and real estate.....	160	40. 35	37. 1	1. 09	39. 60	Clerks, file, class B, women.....	2, 068	28. 81	38. 6	. 75	28. 30
Transportation and public utilities.....	52	48. 13	39. 3	1. 23	47. 27	Manufacturing.....	351	31. 07	39. 6	. 78	31. 00
Services.....	127	46. 51	37. 9	1. 23	45. 00	Wholesale trade.....	185	29. 88	39. 8	. 75	29. 00
Bookkeeping-machine operators, class A, women.....	206	42. 88	39. 1	1. 09	42. 30	Retail trade.....	130	28. 14	39. 1	. 72	27. 00
Manufacturing.....	180	43. 00	39. 2	1. 10	42. 00	Finance, insurance, and real estate.....	1, 171	28. 11	37. 9	. 74	26. 96
Wholesale trade.....	46	45. 24	40. 7	1. 11	44. 36	Transportation and public utilities.....	37	32. 65	38. 2	. 85	32. 50
Retail trade.....	10	41. 12	40. 6	1. 01	41. 00	Services.....	194	27. 64	39. 7	. 70	28. 00
Finance, insurance, and real estate.....	52	39. 63	37. 5	1. 06	38. 00	Clerks, general, men.....	* 395	53. 03	39. 8	1. 33	50. 84
Transportation and public utilities.....	8	50. 05	38. 4	1. 30	52. 17	Manufacturing.....	84	58. 19	40. 0	1. 46	60. 00
Bookkeeping-machine operators, class B, men.....	* 24	52. 04	40. 0	1. 30	56. 46	Wholesale trade.....	68	44. 52	40. 8	1. 09	42. 10
Bookkeeping-machine operators, class B, women.....	1, 731	34. 84	38. 6	. 90	34. 67	Finance, insurance, and real estate.....	174	53. 35	39. 6	1. 35	47. 87
Manufacturing.....	390	37. 32	39. 5	. 95	36. 00	Transportation and public utilities.....	59	54. 24	40. 0	1. 36	58. 50
Wholesale trade.....	418	36. 62	39. 8	. 92	35. 20	Clerks, general, women.....	837	40. 52	38. 9	1. 04	40. 45
Retail trade.....	62	32. 85	39. 9	. 82	32. 00	Manufacturing.....	262	40. 91	39. 1	1. 05	40. 00
Finance, insurance, and real estate.....	763	32. 36	37. 3	. 87	31. 91	Wholesale trade.....	125	41. 60	40. 7	1. 02	40. 00
Transportation and public utilities.....	40	36. 76	38. 6	. 95	35. 00	Finance, insurance, and real estate.....	321	37. 58	37. 9	. 99	37. 00
Services.....	58	38. 58	38. 5	1. 00	37. 82	Transportation and public utilities.....	119	46. 45	39. 7	1. 17	46. 00
Calculating-machine operators (comptometer), women.....	1, 513	35. 92	39. 2	. 92	35. 40	Services.....	60	40. 53	37. 9	1. 07	40. 35
Manufacturing.....	586	37. 90	39. 3	. 96	37. 00	Clerks, order, men.....	* 391	50. 40	39. 6	1. 27	50. 00
Wholesale trade.....	492	35. 32	39. 7	. 89	34. 62	Manufacturing.....	96	58. 74	40. 9	1. 44	56. 39
Retail trade.....	196	31. 09	39. 4	. 79	31. 75	Wholesale trade.....	164	46. 55	39. 8	1. 17	46. 00
Finance, insurance, and real estate.....	94	33. 09	38. 0	. 87	33. 68	Finance, insurance, and real estate.....	106	49. 81	38. 4	1. 30	48. 00
Transportation and public utilities.....	120	38. 83	38. 2	1. 02	39. 00	Transportation and public utilities.....	15	43. 48	39. 6	1. 10	44. 00
Services.....	25	35. 46	38. 0	. 93	33. 00	Clerks, order, women.....	* 975	35. 90	39. 4	. 91	34. 93
Calculating-machine operators (other than comptometer), women.....	487	33. 71	38. 4	. 88	33. 28	Manufacturing.....	364	37. 81	39. 6	. 96	36. 00
Manufacturing.....	178	34. 14	38. 8	. 88	34. 00	Wholesale trade.....	378	35. 78	39. 6	. 90	35. 00
Wholesale trade.....	36	35. 28	40. 7	. 87	34. 50	Retail trade.....	150	31. 04	39. 0	. 80	31. 00
Retail trade.....	40	25. 96	38. 1	. 68	24. 00	Transportation and public utilities.....	69	36. 36	39. 3	. 93	36. 00
Finance, insurance, and real estate.....	178	33. 69	37. 3	. 90	32. 26	Clerks, pay-roll, men.....	* 117	50. 05	39. 7	1. 26	50. 77
Transportation and public utilities.....	55	36. 96	39. 1	. 94	36. 85	Manufacturing.....	70	53. 23	39. 8	1. 34	55. 00
						Wholesale trade.....	21	43. 19	40. 0	1. 08	48. 00
						Transportation and public utilities.....	19	50. 82	39. 2	1. 30	48. 49

See footnotes at end of table.

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TABLE J.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
Boston, Mass.—Con.					
Clerks, pay-roll, women.....	1,446	\$37.73	39.3	\$0.96	\$37.28
Manufacturing.....	954	36.81	39.5	.93	36.00
Wholesale trade.....	130	39.23	40.3	.97	38.72
Retail trade.....	94	37.35	39.3	.95	38.00
Finance, insurance, and real estate.....	101	39.32	37.4	1.05	38.71
Transportation and public utilities.....	126	40.72	38.4	1.06	41.00
Services.....	41	42.17	38.7	1.09	43.73
Clerk-typists, men.....	27	41.24	39.6	1.04	32.22
Clerk-typists, women.....	4,343	31.79	38.7	.82	31.26
Manufacturing.....	1,316	33.49	39.1	.86	34.00
Wholesale trade.....	676	33.64	40.0	.84	32.00
Retail trade.....	137	28.20	39.3	.72	28.00
Finance, insurance, and real estate.....	1,790	30.04	37.7	.80	29.92
Transportation and public utilities.....	181	35.79	38.5	.93	35.00
Services.....	243	29.42	39.6	.74	28.77
Office boys.....	934	28.38	38.8	.73	27.60
Manufacturing.....	258	29.17	39.3	.74	29.70
Wholesale trade.....	126	27.84	40.0	.70	28.00
Retail trade.....	17	26.66	38.6	.69	26.50
Finance, insurance, and real estate.....	375	28.75	37.8	.76	27.16
Transportation and public utilities.....	40	29.49	39.4	.75	30.00
Services.....	118	25.93	39.2	.66	26.00
Office girls.....	532	28.41	38.5	.74	28.83
Manufacturing.....	204	29.20	39.1	.75	28.50
Wholesale trade.....	53	27.18	39.4	.69	26.00
Retail trade.....	59	29.67	39.7	.75	30.00
Finance, insurance, and real estate.....	171	27.32	37.0	.74	25.93
Transportation and public utilities.....	32	29.75	38.7	.77	30.00
Services.....	13	26.44	38.9	.68	26.93
Stenographers, general, men.....	18	44.89	39.9	1.13	46.46
Stenographers, general, women.....	4,446	37.31	38.6	.97	36.87
Manufacturing.....	1,198	38.67	38.9	.99	37.50
Wholesale trade.....	900	37.32	39.7	.94	36.00
Retail trade.....	.99	32.01	39.0	.82	31.00
Finance, insurance, and real estate.....	1,370	35.33	37.3	.95	34.91
Transportation and public utilities.....	221	40.80	38.8	1.05	41.00
Services.....	658	38.59	39.0	.99	39.00
Stenographers, technical, women.....	247	41.24	39.0	1.06	41.48
Manufacturing.....	142	40.05	39.9	1.00	39.20
Finance, insurance, and real estate.....	43	41.63	37.7	1.11	41.00
Transportation and public utilities.....	21	47.51	40.0	1.19	48.00
Switchboard operators, women.....	722	36.09	39.1	.92	35.50
Manufacturing.....	158	39.76	39.4	1.01	37.00
Wholesale trade.....	145	34.30	40.0	.86	33.54
Retail trade.....	87	33.18	39.7	.84	32.00
Finance, insurance, and real estate.....	247	35.58	38.1	.93	34.91
Transportation and public utilities.....	70	37.59	39.7	.95	36.39
Services.....	15	33.11	38.0	.87	29.92
Switchboard-operator-receptionists, women.....	850	35.56	39.2	.91	35.40
Manufacturing.....	302	36.39	39.7	.92	36.00
Wholesale trade.....	253	34.82	40.3	.86	34.00
Retail trade.....	11	28.32	38.6	.73	28.00
Finance, insurance, and real estate.....	135	34.57	37.2	.93	35.00
Transportation and public utilities.....	19	36.74	40.0	.92	35.20
Services.....	130	36.56	38.3	.96	35.00
Boston, Mass.—Con.					
Transcribing-machine operators, general, women.....	633	\$34.65	38.4	\$0.90	\$33.63
Manufacturing.....	200	38.33	39.6	.98	36.00
Wholesale trade.....	48	33.29	39.5	.84	34.90
Finance, insurance, and real estate.....	359	32.34	37.6	.86	32.22
Transportation and public utilities.....	11	35.84	38.7	.93	33.50
Transcribing-machine operators, technical, women.....	53	35.00	39.6	.88	34.04
Typists, class A, women.....	326	37.44	38.4	.97	36.80
Manufacturing.....	61	37.62	38.9	.97	37.00
Finance, insurance, and real estate.....	103	34.36	38.3	.90	33.91
Transportation and public utilities.....	95	38.67	37.7	1.03	37.00
Services.....	66	40.33	39.2	1.03	42.00
Typists, class B, women.....	2,330	29.99	38.8	.77	30.08
Manufacturing.....	287	31.51	39.7	.79	30.80
Wholesale trade.....	168	33.92	40.2	.84	33.00
Retail trade.....	106	33.62	39.5	.85	34.00
Finance, insurance, and real estate.....	1,239	29.52	38.1	.78	29.49
Transportation and public utilities.....	72	34.23	38.3	.89	33.60
Services.....	458	27.39	39.4	.70	25.00
Buffalo, N. Y.					
Billers (billing machine), women.....	235	33.74	40.0	.84	32.08
Manufacturing.....	67	38.34	40.0	.96	38.25
Retail trade.....	34	29.68	40.0	.74	30.42
Billers (bookkeeping machine), women.....	83	34.46	39.9	.86	32.00
Retail trade.....	36	30.33	40.0	.76	30.62
Bookkeepers, hand, men.....	59	62.60	40.0	1.57	61.39
Manufacturing.....	28	61.75	40.7	1.52	58.34
Wholesale trade.....	9	66.02	39.8	1.66	63.75
Finance, insurance, and real estate.....	6	56.31	37.7	1.49	48.75
Transportation and public utilities.....	16	64.53	39.6	1.63	61.66
Bookkeepers, hand, women.....	250	43.98	40.4	1.09	43.24
Manufacturing.....	68	49.88	41.5	1.20	51.16
Retail trade.....	38	41.74	41.0	1.02	40.93
Finance, insurance, and real estate.....	26	47.60	38.0	1.25	50.50
Bookkeeping-machine operators, class A, women.....	58	41.87	40.0	1.05	41.09
Manufacturing.....	24	44.68	40.0	1.12	36.87
Wholesale trade.....	24	38.95	40.0	.97	38.75
Finance, insurance, and real estate.....	8	38.71	40.1	.96	38.75
Bookkeeping-machine operators, class B, men.....	15	39.47	40.0	.99	39.58
Bookkeeping-machine operators, class B, women.....	418	33.52	40.0	.84	32.24
Manufacturing.....	80	40.81	40.5	1.01	40.95
Wholesale trade.....	68	35.97	40.5	.89	36.14
Retail trade.....	16	32.75	40.0	.82	33.33
Finance, insurance, and real estate.....	222	28.80	39.7	.72	29.25
Calculating-machine operators (comptometer), women.....	447	36.67	40.1	.91	36.37
Manufacturing.....	255	38.54	40.2	.96	38.02
Wholesale trade.....	76	34.41	40.4	.85	36.00
Retail trade.....	76	31.36	40.0	.78	31.07

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
Buffalo, N. Y.—Con.						Buffalo, N. Y.—Con.					
Calculating-machine operators (other than comptometer), women	* 160	\$35.80	39.4	\$0.91	\$33.50	Office girls	* 204	\$28.50	39.5	\$0.72	\$28.03
Manufacturing	60	44.64	40.3	1.11	47.78	Manufacturing	114	30.23	39.1	.77	29.57
						Retail trade	16	25.13	40.0	.63	26.08
Clerks, accounting, men	* 305	53.78	39.4	1.36	54.08	Finance, insurance, and real estate	20	23.39	40.7	.57	24.00
Manufacturing	191	55.50	39.7	1.40	56.02	Stenographers, general, women	1,244	38.01	39.4	.96	37.70
Wholesale trade	35	52.08	40.3	1.29	52.50	Manufacturing	665	41.69	39.7	1.05	41.60
Finance, insurance, and real estate	58	50.94	38.1	1.34	52.50	Wholesale trade	197	34.14	40.0	.85	33.86
Transportation and public utilities	19	50.43	39.2	1.29	44.52	Retail trade	48	31.50	40.0	.79	31.66
						Finance, insurance, and real estate	200	33.01	37.9	.87	33.08
Clerks, accounting, women	* 1,021	37.74	40.1	.94	37.37	Transportation and public utilities	56	38.43	39.5	.97	40.98
Manufacturing	421	41.85	39.9	1.05	41.82	Services	78	33.01	38.7	.85	34.21
Wholesale trade	213	35.90	41.1	.87	36.29	Stenographers, technical, women	* 346	45.68	39.7	1.15	46.58
Retail trade	86	29.60	40.7	.73	29.65	Manufacturing	222	47.59	40.0	1.19	48.38
Finance, insurance, and real estate	184	34.27	39.9	.86	32.36	Finance, insurance, and real estate	46	40.91	37.5	1.09	40.25
Transportation and public utilities	79	40.18	39.1	1.03	42.71	Switchboard operators, women	* 238	36.72	40.0	.92	36.64
						Manufacturing	120	40.37	39.9	1.01	39.58
Clerks, file, class A, women	* 100	38.12	40.2	.95	34.78	Wholesale trade	14	34.48	40.0	.86	35.75
Manufacturing	56	42.57	40.3	1.06	39.72	Retail trade	52	29.04	40.0	.73	28.33
Finance, insurance, and real estate	14	36.46	40.7	.90	33.75	Finance, insurance, and real estate	24	30.13	40.6	.74	28.75
Clerks, file, class B, women	* 442	28.81	39.8	.72	27.05	Switchboard - operator-receptionists, women	359	35.42	39.6	.89	35.50
Manufacturing	139	35.04	39.4	.89	33.07	Manufacturing	187	37.18	39.7	.94	36.47
Wholesale trade	65	27.03	40.8	.66	25.80	Wholesale trade	78	34.12	40.7	.84	32.29
Retail trade	92	25.63	40.0	.64	26.35	Retail trade	12	28.17	40.0	.70	26.67
Finance, insurance, and real estate	132	25.40	39.4	.64	25.68	Finance, insurance, and real estate	36	36.31	37.1	.98	35.83
Clerks, general, men	* 161	54.24	40.5	1.34	56.39	Transportation and public utilities	25	33.14	39.3	.84	33.44
Manufacturing	111	60.29	40.5	1.49	60.43	Services	21	29.93	39.8	.75	29.37
Transportation and public utilities	20	44.24	39.9	1.11	41.66	Transcribing-machine operators, general, women	* 124	36.47	39.9	.92	35.88
						Manufacturing	59	40.92	39.8	1.03	42.53
Clerks, general, women	* 841	34.94	39.8	.88	33.64	Wholesale trade	55	34.52	40.3	.86	34.10
Manufacturing	479	37.84	40.1	.94	37.38	Typists, class A, women	* 177	37.26	40.1	.93	38.69
Services	93	28.55	40.0	.71	28.67	Manufacturing	94	40.92	39.8	1.03	42.38
Clerks, order, men	* 211	52.67	40.9	1.29	49.19	Finance, insurance, and real estate	46	31.76	40.8	.78	31.53
Manufacturing	57	59.47	40.0	1.49	59.17	Typists, class B, women	* 521	30.24	39.3	.77	29.09
Wholesale trade	154	50.15	41.2	1.22	46.73	Manufacturing	186	35.76	39.7	.90	36.09
Clerks, order, women	* 170	35.32	40.6	.87	34.19	Wholesale trade	117	27.32	40.0	.68	26.99
Manufacturing	87	37.75	40.2	.94	37.83	Retail trade	12	28.00	40.0	.70	26.87
Wholesale trade	43	35.24	41.9	.84	34.02	Finance, insurance, and real estate	182	26.21	38.5	.68	26.44
Retail trade	38	30.15	40.3	.75	28.25						
Clerks, pay-roll, men	* 112	50.80	39.9	1.27	54.62	Dallas, Tex.					
Manufacturing	87	52.30	39.9	1.31	55.42	Billers (billing machine), men	* 30	35.87	43.8	.82	32.28
						Manufacturing	8	37.21	42.5	.88	34.79
Clerks, pay-roll, women	* 488	40.69	39.9	1.02	40.69	Transportation and public utilities	18	34.45	44.4	.78	32.43
Manufacturing	337	41.14	39.9	1.03	40.00	Billers (billing machine), women	237	36.49	40.6	.90	36.59
Wholesale trade	43	37.22	40.1	.93	36.81	Manufacturing	44	35.71	41.6	.86	36.87
Retail trade	30	36.70	40.0	.92	36.25	Wholesale trade	91	39.48	39.1	1.01	40.32
Finance, insurance, and real estate	6	38.54	40.7	.95	36.25	Retail trade	25	34.28	42.3	.81	33.50
Transportation and public utilities	70	42.29	39.8	1.06	43.60	Finance, insurance, and real estate	11	33.20	38.3	.87	33.99
						Transportation and public utilities	52	34.92	42.3	.83	35.12
Clerk-typists, men	* 29	46.14	40.9	1.13	47.71	Services	14	31.92	40.0	.80	27.60
Manufacturing	20	47.95	41.6	1.15	48.33	Billers (bookkeeping machine), women	* 46	40.17	40.2	1.00	40.68
Clerk-typists, women	946	34.50	39.9	.87	33.66	Manufacturing	17	43.54	40.0	1.09	41.71
Manufacturing	573	37.68	39.8	.95	36.32	Transportation and public utilities	17	40.18	40.2	1.00	40.00
Wholesale trade	149	29.51	40.8	.72	30.82	Bookkeepers, hand, men	* 161	52.96	40.7	1.30	51.25
Retail trade	46	27.91	40.0	.70	28.39						
Finance, insurance, and real estate	138	28.41	39.2	.72	29.79						
Transportation and public utilities	34	36.97	39.6	.93	40.62						
Services	6	30.47	40.0	.76	29.37						
Office boys	* 157	30.54	39.7	.77	30.59						
Manufacturing	101	33.20	39.9	.83	31.49						
Wholesale trade	21	23.41	40.0	.59	21.88						
Retail trade	8	25.25	40.0	.63	26.25						
Finance, insurance, and real estate	16	26.52	38.8	.68	26.50						

See footnotes at end of table.

TABLE J.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
Dallas, Tex.—Continued					
Bookkeepers, hand, men—Continued					
Manufacturing	41	\$52.12	41.0	\$1.27	\$48.39
Wholesale trade	38	48.00	42.2	1.14	46.20
Retail trade	6	46.53	43.3	1.08	47.46
Finance, insurance, and real estate	35	47.26	39.2	1.21	46.08
Transportation and public utilities	16	63.82	41.0	1.56	68.78
Bookkeepers, hand, women	* 146	48.30	42.1	1.15	47.09
Manufacturing	23	47.26	40.4	1.17	47.24
Wholesale trade	53	50.58	46.1	1.10	50.00
Retail trade	9	45.90	40.2	1.14	45.00
Finance, insurance, and real estate	47	45.79	39.2	1.17	46.08
Transportation and public utilities	10	54.57	40.9	1.33	56.00
Bookkeeping-machine operators, class A, men	* 46	52.93	41.7	1.27	55.87
Manufacturing	14	45.87	42.9	1.07	42.75
Wholesale trade	24	55.88	40.9	1.36	59.91
Bookkeeping-machine operators, class A, women	* 96	45.49	40.1	1.13	43.75
Manufacturing	12	58.88	45.7	1.29	59.40
Wholesale trade	72	43.41	39.1	1.11	41.47
Bookkeeping-machine operators, class B, men	* 57	38.04	41.1	.92	38.54
Wholesale trade	24	38.24	41.9	.91	36.52
Finance, insurance, and real estate	30	37.65	40.0	.94	38.02
Bookkeeping-machine operators, class B, women	377	35.97	40.8	.88	33.28
Manufacturing	55	37.85	40.8	.93	34.56
Wholesale trade	74	36.30	41.6	.87	36.50
Retail trade	45	34.23	42.2	.81	34.22
Finance, insurance, and real estate	187	35.33	39.8	.89	35.71
Transportation and public utilities	5	42.43	44.8	.95	41.80
Services	11	39.29	43.6	.90	40.32
Calculating-machine operators (comptometer), women	* 426	38.51	40.1	.96	37.96
Manufacturing	76	38.61	40.5	.95	39.40
Wholesale trade	131	41.49	40.1	1.03	40.32
Retail trade	94	33.96	40.2	.84	33.00
Transportation and public utilities	61	38.53	40.4	.95	38.00
Calculating-machine operators (other than comptometer), men	* 19	38.98	39.9	.98	40.83
Finance, insurance, and real estate	9	37.50	39.7	.94	34.56
Calculating-machine operators (other than comptometer), women	* 111	36.42	40.7	.89	36.14
Manufacturing	48	37.82	41.6	.91	36.00
Wholesale trade	18	38.08	40.0	.95	40.32
Finance, insurance, and real estate	22	32.95	39.8	.83	32.76
Transportation and public utilities	9	41.61	41.3	1.01	40.30
Clerks, accounting, men	* 429	49.60	40.2	1.23	49.18
Manufacturing	105	53.15	40.2	1.32	52.00
Wholesale trade	156	44.35	40.6	1.09	42.63
Finance, insurance, and real estate	61	44.89	39.6	1.13	46.08
Transportation and public utilities	106	56.52	39.9	1.42	57.24
Clerks, accounting, women	603	38.88	40.6	.96	37.78
Manufacturing	124	42.34	41.1	1.03	40.32
Wholesale trade	79	40.23	41.7	.97	38.94
Retail trade	23	36.25	42.2	.86	37.50
Finance, insurance, and real estate	156	33.01	39.6	.83	34.56

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
Dallas, Tex.—Continued					
Clerks, accounting, women—Con.					
Transportation and public utilities	198	\$41.69	40.5	\$1.03	\$38.00
Services	23	33.88	41.5	.82	32.20
Clerks, file, class A, women	66	40.13	39.9	1.01	40.41
Manufacturing	7	41.00	40.0	1.03	38.00
Wholesale trade	23	42.11	40.4	1.04	42.63
Finance, insurance, and real estate	26	37.46	39.8	.94	36.83
Transportation and public utilities	10	41.93	39.0	1.08	39.40
Clerks, file, class B, men	* 26	29.16	40.5	.72	28.75
Manufacturing	11	30.68	41.8	.73	33.64
Clerks, file, class B, women	579	29.37	40.0	.73	29.24
Manufacturing	59	32.17	41.2	.78	32.14
Wholesale trade	78	30.32	40.0	.76	31.11
Retail trade	70	28.55	40.0	.71	29.00
Finance, insurance, and real estate	291	27.92	39.3	.71	27.65
Transportation and public utilities	66	31.43	41.3	.76	30.14
Services	15	32.62	44.0	.74	32.91
Clerks, general, men	61	51.62	41.5	1.24	52.50
Manufacturing	20	52.54	41.2	1.28	51.27
Wholesale trade	24	50.26	42.9	1.17	47.81
Transportation and public utilities	17	52.47	39.9	1.32	54.15
Clerks, general, women	* 162	43.62	40.4	1.08	42.94
Manufacturing	7	50.60	43.4	1.17	52.80
Wholesale trade	73	40.83	40.1	1.02	40.32
Retail trade	3	41.77	39.5	1.06	40.32
Transportation and public utilities	50	46.18	39.6	1.17	46.92
Clerks, order, men	* 172	43.22	41.4	1.04	41.25
Wholesale trade	161	42.62	41.4	1.03	41.47
Clerks, order, women	* 186	34.89	40.2	.87	33.42
Wholesale trade	41	40.31	39.9	1.01	42.00
Retail trade	108	31.20	40.4	.77	31.00
Transportation and public utilities	31	38.63	40.3	.96	37.00
Clerks, pay-roll, men	69	49.78	41.7	1.19	50.91
Manufacturing	29	51.88	41.1	1.26	55.00
Wholesale trade	11	50.81	43.6	1.16	51.30
Finance, insurance, and real estate	7	55.47	39.5	1.40	55.30
Transportation and public utilities	22	44.69	42.3	1.06	44.00
Clerks, pay-roll, women	251	39.41	41.5	.95	38.79
Manufacturing	85	42.09	42.3	.99	41.01
Wholesale trade	22	39.86	41.7	.96	39.17
Retail trade	28	37.06	41.2	.90	37.25
Finance, insurance, and real estate	9	42.83	39.7	1.08	42.63
Transportation and public utilities	101	37.41	41.0	.91	35.00
Services	6	39.28	40.0	.98	37.50
Clerk-typists, men	* 80	36.47	41.6	.88	34.71
Manufacturing	27	35.22	43.0	.82	33.00
Wholesale trade	25	41.01	41.3	.99	37.44
Finance, insurance, and real estate	14	33.51	40.0	.84	31.11
Clerk-typists, women	1,133	33.91	40.6	.84	33.19
Manufacturing	221	37.73	41.6	.91	37.40
Wholesale trade	212	36.76	40.6	.90	35.71
Retail trade	36	30.93	39.9	.78	30.00
Finance, insurance, and real estate	439	31.17	39.6	.79	31.11
Transportation and public utilities	110	35.07	41.5	.85	33.44
Services	115	31.63	41.5	.76	31.24

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Esti- mated num- ber of workers	Average			Median weekly salaries	Occupation, sex, and industry	Esti- mated num- ber of workers	Average			Median weekly salaries
		Weekly salaries	Weekly sched- uled hours	Hourly rates				Weekly salaries	Weekly sched- uled hours	Hourly rates	
Dallas, Tex.—Con.						Denver, Colo.					
Office boys.....	142	\$28.09	40.6	\$0.69	\$28.41	Billers (billing machine), men.....	19	\$42.97	42.8	\$1.00	\$43.75
Manufacturing.....	31	25.70	40.1	.64	24.88	Manufacturing.....	8	47.79	41.0	1.17	47.27
Wholesale trade.....	32	28.84	40.8	.71	28.80	Transportation and public utilities.....	8	39.09	42.5	.92	38.94
Retail trade.....	16	28.21	39.8	.71	29.00	Billers (billing machine), women.....	110	35.53	42.2	.84	35.50
Finance, insurance, and real estate.....	17	26.30	39.4	.67	27.65	Manufacturing.....	41	35.59	43.8	.82	35.20
Transportation and public utilities.....	35	28.81	40.8	.71	28.60	Wholesale trade.....	25	32.91	42.2	.78	30.80
Office girls.....	121	27.51	40.0	.69	26.88	Retail trade.....	15	33.32	40.0	.83	33.00
Manufacturing.....	33	26.41	40.5	.65	24.88	Finance, insurance, and real estate.....	8	42.42	40.0	1.06	46.03
Wholesale trade.....	7	30.29	40.0	.76	30.00	Transportation and public utilities.....	17	37.72	41.8	.90	38.72
Finance, insurance, and real estate.....	38	26.21	39.5	.66	25.35	Billers (bookkeeping machine), men.....	5	40.34	41.8	.98	41.25
Transportation and public utilities.....	22	28.08	40.0	.70	27.00	Billers (bookkeeping machine), women.....	71	37.40	40.7	.92	37.25
Stenographers, general, women.....	1,527	40.72	40.3	1.01	40.42	Wholesale trade.....	19	38.37	41.3	.93	37.84
Manufacturing.....	443	43.94	40.7	1.08	42.86	Retail trade.....	22	31.34	40.0	.78	30.00
Wholesale trade.....	393	40.57	40.3	1.01	38.72	Finance, insurance, and real estate.....	12	40.19	40.5	.99	39.88
Retail trade.....	80	36.46	40.7	.90	35.50	Transportation and public utilities.....	18	41.92	41.1	1.02	43.01
Finance, insurance, and real estate.....	225	38.23	39.6	.97	39.17	Bookkeepers, hand, men.....	47	59.84	41.5	1.45	58.75
Transportation and public utilities.....	260	39.62	40.3	.96	38.02	Manufacturing.....	24	65.27	41.4	1.58	66.74
Services.....	126	39.23	40.3	.97	40.00	Wholesale trade.....	9	51.31	40.9	1.26	55.24
Stenographers, technical, women.....	110	44.14	38.4	1.15	42.49	Finance, insurance, and real estate.....	6	55.24	42.3	1.31	50.69
Finance, insurance, and real estate.....	53	41.13	36.5	1.13	41.47	Transportation and public utilities.....	6	60.95	42.2	1.45	61.12
Transportation and public utilities.....	5	51.28	40.0	1.28	54.15	Bookkeepers, hand, women.....	58	46.05	41.1	1.12	46.50
Switchboard operators, women.....	160	37.36	40.4	.93	37.60	Manufacturing.....	23	48.55	42.2	1.15	50.37
Manufacturing.....	35	40.13	39.9	1.01	40.00	Wholesale trade.....	12	42.10	41.1	1.03	38.25
Wholesale trade.....	26	38.50	40.9	.94	40.00	Retail trade.....	11	43.25	40.0	1.08	45.20
Retail trade.....	26	33.47	40.8	.82	32.50	Finance, insurance, and real estate.....	7	48.69	39.6	1.23	50.63
Finance, insurance, and real estate.....	33	37.42	39.3	.95	36.87	Transportation and public utilities.....	5	46.55	40.8	1.14	44.13
Transportation and public utilities.....	34	37.10	40.5	.92	37.81	Bookkeeping-machine operators, class A, men.....	7	55.65	42.6	1.31	57.53
Switchboard - operator-reception- ists, women.....	260	35.52	41.3	.86	35.20	Wholesale trade.....	5	57.01	42.0	1.36	60.00
Manufacturing.....	59	37.32	42.3	.88	37.10	Bookkeeping-machine operators, class A, women.....	14	47.94	41.4	1.17	44.75
Wholesale trade.....	86	35.69	41.4	.86	35.70	Transportation and public utilities.....	5	42.28	44.8	.94	43.20
Finance, insurance, and real estate.....	44	34.11	39.2	.87	34.56	Bookkeeping-machine operators, class B, men.....	22	46.60	40.0	1.16	43.50
Transportation and public utilities.....	16	34.59	43.1	.80	33.85	Manufacturing.....	10	44.50	40.0	1.11	42.50
Services.....	17	32.13	39.5	.81	30.00	Finance, insurance, and real estate.....	6	38.61	39.9	.97	39.71
Transcribing-machine operators, general, women.....	220	36.14	41.1	.88	35.87	Bookkeeping-machine operators, class B, women.....	178	37.35	41.2	.91	37.50
Manufacturing.....	43	34.31	44.7	.77	36.00	Manufacturing.....	37	38.70	41.6	.93	37.60
Wholesale trade.....	51	37.23	40.0	.93	34.56	Wholesale trade.....	42	35.78	42.1	.85	35.34
Finance, insurance, and real estate.....	87	36.49	39.8	.92	36.87	Retail trade.....	9	34.40	40.0	.86	35.00
Transportation and public utilities.....	15	33.49	44.0	.76	32.57	Finance, insurance, and real estate.....	77	37.15	40.4	.92	37.97
Services.....	22	37.54	40.5	.93	37.50	Transportation and public utilities.....	11	42.27	42.6	.99	41.80
Typists, class A, women.....	62	38.10	39.8	.96	38.47	Calculating-machine operators (comptometer), women.....	337	35.53	40.3	.88	35.25
Manufacturing.....	19	40.33	39.9	1.01	39.17	Manufacturing.....	69	36.72	41.0	.90	36.60
Finance, insurance, and real estate.....	17	38.90	39.4	.99	39.17	Wholesale trade.....	65	35.50	41.2	.86	32.22
Transportation and public utilities.....	13	37.99	40.0	.95	38.00	Retail trade.....	59	32.99	40.0	.83	32.31
Typists, class B, women.....	307	30.95	39.8	.78	31.17	Finance, insurance, and real estate.....	38	33.96	39.2	.87	34.52
Manufacturing.....	10	36.04	40.0	.90	34.56	Transportation and public utilities.....	99	36.97	40.1	.92	35.90
Wholesale trade.....	10	32.92	42.3	.78	32.44						
Retail trade.....	101	31.85	40.2	.79	32.00						
Finance, insurance, and real estate.....	138	29.29	39.4	.74	29.95						
Transportation and public utilities.....	48	32.37	40.0	.81	31.68						

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
Denver, Colo.—Con.					
Calculating-machine operators (other than comptometer), men.....	12	\$43.67	40.0	\$1.09	\$43.67
Calculating-machine operators (other than comptometer), women.....	* 23	39.86	42.2	.95	40.75
Manufacturing.....	12	44.18	42.3	1.05	44.65
Wholesale trade.....	9	34.08	42.6	.80	32.67
Clerks, accounting, men.....	* 285	50.75	40.9	1.25	51.25
Manufacturing.....	51	48.79	41.4	1.18	46.20
Wholesale trade.....	28	49.00	41.4	1.19	49.96
Finance, insurance, and real estate.....	18	47.20	40.5	1.17	47.20
Transportation and public utilities.....	187	51.92	40.7	1.28	53.74
Clerks, accounting, women.....	* 371	39.79	41.2	.97	39.00
Manufacturing.....	64	40.47	43.1	.94	40.80
Wholesale trade.....	45	42.43	40.9	1.04	41.00
Retail trade.....	124	35.95	40.0	.90	36.00
Finance, insurance, and real estate.....	36	32.20	39.4	.82	31.65
Transportation and public utilities.....	98	45.92	42.3	1.09	45.32
Clerks, file, class A, women.....	* 118	32.90	40.8	.81	31.50
Manufacturing.....	28	38.05	43.1	.88	36.82
Wholesale trade.....	11	31.97	40.5	.79	32.22
Finance, insurance, and real estate.....	17	32.56	39.8	.82	32.30
Transportation and public utilities.....	39	31.34	40.1	.78	30.84
Clerks, file, class B, men.....	5	30.88	40.8	.76	31.25
Clerks, file, class B, women.....	* 166	30.09	40.6	.75	32.75
Manufacturing.....	33	33.97	40.0	.85	34.60
Wholesale trade.....	30	27.61	42.1	.66	26.40
Retail trade.....	24	29.39	40.0	.74	29.60
Finance, insurance, and real estate.....	41	27.12	39.6	.69	27.85
Transportation and public utilities.....	32	33.11	41.5	.80	33.03
Clerks, general, men.....	134	48.23	41.2	1.18	47.50
Manufacturing.....	56	50.30	40.0	1.26	48.00
Wholesale trade.....	55	47.44	41.7	1.14	48.00
Finance, insurance, and real estate.....	16	45.66	42.4	1.08	46.03
Transportation and public utilities.....	7	43.81	43.3	1.01	46.03
Clerks, general, women.....	* 152	35.24	40.0	.88	35.50
Manufacturing.....	47	36.72	41.8	.88	34.00
Wholesale trade.....	27	33.80	41.0	.83	35.00
Retail trade.....	14	32.68	40.0	.82	32.00
Finance, insurance, and real estate.....	42	35.15	37.3	.94	36.00
Transportation and public utilities.....	16	37.54	40.6	.93	38.13
Clerks, order, men.....	* 77	45.38	41.1	1.10	44.50
Manufacturing.....	20	51.68	42.6	1.21	52.80
Wholesale trade.....	53	43.26	40.7	1.06	42.58
Clerks, order, women.....	* 57	35.47	40.4	.88	34.50
Wholesale trade.....	7	39.71	42.3	.94	40.28
Retail trade.....	42	33.35	40.0	.83	34.40
Clerks, pay-roll, men.....	* 15	50.31	43.7	1.16	52.00
Manufacturing.....	6	54.23	44.3	1.23	54.23
Transportation and public utilities.....	7	48.43	43.1	1.13	49.41
Clerks, pay-roll, women.....	128	40.63	41.8	.97	39.75
Manufacturing.....	62	41.82	42.9	.98	40.39
Wholesale trade.....	8	41.97	41.3	1.02	39.57
Retail trade.....	21	37.22	40.0	.93	37.50
Finance, insurance, and real estate.....	5	42.82	39.4	1.09	41.78
Transportation and public utilities.....	32	39.87	41.3	.96	37.63
Denver, Colo.—Con.					
Clerk-typists, men.....	5	\$37.75	41.7	\$0.90	\$37.63
Clerk-typists, women.....	* 315	34.21	40.8	.84	33.75
Manufacturing.....	151	35.83	41.0	.87	36.00
Wholesale trade.....	54	33.88	41.5	.82	32.50
Retail trade.....	17	32.53	40.0	.81	32.00
Finance, insurance, and real estate.....	67	30.38	39.5	.77	29.92
Transportation and public utilities.....	16	39.16	42.9	.91	38.60
Office boys, men.....	* 53	30.98	40.3	.77	29.25
Manufacturing.....	18	26.69	40.4	.66	22.50
Wholesale trade.....	15	40.25	40.0	1.00	45.07
Finance, insurance, and real estate.....	8	24.63	40.4	.61	27.62
Transportation and public utilities.....	6	32.09	41.3	.78	29.58
Office girls, women.....	* 62	30.80	41.0	.75	30.50
Manufacturing.....	16	33.33	43.5	.77	33.00
Retail trade.....	16	29.85	40.0	.75	30.00
Transportation and public utilities.....	24	30.11	40.2	.75	29.92
Stenographers, general, men.....	6	44.47	43.2	1.04	40.00
Stenographers, general, women.....	538	38.80	40.0	.89	38.50
Manufacturing.....	167	39.14	41.5	.94	39.60
Wholesale trade.....	71	39.21	41.2	.95	37.98
Retail trade.....	37	35.47	40.0	.89	35.00
Finance, insurance, and real estate.....	64	36.82	39.5	.93	37.40
Transportation and public utilities.....	171	40.66	40.7	1.00	40.39
Services.....	28	33.35	38.9	.86	32.11
Stenographers, technical, women.....	* 40	41.85	40.1	1.05	43.25
Manufacturing.....	19	42.51	39.8	1.07	43.73
Wholesale trade.....	5	43.96	40.0	1.10	40.27
Transportation and public utilities.....	5	44.65	41.0	1.09	46.13
Switchboard operators, women.....	104	35.84	41.0	.87	35.50
Manufacturing.....	38	37.99	40.8	.93	36.50
Wholesale trade.....	12	32.77	44.2	.74	32.06
Retail trade.....	21	34.62	40.0	.87	35.00
Finance, insurance, and real estate.....	11	33.43	41.1	.81	34.18
Transportation and public utilities.....	22	36.15	40.7	.89	33.66
Switchboard-operator-receptionists, women.....	* 82	34.80	41.3	.84	34.25
Manufacturing.....	22	33.80	42.9	.79	33.00
Wholesale trade.....	30	35.58	40.7	.87	34.52
Retail trade.....	6	32.37	40.0	.81	32.11
Finance, insurance, and real estate.....	12	31.97	39.1	.82	31.30
Transportation and public utilities.....	11	38.60	43.4	.89	38.00
Transcribing-machine operators, general, women.....	* 63	34.91	40.5	.86	34.50
Manufacturing.....	20	34.63	40.2	.86	35.00
Wholesale trade.....	14	34.90	41.4	.84	34.52
Finance, insurance, and real estate.....	10	31.64	38.9	.81	31.65
Transcribing-machine operators, technical, women.....	* 19	38.13	40.0	.96	39.00
Wholesale trade.....	10	38.25	40.0	.96	39.59
Typist, class A, women.....	* 102	36.57	40.0	.96	39.59
Manufacturing.....	23	35.00	40.0	.88	33.37
Transportation and public utilities.....	60	37.63	40.0	.94	35.90

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
Denver, Colo.—Con.						Milwaukee, Wis.—Con.					
Typists, class B, women.....	* 138	\$31.50	40.7	\$0.77	\$31.50	Clerks, file, class A, women.....	* 86	\$40.10	39.8	\$1.01	\$41.17
Manufacturing.....	36	34.01	40.3	.84	34.56	Manufacturing.....	52	41.31	39.9	1.04	43.73
Retail trade.....	64	31.65	40.0	.79	31.00	Wholesale trade.....	10	37.37	39.6	.94	37.14
Finance, insurance, and real estate.....	10	28.95	39.0	.74	25.32	Finance, insurance, and real estate.....	11	40.74	39.6	1.03	41.43
Milwaukee, Wis.						Transportation and public utilities.....	5	43.57	40.0	1.09	45.59
Billers (billing machine), men.....	16	36.56	41.6	.88	35.70	Services.....	4	33.16	40.7	.81	(⁹)
Transportation and other public utilities.....	16	36.56	41.6	.88	35.70	Clerks, file, class B, men.....	17	31.87	39.5	.81	31.88
Billers (billing machine), women.....	* 160	34.30	40.1	.85	33.88	Clerks, file, class B, women.....	* 599	29.39	39.6	.74	29.29
Manufacturing.....	61	34.16	39.9	.86	34.98	Manufacturing.....	240	29.91	40.0	.75	28.77
Wholesale trade.....	46	36.21	40.4	.90	34.52	Wholesale trade.....	30	32.36	40.0	.81	32.22
Billers (bookkeeping machine), women.....	* 95	37.13	35.8	1.04	37.26	Retail trade.....	73	26.37	39.7	.66	26.00
Retail trade.....	21	34.50	39.8	.87	35.00	Finance, insurance, and real estate.....	142	28.42	38.3	.74	28.77
Wholesale trade.....	37	38.40	40.2	.95	38.00	Clerks, general, men.....	* 112	42.00	39.8	1.06	41.40
Bookkeepers, hand, men.....	* 77	60.85	39.8	1.53	61.10	Manufacturing.....	56	37.02	39.8	.93	37.60
Manufacturing.....	33	60.29	40.6	1.48	60.76	Wholesale trade.....	14	39.67	41.7	.95	40.28
Wholesale trade.....	8	57.69	43.3	1.33	58.77	Clerks, general, women.....	* 683	37.02	39.8	.94	36.60
Transportation and public utilities.....	21	58.20	40.0	1.45	61.90	Manufacturing.....	422	36.31	39.8	.91	36.82
Bookkeepers, hand, women.....	97	48.41	40.0	1.21	47.81	Wholesale trade.....	93	37.72	40.8	.93	36.82
Manufacturing.....	31	49.67	39.5	1.26	53.00	Retail trade.....	18	30.24	39.6	.76	30.00
Wholesale trade.....	18	49.44	40.5	1.22	50.20	Transportation and public utilities.....	46	42.32	40.4	1.05	43.34
Retail trade.....	15	39.73	39.6	1.00	38.00	Clerks, order, men.....	* 118	43.77	40.2	1.09	44.23
Finance, insurance, and real estate.....	14	51.11	39.0	1.31	48.33	Manufacturing.....	38	46.45	39.8	1.17	46.03
Transportation and public utilities.....	8	54.16	40.6	1.33	56.89	Wholesale trade.....	56	45.98	40.5	1.13	45.62
Services.....	11	47.36	41.7	1.14	40.00	Clerks, order, women.....	* 317	34.63	40.0	.87	33.63
Bookkeeping-machine operators, class A, women.....	* 73	43.88	40.0	1.10	42.66	Manufacturing.....	79	38.04	39.8	.95	37.50
Manufacturing.....	46	43.46	40.2	1.08	42.50	Wholesale trade.....	41	38.28	40.7	.94	38.00
Finance, insurance, and real estate.....	13	48.66	38.8	1.26	50.25	Retail trade.....	147	29.91	40.0	.75	30.00
Bookkeeping-machine operators, class B, women.....	* 278	39.58	40.2	.99	40.82	Transportation and public utilities.....	49	40.26	40.0	1.01	45.00
Manufacturing.....	176	41.24	39.9	1.03	42.54	Clerks, pay-roll, men.....	* 60	46.71	40.2	1.16	44.44
Wholesale trade.....	31	41.14	40.8	1.01	40.60	Manufacturing.....	49	45.94	40.3	1.14	43.50
Finance, insurance, and real estate.....	51	33.46	40.4	.83	32.16	Clerks, pay-roll, women.....	* 415	38.30	40.0	.96	37.37
Transportation and public utilities.....	10	41.06	42.1	.98	40.94	Manufacturing.....	281	37.88	39.9	.95	36.00
Calculating-machine operators (comptometer), women.....	* 716	35.22	40.3	.87	35.07	Retail trade.....	27	33.80	39.5	.86	34.00
Manufacturing.....	353	35.95	39.8	.90	35.67	Finance, insurance, and real estate.....	8	54.29	38.6	1.41	(⁹)
Wholesale trade.....	72	37.93	40.7	.93	38.20	Transportation and public utilities.....	89	39.59	40.4	.98	39.41
Calculating-machine operators (other than comptometer), women.....	* 82	36.19	40.0	.91	35.21	Clerk-typists, men.....	* 22	40.17	40.7	.99	40.94
Manufacturing.....	42	37.26	40.0	.93	34.52	Manufacturing.....	20	39.93	40.8	.98	40.14
Wholesale trade.....	* 11	38.67	40.0	.97	38.16	Clerk-typists, women.....	* 1,392	33.07	40.1	.83	32.86
Retail trade.....	24	32.95	39.9	.83	32.50	Manufacturing.....	742	34.01	40.0	.85	34.00
Clerks, accounting, men.....	* 190	47.79	40.2	1.19	47.50	Finance, insurance, and real estate.....	182	31.78	39.4	.81	31.07
Manufacturing.....	104	46.43	39.8	1.17	46.03	Transportation and public utilities.....	166	33.50	41.1	.82	33.39
Wholesale trade.....	19	52.15	41.1	1.27	51.78	Services.....	57	31.63	40.4	.78	31.26
Transportation and public utilities.....	60	46.50	40.9	1.14	46.28	Office boys.....	* 140	29.28	39.8	.74	29.45
Clerks, accounting, women.....	549	39.21	40.1	.98	39.92	Manufacturing.....	89	29.35	39.8	.74	29.00
Manufacturing.....	202	38.28	40.0	.96	37.47	Wholesale trade.....	12	31.02	39.6	.78	31.07
Wholesale trade.....	55	38.81	41.0	.95	37.80	Finance, insurance, and real estate.....	16	28.68	40.3	.71	28.77
Retail trade.....	14	34.34	40.0	.86	32.74	Transportation and public utilities.....	10	29.53	40.0	.74	29.79
Finance, insurance, and real estate.....	81	34.59	39.3	.88	33.00	Services.....	11	28.13	39.8	.71	29.92
Transportation and public utilities.....	175	43.51	40.3	1.08	44.00	Office girls.....	* 158	28.40	40.6	.70	27.81
Services.....	22	34.60	39.7	.87	32.60	Manufacturing.....	56	29.57	39.8	.74	27.80
						Wholesale trade.....	19	28.79	40.3	.71	27.30
						Finance, insurance, and real estate.....	38	26.91	40.0	.67	27.33
						Stenographers, general, women.....	1,314	37.99	39.8	.96	37.50
						Manufacturing.....	752	38.36	39.7	.97	37.97
						Wholesale trade.....	215	37.21	40.4	.92	37.00
						Retail trade.....	31	34.33	39.8	.86	35.00
						Finance, insurance, and real estate.....	159	37.15	38.7	.96	35.67

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
Milwaukee, Wis.—Con.						Oakland, Calif.—Con.					
Stenographers, general, women—Continued						Bookkeeping-machine operators, class A, women—Continued					
Transportation and public utilities	123	\$39.65	40.3	\$0.98	\$39.51	Finance, insurance, and real estate	5	\$53.63	40.0	\$1.34	\$56.39
Services	34	35.70	40.3	.89	34.52	Transportation and public utilities	6	43.73	40.0	1.09	42.68
Stenographers, technical, women	* 111	42.02	39.4	1.07	42.25	Bookkeeping-machine operators, class B, men	46	40.23	40.0	1.01	40.28
Manufacturing	63	40.77	39.8	1.02	40.28	Finance, insurance, and real estate	46	40.23	40.0	1.01	40.28
Finance, insurance, and real estate	44	43.69	38.9	1.12	44.88	Bookkeeping-machine operators, class B, women	* 165	41.60	40.0	1.04	40.75
Switchboard operators, women	* 172	36.41	39.7	.92	36.82	Manufacturing	22	42.48	39.8	1.07	41.43
Manufacturing	52	42.04	39.6	1.06	39.13	Finance, insurance, and real estate	135	41.36	40.0	1.03	40.28
Wholesale trade	10	36.30	39.8	.91	32.80	Calculating-machine operators (comptometer), men	* 9	58.81	41.1	1.43	58.25
Retail trade	61	31.25	39.8	.79	30.00	Manufacturing	8	59.00	41.3	1.43	60.47
Finance, insurance, and real estate	14	37.35	38.9	.96	40.00	Calculating-machine operators (comptometer), women	174	44.50	40.0	1.11	43.50
Transportation and public utilities	33	36.80	40.2	.92	37.00	Manufacturing	67	46.08	39.9	1.15	46.03
Switchboard operator-receptionists, women	* 215	35.89	40.2	.89	34.97	Wholesale trade	15	40.75	40.0	1.02	40.05
Manufacturing	123	36.76	39.9	.92	35.67	Retail trade	59	40.13	40.0	1.00	40.00
Wholesale trade	45	34.86	41.1	.85	33.00	Transportation and public utilities	33	50.80	40.0	1.27	49.48
Finance, insurance, and real estate	15	33.84	39.1	.86	32.22	Calculating-machine operators (other than comptometer), women	* 27	42.70	40.0	1.07	42.00
Transportation and public utilities	16	37.55	41.3	.91	39.94	Wholesale trade	18	42.96	40.0	1.07	39.13
Services	13	33.39	40.4	.83	32.50	Clerks, accounting, men	* 98	52.73	40.0	1.32	52.25
Transcribing-machine operators, general, women	* 183	34.79	39.4	.88	35.16	Manufacturing	66	53.29	40.0	1.33	51.78
Manufacturing	109	36.25	40.0	.91	36.00	Wholesale trade	5	46.26	40.0	1.16	46.03
Wholesale trade	12	36.63	40.7	.90	35.96	Transportation and public utilities	21	51.97	40.0	1.30	49.00
Transcribing-machine operators, technical, women	* 33	41.91	39.2	1.07	42.92	Clerks, accounting, women	258	44.64	39.9	1.12	42.75
Finance, insurance, and real estate	24	41.96	38.9	1.08	42.58	Manufacturing	110	46.91	39.9	1.18	44.88
Typists, class A, women	* 151	38.46	40.1	.96	40.04	Wholesale trade	17	44.14	40.0	1.10	43.73
Manufacturing	62	41.50	40.0	1.04	42.58	Retail trade	73	39.16	40.0	.98	40.00
Finance, insurance, and real estate	60	35.97	40.3	.89	37.69	Finance, insurance, and real estate	25	42.08	39.8	1.06	41.43
Transportation and public utilities	14	40.89	40.0	1.02	38.30	Transportation and public utilities	33	51.37	40.0	1.28	48.00
Typists, class B, women	* 374	32.40	39.9	.81	32.47	Clerks, file, class A, men	10	37.98	40.0	.95	40.50
Manufacturing	187	33.64	39.8	.85	33.37	Clerks, file, class A, women	* 90	38.38	40.0	.96	37.50
Wholesale trade	32	34.08	40.6	.84	34.86	Manufacturing	30	39.44	40.0	.99	39.13
Finance, insurance, and real estate	93	29.37	39.8	.74	29.00	Wholesale trade	12	35.25	40.0	.88	35.33
Oakland, Calif.						Finance, insurance, and real estate	23	34.77	40.0	.87	34.52
Billers (billing machine), men	8	42.00	40.0	1.05	42.00	Clerks, file, class B, women	95	36.62	39.9	.92	36.00
Transportation and public utilities	8	42.00	40.0	1.05	42.00	Manufacturing	12	35.86	39.6	.91	35.67
Billers (billing machine), women	* 110	43.90	40.0	1.10	40.50	Wholesale trade	22	33.48	40.0	.84	33.37
Manufacturing	66	47.04	39.9	1.18	41.43	Retail trade	15	35.44	40.0	.89	35.00
Wholesale trade	12	37.98	40.0	.95	38.55	Finance, insurance, and real estate	6	34.13	39.2	.87	31.61
Transportation and public utilities	29	38.49	40.0	.96	36.82	Transportation and public utilities	40	39.38	40.0	.98	36.00
Billers (bookkeeping machine), women	* 41	39.43	39.9	.99	40.25	Clerks, general, men	* 94	53.50	40.0	1.34	53.75
Wholesale trade	14	37.15	40.0	.93	36.82	Manufacturing	34	53.65	40.0	1.34	50.40
Retail trade	25	40.46	40.0	1.01	42.00	Finance, insurance, and real estate	28	52.77	40.0	1.32	53.51
Bookkeepers, hand, men	* 66	63.93	40.0	1.60	59.00	Transportation and public utilities	28	53.14	40.0	1.33	51.78
Manufacturing	58	63.18	40.0	1.58	58.69	Clerks, general, women	380	45.02	40.0	1.13	44.25
Bookkeepers, hand, women	* 56	51.38	40.0	1.28	50.50	Manufacturing	163	47.90	40.0	1.20	46.40
Manufacturing	18	53.65	40.0	1.34	51.21	Wholesale trade	32	41.56	40.0	1.04	42.50
Wholesale trade	22	45.66	40.0	1.14	41.43	Retail trade	64	37.79	40.0	.94	38.00
Transportation and public utilities	11	60.35	40.0	1.51	69.05	Finance, insurance, and real estate	71	46.11	40.0	1.15	44.88
Bookkeeping-machine operators, class A, women	65	46.41	40.0	1.16	44.75	Transportation and public utilities	50	45.50	40.0	1.14	42.24
Manufacturing	29	48.60	40.0	1.21	48.33						
Wholesale trade	14	45.19	40.0	1.13	42.58						
Retail trade	11	40.34	40.0	1.01	40.80						

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
Oakland, Calif.—Con.					
Clerks, order, men.....	* 71	\$55.78	39.9	\$1.40	\$56.25
Manufacturing.....	48	54.49	39.9	1.37	54.67
Wholesale trade.....	22	59.42	40.0	1.49	59.84
Clerks, order, women.....	* 113	43.88	40.0	1.09	42.25
Manufacturing.....	40	47.32	40.0	1.18	46.03
Wholesale trade.....	28	37.61	40.0	.94	37.98
Retail trade.....	18	40.49	40.0	1.01	40.40
Transportation and public utilities.....	19	48.17	40.0	1.20	42.58
Clerks, pay-roll, men.....	* 21	55.19	40.2	1.37	53.00
Manufacturing.....	18	55.22	40.3	1.37	51.78
Clerks, pay-roll, women.....	178	44.94	39.9	1.12	43.50
Manufacturing.....	90	44.60	39.9	1.12	42.88
Wholesale trade.....	9	46.98	40.0	1.17	43.73
Retail trade.....	35	43.29	40.0	1.08	44.00
Transportation and public utilities.....	44	46.53	40.0	1.16	44.88
Clerk-typists, women.....	667	41.99	39.9	1.05	42.00
Manufacturing.....	422	44.01	39.9	1.10	43.43
Wholesale trade.....	22	38.01	40.0	.95	40.74
Retail trade.....	146	38.07	40.0	.95	37.00
Finance, insurance, and real estate.....	27	38.39	39.3	.98	38.00
Transportation and public utilities.....	50	40.05	40.0	1.00	37.97
Office boys.....	* 82	39.78	39.9	1.00	38.50
Manufacturing.....	56	38.02	39.9	.95	38.80
Wholesale trade.....	5	33.14	40.0	.83	33.37
Transportation and public utilities.....	18	48.00	40.0	1.20	48.15
Office girls.....	60	37.47	40.0	.94	36.00
Manufacturing.....	15	37.13	40.0	.93	37.98
Wholesale trade.....	8	33.08	40.0	.83	32.80
Retail trade.....	14	34.43	40.0	.86	34.70
Finance, insurance, and real estate.....	8	32.80	40.0	.82	32.80
Transportation and public utilities.....	15	45.57	40.0	1.14	47.00
Stenographers, general, women.....	536	46.81	39.9	1.17	46.50
Manufacturing.....	302	47.34	40.0	1.18	46.03
Wholesale trade.....	65	44.08	40.0	1.10	42.58
Retail trade.....	13	44.36	40.0	1.11	45.60
Finance, insurance, and real estate.....	90	46.00	39.7	1.16	46.03
Transportation and public utilities.....	66	48.64	40.0	1.22	46.03
Switchboard operators, women.....	82	45.51	40.0	1.14	45.25
Manufacturing.....	28	48.83	40.0	1.22	50.00
Wholesale trade.....	6	43.90	40.0	1.10	40.28
Retail trade.....	21	41.46	40.0	1.04	40.28
Finance, insurance, and real estate.....	15	43.27	40.0	1.08	43.73
Transportation and public utilities.....	12	48.47	40.0	1.21	46.03
Switchboard-operator-receptionists, women.....	* 117	43.03	39.9	1.08	43.00
Manufacturing.....	73	43.55	39.9	1.09	43.73
Wholesale trade.....	12	44.17	40.0	1.10	41.43
Finance, insurance, and real estate.....	10	40.57	39.5	1.03	40.28
Transportation and public utilities.....	21	41.89	40.0	1.05	40.51
Transcribing-machine operators, general, women.....	* 77	42.73	39.8	1.08	43.00
Manufacturing.....	61	42.23	39.8	1.09	43.73
Retail trade.....	13	40.49	40.0	1.01	40.80
Typists, class A, women.....	* 109	41.22	40.0	1.03	41.00
Manufacturing.....	19	44.76	40.0	1.12	43.85
Wholesale trade.....	12	38.55	40.0	.96	37.98
Finance, insurance, and real estate.....	68	39.74	40.0	.99	40.28
Transportation and public utilities.....	10	47.77	40.0	1.19	44.88
Oakland, Calif.—Con.					
Typists, class B, women.....	129	\$37.69	40.0	\$0.95	\$37.75
Manufacturing.....	6	42.64	40.0	1.07	45.00
Wholesale trade.....	22	33.06	40.0	.83	32.22
Retail trade.....	24	37.40	40.0	.94	37.60
Finance, insurance, and real estate.....	48	36.34	40.0	.91	35.67
Transportation and public utilities.....	29	42.65	40.0	1.07	40.74
San Francisco, Calif.					
Billers (billing machine), men.....	* 28	53.59	40.0	1.34	50.00
Transportation and public utilities.....	19	51.11	40.0	1.28	49.48
Billers (billing machine), women.....	* 255	45.75	39.7	1.15	45.25
Manufacturing.....	56	47.42	39.3	1.21	48.33
Wholesale trade.....	139	45.10	39.9	1.13	45.00
Finance, insurance, and real estate.....	25	43.82	38.9	1.13	44.88
Transportation and public utilities.....	24	45.31	40.0	1.13	42.19
Billers (bookkeeping machine), women.....	145	49.62	39.7	1.25	49.75
Manufacturing.....	38	56.09	38.8	1.45	56.39
Wholesale trade.....	65	46.52	40.0	1.16	44.65
Retail trade.....	20	48.73	40.0	1.22	47.93
Finance, insurance, and real estate.....	22	48.38	40.0	1.21	49.48
Bookkeepers, hand, men.....	* 170	66.78	39.2	1.70	64.00
Manufacturing.....	90	69.19	39.2	1.77	67.20
Wholesale trade.....	25	73.71	40.0	1.84	75.00
Finance, insurance, and real estate.....	35	55.43	38.1	1.46	51.78
Transportation and public utilities.....	19	68.31	40.4	1.69	63.29
Bookkeepers, hand, women.....	179	55.02	39.2	1.40	55.75
Manufacturing.....	50	60.78	39.4	1.54	60.50
Wholesale trade.....	30	56.34	39.6	1.42	57.54
Retail trade.....	18	50.80	40.0	1.27	47.25
Finance, insurance, and real estate.....	60	50.71	38.5	1.32	48.33
Transportation and public utilities.....	21	55.37	39.5	1.40	55.24
Bookkeeping-machine operators, class A, men.....	* 25	53.36	39.5	1.35	52.50
Manufacturing.....	6	54.09	38.3	1.41	54.09
Finance, insurance, and real estate.....	9	52.16	39.8	1.31	51.78
Bookkeeping-machine operators, class A, women.....	* 121	51.63	38.7	1.34	50.50
Manufacturing.....	80	52.28	38.3	1.37	52.47
Wholesale trade.....	15	51.84	40.0	1.30	49.48
Finance, insurance, and real estate.....	24	49.54	39.4	1.26	49.27
Bookkeeping-machine operators, class B, men.....	* 157	44.22	40.0	1.10	43.25
Wholesale trade.....	22	58.58	40.0	1.47	59.84
Finance, insurance, and real estate.....	129	41.77	40.0	1.04	42.23
Bookkeeping-machine operators, class B, women.....	791	44.23	39.5	1.12	44.00
Manufacturing.....	150	48.72	39.5	1.23	47.50
Wholesale trade.....	112	47.64	40.0	1.19	48.00
Retail trade.....	12	42.70	40.0	1.07	41.33
Finance, insurance, and real estate.....	488	41.98	39.3	1.07	40.28
Transportation and public utilities.....	29	46.46	40.4	1.15	47.47
Calculating-machine operators (comptometer), men.....	24	56.77	40.0	1.42	58.50

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
San Francisco, Calif.—Continued						San Francisco, Calif.—Continued					
Calculating-machine operators, (comptometer), women.....	913	\$47.78	39.5	\$1.21	\$46.75	Clerks, order, men.....	* 514	\$56.98	39.9	\$1.43	\$56.25
Manufacturing.....	422	49.10	39.0	1.26	49.02	Manufacturing.....	114	60.06	39.1	1.54	57.54
Wholesale trade.....	297	46.79	40.0	1.17	46.03	Wholesale trade.....	379	54.86	40.1	1.37	55.24
Retail trade.....	73	41.78	40.0	1.04	41.40	Finance, insurance, and real estate.....	14	81.83	40.6	2.02	80.55
Finance, insurance, and real estate.....	12	45.46	37.1	1.23	45.46	Clerks, order, women.....	* 201	49.75	39.6	1.26	49.50
Transportation and public utilities.....	109	49.66	39.8	1.25	49.02	Manufacturing.....	90	51.60	39.7	1.30	49.64
Calculating-machine operators (other than comptometer), men.....	* 8	58.11	41.0	1.42	57.50	Wholesale trade.....	74	49.20	39.9	1.23	51.78
Finance, insurance, and real estate.....	7	59.51	41.1	1.45	63.29	Retail trade.....	16	38.52	40.0	.96	37.40
Calculating-machine operators (other than comptometer), women.....	* 115	43.80	39.6	1.11	43.00	Finance, insurance, and real estate.....	12	49.20	36.5	1.35	51.21
Wholesale trade.....	65	43.46	39.9	1.09	41.77	Clerks, pay-roll, men.....	98	56.47	39.6	1.43	56.25
Finance, insurance, and real estate.....	44	44.87	39.0	1.15	42.58	Manufacturing.....	52	55.27	39.3	1.41	54.09
Clerks, accounting, men.....	709	55.52	39.5	1.41	54.75	Wholesale trade.....	15	51.57	40.0	1.29	50.00
Manufacturing.....	256	57.77	39.3	1.47	57.54	Finance, insurance, and real estate.....	10	63.29	40.0	1.58	63.29
Wholesale trade.....	183	52.08	39.8	1.31	50.63	Transportation and public utilities.....	21	59.71	39.8	1.50	65.95
Finance, insurance, and real estate.....	128	53.91	39.1	1.38	50.63	Clerks, pay-roll, women.....	368	50.31	39.6	1.27	49.25
Transportation and public utilities.....	142	57.37	39.6	1.45	55.53	Manufacturing.....	164	53.32	39.4	1.35	51.78
Clerks, accounting, women.....	987	47.83	39.2	1.22	47.00	Wholesale trade.....	74	50.27	39.9	1.26	51.78
Manufacturing.....	318	50.05	39.3	1.28	48.33	Retail trade.....	31	44.49	40.0	1.11	44.50
Wholesale trade.....	217	48.08	39.7	1.21	48.33	Finance, insurance, and real estate.....	34	47.57	39.5	1.21	47.76
Retail trade.....	29	45.07	40.0	1.13	44.50	Transportation and public utilities.....	65	46.99	39.7	1.18	46.03
Finance, insurance, and real estate.....	251	44.53	38.3	1.16	44.88	Clerk-typists, men.....	67	46.48	40.0	1.16	47.50
Transportation and public utilities.....	172	48.71	39.6	1.23	48.33	Manufacturing.....	26	47.36	40.0	1.18	50.25
Clerks, file, class A, men.....	* 9	49.11	40.0	1.23	56.75	Wholesale trade.....	10	48.02	40.0	1.20	48.02
Manufacturing.....	4	47.20	40.0	1.18	47.20	Transportation and public utilities.....	31	45.24	40.0	1.13	43.73
Clerks, file, class A, women.....	* 331	45.59	39.6	1.15	44.25	Clerk-typists, women.....	1,692	42.21	39.5	1.07	42.25
Manufacturing.....	116	51.21	39.5	1.30	52.27	Manufacturing.....	482	45.58	39.5	1.15	46.95
Wholesale trade.....	65	42.42	39.7	1.07	42.58	Wholesale trade.....	327	42.68	39.8	1.07	42.00
Finance, insurance, and real estate.....	112	41.14	39.3	1.05	40.28	Retail trade.....	18	37.63	40.0	.94	37.45
Transportation and public utilities.....	36	47.12	40.5	1.16	46.03	Finance, insurance, and real estate.....	566	39.95	39.3	1.02	40.28
Clerks, file, class B, men.....	* 25	44.25	40.0	1.11	45.25	Transportation and public utilities.....	299	40.80	39.7	1.03	40.28
Manufacturing.....	16	46.61	40.0	1.17	46.17	Office boys.....	* 391	37.85	39.3	.96	37.75
Transportation and public utilities.....	5	43.50	40.0	1.09	43.73	Manufacturing.....	148	38.00	39.5	.96	38.80
Clerks, file, class B, women.....	947	37.37	39.1	.95	36.50	Wholesale trade.....	60	37.27	39.7	.94	37.97
Manufacturing.....	146	43.99	38.6	1.14	40.28	Finance, insurance, and real estate.....	106	37.58	38.9	.97	35.96
Wholesale trade.....	100	37.68	39.9	.94	36.82	Transportation and public utilities.....	75	38.44	39.1	.98	39.13
Retail trade.....	47	35.31	40.0	.88	35.40	Office girls.....	343	38.61	39.7	.97	37.25
Finance, insurance, and real estate.....	542	35.40	38.8	.91	34.52	Manufacturing.....	132	41.52	39.5	1.05	39.70
Transportation and public utilities.....	112	38.87	39.9	.97	37.00	Wholesale trade.....	129	35.17	40.0	.88	35.67
Clerks, general, men.....	535	55.74	39.8	1.40	55.25	Finance, insurance, and real estate.....	20	34.75	40.1	.87	34.24
Manufacturing.....	166	64.17	39.9	1.61	62.19	Transportation and public utilities.....	59	41.15	39.7	1.04	41.43
Wholesale trade.....	166	52.08	39.9	1.30	51.78	Stenographers, general, men.....	* 41	50.80	40.0	1.27	52.00
Finance, insurance, and real estate.....	175	50.76	39.6	1.28	50.63	Manufacturing.....	16	53.14	40.0	1.33	51.78
Transportation and public utilities.....	28	58.50	40.3	1.45	56.97	Wholesale trade.....	22	49.43	40.0	1.24	48.33
Clerks, general, women.....	950	49.47	39.7	1.24	46.25	Stenographers, general, women.....	2,572	48.13	39.2	1.23	47.50
Manufacturing.....	252	61.67	40.0	1.54	62.19	Manufacturing.....	904	50.28	39.3	1.28	50.63
Wholesale trade.....	280	44.47	39.9	1.11	42.58	Wholesale trade.....	443	48.51	39.8	1.22	48.00
Retail trade.....	73	40.11	40.0	1.00	39.39	Retail trade.....	42	47.60	40.0	1.19	46.41
Finance, insurance, and real estate.....	284	45.99	39.1	1.18	43.73	Finance, insurance, and real estate.....	811	46.44	38.6	1.20	46.03
Transportation and public utilities.....	61	49.48	39.8	1.24	48.33	Transportation and public utilities.....	372	46.17	39.7	1.16	46.03
San Francisco, Calif.—Continued						San Francisco, Calif.—Continued					
						Switchboard operators, women.....	412	47.15	39.6	1.19	44.75
						Manufacturing.....	132	52.92	39.7	1.33	53.67
						Wholesale trade.....	90	44.71	40.0	1.12	43.73
						Retail trade.....	21	39.62	40.0	.99	38.87
						Finance, insurance, and real estate.....	112	43.13	39.2	1.10	42.58
						Transportation and public utilities.....	57	48.34	39.5	1.22	43.65

See footnotes at end of table.

TABLE J.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates	
San Francisco, Calif.—Con.					
Switchboard-operator-receptionists, women.....	* 323	\$44.73	39.2	\$1.14	\$44.00
Manufacturing.....	104	45.06	39.1	1.15	44.88
Wholesale trade.....	122	45.52	39.8	1.14	44.00
Finance, insurance, and real estate.....	52	44.08	38.1	1.16	43.73
Transportation and public utilities.....	41	42.16	38.7	1.09	42.00
Transcribing-machine operators, general, women.....	236	45.82	39.3	1.16	45.75
Manufacturing.....	96	47.97	39.2	1.22	48.91
Wholesale trade.....	60	42.98	40.0	1.07	41.43
Finance, insurance, and real estate.....	69	43.46	38.6	1.12	42.58
Transportation and public utilities.....	11	57.29	40.0	1.43	57.60
Typists, class A, men.....	8	45.24	40.0	1.13	42.25
Typists, class A, women.....	* 348	46.60	39.2	1.19	46.25
Manufacturing.....	202	48.33	39.0	1.24	48.33
Wholesale trade.....	32	45.13	40.0	1.13	46.02
Finance, insurance, and real estate.....	66	40.22	39.0	1.03	40.28
Transportation and public utilities.....	44	49.25	40.0	1.23	46.95
Typists, class B, women.....	528	42.09	39.2	1.07	42.00
Manufacturing.....	150	44.59	39.4	1.13	43.73
Wholesale trade.....	104	41.70	40.0	1.04	40.28
Retail trade.....	9	42.93	40.0	1.07	44.50
Finance, insurance, and real estate.....	224	39.96	38.7	1.03	40.65
Transportation and public utilities.....	41	45.43	39.0	1.16	45.57
Seattle, Wash.					
Billers (billing machine), women.....	* 228	41.20	39.9	1.03	40.50
Manufacturing.....	15	42.59	38.8	1.10	40.28
Wholesale trade.....	67	42.99	40.0	1.07	41.60
Retail trade.....	43	36.40	40.0	.91	37.00
Transportation and public utilities.....	96	41.78	40.0	1.04	40.64
Billers (bookkeeping machine), women.....	* 25	41.43	40.0	1.03	39.25
Manufacturing.....	11	46.00	40.0	1.15	40.28
Bookkeepers, hand, men.....	* 108	62.50	40.1	1.56	62.25
Manufacturing.....	43	68.16	39.9	1.71	66.74
Wholesale trade.....	22	56.81	40.0	1.42	55.24
Finance, insurance, and real estate.....	30	60.35	39.6	1.52	59.84
Transportation and public utilities.....	6	57.54	40.0	1.44	54.09
Services.....	7	59.14	43.4	1.36	60.00
Bookkeepers, hand, women.....	161	52.06	39.8	1.30	51.25
Manufacturing.....	28	57.35	39.5	1.45	57.52
Wholesale trade.....	30	58.37	40.1	1.45	57.54
Retail trade.....	6	42.87	40.0	1.07	44.27
Finance, insurance, and real estate.....	68	48.19	39.7	1.21	46.61
Transportation and public utilities.....	13	56.12	40.0	1.40	51.78
Services.....	16	47.60	40.0	1.19	48.33
Bookkeeping-machine operators, class A, men.....	* 53	48.58	40.0	1.22	45.75
Wholesale trade.....	12	64.63	40.0	1.62	60.42
Finance, insurance, and real estate.....	38	43.55	40.0	1.09	43.73
Bookkeeping-machine operators, class A, women.....	* 204	44.20	39.9	1.11	44.50
Manufacturing.....	9	49.92	40.0	1.25	48.33
Wholesale trade.....	57	45.53	40.2	1.13	46.00
Finance, insurance, and real estate.....	130	43.19	39.9	1.08	43.73
Services.....	5	40.17	40.0	1.00	40.28
Seattle, Wash.—Con.					
Bookkeeping-machine operators, class B, men.....	* 12	\$43.71	40.0	\$1.09	\$41.50
Bookkeeping-machine operators, class B, women.....	* 191	41.13	39.1	1.05	40.25
Manufacturing.....	29	44.69	39.8	1.12	43.73
Wholesale trade.....	58	44.88	40.1	1.12	43.73
Retail trade.....	6	37.17	40.0	.93	37.00
Finance, insurance, and real estate.....	94	37.93	38.2	.99	38.84
Calculating-machine operators (comptometer), women.....	* 430	41.43	40.0	1.03	41.00
Manufacturing.....	89	41.83	40.0	1.05	41.43
Wholesale trade.....	107	43.75	40.0	1.09	41.60
Retail trade.....	140	37.89	40.0	.95	38.00
Finance, insurance, and real estate.....	56	42.41	39.8	1.06	40.86
Transportation and public utilities.....	38	45.56	40.0	1.14	46.50
Calculating-machine operators (other than comptometer), women.....	* 67	39.95	40.3	.99	39.50
Wholesale trade.....	28	42.40	41.7	1.02	44.44
Retail trade.....	22	35.18	40.0	.88	35.00
Clerks, accounting, men.....	* 202	57.55	40.1	1.43	56.00
Manufacturing.....	74	57.33	40.0	1.44	55.25
Wholesale trade.....	63	56.32	40.3	1.40	52.93
Finance, insurance, and real estate.....	14	54.70	40.0	1.37	55.67
Transportation and public utilities.....	49	59.55	40.0	1.49	62.80
Clerks, accounting, women.....	538	42.80	39.9	1.07	41.75
Manufacturing.....	94	46.09	39.8	1.16	46.03
Wholesale trade.....	141	44.61	40.1	1.11	43.73
Retail trade.....	82	36.31	40.1	.91	36.24
Finance, insurance, and real estate.....	150	42.51	39.7	1.07	40.28
Transportation and public utilities.....	58	42.55	40.0	1.06	41.00
Services.....	13	44.58	39.5	1.13	42.50
Clerks, file, class A, women.....	* 175	42.52	39.8	1.07	44.25
Manufacturing.....	76	46.68	40.0	1.17	46.26
Wholesale trade.....	25	39.95	40.0	1.00	39.13
Finance, insurance, and real estate.....	64	38.37	39.4	.97	39.13
Transportation and public utilities.....	7	47.59	40.0	1.19	47.00
Clerks, file, class B, women.....	425	33.55	40.0	.84	32.00
Manufacturing.....	71	39.47	40.0	.99	37.98
Wholesale trade.....	42	34.81	40.4	.86	32.22
Retail trade.....	113	31.01	40.0	.78	31.00
Finance, insurance, and real estate.....	88	32.64	39.9	.82	32.22
Transportation and public utilities.....	24	38.47	40.0	.96	38.40
Services.....	87	30.95	40.0	.77	31.07
Clerks, general, men.....	* 144	51.96	40.2	1.29	52.50
Manufacturing.....	39	53.94	40.0	1.35	53.86
Wholesale trade.....	52	50.42	40.6	1.24	52.00
Finance, insurance, and real estate.....	38	51.37	40.0	1.28	52.00
Transportation and public utilities.....	7	46.06	40.0	1.15	44.88
Clerks, general, women.....	671	43.95	39.8	1.11	43.00
Manufacturing.....	222	47.47	40.0	1.19	47.41
Wholesale trade.....	142	39.64	39.9	.99	40.00
Retail trade.....	88	35.83	40.1	.89	35.00
Finance, insurance, and real estate.....	136	44.15	38.8	1.14	42.47
Transportation and public utilities.....	66	53.19	40.0	1.33	57.00
Services.....	17	38.62	40.0	.97	34.52
Clerks, order, men.....	* 240	55.52	40.7	1.37	53.25
Manufacturing.....	56	56.62	40.0	1.42	52.14
Wholesale trade.....	184	55.18	41.0	1.35	51.78

See footnotes at end of table.

TABLE J.—Average salaries ¹ and average weekly scheduled hours of work for selected office occupations in selected cities, by industry group ²—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries
		Weekly salaries	Weekly scheduled hours	Hourly rates				Weekly salaries	Weekly scheduled hours	Hourly rates	
Seattle, Wash.—Con.						Seattle, Wash.—Con.					
Clerks, order, women.....	* 150	\$42.10	40.1	\$1.05	\$41.25	Stenographers, technical, women.....	* 116	\$50.92	39.4	\$1.29	\$48.50
Manufacturing.....	37	45.60	39.9	1.14	43.73	Manufacturing.....	38	48.97	39.8	1.23	46.03
Wholesale trade.....	41	45.62	39.7	1.15	44.88	Finance, insurance, and real estate.....	70	49.94	39.1	1.28	49.48
Retail trade.....	67	38.52	40.0	.96	37.50	Transportation and public utilities.....	8	67.07	40.0	1.68	67.90
Clerks, pay-roll, men.....	* 21	58.44	40.2	1.46	59.00	Switchboard operators, women.....	* 153	40.77	39.8	1.02	40.00
Manufacturing.....	15	59.87	40.3	1.49	59.84	Manufacturing.....	26	43.73	40.0	1.09	42.12
Clerks, pay-roll, women.....	168	44.96	39.8	1.13	43.25	Wholesale trade.....	26	39.13	40.2	.97	36.82
Manufacturing.....	60	45.15	39.7	1.14	41.43	Retail trade.....	25	36.98	40.0	.92	36.00
Wholesale trade.....	12	45.78	40.0	1.14	45.28	Finance, insurance, and real estate.....	40	41.72	38.9	1.07	40.21
Retail trade.....	31	39.52	40.0	.99	40.00	Transportation and public utilities.....	36	41.38	40.0	1.03	42.00
Finance, insurance, and real estate.....	22	48.10	39.6	1.22	46.03	Switchboard-operator-receptionists, women.....	145	40.97	39.7	1.03	40.25
Transportation and public utilities.....	38	47.15	40.0	1.18	49.00	Manufacturing.....	39	44.70	39.8	1.12	43.38
Services.....	5	44.00	40.0	1.10	40.00	Wholesale trade.....	40	42.29	39.8	1.06	42.00
Clerk-typists, women.....	* 603	39.37	39.5	.99	39.75	Retail trade.....	4	35.12	38.5	.91	37.50
Manufacturing.....	141	42.74	39.8	1.07	43.73	Finance, insurance, and real estate.....	24	37.76	39.1	.97	37.98
Wholesale trade.....	153	39.39	39.9	.99	40.28	Transportation and public utilities.....	19	39.38	40.0	.98	37.98
Retail trade.....	19	33.98	40.0	.85	33.50	Services.....	19	37.44	39.7	.94	37.98
Finance, insurance, and real estate.....	210	37.77	38.7	.97	37.98	Transcribing-machine operators, general, women.....	* 125	42.32	39.9	1.07	42.75
Transportation and public utilities.....	59	40.04	40.0	1.00	40.00	Manufacturing.....	8	39.70	39.4	1.01	39.13
Office boys.....	94	32.98	39.9	.82	31.00	Wholesale trade.....	57	44.79	40.1	1.12	44.88
Manufacturing.....	14	35.81	40.0	.90	35.92	Finance, insurance, and real estate.....	52	40.82	39.7	1.03	41.43
Wholesale trade.....	9	35.76	40.0	.89	37.98	Typists, class A, women.....	* 215	41.11	40.0	1.03	41.00
Retail trade.....	5	30.30	40.0	.76	31.00	Manufacturing.....	44	43.61	40.0	1.09	42.70
Finance, insurance, and real estate.....	48	32.22	39.7	.81	29.96	Retail trade.....	26	34.62	40.0	.87	35.00
Transportation and public utilities.....	8	34.09	40.0	.85	33.81	Finance, insurance, and real estate.....	128	41.43	40.0	1.03	40.28
Services.....	10	30.57	40.0	.76	29.92	Transportation and public utilities.....	13	43.46	40.0	1.09	43.00
Office girls.....	* 115	33.19	39.9	.83	32.50	Typists, class B, women.....	180	35.64	39.8	.90	35.50
Manufacturing.....	23	36.01	40.0	.90	37.98	Manufacturing.....	18	37.77	39.9	.95	37.98
Retail trade.....	31	31.68	40.0	.79	31.00	Wholesale trade.....	6	32.99	40.0	.82	31.07
Finance, insurance, and real estate.....	32	31.87	39.7	.80	30.43	Retail trade.....	19	33.79	40.0	.84	33.50
Transportation and public utilities.....	23	34.67	40.0	.87	34.00	Finance, insurance, and real estate.....	60	34.27	39.5	.87	33.37
Stenographers, general, women.....	943	45.62	39.7	1.15	45.25	Transportation and public utilities.....	12	39.87	40.0	1.00	39.50
Manufacturing.....	197	46.45	39.8	1.17	46.03	Services.....	65	36.32	40.0	.91	35.67
Wholesale trade.....	252	46.55	40.2	1.16	46.03						
Retail trade.....	35	39.62	39.7	1.00	40.00						
Finance, insurance, and real estate.....	300	45.49	39.0	1.17	44.88						
Transportation and public utilities.....	133	45.12	40.0	1.13	45.25						
Services.....	26	45.52	39.9	1.07	42.58						

¹ Excluding overtime premium pay.² Data pertain to pay roll periods, as follows: December 1947 (Atlanta); January 1948 (Boston, Buffalo, Denver, Milwaukee, and Seattle); February

1948 (Dallas and San Francisco-Oakland).

³ Includes data for industry groups not shown separately.⁴ Insufficient data.

TABLE K.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in Chicago, Ill., by industry group, February 1948

Occupation, sex, and industry	Estimated number of workers	Weekly salaries			Average weekly scheduled hours	Average hourly rates	Occupation, sex, and industry	Estimated number of workers	Weekly salaries			Average weekly scheduled hours	Average hourly rates
		Average	Median	Range of middle 50 percent of workers ²					Average	Median	Range of middle 50 percent of workers ²		
Billers (billing machine), men	* 167	\$42.48	\$41.70	\$39.50-\$46.00	39.8	\$1.07	Clerks, accounting, men	2,448	\$51.51	\$50.90	\$43.50-\$53.50	39.6	\$1.30
Wholesale trade	77	42.30	42.00	40.00-46.00	40.0	1.06	Manufacturing	1,390	54.82	52.82	45.91-62.00	39.8	1.38
Transportation and public utilities	45	43.85	42.00	41.00-45.10	41.1	1.07	Wholesale trade	488	47.50	46.03	41.80-50.63	39.7	1.20
Billers (billing machine), women	* 1,796	42.77	43.20	40.00-46.50	39.8	1.07	Retail trade	44	44.80	45.00	39.00-51.00	40.0	1.12
Manufacturing	789	43.32	42.58	40.00-46.40	39.9	1.09	Finance, insurance, and real estate	377	46.84	46.03	39.13-51.78	38.9	1.20
Wholesale trade	414	41.64	40.96	38.28-45.00	39.5	1.05	Transportation and public utilities	111	48.72	48.30	42.00-55.24	40.2	1.21
Finance, insurance, and real estate	93	40.49	41.43	35.10-44.31	39.1	1.04	Services	38	43.88	41.43	32.00-50.00	40.2	1.09
Transportation and public utilities	34	42.34	43.05	40.74-43.05	40.4	1.05	Clerks, accounting, women	4,329	43.84	41.96	37.50-47.50	39.3	1.12
Services	16	41.19	42.50	40.00-42.58	38.8	1.06	Manufacturing	1,776	48.10	45.00	40.28-51.78	39.4	1.22
Billers (bookkeeping machine), women	* 288	42.74	42.47	40.00-46.50	39.1	1.09	Wholesale trade	795	41.36	40.00	36.82-44.30	39.4	1.05
Manufacturing	136	44.65	45.00	42.00-47.95	38.5	1.16	Retail trade	196	43.65	40.00	38.00-50.00	41.9	1.04
Wholesale trade	40	41.40	40.00	38.00-45.00	39.4	1.05	Finance, insurance, and real estate	966	38.84	36.82	34.52-40.28	39.2	.99
Bookkeepers, hand, men	* 701	62.11	63.06	54.00-72.00	39.9	1.56	Transportation and public utilities	246	44.74	45.00	39.13-49.48	39.9	1.12
Manufacturing	321	63.75	65.00	57.54-72.60	40.0	1.59	Services	350	41.12	40.28	36.82-44.88	38.1	1.08
Wholesale trade	140	64.43	63.29	55.47-75.00	40.8	1.58	Clerks, file, class A, men	* 51	42.86	42.81	39.00-47.00	39.0	1.15
Retail trade	24	47.08	48.00	44.00-50.00	40.0	1.18	Manufacturing	23	44.72	45.65	38.00-51.67	37.9	1.29
Finance, insurance, and real estate	153	58.91	60.99	51.78-69.04	38.9	1.51	Clerks, file, class A, women	1,142	41.82	41.64	37.00-45.00	39.3	1.06
Services	42	54.46	52.93	40.00-64.83	39.6	1.37	Manufacturing	456	42.77	42.58	35.00-46.03	38.9	1.10
Bookkeepers, hand, women	1,171	52.10	52.09	45.50-59.00	39.7	1.31	Wholesale trade	106	41.16	40.97	39.13-42.58	39.5	1.04
Manufacturing	385	54.55	53.86	50.00-60.00	39.7	1.37	Retail trade	287	42.50	42.80	39.28-45.04	40.0	1.06
Wholesale trade	220	53.95	51.00	48.33-60.00	39.8	1.35	Finance, insurance, and real estate	160	39.96	39.13	36.82-42.58	38.7	1.03
Retail trade	117	43.81	42.50	41.00-46.20	42.6	1.03	Transportation and public utilities	39	46.99	47.18	42.00-54.09	39.8	1.18
Finance, insurance, and real estate	310	48.42	46.03	43.15-57.54	38.6	1.26	Services	94	36.84	34.52	34.00-40.00	39.8	.92
Transportation and public utilities	22	65.74	57.54	55.00-85.00	38.8	1.69	Clerks, file, class B, men	* 220	33.54	32.22	29.50-37.00	39.8	.84
Services	117	56.06	55.00	48.33-60.00	39.3	1.43	Manufacturing	87	36.67	36.00	32.00-42.50	39.9	.92
Bookkeeping-machine operators, class A, men	* 24	56.51	54.44	50.50-70.50	39.8	1.42	Finance, insurance, and real estate	100	29.88	28.77	28.77-31.07	39.6	.76
Bookkeeping-machine operators, class A, women	* 512	52.15	51.39	47.00-56.00	39.5	1.32	Clerks, file, class B, women	4,460	34.86	34.25	31.50-38.00	39.5	.88
Manufacturing	256	55.45	52.00	47.50-60.51	39.9	1.39	Manufacturing	1,755	36.38	36.00	33.37-39.13	39.6	.92
Wholesale trade	100	51.42	50.00	47.50-52.40	39.5	1.30	Wholesale trade	602	34.61	34.62	32.22-36.82	39.9	.87
Finance, insurance, and real estate	115	47.33	49.48	43.73-51.78	38.4	1.23	Retail trade	431	36.99	37.00	32.00-42.64	40.0	.92
Transportation and public utilities	21	44.10	41.43	40.00-47.83	40.0	1.10	Finance, insurance, and real estate	1,231	32.48	31.76	29.92-34.52	38.9	.83
Bookkeeping-machine operators, class B, men	* 172	37.90	36.28	34.00-41.50	40.0	.95	Transportation and public utilities	155	36.32	37.00	33.37-38.95	39.8	.91
Finance, insurance, and real estate	122	35.25	34.52	33.37-36.82	39.5	.89	Services	286	32.35	32.00	30.00-34.91	39.5	.82
Bookkeeping-machine operators, class B, women	2,515	41.65	41.04	36.00-46.00	39.7	1.05	Clerks, general, men	* 1,973	50.64	48.87	43.00-58.00	39.7	1.28
Manufacturing	637	44.43	43.73	40.00-47.60	39.7	1.12	Manufacturing	1,139	49.82	48.00	44.00-54.09	39.7	1.26
Wholesale trade	622	44.70	44.00	40.00-50.00	39.7	1.13	Wholesale trade	324	50.18	47.50	41.43-57.54	40.2	1.25
Retail trade	132	40.72	40.00	36.00-44.07	40.0	1.02	Finance, insurance, and real estate	279	51.30	49.00	44.00-57.54	39.2	1.31
Finance, insurance, and real estate	1,053	38.01	37.40	35.67-40.28	39.6	.96	Transportation and public utilities	202	56.20	60.00	47.18-64.44	40.0	1.41
Transportation and public utilities	27	41.94	39.13	36.82-45.10	40.1	1.04	Services	29	43.19	41.00	38.50-46.03	39.2	1.10
Services	44	47.87	47.50	46.29-52.50	40.0	1.20	Clerks, general, women	4,883	42.48	41.75	38.50-46.00	39.5	1.08
Calculating-machine operators (comptometer), women	3,591	43.19	42.59	38.50-47.00	39.7	1.09	Manufacturing	2,585	43.03	42.35	39.00-46.04	39.6	1.09
Manufacturing	1,916	44.62	44.00	40.00-47.60	39.6	1.13	Wholesale trade	790	42.35	41.43	38.00-45.00	39.4	1.08
Wholesale trade	712	43.16	42.00	40.00-47.60	39.9	1.08	Retail trade	146	33.63	32.50	32.00-35.00	42.0	.80
Retail trade	489	38.45	38.00	35.00-42.00	40.0	.96	Finance, insurance, and real estate	809	42.01	41.14	37.97-43.00	39.2	1.07
Finance, insurance, and real estate	142	39.16	37.97	36.82-41.43	38.8	1.01	Transportation and public utilities	334	44.07	42.00	39.00-50.00	39.1	1.13
Transportation and public utilities	139	44.21	45.00	40.28-47.32	40.1	1.10	Services	219	41.73	40.00	37.00-45.00	39.2	1.07
Services	193	43.49	44.00	41.00-46.00	39.7	1.10	Clerks, order, men	* 1,234	54.02	53.32	47.00-63.50	39.7	1.36
Calculating-machine operators (other than comptometer), women	* 739	42.07	42.05	37.50-46.50	39.4	1.07	Manufacturing	525	55.42	53.00	48.00-63.29	39.9	1.39
Manufacturing	118	43.83	40.28	40.00-46.03	39.1	1.11	Wholesale trade	597	52.17	51.78	45.00-58.69	39.7	1.31
Wholesale trade	107	42.59	40.96	37.97-46.03	39.4	1.08	Finance, insurance, and real estate	85	60.56	63.29	56.62-65.59	38.4	1.58
Retail trade	337	44.28	46.00	41.00-47.00	40.0	1.11	Transportation and public utilities	24	48.27	48.33	37.00-51.66	40.7	1.19
Finance, insurance, and real estate	139	36.37	35.67	33.95-36.82	38.9	.94	Clerks, order, women	* 1,465	42.81	41.07	37.50-45.00	40.0	1.07
							Manufacturing	702	45.31	42.00	39.38-52.50	39.7	1.14
							Wholesale trade	523	40.68	40.00	36.82-43.73	40.0	1.02
							Retail trade	171	35.32	35.00	32.50-39.00	40.0	.88
							Finance, insurance, and real estate	40	43.99	42.58	41.43-46.03	36.8	1.19
							Clerks, pay-roll, men	* 544	50.57	50.40	43.50-56.50	39.7	1.27
							Manufacturing	470	50.41	50.00	45.45-55.12	39.7	1.27
							Wholesale trade	37	51.34	52.00	36.82-65.00	39.3	1.31

See footnotes at end of table.

TABLE K.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in Chicago, Ill., by industry group, February 1948—Continued

Occupation, sex, and industry	Estimated number of workers	Weekly salaries			Average weekly scheduled hours	Average hourly rates	Occupation, sex, and industry	Estimated number of workers	Weekly salaries			Average weekly scheduled hours	Average hourly rates
		Average	Median	Range of middle 50 percent of workers ²					Average	Median	Range of middle 50 percent of workers ²		
Clerks, pay-roll, women	2,113	\$45.61	\$45.16	\$41.00-\$50.00	\$39.6	\$1.15	Stenographers, technical, women	* 773	\$50.54	\$50.69	\$46.00-\$54.50	\$38.9	\$1.30
Manufacturing.....	1,365	45.97	44.88	40.00-50.00	39.8	1.16	Manufacturing.....	286	51.91	52.00	47.00-58.00	39.7	1.81
Wholesale trade.....	243	43.18	42.00	38.00-48.00	39.7	1.09	Wholesale trade.....	133	52.19	50.00	50.00-54.40	38.5	1.36
Retail trade.....	136	43.67	48.00	40.00-48.00	40.0	1.09	Finance, insurance, and real estate.....	243	47.67	47.18	43.73-50.63	38.2	1.25
Finance, insurance, and real estate.....	95	43.22	42.58	37.97-47.18	38.3	1.13	Services.....	88	51.34	51.78	44.88-55.00	39.6	1.30
Transportation and public utilities.....	221	47.54	48.00	44.00-51.00	39.4	1.21	Switchboard operators, women	1,467	40.89	40.57	36.50-44.50	39.4	1.04
Services.....	53	48.61	44.88	41.43-50.75	39.0	1.25	Manufacturing.....	408	43.97	44.00	39.00-48.88	39.3	1.12
Clerk-typists, men	* 99	40.14	40.50	37.00-42.00	39.5	1.02	Wholesale trade.....	201	39.35	37.97	36.00-43.73	39.3	1.00
Manufacturing.....	20	41.25	40.00	39.00-43.50	39.1	1.06	Retail trade.....	193	38.04	38.00	35.03-40.00	40.2	.95
Wholesale trade.....	46	40.79	40.28	36.82-42.00	39.9	1.02	Finance, insurance, and real estate.....	387	38.94	39.13	36.82-42.00	39.1	1.00
Finance, insurance, and real estate.....	17	37.66	36.82	36.82-39.13	39.9	.95	Transportation and public utilities.....	172	44.26	43.50	39.60-48.00	39.9	1.11
Transportation and public utilities.....	12	40.22	40.28	34.52-46.03	37.9	1.06	Services.....	106	38.79	40.00	34.91-42.58	38.7	1.00
Clerk-typists, women	5,968	38.15	38.00	35.00-41.50	39.4	.97	Switchboard-operator-receptionists, women	* 1,660	41.10	41.19	37.50-45.00	39.7	1.04
Manufacturing.....	2,049	40.61	40.00	37.50-44.00	39.8	1.02	Manufacturing.....	780	41.79	41.80	38.00-44.88	40.0	1.04
Wholesale trade.....	1,241	37.77	37.40	35.00-40.00	39.2	.96	Wholesale trade.....	459	41.53	40.00	37.97-45.00	39.7	1.05
Retail trade.....	510	35.50	36.73	33.00-37.29	40.0	.89	Finance, insurance, and real estate.....	208	38.73	37.50	34.52-44.88	38.6	1.00
Finance, insurance, and real estate.....	1,530	35.75	34.52	32.00-38.00	39.0	.92	Transportation and public utilities.....	44	36.36	35.00	32.22-40.00	40.2	.90
Transportation and public utilities.....	288	39.10	39.13	34.52-42.72	40.0	.98	Services.....	161	41.33	40.00	35.00-47.50	39.1	1.06
Services.....	350	38.73	38.00	36.82-42.00	38.1	1.02	Transcribing-machine operators, general, women	* 1,327	42.33	42.17	39.50-47.00	39.4	1.07
Office boys	1,589	32.56	32.15	30.00-35.50	38.9	.84	Manufacturing.....	637	44.24	43.85	40.00-48.04	39.7	1.12
Manufacturing.....	715	32.39	33.00	29.92-36.00	38.8	.84	Wholesale trade.....	289	41.07	41.60	40.00-42.58	39.3	1.05
Wholesale trade.....	178	32.25	32.22	30.00-34.52	39.3	.82	Finance, insurance, and real estate.....	338	40.07	40.28	36.82-42.58	38.8	1.03
Retail trade.....	53	37.09	37.00	35.00-39.00	40.0	.93	Transportation and public utilities.....	17	43.16	42.58	40.41-43.87	40.0	1.08
Finance, insurance, and real estate.....	403	33.35	32.41	29.92-34.52	39.0	.85	Services.....	40	40.42	42.50	39.00-43.73	40.0	1.01
Transportation and public utilities.....	98	31.41	31.21	31.07-32.36	39.0	.81	Transcribing-machine operators, technical, women	* 37	45.17	45.92	43.00-47.00	39.5	1.14
Services.....	142	30.74	30.00	29.92-32.22	37.8	.81	Typists, class A, men	* 18	45.71	48.00	42.00-47.50	39.4	1.16
Office girls	897	32.72	32.06	30.50-35.00	39.3	.83	Wholesale trade.....	13	46.08	48.00	40.28-48.00	39.5	1.17
Manufacturing.....	351	33.00	32.50	32.00-35.00	39.1	.84	Typists, class A, women	* 1,573	43.70	43.66	40.50-47.00	39.4	1.11
Wholesale trade.....	90	33.86	34.00	32.22-36.00	39.4	.86	Manufacturing.....	855	43.24	42.40	40.00-45.60	39.2	1.10
Retail trade.....	29	33.06	34.00	32.00-36.00	40.4	.82	Wholesale trade.....	126	43.05	42.50	40.00-46.03	39.6	1.09
Finance, insurance, and real estate.....	305	32.20	31.07	29.92-32.22	39.3	.82	Finance, insurance, and real estate.....	222	41.17	41.14	36.82-46.03	38.9	1.06
Transportation and public utilities.....	103	32.47	32.36	31.21-35.00	39.5	.82	Transportation and public utilities.....	59	49.44	49.00	46.03-53.00	39.8	1.24
Services.....	19	31.03	30.00	30.00-31.07	40.0	.78	Services.....	301	46.00	47.50	45.00-50.00	40.1	1.15
Stenographers, general, men	* 47	58.24	54.58	47.50-72.50	42.7	1.36	Typists, class B, men	* 70	40.97	41.54	39.00-44.00	40.7	1.01
Stenographers, general, women	10,067	44.95	44.64	40.50-49.00	39.3	1.14	Manufacturing.....	39	41.02	40.00	40.00-46.00	41.4	.99
Manufacturing.....	4,527	46.69	45.00	42.00-50.00	39.5	1.18	Wholesale trade.....	8	43.05	44.88	40.00-44.88	39.3	1.10
Wholesale trade.....	1,791	44.28	44.60	40.00-46.49	39.5	1.12	Typists, class B, women	5,097	37.82	37.43	34.50-41.00	39.3	.96
Retail trade.....	325	41.90	42.38	39.00-44.00	40.0	1.05	Manufacturing.....	1,625	39.53	39.15	36.80-42.54	39.4	1.00
Finance, insurance, and real estate.....	1,982	42.46	41.44	37.97-46.03	39.0	1.09	Wholesale trade.....	654	37.20	36.82	34.52-39.13	39.7	.94
Transportation and public utilities.....	491	45.06	43.73	40.28-49.48	39.4	1.14	Retail trade.....	529	40.05	40.72	35.00-45.00	40.0	1.00
Services.....	951	44.13	44.88	39.89-46.26	38.5	1.15	Finance, insurance, and real estate.....	1,779	36.00	34.52	33.37-37.97	38.9	.93
							Transportation and public utilities.....	252	37.64	36.00	35.00-40.00	39.7	.95
							Services.....	258	36.79	37.05	34.91-37.50	38.7	.95

¹ Excluding overtime premium pay.² The ranges for all industry groups combined were estimated to the nearest 50 cents; for individual industries they were obtained from actual distributions of rates.³ Includes data in industry groups not shown separately.

TABLE L.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in New York, N. Y., by industry group, January–February 1948

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Salary range of middle 50 percent of workers	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Salary range of middle 50 percent of workers
		Weekly salaries	Weekly scheduled hours	Hourly rates					Weekly salaries	Weekly scheduled hours	Hourly rates		
Billers (billing machine), men	392	\$45.26	38.2	\$1.19	\$43.79	\$39.61–\$51.17	Bookkeeping-machine operators, class B, men	485	\$46.62	37.8	\$1.23	\$44.23	\$39.72–\$55.08
Manufacturing, local plant offices	55	46.16	39.0	1.18	45.00	39.00–52.80	Manufacturing, local plant offices	24	45.10	39.2	1.15	40.00	37.50–55.00
Wholesale trade	145	44.93	38.5	1.17	42.00	38.50–50.00	Wholesale trade	132	57.64	38.8	1.48	64.44	45.00–66.74
Finance, insurance, and real estate	111	49.30	38.4	1.29	47.11	42.28–57.54	Finance, insurance, and real estate	283	42.90	37.5	1.14	42.50	38.50–45.87
Transportation and public utilities	78	39.43	36.8	1.07	40.00	35.00–41.42	Transportation and public utilities	42	38.04	36.0	1.06	36.72	33.00–40.93
Billers (billing machine), women	2,777	40.82	37.5	1.09	40.78	36.55–45.33	Bookkeeping-machine operators, class B, women	5,797	40.67	36.8	1.11	40.26	36.33–44.69
Manufacturing, central and administrative offices	302	41.97	36.1	1.16	42.00	35.67–46.00	Manufacturing, central and administrative offices	188	40.47	35.7	1.13	38.00	37.97–42.50
Manufacturing, local plant offices	966	39.98	37.6	1.06	40.00	35.00–45.00	Manufacturing, local plant offices	874	43.95	37.9	1.16	44.30	40.00–48.33
Wholesale trade	856	41.79	37.8	1.10	41.00	37.90–45.00	Wholesale trade	894	44.52	37.9	1.18	44.00	40.00–47.05
Retail trade	58	38.30	40.0	.96	38.00	34.78–42.00	Retail trade	126	39.47	39.8	.99	38.00	36.45–42.11
Finance, insurance, and real estate	458	40.37	37.0	1.09	39.13	36.00–44.00	Finance, insurance, and real estate	3,385	38.74	36.2	1.07	38.36	35.67–42.00
Transportation and public utilities	108	42.18	38.7	1.09	40.00	35.00–47.87	Transportation and public utilities	112	42.24	36.0	1.17	41.13	36.51–46.17
Services	29	35.25	37.9	.93	35.00	34.21–35.90	Services	218	41.85	36.7	1.14	42.00	37.56–46.12
Billers (bookkeeping machine), women	512	44.12	37.4	1.18	44.39	39.99–49.76	Calculating-machine operators (comptometer), men	86	44.00	38.2	1.15	43.32	40.56–50.44
Manufacturing, central and administrative offices	55	46.91	36.1	1.30	49.00	40.25–53.16	Manufacturing, local plant offices	22	44.02	39.3	1.12	41.00	38.13–52.00
Manufacturing, local plant offices	118	47.00	37.4	1.26	46.00	42.58–50.60	Wholesale trade	21	47.58	37.6	1.27	47.00	43.38–50.00
Wholesale trade	71	43.88	37.5	1.17	43.00	40.00–48.00	Finance, insurance, and real estate	29	42.37	38.1	1.11	40.27	40.00–45.00
Bookkeepers, hand, men	1,958	64.43	37.6	1.71	63.96	55.26–73.53	Calculating-machine operators (comptometer), women	3,554	42.37	37.1	1.14	42.29	38.36–46.49
Manufacturing, central and administrative offices	177	65.25	35.7	1.83	63.29	55.00–74.90	Manufacturing, central and administrative offices	426	45.93	36.3	1.27	44.25	41.43–49.95
Manufacturing, local plant offices	482	64.00	38.2	1.67	63.00	55.00–70.00	Manufacturing, local plant offices	857	42.74	37.1	1.15	43.00	38.89–47.00
Wholesale trade	300	67.55	38.5	1.76	66.74	54.59–80.00	Wholesale trade	888	42.82	37.1	1.15	42.84	39.89–45.00
Retail trade	8	54.38	39.4	1.38	51.50	47.63–65.75	Retail trade	272	39.50	39.8	.99	38.81	35.93–44.00
Finance, insurance, and real estate	728	62.86	37.1	1.70	62.50	53.70–70.43	Finance, insurance, and real estate	713	39.49	36.7	1.08	39.12	35.00–42.81
Transportation and public utilities	169	67.47	37.8	1.78	65.16	58.90–75.00	Transportation and public utilities	294	44.00	36.3	1.21	43.73	40.51–47.41
Services	94	62.58	38.8	1.61	60.00	56.87–74.80	Services	104	43.55	37.5	1.16	44.88	41.00–46.03
Bookkeepers, hand, women	1,623	55.11	37.8	1.46	55.38	46.02–62.23	Calculating-machine operators (other than comptometer), men	92	41.47	37.4	1.11	43.03	34.99–46.75
Manufacturing, central and administrative offices	77	55.56	35.9	1.55	55.00	44.88–61.65	Finance, insurance, and real estate	63	40.72	36.7	1.11	44.88	32.50–47.50
Manufacturing, local plant offices	775	56.62	38.0	1.49	55.00	47.50–62.00	Calculating-machine operators (other than comptometer), women	844	38.40	36.7	1.05	37.52	32.56–43.64
Wholesale trade	236	58.21	38.5	1.51	56.00	49.50–66.00	Manufacturing, central and administrative offices	71	46.27	36.0	1.29	45.00	41.00–53.16
Retail trade	22	47.36	39.2	1.21	50.00	41.00–51.00	Manufacturing, local plant offices	205	40.97	37.3	1.10	39.00	35.91–46.00
Finance, insurance, and real estate	276	48.19	36.7	1.31	46.02	39.89–55.00	Wholesale trade	39	42.49	36.2	1.18	40.00	38.89–48.32
Transportation and public utilities	66	54.61	38.6	1.41	50.00	48.00–60.00	Retail trade	68	41.17	39.3	1.05	40.68	39.00–44.00
Services	171	56.10	37.9	1.48	52.50	47.18–62.00	Finance, insurance, and real estate	445	34.88	36.1	.97	34.51	30.68–37.97
Bookkeeping-machine operators, class A, men	188	\$7.79	37.8	1.53	57.36	50.25–65.27	Clerks, accounting, men	6,575	51.60	37.3	1.38	50.79	42.58–59.24
Finance, insurance, and real estate	122	54.91	38.3	1.43	55.00	48.91–60.00	Manufacturing, central and administrative offices	530	56.96	36.1	1.58	54.25	46.03–64.06
Bookkeeping-machine operators, class A, women	1,204	48.14	36.8	1.31	47.30	43.52–52.30	Manufacturing, local plant offices	1,155	49.73	37.3	1.33	47.00	40.05–57.20
Manufacturing, central and administrative offices	168	51.11	35.5	1.44	49.46	44.14–57.35	Wholesale trade	1,055	50.59	37.9	1.34	49.71	42.88–56.83
Manufacturing, local plant offices	347	50.51	37.4	1.35	50.00	45.00–55.00	Finance, insurance, and real estate	2,013	50.92	37.3	1.37	50.00	41.42–59.83
Wholesale trade	183	47.23	37.6	1.26	48.33	44.18–50.00	Transportation and public utilities	1,391	53.46	37.4	1.43	55.00	45.24–59.60
Retail trade	30	41.43	39.3	1.05	42.00	38.75–42.00	Services	425	49.85	37.5	1.33	49.35	40.00–58.00
Finance, insurance, and real estate	431	45.22	36.3	1.24	43.34	41.24–43.73							
Transportation and public utilities	33	57.70	36.7	1.57	59.16	55.00–60.42							

See footnotes at end of table.

TABLE L.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in New York, N. Y., by industry group, January–February 1948—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Salary range of middle 50 percent of workers	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Salary range of middle 50 percent of workers
		Weekly salaries	Weekly scheduled hours	Hourly rates					Weekly salaries	Weekly scheduled hours	Hourly rates		
Clerks, accounting, women.....	7,846	\$41.75	37.2	\$1.12	\$40.87	\$35.87–\$46.49	Clerks, order, men.....	2,335	\$52.33	38.1	\$1.38	\$51.92	\$42.81–\$60.35
Manufacturing, central and administrative offices.....	658	44.40	36.2	1.23	42.50	37.97–49.40	Manufacturing, central and administrative offices.....	183	52.19	35.2	1.48	50.00	40.00–57.00
Manufacturing, local plant offices.....	2,133	43.05	37.1	1.16	41.00	37.50–47.00	Manufacturing, local plant offices.....	605	47.87	37.7	1.27	45.00	40.00–54.00
Wholesale trade.....	1,104	43.72	37.5	1.17	42.55	37.97–49.00	Wholesale trade.....	964	51.43	38.1	1.35	50.44	41.91–59.83
Retail trade.....	388	35.45	40.0	.89	35.00	32.00–39.00	Finance, insurance, and real estate.....	508	59.79	39.6	1.51	59.83	53.00–65.80
Finance, insurance, and real estate.....	2,289	38.51	36.6	1.05	37.95	33.37–42.05	Clerks, order, women.....	2,492	40.97	38.1	1.08	40.28	35.57–46.31
Transportation and public utilities.....	594	45.57	36.5	1.25	44.63	40.00–50.63	Manufacturing, central and administrative offices.....	140	44.13	35.1	1.26	42.58	38.00–49.48
Services.....	680	43.07	38.4	1.12	40.00	38.00–46.03	Manufacturing, local plant offices.....	804	41.91	38.0	1.10	40.00	35.00–48.00
Clerks, file, class A, men.....	2,217	46.16	37.2	1.24	45.03	39.83–52.43	Wholesale trade.....	575	43.79	37.5	1.17	43.00	38.66–48.00
Manufacturing, central and administrative offices.....	19	40.18	37.8	1.06	42.00	36.00–44.88	Retail trade.....	670	35.37	39.8	.89	36.00	32.00–38.00
Manufacturing, local plant offices.....	31	49.60	38.4	1.29	45.22	38.00–61.45	Finance, insurance, and real estate.....	193	44.56	36.4	1.22	43.72	40.28–49.00
Wholesale trade.....	19	49.60	38.4	1.29	45.22	38.00–61.45	Services.....	89	41.75	37.8	1.11	40.00	35.50–44.00
Retail trade.....	24	36.24	39.4	.92	36.63	30.00–40.50	Clerks, pay-roll, men.....	1,073	55.44	37.6	1.48	55.48	46.31–65.30
Finance, insurance, and real estate.....	1,423	39.00	36.4	1.07	38.36	34.52–42.50	Manufacturing, central and administrative offices.....	53	61.66	35.8	1.72	58.69	48.88–74.80
Transportation and public utilities.....	279	48.84	37.6	1.30	48.73	44.00–55.00	Manufacturing, local plant offices.....	516	53.44	37.9	1.41	50.63	43.72–60.00
Services.....	220	36.40	39.0	.93	33.00	30.50–43.00	Wholesale trade.....	73	50.36	38.2	1.32	50.00	45.00–53.00
Clerks, file, class B, men.....	2,627	32.71	37.9	.86	30.99	28.65–35.49	Retail trade.....	8	50.15	40.0	1.25	50.81	46.00–53.65
Manufacturing, central and administrative offices.....	14	36.62	36.1	1.02	36.00	33.84–38.48	Finance, insurance, and real estate.....	186	62.42	36.9	1.69	68.00	51.94–68.00
Manufacturing, local plant offices.....	54	38.79	38.1	1.02	33.00	30.08–52.00	Transportation and public utilities.....	196	53.93	37.0	1.46	55.70	45.26–60.00
Wholesale trade.....	97	33.99	37.1	.92	33.00	30.00–39.36	Services.....	41	58.34	38.9	1.50	60.00	53.00–65.00
Retail trade.....	297	29.54	36.8	.80	29.00	27.61–31.50	Clerks, pay-roll, women.....	2,840	46.57	37.6	1.24	45.69	40.54–51.90
Finance, insurance, and real estate.....	59	32.81	39.8	.82	32.22	28.00–40.00	Manufacturing, central and administrative offices.....	178	50.57	35.4	1.43	49.37	43.73–58.00
Services.....	8,187	32.40	37.1	.87	31.77	29.23–35.44	Manufacturing, local plant offices.....	1,441	44.97	38.0	1.18	44.00	39.13–50.00
Manufacturing, central and administrative offices.....	651	36.98	36.4	1.02	35.00	32.00–42.04	Wholesale trade.....	264	46.15	37.7	1.23	46.03	38.28–52.50
Manufacturing, local plant offices.....	1,166	33.18	36.6	.91	32.50	30.00–35.00	Retail trade.....	92	42.96	39.6	1.09	42.31	40.00–48.80
Wholesale trade.....	1,151	34.16	37.5	.91	33.50	31.00–36.70	Finance, insurance, and real estate.....	426	50.67	36.8	1.38	49.00	42.00–59.00
Retail trade.....	238	31.17	39.7	.78	30.00	30.00–34.00	Transportation and public utilities.....	241	47.90	37.4	1.28	47.41	41.00–52.50
Finance, insurance, and real estate.....	3,511	30.17	36.6	.82	30.00	37.62–32.00	Services.....	198	46.36	38.1	1.22	45.00	41.00–50.00
Transportation and public utilities.....	667	36.63	38.3	.96	35.67	32.00–41.00	Clerk-typists, men.....	2,615	39.34	37.7	1.04	38.92	34.98–42.39
Services.....	803	31.62	38.7	.82	30.00	28.00–33.56	Manufacturing, local plant offices.....	98	38.73	37.3	1.04	38.00	36.50–42.00
Clerks, general, men.....	24,942	47.81	36.9	1.30	46.86	39.22–55.35	Wholesale trade.....	102	37.73	38.3	.99	37.89	35.00–40.00
Manufacturing, central and administrative offices.....	489	53.37	35.7	1.49	50.00	40.28–66.00	Finance, insurance, and real estate.....	140	36.13	37.0	.98	34.52	32.00–38.91
Manufacturing, local plant offices.....	671	44.95	37.3	1.20	44.00	36.50–50.00	Transportation and public utilities.....	210	40.96	38.0	1.08	40.00	35.67–45.00
Wholesale trade.....	564	49.55	39.2	1.26	45.22	40.00–58.23	Services.....	34	46.29	38.5	1.20	46.00	40.00–50.00
Retail trade.....	2,024	45.73	36.0	1.27	46.02	38.00–53.50	Clerk-typists, women.....	9,983	37.52	37.2	1.01	37.34	33.95–41.41
Finance, insurance, and real estate.....	879	52.40	38.0	1.38	50.80	42.00–62.13	Manufacturing, central and administrative offices.....	535	38.69	35.7	1.08	38.00	35.00–41.00
Transportation and public utilities.....	311	42.77	36.8	1.16	40.00	35.00–50.75	Manufacturing, local plant offices.....	2,249	37.96	37.3	1.02	38.00	35.00–40.28
Services.....	27,439	39.72	36.5	1.09	39.06	33.55–44.84	Wholesale trade.....	1,866	38.89	37.6	1.03	39.00	35.00–42.00
Manufacturing, central and administrative offices.....	836	42.80	35.6	1.20	41.00	35.67–48.00	Retail trade.....	436	34.77	39.8	.87	35.00	33.00–36.11
Manufacturing, local plant offices.....	2,425	37.67	37.0	1.02	36.00	33.06–40.28	Finance, insurance, and real estate.....	3,213	36.07	36.8	.98	35.10	32.60–38.64
Wholesale trade.....	561	42.95	38.1	1.13	40.00	35.79–47.95	Transportation and public utilities.....	762	36.86	37.3	.99	39.13	35.67–43.00
Retail trade.....	2,598	38.24	35.8	1.07	37.97	32.22–42.19	Services.....	922	39.84	37.7	1.06	39.13	35.00–43.73
Finance, insurance, and real estate.....	745	45.84	36.8	1.25	45.00	41.00–51.00	Office boys.....	6,884	30.52	37.2	.82	30.31	27.78–33.25
Transportation and public utilities.....	230	39.50	37.6	1.05	35.00	34.91–44.88	Manufacturing, central and administrative offices.....	658	31.89	35.6	.90	31.04	28.00–34.52
Services.....							Manufacturing, local plant offices.....	1,549	30.08	37.2	.81	30.00	27.42–33.00
							Wholesale trade.....	1,309	31.62	37.2	.85	30.80	28.00–34.52
							Retail trade.....	48	30.09	39.9	.75	30.00	28.06–33.75
							Finance, insurance, and real estate.....	1,863	30.44	37.4	.81	29.92	28.00–32.21

See footnotes at end of table.

TABLE L.—Average salaries¹ and average weekly scheduled hours of work for selected office occupations in New York, N. Y., by industry group, January–February 1948—Continued

Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Salary range of middle 50 percent of workers	Occupation, sex, and industry	Estimated number of workers	Average			Median weekly salaries	Salary range of middle 50 percent of workers
		Weekly salaries	Weekly scheduled hours	Hourly rates					Weekly salaries	Weekly scheduled hours	Hourly rates		
Office boys—Continued							Switchboard-operator-receptionists, women	2,129	\$41.00	37.9	\$1.08	\$41.00	\$37.09–\$44.86
Transportation and public utilities	537	\$30.84	36.7	\$0.84	\$30.00	\$28.70–\$33.00	Manufacturing, central and administrative offices	35	41.89	37.0	1.13	42.18	36.00–46.03
Services	920	28.74	38.0	.76	28.00	25.49–30.00	Manufacturing, local plant offices	1,069	40.97	38.3	1.07	40.00	35.50–44.00
Office girls	2,224	30.56	37.0	.82	30.80	28.48–32.42	Wholesale trade	465	42.48	37.8	1.12	42.00	38.00–46.00
Manufacturing, central and administrative offices	167	31.82	36.2	.88	31.75	28.77–34.35	Finance, insurance, and real estate	276	38.30	36.2	1.06	36.50	35.00–42.30
Manufacturing, local plant offices	330	31.63	36.8	.86	31.50	28.00–35.00	Transportation and public utilities	88	41.06	37.7	1.09	40.00	38.00–44.46
Wholesale trade	316	32.12	37.7	.85	32.00	29.00–34.88	Services	180	41.69	38.0	1.10	41.43	37.50–45.00
Retail trade	92	32.79	39.9	.82	33.00	30.00–34.11	Transcribing-machine operators, general, women	2,051	40.95	36.8	1.11	40.96	36.70–44.90
Finance, insurance, and real estate	922	29.04	37.0	.79	29.50	27.42–30.36	Manufacturing, central and administrative offices	247	44.23	36.3	1.22	43.72	39.59–48.00
Transportation and public utilities	308	31.51	36.3	.87	31.04	30.00–33.00	Manufacturing, local plant offices	397	41.05	36.5	1.12	40.00	37.50–45.10
Services	89	28.74	37.6	.77	30.00	25.00–31.23	Wholesale trade	562	42.26	37.7	1.12	42.00	40.00–45.00
Stenographers, general, men	2,386	50.05	38.7	1.29	50.49	46.05–54.04	Finance, insurance, and real estate	629	39.52	36.2	1.00	38.20	39.52–42.88
Manufacturing, local plant offices	65	50.17	37.9	1.32	52.50	44.00–55.00	Transportation and public utilities	91	39.92	35.8	1.12	40.26	35.00–44.63
Wholesale trade	42	52.82	37.4	1.41	50.00	50.00–57.05	Services	121	36.21	38.6	.94	36.00	31.00–40.28
Finance, insurance, and real estate	20	44.24	38.4	1.15	42.88	39.71–50.00	Transcribing-machine operators, technical, women	2,191	43.36	37.4	1.16	43.89	39.30–47.53
Services	17	48.62	38.5	1.26	48.33	48.17–49.87	Wholesale trade	29	49.57	38.9	1.27	50.00	46.87–50.00
Stenographers, general, women	22,034	43.37	37.0	1.17	42.94	38.95–47.44	Finance, insurance, and real estate	67	43.33	37.5	1.16	43.73	39.13–46.03
Manufacturing, central and administrative offices	2,520	46.66	36.1	1.29	46.00	40.28–51.00	Typists, class A, men	2,194	45.27	37.2	1.22	44.99	39.00–51.45
Manufacturing, local plant offices	4,908	43.68	37.2	1.17	43.15	39.00–48.00	Manufacturing, central and administrative offices	13	46.02	35.0	1.31	41.43	39.13–51.05
Wholesale trade	3,668	43.52	37.3	1.17	42.90	39.88–46.48	Manufacturing, local plant offices	56	45.99	37.7	1.22	45.43	39.35–50.05
Retail trade	228	41.53	39.8	1.04	41.00	36.00–45.50	Finance, insurance, and real estate	67	39.47	36.3	1.09	38.00	35.00–45.00
Finance, insurance, and real estate	6,566	41.61	36.7	1.13	41.43	36.82–46.00	Typists, class A, women	2,422	41.36	36.6	1.13	40.38	36.53–45.81
Transportation and public utilities	1,891	43.09	37.2	1.16	42.00	39.13–46.38	Manufacturing, central and administrative offices	634	42.28	35.8	1.18	40.65	36.68–46.90
Services	2,253	44.32	37.3	1.19	44.71	40.00–47.50	Manufacturing, local plant offices	680	41.50	36.3	1.14	40.25	36.82–45.00
Stenographers, technical, women	2,147	48.97	37.4	1.31	48.61	44.07–53.82	Wholesale trade	608	43.24	37.2	1.16	42.00	39.00–46.03
Manufacturing, central and administrative offices	240	50.58	36.2	1.40	49.51	43.73–58.17	Finance, insurance, and real estate	1,818	38.34	36.2	1.06	37.59	35.00–41.43
Manufacturing, local plant offices	307	48.58	36.2	1.34	47.50	44.88–50.00	Transportation and public utilities	482	48.05	37.8	1.27	51.78	41.70–55.00
Wholesale trade	555	47.36	38.1	1.24	46.03	44.00–50.00	Services	372	42.65	38.0	1.12	42.29	37.90–46.03
Finance, insurance, and real estate	665	48.31	37.1	1.30	48.33	43.73–53.40	Typists, class B, men	2,162	37.77	37.2	1.01	38.53	33.96–41.57
Transportation and public utilities	214	53.61	38.0	1.41	54.60	50.00–56.80	Wholesale trade	29	38.21	37.4	1.02	39.13	35.92–40.00
Services	162	49.71	39.5	1.26	48.00	44.00–57.54	Finance, insurance, and real estate	91	36.42	36.2	1.01	37.40	34.52–40.00
Switchboard operators, men	2,98	51.58	38.6	1.34	51.85	50.74–54.37	Transportation and public utilities	8	36.64	38.1	.96	35.38	33.44–41.11
Manufacturing, local plant offices	11	53.64	40.0	1.34	52.50	50.00–57.00	Typists, class B, women	8,457	34.96	36.8	.95	34.41	31.17–38.16
Switchboard operators, women	4,946	42.56	37.7	1.13	42.48	37.90–47.36	Manufacturing, central and administrative offices	555	37.94	35.7	1.06	36.82	33.00–42.35
Manufacturing, central and administrative offices	298	45.91	35.8	1.28	45.00	41.43–49.54	Manufacturing, local plant offices	810	34.29	36.2	.95	34.52	30.00–37.97
Manufacturing, local plant offices	856	43.68	37.6	1.16	43.00	39.00–48.00	Wholesale trade	1,015	36.23	37.2	.98	35.00	33.00–39.36
Wholesale trade	696	44.79	37.5	1.19	43.72	40.00–48.83	Retail trade	166	32.90	39.5	.83	33.00	30.00–36.00
Retail trade	132	37.90	39.8	.95	38.00	34.00–41.11	Finance, insurance, and real estate	3,724	33.48	36.4	.92	33.00	30.00–36.25
Finance, insurance, and real estate	1,571	42.14	37.2	1.13	42.00	37.97–46.03	Transportation and public utilities	967	37.37	37.3	1.00	35.00	33.80–40.28
Transportation and public utilities	661	45.01	38.1	1.18	45.34	40.00–50.48	Services	1,220	35.89	37.9	.95	35.00	32.00–37.97
Services	732	37.28	38.8	.96	35.60	30.80–43.00							

¹ Excluding overtime premium pay.

² Includes data for industry groups not shown separately.

Appendix B

Descriptions of Office Occupations

Billers, Machine

A worker who prepares statements, bills, and invoices on a machine other than an ordinary typewriter. May also keep records as to billings or shipping charges or perform other clerical work incidental to billing operations. Should be designated as working on billing machine or bookkeeping machine as described below.

Billing Machine

A worker who uses a special billing machine (Moon Hopkins, Elliott Fisher, Burroughs, etc., which are combination typing and adding machines) to prepare bills and invoices from customers' purchase orders, internally prepared orders, shipping memoranda, etc. Usually involves application of predetermined discounts and shipping charges and entry of necessary extensions, which may or may not be computed on the billing machine, and totals which are automatically accumulated by machine. The operation usually involves a large number of carbon copies of the bill being prepared and is often done on a fan-fold machine.

Bookkeeping Machine

A worker who uses a bookkeeping machine (Sundstrand, Elliott Fisher, Remington Rand, etc., which may or may not have typewriter keyboard) to prepare customers' bills as part of the accounts-receivable operation. Generally involves the simultaneous entry of figures on a customer's ledger record. The machine automatically accumulates figures on a number of vertical columns and computes and usually prints automatically the debit or credit balances. Does not involve a knowledge of bookkeeping. Works from uniform and standard types of sales and credit slips.

Bookkeeper, Hand

A worker who keeps a set of books for recording business transactions and whose work involves *most of the following*: posting and balancing subsidiary ledgers, cash books, or journals; journalizing

transactions where judgment is involved as to accounts affected; posting general ledger; and taking trial balances. May also prepare accounting statements and bills; may direct work of assistants or accounting clerks.

Bookkeeping-Machine Operator

A worker who operates a bookkeeping machine (Remington Rand, Elliott Fisher, Sundstrand, Burroughs, National Cash Register) to keep a record of business transaction.

Class A: A worker who uses a bookkeeping machine with or without a typewriter keyboard to keep a set of records of business transactions usually requiring a knowledge of and experience in basic bookkeeping principles and familiarity with the structure of the particular accounting system used. Determines proper records and distribution of debit and credit items to be used in each phase of the work. May prepare consolidated reports, balance sheets, and other records by hand.

Class B: A worker who uses a bookkeeping machine with or without a typewriter keyboard to keep a record of one or more phases or sections of a set of records pertaining to business transactions usually requiring some knowledge of basic bookkeeping. Phases or sections include accounts payable, pay roll, customers' accounts (not including simple type of billing described under *Billers, Machine*), cost distributions, expense distributions, inventory control, etc. In addition may check or assist in preparation of trial balances and prepare control sheets for the accounting department.

Calculating-Machine Operator

A worker whose primary function consists of operating a calculating machine to perform mathematical computations other than addition exclusively.

Comptometer-type

Other than Comptometer-type

Clerk, Accounting

A worker who performs one or more accounting operations such as preparing simple journal vouchers, accounts payable vouchers; coding invoices or vouchers with proper accounting distributions; entering vouchers in voucher registers; reconciling bank accounts; posting and balancing subsidiary ledgers controlled by general ledger, e. g., accounts receivable, accounts payable, stock records, voucher journal. May assist in preparing journal entries. For workers whose duties include handling the general ledger or a set of books. (See *Bookkeeper, Hand.*)

Clerk, File

Class A: A worker who is responsible for maintaining an established filing system and classifies and indexes correspondence or other material; may also file this material. May keep records of various types in conjunction with files or supervise others in filing and locating material in the files. May perform incidental clerical duties.

Class B: A worker who performs routine filing, usually of material that has already been classified, or locates or assists in locating material in files. May perform incidental clerical duties.

Clerk, General

A worker who is typically required to perform a variety of office operations. This requirement may arise as a result of impracticability of specialization in a small office or because versatility is essential in meeting peak requirements in larger offices. The work generally involves the use of independent judgment in tending to a pattern of office work from day to day, as well as knowledge relating to phases of office work that occur only occasionally. For example, the range of operations performed may entail all or some combination of the following: answering correspondence, preparing bills and invoices, posting to various records, preparing pay rolls, filing, etc. May also operate various office machines and type as the work requires. (See *Clerk-Typist.*)

Clerk, Order

A worker who receives customers' orders for material or merchandise by mail, phone, or per-

sonally and whose duties involve any combination of the following: quoting prices to customers, making out an order sheet listing the items to make up the order, checking prices and quantities of items on order sheet, distributing order sheets to respective departments to be filled. May also check with credit department to determine credit rating of customer, acknowledge receipt of orders from customers, follow up orders to see that they have been filled, keep file of orders received, and check shipping invoices with original orders.

Clerk, Pay-Roll

A worker who computes wages of company employees and enters the necessary data on the pay roll sheets and whose duties involve: calculating worker's earnings based on time or production records; posting calculated data on pay-roll sheet, showing information such as worker's name, working days, time, rate, deductions for insurance, and total wages due. In addition, may make out pay checks and assist the paymaster in making up and distributing the pay envelopes. May use a calculating machine.

Clerk-Typist

A worker who does clerical work requiring little special training but the performance of which requires the use of a typewriter for a major portion of the time and whose work involves typing letters, reports, and other matter from rough draft or corrected copy and *one or more of the following*: keeping simple records; filing records and reports; making out bills; sorting and distributing incoming mail.

Office Boy or Girl

A worker who performs a variety of routine duties such as running errands; operating minor office machines, such as sealers or mailers; opening and distributing mail; and other minor clerical work. (Bonded messengers are excluded from this classification.)

Stenographer, General

A worker whose primary function is to take dictation from one or more persons, either in shorthand or by stenotype or similar machine, involving a normal routine vocabulary, and to transcribe this dictation on a typewriter. May

also type from written copy. May also set up and keep files in order, keep simple records, etc. Does not include transcribing-machine work. (See *Transcribing-Machine Operator*).

Stenographer, Technical

A worker whose primary function is to take dictation from one or more persons, either in shorthand or by stenotype or similar machine, involving a varied technical or specialized vocabulary such as in legal briefs or reports on scientific research and to transcribe this dictation on a typewriter. May also type from written copy. May also set up and keep files in order, keep simple records, etc. Does not include transcribing-machine work. (See *Transcribing-Machine Operator*).

Switchboard Operator

A worker who operates a single or multiple position telephone switchboard, and whose duties involve: handling incoming, outgoing, and intraplant or office calls. In addition, may record toll calls and take messages. As a minor part of duties, may give information to persons who call in, or occasionally take telephone orders. For workers who also do typing or other stenographic work or act as receptionists. (See *Switchboard-Operator-Receptionist*.)

Switchboard-Operator-Receptionist

A worker who in addition to performing duties of operator, on a single position or monitor-type switchboard, acts as receptionist and/or performs typing or other routine clerical work as part of regular duties. This typing or clerical work may take the major part of this worker's time while at switchboard.

Transcribing-Machine Operator, General

A worker whose primary function is to transcribe dictation involving a normal routine vocabu-

lary from transcribing-machine records. May also type from written copy and do simple clerical work. A worker who takes dictation in shorthand or by stenotype or similar machine is classified as a *Stenographer, General*.

Transcribing-Machine Operator, Technical

A worker whose primary function is to transcribe dictation involving a varied technical or specialized vocabulary such as in legal briefs or reports on scientific research from transcribing-machine records. May also type from written copy and do simple clerical work. A worker who takes dictation in shorthand or by stenotype or similar machine is classified as a *Stenographer, Technical*.

Typist

A worker who uses a typewriter to make copies of various material or to make out bills after calculations have been made by another person. May operate a teletype machine.

Class A: A worker who performs *one or more of the following*: typing material in final form from very rough and involved draft; copying from plain or corrected copy in which there is a frequent and varied use of technical and unusual words or from foreign language copy; combining material from several sources; or planning lay-out of complicated statistical tables to maintain uniformity and balance in spacing, typing tables from rough draft in final form. May also type routine form letters, varying details to suit circumstances.

Class B: A worker who performs *one or more of the following*: typing from relatively clear or typed drafts; routine typing of forms, insurance policies, etc.; setting up simple standard tabulations, or copying more complex tables already set up and spaced properly.