

Salaries of Office Workers in Large Cities, 1949

Part II

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BUREAU OF LABOR STATISTICS
Ewan Clague, *Commissioner*



Letter of Transmittal

UNITED STATES DEPARTMENT OF LABOR,
BUREAU OF LABOR STATISTICS,
Washington, D. C., Oct. 10, 1949.

The SECRETARY OF LABOR:

I have the honor to transmit herewith Part II of a bulletin on salaries and working conditions of office workers in large cities in the United States. The information refers to the early months of 1949.

These studies were prepared in the Bureau's Division of Wage Analysis by the regional wage analysts: Harry H. Hall, Atlanta; Bernard Fahres, Boston; George E. Votava, Chicago; Paul Warwick, New York; and John L. Dana, Seattle. The planning and central direction of the project was the responsibility of Lily Mary David and John F. Laciskey under the general supervision of Harry Ober, chief of the Branch of Industry Wage Studies.

EWAN CLAGUE, *Commissioner.*

HON. MAURICE J. TOBIN,
Secretary of Labor.

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Salaries of Office Workers in Large Cities, 1949—Part II

Introduction

About one out of every four workers in the United States is a "white collar" worker. Because of their numerical importance in the labor force and the existence of widespread interest in their economic status, the Bureau of Labor Statistics has recently made a number of surveys of the salaries and working conditions of these workers. A major segment of this program was begun last year, when surveys of office workers were made in 10 of the country's largest cities.¹ This year similar surveys have been made in 17 cities, including 6 in which studies were conducted last year. These six cities are designated below by an asterisk. Reports on the cities surveyed this year will appear in a four-part bulletin, as follows:

PART I	PART II
Hartford	*Atlanta
Los Angeles	*Boston
New Orleans	*Chicago
Philadelphia	*New York
St. Louis	*Seattle
PART III	PART IV
Cleveland	Cincinnati
Minneapolis-St. Paul	*Dallas
Portland, Oreg.	Washington, D. C.
Richmond	

Part I is now available. This second part summarizes information on salaries and hours of work in five cities in which similar studies were made about a year ago. Parts III and IV will be printed within the next few months.

The information on weekly salaries excludes overtime pay and nonproduction bonuses but includes incentive earnings. The weekly hours data refer to the work schedules for which these salaries

are paid. Hourly rates were obtained by dividing these weekly salaries by scheduled hours. The number of workers presented refers to the estimated total employment in all establishments within the scope of the study and not to the number actually surveyed. (The industries and the minimum size of establishment within the scope of the study are listed in appendix A, p. 28.)

Data are shown only for full-time workers, defined as those who are hired to work the establishment's full-time schedule for the occupational classification.

Salary and hours information is presented only for a limited number of jobs; no attempt was made to study all office occupations; and, in general, the jobs surveyed are those that are found in a large proportion of offices and that involve duties which are more or less uniform from firm to firm. They are more representative of the salaries of women than of men office workers.

There has been some revision in industrial coverage since last year's studies. The major change consists of broadened coverage in retail trade, which now includes all types of retail establishments rather than only department and clothing stores. In addition all types of central offices rather than only those attached to industries specifically included within the scope of the survey were covered this year; the wholesale industry group was broadened to include petroleum bulk stations; and nonprofit membership organizations were added to the scope of the service industries.

To round out the picture of the salaries for office workers, information is presented in Parts I, III, and IV on supplementary benefits, such as vacations, holidays, and sick leave. In view of the fact that information on supplemental wage benefits was obtained in last year's studies, no attempt was made to obtain more recent information on these wage practices in the cities discussed here.

¹ Previously, information on a limited number of office jobs was obtained in studies of individual manufacturing and nonmanufacturing industries. The surveys begun last year represent the first attempt to present information cutting across industry lines. Among the other groups of white collar workers studied recently are professional nurses, library personnel, dietitians, and social workers.

ATLANTA, JANUARY 1949

Salaries

Average weekly salaries of Atlanta women office workers in January 1949 varied from \$32 for office girls and \$32.50 for clerks engaged in routine filing to \$50 for hand bookkeepers. With the exception of stenographers and workers performing the functions of a bookkeeper by machine (class A bookkeeping-machine operators), who received between \$43 and \$45, the averages for women in all other occupations studied fell between \$34 and \$42.50.

Earnings of individual women office workers in the jobs studied ranged from \$20 to about \$85, but there was a considerable concentration of salaries within a narrow range in each job. In over one-third of the jobs, at least half of the women received between \$35 and \$42.50 a week, and over half the women machine bookkeepers (class A bookkeeping-machine operators) earned between \$40 and \$45 weekly. Nearly three-fifths of the general stenographers, numerically the largest group studied, were receiving salaries between \$37.50 and \$47.50.

Among the nine occupations studied in which information could be shown for men, weekly salaries varied from \$30.50 for routine file clerks to \$58 for hand bookkeepers. Accounting clerks, the largest group studied, averaged \$51.50 a week and general clerks, another large group, averaged \$47.50.

Although salaries for clerical workers are generally expressed in monthly or weekly terms, the

Bureau converted the salaries to hourly rates to allow for differences in the length of the workweek. On an hourly basis, occupational averages of women varied from 81 cents to \$1.27. In half of the jobs, average hourly earnings of women amounted to more than a dollar and in most of the remainder, between 90 cents and a dollar. Earnings in the jobs studied for men ranged from 79 cents to \$1.44 an hour.

Salaries were found to be generally higher in Atlanta offices in January 1949 than in December 1947, although the average increase varied from job to job. The salaries of women clerk-typists and general stenographers increased by about \$4 a week. For a substantial number of the other jobs surveyed, average weekly increases over the year were about \$2.

Work Schedules

The 40-hour week was the most common schedule in Atlanta offices; three out of five women were scheduled to work this number of hours weekly. Most of the remainder were working shorter hours; 6 percent worked over 40 hours and less than a half of 1 percent were on work schedules of more than 48 hours. Women in the finance, insurance, and real estate; and in the transportation, communication, and other public utilities groups, generally worked the shortest hours of any groups studied.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Atlanta, by industry division, January 1949

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Men						Women—Continued							
Billers, machine (billing machine).....	49	\$41.00	40.0	\$1.02	\$40.00	\$36.50-\$42.00	Clerks, accounting ³	971	\$40.50	39.0	\$1.04	\$39.00	\$34.50-\$44.50
Bookkeepers, hand ⁴	140	58.00	40.5	1.44	55.00	48.50- 64.50	Manufacturing.....	83	43.50	39.5	1.10	42.50	40.50- 45.50
Manufacturing.....	27	74.50	40.0	1.87	77.50	64.00- 84.00	Wholesale trade.....	126	45.50	41.0	1.11	44.00	40.00- 50.00
Wholesale trade.....	38	53.00	44.0	1.21	54.50	48.50- 54.50	Retail trade.....	59	42.50	41.0	1.04	42.00	38.00- 46.00
Finance, insurance, and real estate.....	46	51.50	38.5	1.35	42.50	33.50- 63.50	Finance, insurance, and real estate.....	203	38.00	39.0	.97	35.50	34.50- 42.00
Clerks, accounting ⁵	466	51.50	39.5	1.31	48.50	43.50- 57.50	Service.....	76	41.00	40.0	1.03	42.00	37.50- 46.00
Manufacturing.....	82	46.50	40.0	1.16	45.00	40.00- 51.00	Clerks, file, class A ⁶	165	38.00	39.5	.96	37.00	34.50- 40.50
Wholesale trade.....	214	56.50	39.5	1.42	52.50	46.00- 64.50	Wholesale trade.....	36	37.50	40.0	.95	37.00	33.50- 40.00
Finance, insurance, and real estate.....	89	48.00	39.0	1.23	47.00	42.00- 52.00	Finance, insurance, and real estate.....	42	38.00	38.5	.99	37.50	34.50- 40.50
Transportation, communication, and other public utilities.....	53	52.50	38.5	1.37	51.00	42.50- 64.50	Clerks, file, class B ⁷	494	32.50	39.0	.82	32.00	29.50- 34.50
Clerks, file, class B.....	41	30.50	38.5	.79	30.00	27.50- 32.00	Manufacturing.....	39	32.00	39.5	.81	32.00	28.00- 36.00
Clerks, general ⁸	319	47.50	40.0	1.19	46.00	40.00- 54.50	Wholesale trade.....	41	32.50	39.5	.82	32.00	30.00- 34.00
Manufacturing.....	26	46.50	42.0	1.11	46.50	39.00- 55.00	Retail trade.....	82	32.00	40.0	.80	32.50	29.50- 35.00
Wholesale trade.....	202	46.50	40.0	1.17	46.00	40.00- 51.50	Finance, insurance, and real estate.....	250	32.00	39.0	.82	31.00	29.00- 35.00
Transportation, communication, and other public utilities.....	47	48.00	38.5	1.25	51.00	34.50- 60.00	Transportation, communication, and other public utilities.....	35	35.50	37.5	.96	33.50	32.00- 39.50
Clerks, order ⁹	140	52.00	40.0	1.30	52.00	44.50- 58.50	Clerks, general ⁸	691	41.00	40.5	1.01	40.00	36.00- 44.50
Manufacturing.....	29	46.50	40.5	1.16	44.50	41.50- 51.50	Manufacturing.....	84	39.00	39.5	.99	37.50	37.50- 40.00
Wholesale trade.....	90	53.50	40.0	1.33	50.50	46.00- 65.00	Wholesale trade.....	329	40.50	41.0	.99	40.50	36.00- 44.50
Clerks, pay-roll.....	69	47.00	40.5	1.16	46.50	42.00- 52.00	Retail trade.....	132	40.00	41.0	.97	38.00	36.00- 42.50
Clerk-typists.....	29	37.50	40.0	.94	38.00	36.00- 39.50	Transportation, communication, and other public utilities.....	64	45.50	39.0	1.17	43.00	38.00- 54.50
Office boys ¹⁰	149	32.00	40.0	.81	32.50	29.00- 35.50	Clerks, order ⁹	185	42.00	39.5	1.07	42.00	37.50- 46.00
Wholesale trade.....	37	33.50	41.0	.82	34.50	32.00- 36.00	Manufacturing.....	31	44.50	39.0	1.14	42.50	50.50- 49.50
Finance, insurance, and real estate.....	32	30.50	39.5	.78	29.00	27.50- 33.00	Wholesale trade.....	51	42.50	39.0	1.09	42.50	41.50- 44.50
Women						Women—Continued							
Billers, machine (billing machine) ¹¹	362	38.50	40.5	.96	37.50	36.00- 40.50	Retail trade.....	54	35.00	39.0	.90	36.00	30.00- 38.00
Manufacturing.....	53	39.00	39.5	.99	38.00	34.50- 41.50	Clerks, pay-roll ¹²	263	42.50	39.0	1.09	40.00	37.00- 47.50
Wholesale trade.....	244	38.00	40.5	.93	37.00	36.00- 40.00	Manufacturing.....	99	43.50	39.5	1.10	42.50	38.50- 47.50
Transportation, communication, and other public utilities.....	32	41.50	39.0	1.07	41.00	37.00- 43.50	Wholesale trade.....	46	45.50	40.0	1.14	44.50	37.00- 52.00
Billers, machine (book-keeping machine).....	27	36.00	39.0	.92	35.00	32.50- 37.50	Retail trade.....	35	41.00	40.0	1.02	40.00	37.00- 45.00
Bookkeepers, hand ⁴	156	50.00	39.5	1.27	49.00	42.00- 56.00	Transportation, communication, and other public utilities.....	63	40.50	37.5	1.09	38.50	35.50- 45.50
Wholesale trade.....	53	50.50	39.0	1.30	50.00	42.00- 57.50	Clerk-typists ¹³	770	37.00	39.5	.93	37.00	34.00- 40.00
Finance, insurance, and real estate.....	52	45.50	39.0	1.17	44.00	40.50- 48.50	Manufacturing.....	101	38.50	40.0	.97	38.50	34.00- 42.00
Bookkeeping-machine operators, class A ¹⁴	195	43.50	41.0	1.07	43.50	40.00- 46.00	Wholesale trade.....	219	38.00	40.5	.95	38.00	34.50- 40.00
Manufacturing.....	26	47.50	40.5	1.13	46.00	41.50- 52.00	Retail trade.....	133	35.50	40.0	.89	36.00	34.00- 38.00
Wholesale trade.....	150	43.00	41.0	1.04	42.50	39.50- 44.50	Finance, insurance, and real estate.....	153	36.50	39.0	.93	35.50	33.50- 39.00
Bookkeeping-machine operators, class B ¹⁵	187	38.00	40.0	.94	36.50	34.50- 40.50	Services.....	83	33.00	40.0	.83	31.50	30.50- 37.00
Manufacturing.....	36	41.50	39.5	1.05	40.50	38.00- 43.50	Office girls.....	108	32.00	39.5	.81	32.00	30.00- 34.50
Finance, insurance, and real estate.....	106	36.50	40.0	.92	35.50	34.50- 38.50	Stenographers, general.....	1,676	43.00	39.5	1.08	42.50	38.00- 46.50
Calculating-machine operators (Comptometer type) ¹⁶	437	40.50	40.0	1.02	40.50	37.00- 43.50	Manufacturing.....	242	44.50	39.5	1.13	43.50	40.50- 48.50
Manufacturing.....	76	41.50	40.0	1.04	41.50	40.00- 44.00	Wholesale trade.....	542	43.50	40.5	1.07	41.50	38.00- 48.00
Wholesale trade.....	143	42.50	40.5	1.05	41.00	38.00- 45.50	Retail trade.....	225	42.00	40.5	1.04	42.00	38.00- 46.00
Retail trade.....	165	39.50	40.0	.98	38.00	36.00- 41.00	Finance, insurance, and real estate.....	351	43.00	39.0	1.10	43.00	40.50- 46.00
Calculating-machine operators (other than Comptometer type) ¹⁷	89	40.00	40.0	1.01	40.50	35.50- 44.50	Transportation, communication, and other public utilities.....	191	42.50	38.0	1.12	40.50	36.00- 47.00
Manufacturing.....	29	43.00	41.0	1.05	42.00	41.50- 44.50	Services.....	126	40.00	40.0	.99	38.00	34.50- 42.50
							Stenographers, technical.....	52	45.00	39.5	1.14	42.50	40.50- 51.00
							Switch board operators ¹⁸	154	38.50	40.0	.96	37.00	34.00- 40.50
							Manufacturing.....	28	41.50	40.0	1.05	40.50	37.00- 46.00
							Wholesale trade.....	62	38.00	40.0	.95	37.00	33.00- 38.50
							Retail trade.....	35	33.50	39.0	.86	33.00	31.50- 38.50
							Switchboard operator-receptionists ¹⁹	156	37.50	39.5	.94	37.00	33.50- 40.50
							Manufacturing.....	33	37.50	40.0	.93	37.00	34.50- 42.50
							Wholesale trade.....	33	40.00	39.0	1.02	40.50	40.50- 43.50
							Finance, insurance, and real estate.....	46	36.00	39.0	.93	35.50	33.50- 40.50
							Services.....	29	36.00	40.0	.90	35.00	32.00- 39.50

See footnotes at end of table.

SALARIES OF OFFICE WORKERS

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Atlanta, by industry division, January 1949—Continued

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
<i>Women—Continued</i>						<i>Women—Continued</i>							
Transcribing-machine operators, general ³	260	\$41.00	39.5	\$1.05	\$40.50	\$37.00-\$43.50	Typists, class A ³	124	\$40.50	39.0	\$1.04	\$40.00	\$37.00-\$43.00
Manufacturing.....	29	41.50	40.0	1.04	41.50	38.00-44.50	Finance, insurance, and real estate.....	51	36.50	39.0	.94	37.00	34.50-38.00
Wholesale trade.....	45	49.50	40.0	1.24	48.50	43.50-55.00	Typists, class B ³	506	34.00	39.0	.87	34.00	32.00-36.00
Finance, insurance, and real estate.....	171	38.50	39.0	.99	38.00	35.50-41.50	Finance, insurance, and real estate.....	298	33.50	39.0	.86	33.00	31.00-35.50

¹ Excludes pay for overtime.² Value above and below which half of workers' salaries fell.³ Includes data for industry divisions not shown separately.TABLE 2.—Percentage distribution of workers in selected office occupations by weekly salaries¹ in Atlanta, January 1949

Weekly salaries ¹	Percent of men—						Percent of women—						
	Book-keepers, hand	Clerks, accounting	Clerks, general	Clerks, order	Clerks, pay-roll	Office boys	Billers, machine (billing machine)	Book-keepers, hand	Book-keeping-machine operators, class A	Book-keeping-machine operators, class B	Calculating-machine operators (Comptometer type)	Calculating-machine operators (other than Comptometer type)	Clerks, accounting
Under \$20.00.....													
\$20.00-\$22.49.....						0.7							
\$22.50-\$24.99.....						2.0							
\$25.00-\$27.49.....			0.3			10.0							
\$27.50-\$29.99.....		0.4			7.2	22.8	1.9						1.2
\$30.00-\$32.49.....	5.7	2.4	1.9		2.9	15.4	11.0			8.6	2.0	7.9	10.7
\$32.50-\$34.99.....	2.8	6.7	6.0			21.5	9.1	2.6		16.6	8.2	11.2	15.4
\$35.00-\$37.49.....	3.6	1.1	8.1	3.6		18.8	26.5	1.9	1.0	29.4	14.6	6.7	16.8
\$37.50-\$39.99.....	2.8	3.6	5.3	9.3	1.5	4.7	11.9	5.1	19.5	17.1	17.2	19.1	7.6
\$40.00-\$42.49.....		7.7	13.8	7.9	17.4	.7	22.6	19.9	22.0	12.3	28.6	28.1	13.3
\$42.50-\$44.99.....	6.4	9.2	11.0	7.2	17.4	.7	9.7	7.7	30.3	8.5	12.1	15.7	11.0
\$45.00-\$47.49.....	2.8	16.3	8.8	10.0	8.7	2.7	1.1	7.7	3.6	5.3	9.4	2.3	10.6
\$47.50-\$49.99.....	8.6	6.2	1.2	5.7	10.1		1.4	6.4	14.9		1.4	3.4	2.5
\$50.00-\$52.49.....	2.1	9.7	13.5	25.0	14.5		2.5	20.5	7.2	1.1	3.9	1.1	2.9
\$52.50-\$54.99.....	13.6	3.2	5.6		5.8		1.7			1.1	.7	3.4	2.8
\$55.00-\$57.49.....	3.6	7.3	9.4	2.1			.3	3.2			.5	1.1	1.2
\$57.50-\$59.99.....	5.0	6.9	3.8	6.4				5.1			.9		.7
\$60.00-\$62.49.....	5.0	.6	3.1	1.4	10.1			10.9			.5		2.0
\$62.50-\$64.99.....	12.9	3.9	1.6	2.1	2.9		.3	2.6					.7
\$65.00-\$67.49.....	3.6	1.1	1.9	9.3									.3
\$67.50-\$69.99.....	.7	4.5	1.6	2.9				1.3	1.0				.2
\$70.00-\$72.49.....	.7	.4	2.2										
\$72.50-\$74.99.....	3.6	1.3	.3	5.7									
\$75.00-\$79.99.....		2.6	.6					5.1	.5				.1
\$80.00-\$84.99.....	8.6	1.9		1.4	1.5								
\$85.00-\$89.99.....	3.6	1.7											
\$90.00-\$94.99.....	4.3	.9											
\$95.00-\$99.99.....													
\$100.00 and over.....		.4											
Total.....	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers.....	140	466	319	140	69	149	362	156	195	187	437	89	971
Average weekly salary ¹	\$58.00	\$51.50	\$47.50	\$52.00	\$47.00	\$32.00	\$38.50	\$50.00	\$43.50	\$38.00	\$40.50	\$40.00	\$40.50

¹ Excludes pay for overtime.

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in Atlanta, January 1949—Con.

Weekly salaries ¹	Percent of women—													
	Clerks, file, class A	Clerks, file, class B	Clerks, general	Clerks, order	Clerks, pay-roll	Clerk-typists	Office girls	Stenographers, general	Stenographers, technical	Switch-board operators	Switch-board operator-receptionists	Transcribing-machine operators, general	Typists, class A	Typists, class B
Under \$20.00							2.8							
\$20.00-\$22.49														
\$22.50-\$24.99		1.4				0.3		0.2						
\$25.00-\$27.49		4.5		3.2		.8	14.8							3.8
\$27.50-\$29.99	3.7	25.1	0.6	2.7		1.9	7.4			3.9	2.6			7.7
\$30.00-\$32.49	12.7	24.7	4.2	4.9		2.7	11.4	29.6	4.2	5.8	13.0	14.1	0.8	0.8
\$32.50-\$34.99	12.7	20.0	14.2	4.9		4.9	19.4	24.1	7.1		16.9	19.9	17.3	15.3
\$35.00-\$37.49	31.5	13.2	13.3	8.7		26.2	23.6	15.7	8.9	11.5	19.5	16.0	10.8	18.6
\$37.50-\$39.99	10.3	7.9	17.6	10.8		10.6	17.0	.9	10.4	7.7	12.3	5.1	19.2	14.5
\$40.00-\$42.49	9.7	2.0	18.7	20.5		14.1	13.4	1.9	19.1	15.4	16.9	16.0	17.7	20.2
\$42.50-\$44.99	11.5	.8	7.8	15.7		8.0	5.7	2.8	16.1	17.3	3.2	14.1	14.6	14.5
\$45.00-\$47.49	1.2	.2	7.8	4.9		7.2	3.3		11.4	5.8	2.6	5.1	6.2	3.2
\$47.50-\$49.99	1.2		2.6	5.9		6.5	.5		8.3	9.6	6.5	3.2	2.7	8.1
\$50.00-\$52.49	1.8	.2	7.7	10.3		10.3	.4		7.4	3.8	1.3		3.1	.4
\$52.50-\$54.99	.6		1.3			1.9	1.6		1.4	7.7			1.5	.2
\$55.00-\$57.49	3.1		1.3	1.6		1.9	.5		1.5	9.6	1.3		2.3	1.6
\$57.50-\$59.99			1.6	5.9		1.5			.8	3.9	1.3		2.3	3.2
\$60.00-\$62.49			.6			3.4			1.6			.7	1.6	
\$62.50-\$64.99			.7				.1		.4	1.9				
\$65.00-\$67.49						.4	.1		.4					
\$67.50-\$69.99									.2		1.3			
\$70.00-\$72.49									.1					
\$72.50-\$74.99									.4					
\$75.00-\$79.99														
\$80.00-\$84.99						.4								
\$85.00-\$89.99														
\$90.00-\$94.99														
\$95.00-\$99.99														
\$100.00 and over														
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	165	494	691	185	263	770	108	1,676	52	154	156	260	124	506
Average weekly salary ¹	\$38.00	\$32.50	\$41.00	\$42.00	\$42.50	\$37.00	\$32.00	\$43.00	\$45.00	\$38.50	\$37.50	\$41.00	\$40.50	\$34.00

¹ Excludes pay for overtime.

TABLE 3.—Scheduled weekly hours of women in Atlanta offices, January 1949

Weekly hours	Percent of workers employed in offices in—						
	All industries	Manufacturing	Wholesale trade	Retail trade	Finance, insurance, and real estate	Transportation, communication, and other public utilities	Services
All offices employing women	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Under 35 hours							
35 hours	4.1	1.1	1.9		2.8	19.7	
Over 35 and under 37½ hours	1.7		1.6		4.9		
37½ hours	13.0	13.8	4.5		4.2	65.2	
Over 37½ and under 40 hours	14.7	2.3		9.7	46.6		3.4
40 hours	60.4	79.8	77.9	84.2	41.5	14.7	82.3
Over 40 and under 44 hours	.4	1.6		1.8			
44 hours	5.4	1.4	12.8	4.3		.4	14.3
Over 44 and under 48 hours							
48 hours							
Over 48 hours	.3		1.3				

BOSTON, JANUARY 1949

Salaries

Average weekly salaries of women varied among the 23 clerical occupations studied in Boston from \$30 to \$47.50 in January 1949. The averages for over half of the jobs fell within a range from \$35 to \$40, with the remaining averages divided about evenly on either side of these limits. Considering all jobs as a group, the salaries of individual women employees varied from \$20 to about \$85. Half of the women in these jobs received between \$30 and \$40.

Women bookkeepers (both hand and class A machine operators) averaged \$47.50, the highest level of earnings reported for any job. Technical stenographers earned almost as much, \$47, and general clerks received an average of \$45.50. Nearly nine-tenths of both the hand and the machine bookkeepers received at least \$40 a week.

The lowest paid jobs were those of routine file clerks, averaging \$30 a week, followed by office girls and routine typists (class B copy typists) at \$31 and \$31.50, respectively. Three-fourths of the workers engaged in routine filing received less than \$32.50 a week.

General stenographers, the largest group studied, had average earnings of \$39 a week. Almost three-fifths of the women in this occupation earned between \$32.50 and \$42.50. Women clerk-typists, second in importance from a numerical standpoint, received an average of \$33.50.

Average weekly salaries of men in the seven occupational groups for which data could be presented ranged from \$29.50 for office boys to \$67 for hand bookkeepers. Over half the office boys earned less than \$30 a week; more than four out of five bookkeepers received at least \$50.

Among the industry divisions studied, the highest earnings were most often reported in the transportation, communication, and other public utilities group and in manufacturing. Within manufacturing, average salaries were generally higher in durable-goods firms than in nondurable. Workers in wholesale trade usually received higher average salaries than those doing comparable work in retail trade.

Although salaries for clerical workers are generally expressed in monthly or weekly terms, the Bureau converted the salaries to hourly rates to allow for differences in the length of the workweek.

On an hourly basis, occupational averages of women workers varied from 78 cents to \$1.23. Average earnings of about half the jobs studied were between 95 cents and \$1.05. Men in the jobs studied averaged from 76 cents to \$1.70 an hour.

Salary levels were generally higher in January 1949 than in the corresponding month of 1948, the date of a previous survey. In over half the occupational groups studied, the average increases in salaries for women ranged from \$1.50 to \$3.50 a week.

Work Schedules

Over half the women in Boston offices had a scheduled workweek of less than 40 hours, and most of the others were on a 40-hour week; schedules of more than 40 hours were relatively rare. Hours were generally longest in durable-goods manufacture and wholesale trade and shortest in central offices and in finance, insurance, and real estate.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Boston, by industry division, January 1949

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Men						Women—Continued							
Bookkeepers, hand ³	218	\$67.00	39.5	\$1.70	\$66.00	\$54.00—\$76.50	Bookkeepers, hand—Con. Services.....	176	\$48.00	37.5	\$1.28	\$45.00	\$39.50—\$55.00
Manufacturing.....	65	69.50	40.0	1.72	60.00	60.00—84.00	Bookkeeping-machine operators, class A ¹	238	47.50	39.0	1.22	48.00	41.50—51.00
Finance, insurance, and real estate.....	74	67.50	38.5	1.76	66.00	52.50—76.50	Manufacturing.....	149	47.00	38.5	1.22	48.00	41.50—50.00
Transportation, communication, and other public utilities.....	26	71.50	40.0	1.78	73.00	66.50—79.00	Retail trade.....	37	46.50	40.0	1.16	48.50	41.50—50.00
Clerks, accounting ³	950	47.00	38.5	1.21	45.00	40.00—53.50	Bookkeeping-machine operators, class B ¹	1,863	36.50	38.5	.95	37.00	34.50—39.00
Manufacturing.....	154	53.00	39.5	1.34	51.50	44.50—60.50	Manufacturing.....	166	41.00	39.0	1.05	40.00	38.00—43.50
Durable goods.....	110	54.00	40.5	1.34	56.50	44.00—64.50	Durable goods.....	39	39.00	40.0	.98	39.50	38.00—40.00
Nondurable goods.....	44	50.50	38.5	1.32	50.50	46.50—55.00	Nondurable goods.....	127	41.50	39.0	1.07	40.00	37.00—45.50
Wholesale trade.....	224	47.00	40.0	1.17	43.00	40.00—52.00	Wholesale trade.....	399	38.50	40.0	.96	38.00	35.00—40.50
Retail trade.....	91	42.00	39.0	1.08	40.00	37.50—50.00	Retail trade.....	258	34.50	39.0	.88	33.50	31.50—37.50
Finance, insurance, and real estate.....	320	43.00	38.0	1.14	45.00	37.00—46.00	Finance, insurance, and real estate.....	913	35.50	38.0	.94	36.00	34.00—38.00
Transportation, communication, and other public utilities.....	83	56.00	38.0	1.48	60.00	50.50—64.50	Services.....	74	39.50	37.5	1.05	38.00	38.00—40.00
Clerks, file, class B ³	34	30.00	38.0	.79	30.00	27.00—30.00	Calculating-machine operators (Comptometer type) ³	1,715	37.50	39.0	.96	36.00	33.00—40.00
Finance, insurance, and real estate.....	25	29.50	37.5	.79	30.00	27.50—30.00	Manufacturing.....	564	39.50	38.5	1.02	39.00	34.00—43.50
Clerks, general ³	491	59.00	39.5	1.49	60.00	50.00—65.00	Durable goods.....	140	41.00	40.0	1.02	40.00	36.00—43.50
Manufacturing.....	158	63.00	40.0	1.57	62.50	52.50—68.50	Nondurable goods.....	424	39.00	38.5	1.02	39.00	34.00—43.50
Wholesale trade.....	106	55.00	40.0	1.37	56.00	48.50—60.00	Wholesale trade.....	461	38.00	39.5	.96	37.50	35.00—40.00
Clerks, order ³	275	50.00	39.5	1.26	48.00	43.00—54.00	Retail trade.....	448	34.00	39.0	.87	35.00	30.00—37.00
Wholesale trade.....	151	48.00	39.5	1.22	48.00	44.00—53.00	Finance, insurance, and real estate.....	147	34.50	38.0	.91	34.50	31.00—37.50
Transportation, communication, and other public utilities.....	77	46.00	40.0	1.15	45.00	39.00—50.50	Transportation, communication, and other public utilities.....	71	40.50	38.0	1.06	39.00	35.00—43.00
Clerks, pay-roll ³	84	56.00	39.5	1.41	53.00	50.00—63.50	Calculating-machine operators (other than Comptometer type) ³	490	36.50	37.5	.97	36.00	32.00—40.00
Manufacturing.....	50	59.50	40.0	1.49	56.00	51.00—75.00	Manufacturing.....	116	37.50	39.0	.97	38.00	35.00—42.50
Office boys.....	1,093	29.50	39.0	.76	29.00	26.00—32.00	Durable goods.....	56	41.00	39.5	1.04	41.50	38.50—43.00
Manufacturing.....	204	32.50	40.0	.82	34.50	30.00—35.00	Nondurable goods.....	60	34.50	38.0	.91	35.00	34.00—35.00
Durable goods.....	39	32.50	41.0	.79	30.50	30.00—34.00	Retail trade.....	46	32.00	38.5	.83	30.50	26.00—36.00
Nondurable goods.....	165	32.50	39.5	.82	34.50	30.00—35.00	Clerks, accounting.....	3,476	38.50	38.5	1.00	37.00	33.00—43.00
Wholesale trade.....	203	29.50	39.5	.76	28.00	26.00—34.50	Manufacturing.....	723	40.50	39.5	1.03	39.00	35.00—45.00
Retail trade.....	80	27.00	39.5	.68	27.50	25.00—28.50	Durable goods.....	390	43.50	40.0	1.09	42.00	39.00—48.50
Finance, insurance, and real estate.....	376	30.50	38.0	.77	30.00	26.00—32.00	Nondurable goods.....	333	36.50	38.5	.95	35.00	32.00—39.50
Transportation, communication, and other public utilities.....	58	31.00	39.0	.80	32.00	29.00—34.00	Wholesale trade.....	556	39.00	39.0	1.00	37.50	35.00—42.00
Services.....	144	27.50	38.5	.71	28.00	25.00—29.50	Retail trade.....	445	35.00	38.5	.90	34.00	30.00—39.00
Central offices.....	28	27.50	36.0	.77	28.00	25.00—30.00	Finance, insurance, and real estate.....	1,193	36.50	37.5	.98	36.00	30.50—41.00
Women						Women							
Billers, machine (billing machine).....	971	36.50	39.0	.93	35.00	32.00—40.00	Transportation, communication, and other public utilities.....	262	45.00	39.5	1.14	45.50	41.00—51.00
Manufacturing.....	283	36.00	39.0	.92	35.00	32.00—40.00	Services.....	250	37.50	37.5	1.00	35.00	34.50—39.50
Durable goods.....	68	38.00	40.0	.95	36.00	34.50—40.50	Central offices.....	47	44.00	38.0	1.15	43.00	39.00—47.00
Nondurable goods.....	215	35.50	39.0	.92	35.00	32.00—40.00	Clerks, file, class A ³	369	42.00	38.5	1.10	39.50	37.00—48.00
Wholesale.....	281	36.50	40.5	.90	35.50	32.00—39.00	Manufacturing.....	106	44.50	39.5	1.13	41.50	39.50—53.00
Retail trade.....	114	31.00	38.0	.81	28.00	27.00—35.00	Finance, insurance, and real estate.....	165	41.50	37.5	1.11	38.00	36.00—49.00
Finance, insurance, and real estate.....	130	38.00	37.5	1.02	39.00	34.50—41.50	Services.....	49	39.00	38.5	1.02	38.00	37.00—39.00
Transportation, communication, and other public utilities.....	44	42.50	42.5	1.00	44.00	38.00—45.00	Clerks, file, class B ³	2,320	30.00	38.5	.78	29.00	27.00—32.50
Services.....	68	38.00	37.5	1.01	35.00	35.00—44.00	Manufacturing.....	281	37.50	39.0	.96	38.50	34.00—41.00
Central offices.....	51	36.00	35.5	1.02	36.00	32.00—41.00	Durable goods.....	139	38.00	40.0	.94	38.50	36.00—41.00
Billers, machine (book-keeping machine) ³	310	36.00	38.5	.94	34.00	30.00—41.00	Nondurable goods.....	142	37.00	38.5	.97	36.00	30.00—43.00
Retail trade.....	173	32.00	38.5	.83	31.00	28.00—33.50	Wholesale trade.....	224	31.00	40.0	.77	30.00	28.00—32.50
Bookkeepers, hand ³	833	47.50	38.5	1.22	46.00	41.50—52.00	Retail trade.....	125	28.50	40.0	.71	26.50	26.00—29.50
Manufacturing.....	217	49.00	39.0	1.25	47.50	43.00—52.00	Finance, insurance, and real estate.....	1,309	29.50	38.0	.77	29.00	27.00—31.00
Durable goods.....	97	52.00	39.5	1.32	50.00	46.50—52.00	Transportation, communication, and other public utilities.....	49	35.50	38.5	.92	35.00	32.50—36.00
Nondurable goods.....	120	46.00	38.5	1.20	45.00	43.00—50.00	Services.....	298	27.00	39.5	.68	26.00	24.00—30.00
Wholesale trade.....	147	47.00	39.0	1.21	46.00	40.00—55.00	Clerks, general ³	936	45.50	39.5	1.16	45.50	41.50—50.00
Retail trade.....	122	48.50	40.0	1.21	47.00	43.00—53.00	Manufacturing.....	247	44.00	39.5	1.11	43.00	40.00—47.00
Finance, insurance, and real estate.....	108	40.50	37.5	1.07	37.00	35.00—44.50	Wholesale trade.....	159	45.50	39.5	1.15	42.00	41.50—50.00
Transportation, communication, and other public utilities.....	53	49.00	40.0	1.22	49.00	46.00—51.00	Finance, insurance, and real estate.....	243	43.00	38.5	1.12	43.00	35.00—47.00
							Transportation, communication, and other public utilities.....	189	49.00	40.0	1.23	46.50	46.50—51.00

See footnotes at end of table.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Boston, by industry division, January 1949—Continued

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Women—Continued						Women—Continued							
Clerks, order ¹	844	\$39.50	39.5	\$1.00	\$39.00	\$35.00-\$43.00	Switchboard operators ¹	794	\$39.00	39.0	\$1.00	\$38.00	\$35.00-\$43.00
Manufacturing.....	249	39.50	39.5	.99	40.00	35.00-44.00	Manufacturing.....	116	43.50	40.0	1.10	44.50	38.00-47.50
Durable goods.....	118	40.50	40.0	1.02	39.00	35.00-47.00	Durable goods.....	51	42.50	40.5	1.05	40.00	38.00-47.00
Nondurable goods.....	131	38.50	39.5	.97	40.00	34.00-43.00	Nondurable goods.....	65	44.50	39.0	1.13	45.00	38.50-50.50
Wholesale trade.....	387	39.00	39.5	.99	39.00	36.00-41.50	Wholesale trade.....	70	37.00	41.0	.90	35.00	29.50-42.50
Retail trade.....	117	32.50	39.5	.82	33.00	31.00-36.00	Retail trade.....	253	36.00	39.0	.93	35.00	31.00-41.00
Clerks, pay-roll ¹	1,726	41.00	39.0	1.05	40.00	35.00-45.00	Finance, insurance, and real estate.....	235	39.50	38.0	1.03	38.50	35.00-42.00
Manufacturing.....	1,014	40.50	39.5	1.03	40.50	36.00-45.00	Transportation, communication, and other public utilities.....	66	46.00	40.5	1.14	47.00	41.00-52.50
Durable goods.....	390	43.50	40.0	1.09	44.00	41.00-47.00	Services.....	41	34.50	37.5	.92	35.00	30.00-37.00
Nondurable goods.....	624	39.00	39.0	1.00	38.50	34.00-43.00	Switchboard-operator-receptionists ¹	939	37.50	39.0	.97	37.00	33.50-40.00
Wholesale trade.....	136	47.50	40.0	1.20	44.00	38.00-60.00	Manufacturing.....	326	37.50	39.5	.96	36.00	33.00-40.00
Retail trade.....	252	36.50	39.0	.94	37.00	32.00-42.00	Durable goods.....	116	39.00	39.5	.99	38.00	36.00-47.00
Finance, insurance, and real estate.....	103	39.00	37.5	1.04	40.50	35.00-43.00	Nondurable goods.....	210	36.50	39.0	.94	35.00	33.00-40.00
Transportation, communication, and other public utilities.....	140	44.50	39.0	1.13	43.00	40.00-50.00	Wholesale trade.....	294	37.00	40.0	.93	35.00	31.50-40.00
Services.....	71	41.50	38.0	1.09	39.00	35.00-46.00	Retail trade.....	51	33.00	38.0	.87	32.00	31.00-35.00
Clerk-typists ¹	4,600	33.50	38.5	.87	32.50	30.00-37.00	Finance, insurance, and real estate.....	104	38.50	37.5	1.03	38.00	37.00-42.00
Manufacturing.....	984	37.00	39.0	.94	37.00	34.00-41.00	Services.....	180	38.50	37.5	1.03	37.50	35.00-44.00
Durable goods.....	518	38.00	39.5	.97	37.50	34.00-41.50	Transcribing-machine operators, general ¹	864	35.50	39.5	.91	35.50	30.00-40.00
Nondurable goods.....	466	35.50	39.0	.92	36.00	33.00-39.00	Manufacturing.....	282	39.50	40.5	.98	39.50	34.50-42.00
Wholesale trade.....	682	35.00	40.0	.88	34.00	30.00-38.00	Durable goods.....	124	42.00	41.0	1.02	40.00	38.00-47.00
Retail trade.....	260	30.50	40.5	.76	29.50	28.50-34.00	Nondurable goods.....	158	37.50	40.0	.94	37.00	34.00-40.00
Finance, insurance, and real estate.....	1,639	31.00	38.0	.82	30.00	28.00-34.50	Finance, insurance, and real estate.....	427	33.00	38.5	.86	32.50	28.00-37.00
Services.....	777	32.00	37.5	.85	31.50	30.00-33.50	Transcribing-machine operators, technical ¹	80	39.00	39.0	1.00	35.00	33.00-45.50
Office girls ¹	467	31.00	38.5	.80	30.50	26.00-35.00	Finance, insurance, and real estate.....	70	38.50	39.0	.98	35.00	33.00-43.00
Manufacturing.....	189	34.50	40.0	.86	34.00	31.50-36.00	Typists, class A ¹	429	40.00	39.0	1.02	41.00	36.00-44.00
Durable goods.....	128	34.50	39.5	.87	34.00	31.50-39.00	Manufacturing.....	134	42.00	40.5	1.05	44.50	39.50-45.00
Nondurable goods.....	61	33.50	40.0	.84	36.00	31.50-36.00	Finance, insurance, and real estate.....	115	36.00	38.5	.93	37.00	32.00-40.00
Wholesale trade.....	33	28.00	39.0	.71	28.00	24.00-31.50	Services.....	98	42.50	39.5	1.08	42.00	41.50-44.00
Retail trade.....	49	30.50	39.0	.79	31.00	29.00-32.00	Typists, class B ¹	2,365	31.50	39.0	.81	31.00	28.00-34.50
Finance, insurance, and real estate.....	146	28.00	37.5	.75	26.00	25.00-30.00	Manufacturing.....	319	36.50	40.0	.92	36.00	33.50-41.00
Stenographers, general.....	5,685	39.00	38.5	1.02	38.00	35.00-43.00	Durable goods.....	191	39.50	40.5	.98	41.00	36.50-43.00
Manufacturing.....	1,239	43.00	39.0	1.10	43.00	38.00-47.00	Nondurable goods.....	128	32.00	39.0	.82	33.50	28.00-33.50
Durable goods.....	571	43.50	39.5	1.10	45.00	40.50-47.00	Wholesale trade.....	128	36.50	39.5	.93	38.00	34.00-39.00
Nondurable goods.....	668	42.00	38.5	1.10	40.00	37.50-48.00	Retail trade.....	74	32.00	40.0	.80	32.00	30.00-36.00
Wholesale trade.....	1,008	39.50	39.5	1.01	38.00	35.00-42.00	Finance, insurance, and real estate.....	1,265	31.00	38.0	.81	30.00	29.00-33.50
Retail trade.....	482	33.50	37.5	.89	34.00	30.00-30.00	Transportation, communication, and other public utilities.....	58	36.00	38.5	.94	36.00	33.00-39.00
Finance, insurance, and real estate.....	1,405	36.00	37.5	.95	35.00	32.50-33.00	Services.....	507	28.00	39.5	.71	26.00	26.00-30.00
Transportation, communication, and other public utilities.....	329	44.00	38.5	1.14	44.00	39.00-49.00							
Services.....	1,005	39.50	38.0	1.04	40.00	35.00-44.00							
Central offices.....	212	40.00	36.5	1.10	39.50	36.00-43.00							
Stenographers, technical ¹	206	47.00	38.5	1.23	45.50	40.00-50.00							
Manufacturing.....	75	43.00	39.5	1.09	40.50	40.00-48.50							

¹ Excludes pay for overtime.² Value above and below which half of workers' salaries fall.³ Includes data for industry divisions not shown separately.

TABLE 2.—Percentage distribution of workers in selected office occupations by weekly salaries ¹ in Boston, January 1949

Weekly salaries ¹	Percent of men—						Percent of women—							
	Book-keepers, hand	Clerks, accounting	Clerks, general	Clerks, order	Clerks, pay-roll	Office boys	Billers, machine (billing machine)	Billers, machine (book-keeping machine)	Book-keepers, hand	Book-keeping-machine operators, class A	Book-keeping-machine operators, class B	Calculating-machine operators (Comptometer type)	Calculating-machine operators (other than Comptometer type)	Clerks, accounting
Under \$20.00						1.1								
\$20.00-\$22.49						4.6								
\$22.50-\$24.99		0.2					1.0			0.4	0.7	0.8		
\$25.00-\$27.49		.4				31.3	3.4	8.4		1.9	2.3	9.4	4.9	
\$27.50-\$29.99		1.3				15.6	4.7	7.7		3.6	4.9	5.3	7.1	
\$30.00-\$32.49		3.5		0.3		26.6	17.0	22.3	2.0	11.2	12.7	9.8	12.5	
\$32.50-\$34.99		4.8		.7		5.7	16.3	13.9	3.0	9.3	12.9	15.7	9.2	
\$35.00-\$37.49		8.8		7.3	6.0	10.4	21.2	14.8	4.4	27.0	21.8	14.1	17.0	
\$37.50-\$39.99	0.9	5.7		6.2	4.8	3.8	9.2	2.9	5.9	25.9	15.9	18.2	10.2	
\$40.00-\$42.49	2.7	15.5	6.9	9.8	11.9	.7	11.7	8.4	13.1	16.8	11.1	10.4	13.0	
\$42.50-\$44.99		7.6	3.1	12.0	1.2	.2	6.2	3.9	7.4	6.3	4.8	4.7	4.9	
\$45.00-\$47.49	6.9	9.9	6.1	10.2			5.5	9.3	18.5	13.0	9	4.6	9.3	
\$47.50-\$49.99	6.9	5.1	5.1	11.1			1.6	2.9	4.2	13.0	1.5	2.8	4.1	
\$50.00-\$52.49	6.0	11.1	10.8	6.5	21.4		1.3	1.0	17.5	18.9	1.8	2.8	2.4	
\$52.50-\$54.99	2.3	1.9	3.5	12.4	8.3		.9	1.3	2.8	14.3	.2	.6	1.0	2.9
\$55.00-\$57.49	1.8	6.9	9.4	6.5	11.9			3.2	10.6	2.5		1.2	1.2	.9
\$57.50-\$59.99	2.7	2.2	1.6	2.5	2.4				.1			.2	.7	
\$60.00-\$62.49	12.4	6.0	10.4	2.9	4.8				7.0	5.1		.1	.7	
\$62.50-\$64.99	2.8	3.9	11.8	.7	7.1				1.3	.4			.1	
\$65.00-\$67.49	9.6	1.9	12.4						.7					
\$67.50-\$69.99	2.8	.6	2.4	1.1	2.4				1.5			.1	.1	
\$70.00-\$72.49	7.8	.4	7.6	7.6										
\$72.50-\$74.99	2.7	.1	4.3											
\$75.00-\$79.99	11.5	1.2	1.0	1.1	13.1									
\$80.00-\$84.99	8.3	.7	1.2	1.1										
\$85.00-\$89.99		.2	1.2											
\$90.00-\$94.99	7.3	.1	.8											
\$95.00-\$99.99			.4		4.7									
\$100.00 and over	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	100.0	100.0	100.0
Estimated number of workers	218	950	491	275	84	1,093	971	310	833	238	1,863	1,715	490	3,476
Average weekly salary ¹	\$67.00	\$47.00	\$59.00	\$50.00	\$56.00	\$29.50	\$36.50	\$36.00	\$47.50	\$47.50	\$36.50	\$37.50	\$36.50	\$38.50

¹ Excludes pay for overtime.

TABLE 2.—Percentage distribution of workers in selected office occupations by weekly salaries ¹ in Boston, January 1949—Con.

Weekly salaries ¹	Percent of women—														
	Clerks, file, class A	Clerks, file, class B	Clerks, general	Clerks, order	Clerks, pay-roll	Clerk-typists	Office girls	Stenographers, general	Stenographers, technical	Switch-board operators	Switch-board operator-receptionists	Transcribing-machine operators, general	Transcribing-machine operators, technical	Typists, class A	Typists, class B
Under \$20.00															
\$20.00-\$22.49							0.6	0.5							
\$22.50-\$24.99		7.4				4.8	5.4			1.3	2.0	5.2			2.8
\$25.00-\$27.49		24.9		1.3	1.5	6.4	23.1	1.5				2.4		0.9	21.3
\$27.50-\$29.99		26.3		3.9	2.5	13.9	13.3	2.9				13.8	1.3	1.4	16.3
\$30.00-\$32.49	2.7	16.4	2.4	10.5	8.5	25.4	20.8	8.9	3.9	13.3	13.4	10.0	18.7	11.7	21.3
\$32.50-\$34.99	8.4	7.6	2.6	7.5	6.4	10.0	12.8	10.3	3.4	8.3	11.6	14.2	18.7	5.1	16.5
\$35.00-\$37.49	23.3	8.7	6.4	16.4	13.2	14.7	15.4	18.0	5.3	20.1	20.4	15.0	15.0	11.4	7.8
\$37.50-\$39.99	18.4	2.8	4.9	12.6	12.6	11.5	2.4	13.8	15.6	15.3	16.7	10.6		14.0	5.5
\$40.00-\$42.49	10.6	2.6	18.8	21.3	15.3	7.0	6.2	16.1	11.2	8.6	9.4	15.8	8.8	18.6	5.0
\$42.50-\$44.99	8.1	2.2	12.2	9.0	12.2	2.1		7.5	6.3	7.1	8.0	4.9	10.0	13.8	3.3
\$45.00-\$47.49	3.0	.6	16.9	6.0	12.9	2.7		10.2	13.1	7.4	7.1	3.5	15.0	18.2	.2
\$47.50-\$49.99	4.1	.5	7.6	4.0	3.7	.2		4.5	14.1	7.2	1.8	1.2	1.3	.9	
\$50.00-\$52.49	7.3		12.0	1.1	3.5	1.1		2.5	5.8	4.3	3.0	3.0	11.2	2.1	
\$52.50-\$54.99	7.6		9.7	3.3	2.2	.2		2.0	4.4	2.0	2.0	.3		1.2	
\$55.00-\$57.49	1.6		1.9	.4	2.1			.6	.5	.4	.6	.1		.5	
\$57.50-\$59.99	4.3		.5	.7	.6			.4	5.8					.2	
\$60.00-\$62.49	.3		.3	.4	2.4			.2		.9	.1				
\$62.50-\$64.99			1.3	.7				.1		.4					
\$65.00-\$67.49			2.5	.8											
\$67.50-\$69.99	.3			.1	.1				1.9						
\$70.00-\$72.49					.1										
\$72.50-\$74.99					.1				3.9						
\$75.00-\$79.99									1.9						
\$80.00-\$84.99					.1				1.9						
\$85.00-\$89.99															
\$90.00-\$94.99															
\$95.00-\$99.99															
\$100.00 and over															
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	369	2,320	936	844	1,726	4,600	467	5,685	206	794	989	864	80	429	2,365
Average weekly salary ¹	\$42.00	\$30.00	\$45.50	\$39.50	\$41.00	\$33.50	\$31.00	\$39.00	\$47.00	\$39.00	\$38.00	\$35.50	\$39.00	\$40.00	\$31.50

¹ Excludes pay for overtime.

TABLE 3.—Scheduled weekly hours of women in Boston offices, January 1949

Weekly hours	Percent of workers employed in offices in—									
	All industries	Manufacturing			Wholesale trade	Retail trade	Finance, insurance, and real estate	Transportation, communication, and other public utilities	Services	Central offices
		All manufacturing	Durable goods	Nondurable goods						
All offices employing women	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Under 35 hours										
35 hours	7.6	2.3		4.5		6.2	10.9	2.5	12.6	66.1
Over 35 and under 37½ hours	13.9				7.3	7.3	32.1		3.1	4.6
37½ hours	17.5	23.6	13.1	33.6	10.5	16.5	9.9	42.3	28.1	
Over 37½ and under 40 hours	16.6	7.2	1.2	12.8	10.4	22.4	28.4	2.4	6.3	5.7
40 hours	40.4	62.8	77.3	49.1	61.3	33.8	18.7	48.9	49.9	23.6
Over 40 and under 44 hours	1.4				2.4	9.9				
44 hours	2.4	4.1	8.4		8.1	3.9		.7		
Over 44 and under 48 hours										
48 hours	.2							3.2		
Over 48 hours										

CHICAGO, FEBRUARY 1949

Salaries

Average weekly salaries for women in the 23 jobs studied in Chicago in February 1949 ranged from \$35 for office girls to \$55.50 for hand bookkeepers; in 18 of these jobs, average salaries were between \$40 and \$50. Over one-sixth of the women studied were general stenographers, whose average salary was \$47.50. Other numerically important jobs were those of clerk-typists, with an average of \$41; accounting clerks, \$45.50; typists doing relatively routine copying, \$40.50; and clerks on routine filing, \$36.50 a week.

Weekly salaries for men were computed for 13 jobs and ranged from \$36 for office boys to \$68.50 for hand bookkeepers. Accounting clerks, the largest group studied, had average salaries of \$56.

Although salaries for clerical workers are generally expressed in monthly or weekly terms, the Bureau converted the salaries to hourly rates to allow for differences in the length of the workweek. On an hourly basis, the occupational averages for men studied ranged from 92 cents to \$1.73; among women the range was 89 cents to \$1.43.

There was a considerable variation in salaries received by individual Chicago workers. The salaries of women in all 23 occupations considered as a group ranged from \$27.50 to over \$100 a week. Variation in salaries was also found within jobs, although most salaries were generally close to the occupational average. To illustrate, general stenographers' salaries ranged from \$27.50 to over \$80, but over a third fell between \$42.50 and \$47.50, and about two-thirds were included in a range from \$42.50 to \$52.50. Salaries of almost three-fourths of the clerk-typists were between \$35 and \$45. In most of the occupations, earnings of at least half

of the workers were concentrated within a \$10 range. Generally for all jobs as a group, over half the women workers received salaries between \$37.50 and \$47.50.

The variations in salaries were due in part to differences in levels among industries, among different-sized establishments, and among workers with different amounts of service, as well as to varying salary scales in similar offices. Among the industry divisions studied, the highest salaries were most frequently reported in transportation, communication, and other public utilities. The next highest rates were found in manufacturing and wholesale trade.

Salaries of women in the jobs studied increased about 6 percent between January 1948 and February 1949. In dollar terms, the increases generally ranged from \$1.50 to \$3.50 a week. Average salaries of general stenographers increased by \$2.50 and those of clerk-typists by \$3.

Work Schedules

The majority of the women office employees in Chicago worked a 5-day, 40-hour week, although work schedules varied among industries. For retail trade, over nine-tenths of the employees were scheduled to work 40 hours or more, while in finance, insurance, and real estate less than a third worked as much as 40 hours. Although the total number of hours worked each week by employees in the latter industry group was smaller than in other industries, the proportion scheduled to work more than 5 days was actually higher. In manufacturing, practically all women office workers (all but 1 percent) were on a 5-day schedule.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Chicago, by industry division, February 1949

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Men						Men—Continued							
Billers, machine (billing machine) ³	204	\$56.00	42.0	\$1.34	\$55.00	\$45.00—\$64.00	Stenographers, general ³	158	\$53.00	40.0	\$1.32	\$50.00	\$50.00—\$80.00
Wholesale trade.....	120	62.50	42.0	1.48	62.00	56.00—70.00	Wholesale trade.....	95	55.50	40.5	1.37	51.00	50.00—60.00
Bookkeepers, hand.....	1,150	68.50	39.5	1.73	69.00	55.00—78.50	Typists, class B.....	46	44.00	40.0	1.11	38.00	35.00—44.00
Manufacturing.....	531	76.50	40.0	1.91	75.00	68.50—84.00	Women						
Durable goods.....	151	70.50	40.0	1.78	72.00	62.50—75.00	Billers, machine (billing machine) ³	1,510	44.50	39.5	1.13	44.00	40.00—47.50
Nondurable goods.....	380	78.50	40.0	1.96	77.00	71.00—85.00	Manufacturing.....	602	44.00	39.5	1.11	44.00	40.00—47.50
Wholesale trade.....	144	71.00	39.5	1.80	70.00	60.00—85.00	Durable goods.....	278	47.00	39.5	1.18	46.00	42.00—50.00
Retail trade.....	45	64.50	39.5	1.63	64.00	55.00—75.00	Nondurable goods.....	326	42.00	39.5	1.06	41.50	39.00—44.00
Finance, insurance, and real estate.....	351	57.00	39.0	1.47	52.00	47.00—67.00	Wholesale trade.....	533	45.00	39.0	1.14	43.50	41.00—45.00
Transportation, communication, and other public utilities.....	53	61.50	41.0	1.50	58.00	58.00—64.00	Retail trade.....	158	45.00	39.0	1.16	46.50	39.50—48.00
Services.....	26	62.50	39.0	1.60	63.50	52.50—74.50	Finance, insurance, and real estate.....	102	41.50	38.0	1.09	40.50	37.50—44.50
Bookkeeping-machine operators, class B ³	133	46.00	40.0	1.15	42.50	40.00—46.50	Transportation, communication, and other public utilities.....	63	48.00	41.0	1.17	45.00	43.00—51.00
Finance, insurance, and real estate.....	90	41.50	39.5	1.04	40.50	39.00—43.00	Billers, machine (bookkeeping machine) ³	492	43.00	39.5	1.09	42.50	40.00—45.00
Clerks, accounting.....	3,038	56.00	39.5	1.42	54.00	48.00—63.50	Wholesale trade.....	84	46.50	40.0	1.16	46.00	41.00—51.00
Manufacturing.....	1,698	59.00	39.5	1.49	58.50	49.00—67.00	Retail trade.....	169	41.00	39.5	1.04	41.00	38.00—43.50
Durable goods.....	645	56.00	39.5	1.42	55.00	49.00—62.50	Finance, insurance, and real estate.....	83	41.00	38.0	1.08	38.00	37.50—47.00
Nondurable goods.....	1,053	60.50	39.5	1.54	63.00	49.50—69.50	Bookkeepers, hand ³	915	55.50	39.0	1.43	53.00	47.00—61.00
Wholesale trade.....	573	51.50	40.0	1.36	50.00	45.00—55.00	Manufacturing.....	204	61.50	39.5	1.55	60.00	53.00—70.00
Retail trade.....	147	56.50	39.0	1.46	54.00	50.00—59.00	Durable goods.....	130	63.00	40.0	1.58	63.50	52.50—70.00
Finance, insurance, and real estate.....	391	51.00	39.0	1.32	48.50	43.00—58.00	Nondurable goods.....	74	59.00	39.5	1.49	55.00	52.50—65.00
Transportation, communication, and other public utilities.....	164	54.00	40.0	1.35	52.00	48.00—61.00	Wholesale trade.....	210	50.00	40.0	1.26	49.00	45.50—52.00
Services.....	65	51.50	39.5	1.31	54.00	44.00—58.00	Retail trade.....	130	58.00	39.0	1.49	54.50	47.50—60.00
Clerks, file, class A.....	79	43.00	41.5	1.03	42.00	40.50—44.00	Finance, insurance, and real estate.....	280	54.50	38.0	1.43	50.50	46.00—61.00
Clerks, file, class B.....	88	38.50	39.5	.97	38.50	35.00—40.00	Services.....	73	55.50	39.0	1.43	55.00	52.00—57.50
Clerks, general.....	1,379	59.00	39.5	1.49	57.50	50.50—67.50	Bookkeeping-machine operators, class A ³	759	50.50	39.5	1.27	50.00	46.00—55.00
Manufacturing.....	623	58.00	40.0	1.46	57.50	51.50—64.00	Manufacturing.....	248	51.00	39.5	1.28	50.00	46.00—55.00
Durable goods.....	321	57.00	40.0	1.44	54.50	51.00—63.50	Durable goods.....	119	53.00	39.5	1.34	50.00	49.00—55.00
Nondurable goods.....	302	59.50	40.0	1.49	58.00	52.00—64.00	Nondurable goods.....	129	49.00	39.5	1.24	46.00	42.00—54.50
Wholesale trade.....	271	54.00	39.5	1.36	53.00	47.00—59.50	Wholesale trade.....	235	52.00	40.0	1.30	50.00	45.50—55.00
Retail trade.....	56	51.00	41.5	1.23	50.00	45.00—53.50	Retail trade.....	43	46.50	39.5	1.16	47.00	44.00—49.00
Finance, insurance, and real estate.....	228	65.00	38.5	1.69	69.00	51.50—77.50	Finance, insurance, and real estate.....	160	49.50	39.0	1.26	50.50	46.00—55.00
Transportation, communication, and other public utilities.....	148	65.50	40.0	1.63	68.00	55.00—71.00	Bookkeeping-machine operators, class B ³	2,371	44.00	39.5	1.11	44.00	40.00—47.00
Services.....	53	58.00	39.0	1.49	57.50	51.50—63.50	Manufacturing.....	865	45.50	39.0	1.16	45.00	42.00—49.50
Clerks, order ³	1,969	58.00	39.5	1.47	57.50	50.00—65.00	Durable goods.....	316	47.50	39.5	1.21	47.00	45.00—51.50
Manufacturing.....	646	61.00	39.5	1.55	60.00	52.00—68.00	Nondurable goods.....	549	44.50	39.0	1.14	45.00	41.50—48.00
Durable goods.....	329	63.00	39.5	1.61	65.00	51.00—70.00	Wholesale trade.....	294	46.00	41.0	1.12	46.00	41.50—48.50
Nondurable goods.....	317	58.50	39.5	1.49	57.50	51.50—63.50	Retail trade.....	226	44.50	40.0	1.12	45.00	40.50—48.00
Wholesale trade.....	1,107	57.50	40.0	1.44	57.00	50.00—65.00	Finance, insurance, and real estate.....	909	41.50	39.0	1.06	41.50	37.50—45.00
Finance, insurance, and real estate.....	71	54.50	38.0	1.43	50.50	46.00—63.50	Services.....	55	43.50	38.5	1.12	42.50	41.00—46.50
Clerks, pay-roll ³	692	54.00	39.5	1.36	53.00	49.00—58.00	Calculating-machine operators (Comptometer type) ³	4,488	46.00	39.5	1.16	46.00	42.50—49.50
Manufacturing.....	559	53.50	40.0	1.34	53.00	47.00—56.50	Manufacturing.....	2,052	47.00	39.5	1.18	46.00	44.00—50.00
Durable goods.....	398	54.00	39.5	1.35	55.00	49.00—58.50	Durable goods.....	964	47.50	39.5	1.21	46.50	44.50—50.00
Nondurable goods.....	161	52.00	40.0	1.30	52.00	45.50—53.00	Nondurable goods.....	1,088	46.00	40.0	1.16	46.00	42.00—49.50
Wholesale trade.....	57	54.00	39.0	1.38	50.00	50.00—58.00	Wholesale trade.....	444	46.00	39.5	1.16	45.50	42.50—49.00
Clerk-typists ³	484	43.50	39.5	1.10	42.00	40.00—46.00	Retail trade.....	844	44.00	39.5	1.11	44.00	40.50—48.00
Manufacturing.....	110	43.00	39.5	1.08	40.00	36.50—55.00	Finance, insurance, and real estate.....	122	41.50	39.0	1.06	42.50	39.00—43.00
Wholesale trade.....	289	44.50	40.0	1.12	43.50	40.00—48.00	Transportation, communication, and other public utilities.....	135	48.00	40.0	1.20	48.00	43.00—51.00
Office boys.....	1,340	36.00	39.0	.92	35.50	33.50—39.50	Services.....	841	46.50	40.0	1.17	48.00	46.00—50.00
Manufacturing.....	554	37.00	39.5	.93	36.00	34.00—40.00	Calculating-machine operators (other than Comptometer type) ³	359	43.50	39.0	1.11	43.00	41.00—47.00
Durable goods.....	249	38.00	39.0	.96	37.50	35.00—40.00	Wholesale trade.....	126	45.00	38.5	1.16	44.00	42.00—49.00
Nondurable goods.....	305	36.00	39.5	.91	34.50	33.00—38.00	Retail trade.....	47	42.50	40.0	1.06	42.00	40.00—46.00
Wholesale trade.....	188	38.00	38.5	.99	37.00	34.00—40.50	Finance, insurance, and real estate.....	83	41.50	39.0	1.07	41.50	37.50—46.50
Retail trade.....	78	34.50	40.0	.87	34.50	33.50—39.00							
Finance, insurance, and real estate.....	269	36.50	38.5	.95	35.50	34.50—39.50							
Transportation, communication, and other public utilities.....	127	35.00	39.5	.88	35.00	33.50—36.00							
Services.....	124	31.50	39.0	.81	32.00	26.50—36.00							

See footnotes at end of table.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Chicago, by industry division, February 1949—Continued

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Women—Continued						Women—Continued							
Clerks, accounting.....	5,904	\$45.50	39.5	\$1.15	\$44.50	\$40.00-\$50.00	Clerk-typists—Con.						
Manufacturing.....	2,022	48.50	39.5	1.22	48.00	42.50-52.50	Finance, insurance, and real estate.....	1,602	\$39.50	38.5	\$1.03	\$39.00	\$36.50-\$43.00
Durable goods.....	1,089	50.50	39.5	1.27	50.00	45.00-54.50	Transportation, communication, and other public utilities.....	179	45.00	40.0	1.12	43.00	40.00-48.50
Nondurable goods.....	933	46.00	39.5	1.16	45.00	40.00-48.50	Services.....	733	40.00	39.0	1.03	40.00	36.50-44.00
Wholesale trade.....	1,045	44.50	39.5	1.12	42.50	40.00-49.00	Office girls.....	1,249	35.00	39.5	.89	34.50	32.00-37.00
Retail trade.....	825	43.50	40.0	1.08	43.00	37.50-48.50	Manufacturing.....	428	37.00	39.5	.94	37.00	34.00-39.00
Finance, insurance, and real estate.....	1,286	42.00	38.5	1.10	40.50	36.50-46.50	Durable goods.....	175	39.00	39.0	1.01	38.50	35.00-43.50
Transportation, communication, and other public utilities.....	316	47.00	40.0	1.19	47.00	42.50-51.00	Nondurable goods.....	253	35.50	39.5	.89	35.50	33.50-37.50
Services.....	500	45.00	39.0	1.16	43.50	40.00-47.50	Wholesale trade.....	131	36.00	39.5	.91	36.00	34.00-38.00
Clerks, file, class A.....	1,052	44.50	39.0	1.14	42.50	40.00-48.00	Retail trade.....	142	35.00	40.0	.88	35.00	33.00-37.00
Manufacturing.....	418	47.00	39.5	1.18	44.00	42.00-50.00	Finance, insurance, and real estate.....	369	33.00	39.0	.85	32.00	31.00-35.00
Durable goods.....	306	47.00	39.5	1.19	44.00	40.50-49.50	Transportation, communication, and other public utilities.....	129	35.00	39.5	.89	35.00	32.00-39.00
Nondurable goods.....	112	47.00	40.0	1.17	42.50	42.50-52.00	Services.....	50	34.50	39.0	.88	35.00	33.00-36.00
Wholesale trade.....	184	45.00	39.0	1.15	43.50	42.00-47.50	Stenographers, general.....	11,274	47.50	39.0	1.21	47.00	43.50-51.00
Retail trade.....	89	38.50	40.0	.97	38.50	33.00-40.50	Manufacturing.....	4,730	48.50	39.5	1.23	48.00	44.50-52.00
Finance, insurance, and real estate.....	290	42.00	38.	1.09	42.50	39.00-45.00	Durable goods.....	2,481	48.00	39.0	1.22	47.50	44.50-51.00
Transportation, communication, and other public utilities.....	32	52.50	39.5	1.33	52.00	46.00-58.00	Nondurable goods.....	2,249	49.00	39.5	1.23	48.50	44.50-53.00
Services.....	39	43.00	38.0	1.14	40.50	37.00-55.00	Wholesale trade.....	2,020	49.00	40.0	1.23	48.50	45.00-52.00
Clerks, file, class B.....	4,591	36.50	39.0	.93	36.00	34.00-39.00	Retail trade.....	653	44.50	39.5	1.13	43.50	41.50-47.50
Manufacturing.....	1,283	39.00	39.5	.99	38.00	35.00-41.50	Finance, insurance, and real estate.....	2,147	45.00	38.0	1.18	43.50	40.00-48.50
Durable goods.....	706	40.00	39.0	1.02	39.00	35.50-42.00	Transportation, communication, and other public utilities.....	499	50.00	39.5	1.28	50.00	45.00-55.00
Nondurable goods.....	577	38.00	39.5	.96	37.50	35.00-40.00	Services.....	1,225	48.00	39.5	1.21	48.50	43.50-50.00
Wholesale trade.....	531	37.50	40.0	.94	37.50	36.00-40.00	Stenographers, technical.....	1,184	54.00	39.0	1.39	54.00	48.00-59.50
Retail trade.....	525	35.00	40.0	.88	35.00	31.50-38.00	Manufacturing.....	663	56.50	39.5	1.44	56.50	50.50-62.50
Finance, insurance, and real estate.....	1,840	35.00	38.5	.90	34.50	32.00-37.00	Wholesale trade.....	145	52.50	39.5	1.32	54.00	46.50-55.50
Transportation, communication, and other public utilities.....	138	40.00	40.0	1.00	39.00	38.00-40.00	Retail trade.....	34	50.50	38.5	1.31	50.00	47.50-52.50
Services.....	274	36.00	39.0	.93	34.50	34.00-40.00	Finance, insurance, and real estate.....	258	51.00	38.0	1.33	52.00	46.00-55.50
Clerks, general.....	2,127	48.00	39.5	1.22	47.00	42.50-52.00	Switchboard operators.....	1,416	44.50	39.5	1.13	43.50	40.00-47.50
Manufacturing.....	904	49.00	40.0	1.23	49.00	45.00-53.00	Manufacturing.....	350	47.50	39.5	1.21	46.50	42.00-51.50
Durable goods.....	580	49.50	40.0	1.24	49.00	45.00-53.00	Durable goods.....	179	50.50	39.5	1.29	49.00	46.00-55.50
Nondurable goods.....	324	49.00	40.0	1.23	49.00	45.50-53.00	Nondurable goods.....	171	44.50	39.5	1.13	44.00	40.00-47.50
Wholesale trade.....	193	46.00	40.0	1.16	42.50	38.00-49.00	Wholesale trade.....	202	44.00	39.5	1.12	42.50	41.00-46.50
Retail trade.....	164	45.00	41.5	1.08	45.00	40.50-47.50	Retail trade.....	297	42.00	40.5	1.04	41.50	37.50-45.00
Finance, insurance, and real estate.....	529	47.00	38.5	1.23	46.50	41.00-50.00	Finance, insurance, and real estate.....	325	43.50	38.5	1.13	42.50	39.00-44.50
Transportation, communication, and other public utilities.....	254	49.50	39.5	1.26	47.00	43.00-56.50	Transportation, communication, and other public utilities.....	160	48.00	40.0	1.19	47.50	43.50-52.00
Services.....	83	50.00	38.0	1.31	46.50	42.00-55.50	Services.....	82	41.00	38.0	1.08	40.00	37.50-45.00
Clerks, order.....	1,562	44.00	39.5	1.11	42.50	39.00-47.50	Switchboard-operator-receptionists.....	2,009	44.50	39.5	1.12	44.00	40.50-47.50
Manufacturing.....	696	45.00	40.0	1.13	43.50	40.00-50.00	Manufacturing.....	1,032	44.00	39.5	1.11	44.00	41.50-47.00
Durable goods.....	267	48.50	39.5	1.22	46.00	42.50-51.50	Durable goods.....	497	44.00	39.5	1.11	43.50	41.00-47.50
Nondurable goods.....	429	43.00	40.0	1.08	42.00	38.00-46.50	Nondurable goods.....	535	43.50	39.0	1.11	44.00	42.50-45.00
Wholesale trade.....	364	45.50	39.5	1.15	45.00	40.00-50.50	Wholesale trade.....	336	45.50	39.5	1.15	45.00	41.00-50.00
Retail trade.....	365	40.00	40.0	1.00	39.50	37.00-42.50	Retail trade.....	121	41.50	40.0	1.03	40.00	37.50-45.00
Finance, insurance, and real estate.....	101	47.50	37.0	1.28	47.50	42.00-54.50	Finance, insurance, and real estate.....	163	40.50	38.5	1.05	40.50	37.50-43.50
Clerks, pay-roll.....	2,140	49.00	39.5	1.25	49.00	45.00-53.00	Transportation, communication, and other public utilities.....	205	49.50	40.0	1.23	48.50	44.50-56.00
Manufacturing.....	1,412	49.00	39.5	1.24	48.50	45.00-52.50	Services.....	152	45.50	39.5	1.15	42.50	40.00-50.00
Durable goods.....	642	49.00	39.5	1.24	47.00	46.00-54.00	Transcribing-machine operators, general.....	1,123	46.00	39.0	1.17	45.00	42.50-49.50
Nondurable goods.....	770	49.00	39.5	1.24	49.00	45.00-52.00	Manufacturing.....	475	48.50	39.5	1.23	49.00	45.00-50.00
Wholesale trade.....	166	50.00	39.5	1.27	50.00	45.00-55.00	Durable goods.....	234	50.00	39.0	1.29	49.50	46.00-53.00
Retail trade.....	262	47.50	40.0	1.19	47.50	40.00-53.00	Nondurable goods.....	241	47.00	40.0	1.17	45.00	45.00-50.00
Finance, insurance, and real estate.....	75	48.50	39.0	1.25	49.50	40.00-54.00	Wholesale trade.....	175	44.50	39.5	1.12	44.00	40.00-47.50
Transportation, communication, and other public utilities.....	164	53.00	39.0	1.35	53.00	49.00-57.00	Retail trade.....	68	45.00	39.5	1.14	45.00	43.00-48.00
Services.....	61	50.50	38.5	1.31	48.00	43.50-50.50	Finance, insurance, and real estate.....	325	43.00	38.5	1.12	43.50	40.00-46.50
Clerk-typists.....	8,085	41.00	39.5	1.04	40.00	37.50-44.00	Transportation, communication, and other public utilities.....	28	52.00	42.5	1.23	49.00	42.50-65.00
Manufacturing.....	2,593	42.00	39.5	1.07	40.50	37.50-45.50	Services.....	52	43.00	39.5	1.09	44.00	40.00-45.00
Durable goods.....	1,256	44.50	39.5	1.12	43.50	40.00-49.00							
Nondurable goods.....	1,337	39.50	39.5	1.01	40.00	36.00-42.00							
Wholesale trade.....	1,621	42.00	40.0	1.06	41.00	38.00-45.00							
Retail trade.....	1,357	38.50	40.0	.96	38.00	36.00-40.00							

See footnotes at end of table.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Chicago, by industry division, February 1949—Continued

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Women—Continued						Women—Continued							
Transcribing-machine operators, technical ¹ ...	109	\$44.50	39.0	\$1.14	\$43.50	\$40.00-\$49.00	Typists, class B.....	4,578	\$40.50	39.0	\$1.03	\$40.50	\$37.00-\$43.00
Finance, insurance, and real estate.....	79	43.00	39.0	1.11	42.50	39.00- 45.00	Manufacturing.....	1,405	43.00	39.5	1.08	42.00	40.00- 45.00
Typists, class A.....	1,671	45.50	39.0	1.16	45.00	42.50- 48.00	Durable goods.....	710	43.00	39.5	1.10	43.00	40.00- 46.00
Manufacturing.....	685	47.00	39.5	1.19	46.00	44.00- 49.00	Nondurable goods.....	695	42.50	40.0	1.06	42.00	40.00- 43.00
Durable goods.....	601	46.50	39.5	1.13	46.00	44.00- 49.00	Wholesale trade.....	216	40.50	40.0	1.01	40.00	38.00- 42.00
Nondurable goods.....	84	48.50	39.5	1.24	48.50	45.00- 53.00	Retail trade.....	597	39.50	40.0	.99	39.00	36.00- 42.50
Wholesale trade.....	240	44.50	39.5	1.11	44.00	40.00- 47.00	Finance, insurance, and real estate.....	1,759	38.50	38.5	1.00	38.00	35.50- 41.50
Retail trade.....	103	45.00	40.0	1.13	45.00	42.50- 48.00	Transportation, communication, and other public utilities.....	238	41.00	39.5	1.04	40.00	39.00- 42.50
Finance, insurance, and real estate.....	288	44.50	38.0	1.17	43.50	42.50- 46.50	Services.....	363	40.50	39.5	1.02	40.50	37.50- 43.00
Transportation, communication, and other public utilities.....	80	48.50	39.5	1.22	47.50	40.00- 55.50							
Services.....	275	44.50	39.0	1.13	44.00	42.00- 46.00							

¹ Excludes pay for overtime.² Value above and below which half of workers' salaries fell.³ Includes data for industry divisions not shown separately.TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in Chicago, February 1949

Weekly salaries ¹	Percent of men—											
	Billers, machine (billing machine)	Book-keepers, hand	Book-keeping-machine operators, class B	Clerks, accounting	Clerks, file, class A	Clerks, file, class B	Clerks, general	Clerks, order	Clerks, pay-roll	Clerk-typists	Office boys	Stenographers, general
Under \$20.00.....												
\$20.00-\$22.49.....											0.7	
\$22.50-\$24.99.....											2.2	
\$25.00-\$27.49.....											.2	
\$27.50-\$29.99.....											3.6	
\$30.00-\$32.49.....				0.1		1.1				0.2	12.4	
\$32.50-\$34.99.....				.1		22.7	0.1	0.4		1.0	25.8	
\$35.00-\$37.49.....			2.3	.3		19.3	1.3	.9	0.1	8.1	18.4	
\$37.50-\$39.99.....	1.5	0.2	20.3	.8	2.5	14.8	.4	1.7	2.9	12.8	13.9	
\$40.00-\$42.49.....	6.4	1.1	24.1	6.1	63.2	38.8	3.6	2.2	9.1	29.2	11.8	
\$42.50-\$44.99.....	10.8	1.8	18.0	8.2	29.1		.9	3.1	1.6	9.9	8.3	1.3
\$45.00-\$47.49.....	20.0	7.2	15.8	8.5	1.3		8.6	6.3	10.2	20.0	.9	12.7
\$47.50-\$49.99.....	4.4	3.7	3.0	9.0		1.1	5.6	6.8	5.3	.2	.1	10.1
\$50.00-\$52.49.....	1.5	6.5	1.5	10.3		1.1	12.4	15.4	16.3	4.3	1.7	40.4
\$52.50-\$54.99.....	.5	1.7		7.6			10.4	4.9	8.2	4.1		4.4
\$55.00-\$57.49.....	15.2	3.8		6.5	1.3		5.7	7.5	19.9	5.2		
\$57.50-\$59.99.....	6.4	6.1		7.7			9.7	6.7	5.3	5.0		
\$60.00-\$62.49.....	3.9	5.0		6.0		1.1	6.6	9.6	4.6			24.1
\$62.50-\$64.99.....	4.9	6.5	7.5	7.0			5.1	6.1	2.5			7.0
\$65.00-\$67.49.....	4.9	4.9		5.3			4.4	9.8	2.0			
\$67.50-\$69.99.....		5.0		3.8	1.3		5.7	4.0	5.3			
\$70.00-\$72.49.....		8.1		5.3			6.4	5.6	.4			
\$72.50-\$74.99.....		4.9		2.4			4.1	3.0	.3			
\$75.00-\$79.99.....		8.6	7.5	2.5	1.3		4.0	.9	4.0			
\$80.00-\$84.99.....		8.2		.9			2.1	1.4	.6			
\$85.00-\$89.99.....	4.9	3.8		.8			1.5	1.7	1.3			
\$90.00-\$94.99.....		4.3		.3			.7	2.0	.1			
\$95.00-\$99.99.....		4.2		.4			.2					
\$100.00 and over.....		2.9		.1			.5					
Total.....	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers.....	204	1,160	133	3,038	79	88	1,379	1,969	692	484	1,340	168
Average weekly salary ¹	\$56.00	\$68.50	\$46.00	\$56.00	\$43.00	\$38.50	\$59.00	\$58.00	\$54.00	\$43.50	\$36.00	\$53.00

¹ Excludes pay for overtime.

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in Chicago, February 1949—
Continued

Weekly salaries ¹	Percent of women—												
	Billers, machine (billing machine)	Billers, machine (book-keeping machine)	Book-keepers, hand	Book-keeping machine operators, class A	Book-keeping machine operators, class B	Calculating-machine operators (Comptometer type)	Calculating-machine operators (other than Comptometer type)	Clerks, accounting	Clerks, file, class A	Clerks, file, class B	Clerks, general	Clerks, order	Clerks, pay-roll
Under \$20.00													
\$20.00-\$22.49													
\$22.50-\$24.99													
\$25.00-\$27.49													
\$27.50-\$29.99										2.6			
\$30.00-\$32.49	0.1	0.2			1.3	0.6	1.1	0.9	2.3	13.9		1.3	(?)
\$32.50-\$34.99	.4	4.3	0.2		3.9	.5	2.5	4.0	3.2	21.8		4.0	0.7
\$35.00-\$37.49	6.8	5.5	.4	0.9	5.5	4.1	6.4	6.5	6.5	24.3	2.3	10.0	1.5
\$37.50-\$39.99	11.7	14.8	2.1	2.4	11.0	7.0	7.0	10.6	9.9	15.5	7.1	13.2	6.9
\$40.00-\$42.49	17.7	23.8	3.6	4.2	16.4	10.0	31.1	16.9	15.4	14.7	12.9	16.9	6.5
\$42.50-\$44.99	24.2	24.9	6.7	5.9	18.2	15.8	20.1	13.2	24.8	2.9	10.9	15.9	6.5
\$45.00-\$47.49	12.6	9.1	12.5	22.4	20.5	21.3	9.2	11.2	9.5	2.1	19.1	12.4	19.9
\$47.50-\$49.99	9.6	4.7	6.0	10.3	10.5	16.3	14.8	11.8	10.7	.9	12.0	5.8	13.1
\$50.00-\$52.49	7.5	7.7	14.0	18.9	7.7	14.1	6.7	10.4	4.8	.6	11.1	8.9	15.8
\$52.50-\$54.99	2.4	2.0	14.0	7.8	1.5	4.9	1.1	4.3	1.4	.5	7.5	2.5	9.2
\$55.00-\$57.49	3.9	2.6	6.2	14.1	2.2	3.6		4.5	4.7	.2	7.1	3.5	5.5
\$57.50-\$59.99	2.3	.4	6.6	3.0	.8	.8		1.2	3.3	(?)	1.8	1.1	4.5
\$60.00-\$62.49	.7		3.7	6.5	.5	.5		1.6	.7	(?)	4.7	2.0	7.1
\$62.50-\$64.99			1.4	.3	(?)	.4		1.1	1.2		1.6		.8
\$65.00-\$67.49			7.2	2.0		.1		.6	1.0		.2	2.4	1.4
\$67.50-\$69.99			2.0			(?)		1.0	.1		.7	.1	.2
\$70.00-\$72.49	.1		3.7	1.3				.2	.4		.2		.1
\$72.50-\$74.99			1.4					(?)	.1		.6		
\$75.00-\$79.99			3.0					(?)			.2		.3
\$80.00-\$84.99			3.1					(?)					
\$85.00-\$89.99													(?)
\$90.00-\$94.99			1.1					(?)					
\$95.00-\$99.99													
\$100.00 and over			1.1										
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	1,610	492	915	759	2,371	4,488	359	5,994	1,052	4,591	2,127	1,562	2,140
Average weekly salary ¹	\$44.50	\$43.00	\$55.50	\$50.50	\$44.00	\$46.00	\$43.50	\$45.50	\$44.50	\$36.50	\$48.00	\$44.00	\$49.00

¹ Excludes pay for overtime.² Less than 0.05 of 1 percent.

SALARIES OF OFFICE WORKERS

TABLE 2.—Percentage distribution of workers in selected office occupations by weekly salaries¹ in Chicago, February 1949—Continued

Weekly salaries ¹	Percent of women—									
	Clerk-typists	Office girls	Stenographers, general	Stenographers, technical	Switch-board operators	Switch-board-operator receptionists	Transcribing-machine operators, general	Transcribing-machine operators, technical	Typists, class A	Typists, class B
Under \$20.00										
\$20.00-\$22.49										
\$22.50-\$24.99										
\$25.00-\$27.49										
\$27.50-\$29.99	0.1	4.6	(¹)							0.3
\$30.00-\$32.49	3.3	23.4	(¹)		0.7	0.2	(¹)			2.0
\$32.50-\$34.99	5.5	23.7	0.5		2.3	.2	1.1	0.9	0.5	7.6
\$35.00-\$37.49	15.6	26.7	2.5	1.0	5.3	6.2	2.5	4.6	3.1	17.7
\$37.50-\$39.99	19.5	10.0	3.9	.8	9.7	8.9	8.0	14.7	5.5	15.0
\$40.00-\$42.49	22.1	5.5	10.1	2.5	22.1	21.7	12.3	12.9	15.3	27.5
\$42.50-\$44.99	13.4	4.6	17.1	5.2	20.0	20.9	21.2	32.1	24.8	17.9
\$45.00-\$47.49	9.0	1.3	17.0	11.7	13.3	15.9	17.9	5.5	20.8	5.8
\$47.50-\$49.99	4.2	.2	13.1	10.0	7.8	10.8	16.1	11.0	10.5	3.6
\$50.00-\$52.49	5.5		16.5	14.6	6.3	7.9	11.5	16.5	10.3	2.3
\$52.50-\$54.99	.7		6.9	11.4	4.6	.8	2.0		2.3	.1
\$55.00-\$57.49	1.0		5.5	10.9	4.3	4.0	2.5	.9	4.1	.1
\$57.50-\$59.99	.1		3.5	8.4	1.1	1.1	3.7		1.3	(¹)
\$60.00-\$62.49			2.0	7.5	.9	.9	.3		.8	.1
\$62.50-\$64.99			.7	3.8		(¹)	.9	.9	.7	(¹)
\$65.00-\$67.49			.7	5.1	.7	.5			(¹)	
\$67.50-\$69.99			(¹)	4.2			(¹)		(¹)	
\$70.00-\$72.49			(¹)	2.1	.1				(¹)	
\$72.50-\$74.99			(¹)	.6	.8					
\$75.00-\$79.99			(¹)							
\$80.00-\$84.99			(¹)	.2						
\$85.00-\$89.99										
\$90.00-\$94.99										
\$95.00-\$99.99										
\$100.00 and over										
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	8,085	1,249	11,274	1,184	1,416	2,009	1,123	109	1,671	4,578
Average weekly salary ¹	\$41.00	\$35.00	\$47.50	\$54.00	\$44.50	\$44.50	\$46.00	\$44.50	\$45.50	\$40.50

¹ Excludes pay for overtime.² Less than 0.05 of 1 percent.

TABLE 3.—Scheduled weekly hours of women in Chicago offices, February 1949

Weekly hours	Percent of workers employed in offices in—								
	All industries	Manufacturing			Wholesale trade	Retail trade	Finance, insurance, and real estate	Transportation, communication, and other public utilities	Services
		All manufacturing	Durable goods	Nondurable goods					
All offices employing women	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Under 35 hours									
35 hours	1.5				3.9		2.8	1.2	4.8
Over 35 and under 37½ hours	4.9	2.5	2.8	2.2	8.2		10.0		10.0
37½ hours	10.5	12.4	8.7	16.9	5.6	5.4	15.1	5.5	9.1
Over 37½ and under 40 hours	15.5	13.1	22.3	1.9	3.9	.8	39.8	2.2	11.1
40 hours	65.1	72.0	66.2	79.0	68.8	89.5	30.2	85.9	65.0
Over 40 and under 44 hours	1.1					2.1	2.1	4.2	
44 hours	1.0					8.1	.7	.5	
Over 44 and under 48 hours	.4					1.5	1.5		
48 hours	(¹)							.5	
Over 48 hours									

¹ Less than 0.05 of 1 percent.

NEW YORK, FEBRUARY 1949

Salaries

Among the jobs studied in New York, average salaries of women varied from \$32.50 to \$60 a week in February 1949. The lowest weekly salaries were reported for office girls and the highest for hand bookkeepers. In about three-fourths of the jobs average salaries were between \$42 and \$49. Two of the three largest groups studied—general stenographers and accounting clerks—fell within this range, averaging \$45.50 and \$44.50, respectively. Earnings of the second largest group studied—clerk-typists—averaged \$39.50 a week.

The range in earnings was somewhat greater for men than for women among the occupations studied. The lowest paid job surveyed was that of office boy, with an average salary identical with that for office girls—\$32.50 a week. Hand bookkeepers showed the highest earnings for men as well as for women—\$69.50.

There was generally a marked concentration of salaries of most of the women workers around the occupational average. In four-fifths of the jobs, half of the women received salaries varying by \$10 or less.

Although salaries for clerical workers are generally expressed in monthly or weekly terms, the Bureau converted the salaries to hourly rates to allow for differences in the length of the workweek.

On an hourly basis, occupational averages for women ranged from 88 cents for office girls to \$1.60 for women hand bookkeepers. Half of the jobs had hourly average salaries of \$1.15 to \$1.25. The hourly averages for the three largest groups studied were \$1.23 for general stenographers, \$1.07 for clerk-typists, and \$1.22 for accounting clerks. Among men hourly rates varied from

88 cents for office boys to \$1.85 for hand bookkeepers.

Workers in central and administrative offices of firms with operations in various parts of the country generally received the highest average salaries of any group of offices studied. Wholesale trade and transportation, communication, and other public utilities ranked next to central offices. Within manufacturing, office workers in establishments producing durable goods usually received higher salaries on the average than did workers in nondurable goods establishments.

Comparison of salaries in February 1949 with salaries for similar jobs a year ago indicates an average increase of about \$2.50 or \$3 a week. For some jobs the increases amounted to \$1 or less and in others they were \$5 or more.

Work Schedules

Work schedules in excess of 40 hours a week were rare in New York City and the most common single workweek was 35 hours. This schedule was reported in offices employing two-fifths of the women clerical workers. The next most frequent schedule was 40 hours, reported for one-fourth of the women office workers; one-sixth worked 37½ hours a week and approximately the same proportion worked between 35 and 37½ hours. The typical workweek varied among industry groups: in central offices 3 out of 5 women were employed on a 35-hour week, whereas in wholesale trade the most common schedule was 37½ hours, and in retail trade it was typically 40 hours. Particularly because of the importance of the garment industries, over two-fifths of the women clerical workers in nondurable-goods manufacturing establishments were on a 35-hour week whereas only a fourth of the office employees in durable goods establishments worked this schedule.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in New York, by industry division, February 1949

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
<i>Men</i>						<i>Men—Continued</i>							
Billers, machine (billing machine) ³	399	\$49.00	38.0	\$1.29	\$50.00	\$42.00-\$54.50	Clerks, order—Continued						
Wholesale trade	150	50.00	38.0	1.32	52.00	45.00-54.50	Wholesale trade	1,732	\$58.00	38.0	\$1.53	\$58.00	\$47.00-\$66.00
Finance, insurance, and real estate	134	51.00	38.0	1.34	52.50	42.00-55.00	Finance, insurance, and real estate	620	55.00	38.0	1.45	55.00	43.50-63.50
Transportation, communication, and other public utilities	42	41.50	37.5	1.11	40.00	38.50-47.00	Central offices	319	57.50	36.0	1.60	55.00	43.50-67.50
Billers, machine (book-keeping machine)	46	50.00	40.0	1.25	54.50	42.00-55.00	Clerks, pay-roll	1,086	56.00	38.0	1.47	55.00	44.00-67.00
Bookkeepers, hand	2,437	69.50	37.5	1.85	70.00	57.50-80.00	Manufacturing	434	54.00	38.0	1.42	49.00	42.50-66.00
Manufacturing	447	72.50	39.0	1.86	71.00	67.00-84.00	Wholesale trade	96	53.50	38.5	1.39	52.00	46.00-58.00
Durable goods	158	75.50	39.5	1.91	75.00	70.00-75.00	Retail trade	74	51.00	40.0	1.28	53.00	50.00-55.00
Nondurable goods	289	71.00	39.0	1.82	70.00	53.00-85.00	Finance, insurance, and real estate	189	60.00	37.0	1.62	67.50	43.50-70.00
Wholesale trade	533	71.00	38.5	1.84	66.00	56.00-85.00	Transportation, communication, and other public utilities	178	56.00	37.5	1.49	55.50	45.00-64.00
Retail trade	80	56.50	39.0	1.45	59.00	50.50-60.00	Services	51	65.50	39.5	1.66	64.50	63.00-75.00
Finance, insurance, and real estate	879	66.50	36.5	1.82	67.50	53.50-76.50	Central offices	64	61.00	36.5	1.67	60.50	52.00-72.50
Transportation, communication, and other public utilities	213	69.50	37.5	1.85	70.00	61.00-77.00	Clerk-typists ⁴	725	42.00	37.5	1.12	40.00	37.00-46.50
Services	134	75.50	37.5	2.01	75.00	69.00-82.50	Manufacturing	96	45.50	36.5	1.25	45.00	40.50-52.00
Central offices	151	74.50	36.5	2.04	74.50	65.00-85.00	Wholesale trade	163	42.50	37.5	1.13	45.00	37.00-49.50
Bookkeeping-machine operators, class B ⁵	748	46.50	37.0	1.26	46.00	40.50-53.00	Finance, insurance, and real estate	195	38.00	38.0	1.00	38.00	37.00-40.00
Finance, insurance, and real estate	550	45.00	37.0	1.22	46.00	40.50-52.00	Services	32	41.00	37.5	1.09	40.00	34.50-50.00
Calculating-machine operators (Comptometer type)	101	45.50	36.0	1.26	48.00	43.00-50.00	Central offices	76	45.50	37.5	1.21	45.00	40.50-50.00
Clerks, accounting	8,252	54.50	37.0	1.47	54.50	45.00-64.00	Key-punch operator	62	41.50	37.0	1.12	43.00	34.50-45.00
Manufacturing	1,226	55.50	38.0	1.46	55.00	47.00-61.50	Office boys	9,256	32.50	37.0	.88	31.00	29.50-35.00
Durable goods	246	58.50	38.0	1.54	62.00	47.00-69.50	Manufacturing	1,580	31.50	37.0	.85	30.00	28.00-35.00
Nondurable goods	980	54.50	37.5	1.45	55.00	47.00-61.00	Durable goods	160	32.50	37.0	.88	33.00	29.00-34.50
Wholesale trade	1,573	57.00	37.5	1.52	55.00	46.00-68.00	Nondurable goods	1,420	31.00	37.0	.84	30.00	28.00-35.00
Retail trade	272	48.50	39.0	1.24	48.00	42.00-55.00	Wholesale trade	2,256	33.00	37.5	.88	32.00	30.00-36.00
Finance, insurance, and real estate	2,309	54.00	36.5	1.48	52.00	42.00-65.50	Retail trade	184	34.50	38.5	.90	33.00	30.00-37.00
Transportation, communication, and other public utilities	1,162	54.50	37.5	1.45	55.50	45.00-65.00	Finance, insurance, and real estate	2,180	32.50	37.0	.88	32.00	30.00-34.50
Services	784	53.00	37.5	1.41	50.00	45.00-62.00	Transportation, communication, and other public utilities	370	32.50	37.0	.88	32.00	29.50-34.50
Central offices	921	55.00	36.5	1.51	54.00	46.00-61.50	Services	1,436	30.50	37.0	.82	30.00	27.50-32.00
Clerks, file, class A ⁶	210	51.50	37.0	1.39	52.00	44.00-60.00	Central offices	1,250	33.50	36.0	.93	32.50	29.50-37.00
Transportation, communication, and other public utilities	30	53.50	38.0	1.41	61.00	41.50-63.00	Stenographers, general ⁷	422	53.00	38.5	1.38	52.50	47.50-57.50
Clerks, file, class B ⁸	768	37.50	37.5	1.00	35.00	31.00-42.00	Manufacturing	107	53.50	38.5	1.39	55.00	50.00-60.00
Manufacturing	144	40.00	37.0	1.08	35.00	32.00-46.00	Stenographers, technical	32	59.00	38.0	1.55	61.50	55.00-63.00
Wholesale trade	59	38.50	37.5	1.03	39.00	34.50-44.00	Switchboard operators ⁹	86	53.00	41.5	1.28	55.00	45.00-57.00
Finance, insurance, and real estate	210	39.50	36.5	1.08	36.50	33.00-45.50	Manufacturing	28	56.50	40.0	1.41	55.00	55.00-58.00
Services	256	33.50	38.5	.87	31.00	29.00-37.00	Typists, class A ¹⁰	184	46.00	37.5	1.23	44.00	40.50-50.00
Central offices	33	39.50	37.5	1.05	39.00	34.50-44.50	Services	59	44.00	38.5	1.14	40.00	40.00-40.00
Clerks, general	4,453	57.00	37.0	1.54	54.50	48.00-63.00	Typists, class B ¹¹	170	39.00	37.0	1.05	40.00	36.00-42.50
Manufacturing	728	57.00	37.5	1.52	54.00	48.00-61.00	Services	48	32.50	38.0	.86	35.00	24.50-38.00
Durable goods	79	60.00	39.5	1.52	61.00	56.00-61.00	<i>Women</i>						
Nondurable goods	649	56.50	37.5	1.51	54.00	47.50-60.50	Billers, machine (billing machine) ³	3,445	43.00	37.5	1.15	42.00	38.00-47.00
Wholesale trade	461	58.00	38.5	1.51	55.00	49.50-63.00	Manufacturing	1,138	41.00	37.5	1.09	40.00	35.00-45.00
Retail trade	140	53.00	37.5	1.41	51.00	45.00-60.00	Durable goods	1,119	45.50	39.0	1.17	45.00	37.00-60.00
Finance, insurance, and real estate	1,995	55.00	36.0	1.53	54.00	48.50-58.50	Nondurable goods	1,019	40.50	37.5	1.08	40.00	35.00-45.00
Transportation, communication, and other public utilities	423	53.00	38.5	1.38	49.50	44.00-64.50	Wholesale trade	1,118	45.00	37.5	1.20	44.00	40.50-49.00
Services	194	51.00	37.0	1.38	47.00	40.00-57.50	Finance, insurance, and real estate	563	42.00	37.0	1.14	41.00	38.50-45.00
Central offices	512	71.50	36.5	1.96	73.50	58.00-80.50	Transportation, communication, and other public utilities	150	47.50	38.5	1.23	44.00	42.50-55.50
Clerks, order ¹²	3,403	56.50	38.0	1.49	55.00	45.00-65.00	Central offices	371	43.00	35.5	1.21	43.00	37.00-48.00
Manufacturing	457	54.50	38.0	1.43	55.00	48.00-60.00	Billers, machine (book-keeping machine) ³	1,464	48.00	36.5	1.32	48.00	44.00-52.00
Durable goods	77	54.50	38.5	1.42	55.00	55.00-58.00	Manufacturing	180	52.00	39.0	1.33	51.50	48.00-55.00
Nondurable goods	380	54.00	38.0	1.42	55.00	47.00-60.00	Retail trade	334	45.00	38.5	1.17	45.00	40.00-60.00
							Central offices	203	44.50	36.0	1.24	44.50	40.00-49.50
							Bookkeepers, hand	1,576	60.00	37.5	1.60	60.00	50.00-66.50
							Manufacturing	607	62.00	38.5	1.61	60.00	50.00-70.00
							Durable goods	52	61.50	38.5	1.60	60.00	60.00-60.00
							Nondurable goods	555	62.00	38.5	1.61	60.00	50.00-70.00

See footnotes at end of table.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in New York, by industry division, February 1949—Continued

Sex, occupation, and industry division	Estimated number of workers	Average			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Women—Continued						Women—Continued							
Bookkeeper, hand—Con.						Clerks, file, class A ³	3,667	\$45.00	36.5	\$1.23	\$43.50	\$39.00—\$49.50	
Wholesale trade	238	\$63.50	37.5	\$1.69	\$62.00	Manufacturing	572	39.50	37.5	1.05	38.50	35.00—42.00	
Retail trade	67	54.00	38.0	1.42	50.00	Durable goods	101	41.50	38.0	1.09	40.00	37.00—45.00	
Finance, insurance, and real estate	223	53.00	36.5	1.45	50.00	Nondurable goods	471	39.00	37.5	1.04	38.00	35.00—42.00	
Transportation, communication, and other public utilities	68	56.50	36.0	1.87	52.50	Wholesale trade	550	48.00	36.5	1.32	48.50	44.00—51.50	
Services	266	61.00	38.0	1.61	60.00	Finance, insurance, and real estate	1,348	43.50	36.0	1.21	43.00	38.50—47.00	
Central offices	107	56.50	36.5	1.55	53.00	Transportation, communication, and other public utilities	172	50.00	37.5	1.33	49.50	44.50—57.00	
Bookkeeping-machine operators, class A ³	1,397	50.50	36.5	1.38	50.00	Services	331	44.00	37.5	1.17	42.50	39.50—47.50	
Manufacturing	320	53.50	37.5	1.43	53.00	Central offices	626	49.00	36.5	1.34	46.50	42.00—56.00	
Durable goods	113	55.00	38.5	1.43	55.00	Clerks, file, class B	10,579	34.00	37.0	.92	33.00	30.00—37.00	
Nondurable goods	207	52.50	37.0	1.42	53.00	Manufacturing	866	34.00	36.5	.93	33.00	30.00—35.00	
Wholesale trade	184	55.00	36.5	1.51	52.00	Durable goods	101	36.00	37.5	.96	36.00	33.00—36.00	
Retail trade	70	50.00	39.0	1.28	53.00	Nondurable goods	765	34.00	36.5	.93	32.50	30.00—35.00	
Finance, insurance, and real estate	598	46.00	36.0	1.28	46.00	Wholesale trade	1,399	37.00	37.0	1.00	38.00	34.00—40.50	
Services	31	52.50	36.0	1.46	55.00	Retail trade	622	32.50	39.0	.83	32.00	30.00—35.00	
Central offices	188	54.00	36.0	1.50	51.50	Finance, insurance, and real estate	5,171	32.00	36.0	.89	32.00	29.50—34.50	
Bookkeeping-machine operators, Class B	6,201	43.00	36.5	1.18	42.00	Transportation, communication, and other public utilities	550	38.50	37.5	1.03	37.00	35.00—40.00	
Manufacturing	741	45.00	38.0	1.18	45.00	Services	816	33.50	38.5	.87	32.50	30.50—35.00	
Durable goods	96	44.00	38.5	1.14	42.00	Central offices	1,155	38.50	36.5	1.05	37.00	33.00—44.00	
Nondurable goods	645	45.00	37.5	1.20	45.00	Clerks, general ⁴	6,098	49.00	37.0	1.32	46.50	43.00—53.50	
Wholesale trade	932	47.00	37.5	1.25	46.00	Manufacturing	1,339	50.00	37.0	1.35	47.00	43.00—53.00	
Retail trade	391	41.50	39.0	1.06	41.50	Durable goods	162	48.00	38.5	1.25	47.50	45.00—50.00	
Finance, insurance, and real estate	3,466	41.00	36.0	1.14	40.00	Nondurable goods	1,177	50.00	36.5	1.37	47.00	42.00—54.50	
Transportation, communication, and other public utilities	114	44.50	37.0	1.20	46.00	Wholesale trade	409	52.00	37.5	1.39	50.50	43.50—57.50	
Services	208	45.00	36.5	1.23	44.50	Retail trade	1,114	46.00	38.5	1.19	44.50	41.00—49.00	
Central offices	349	46.50	36.0	1.29	46.00	Finance, insurance, and real estate	1,744	47.50	36.0	1.32	45.00	42.00—51.00	
Calculating-machine operators (Comptometer type)	5,561	45.00	37.0	1.22	45.00	Services	452	53.00	37.0	1.43	50.00	45.00—60.00	
Manufacturing	829	47.00	38.0	1.24	46.00	Central offices	686	55.00	36.0	1.53	54.00	48.50—59.50	
Durable goods	95	49.00	36.5	1.34	50.50	Clerks, order ⁵	3,545	43.50	37.5	1.16	42.50	38.00—47.00	
Nondurable goods	734	46.50	38.0	1.22	46.00	Manufacturing	1,102	43.00	38.0	1.13	42.00	38.00—46.00	
Wholesale trade	1,135	46.00	37.0	1.24	45.00	Durable goods	61	48.50	36.5	1.33	46.00	46.00—55.50	
Retail trade	847	44.00	37.5	1.17	44.00	Nondurable goods	1,041	43.00	38.0	1.13	42.00	38.00—48.00	
Finance, insurance, and real estate	1,171	42.50	36.5	1.16	41.50	Wholesale trade	994	46.50	37.0	1.26	45.00	40.00—52.00	
Transportation, communication, and other public utilities	264	46.50	37.0	1.26	45.50	Retail trade	734	39.00	39.5	.99	38.00	34.00—43.00	
Services	344	45.50	36.5	1.25	44.50	Services	124	45.00	38.0	1.18	42.50	34.50—50.00	
Central offices	971	47.00	36.0	1.31	46.00	Central offices	285	44.00	35.5	1.24	43.00	38.00—50.00	
Calculating-machine operators (other than Comptometer type)	968	42.50	37.0	1.15	40.50	Clerks, pay-roll	3,680	48.50	37.5	1.29	47.00	41.00—54.00	
Wholesale trade	68	48.50	37.0	1.31	49.00	Manufacturing	1,408	49.00	38.5	1.27	45.00	42.00—51.50	
Retail trade	181	39.50	39.5	1.00	38.50	Durable goods	162	48.50	38.0	1.28	45.00	45.00—50.00	
Finance, insurance, and real estate	371	38.50	36.0	1.07	39.00	Nondurable goods	1,246	49.00	38.5	1.27	45.00	41.00—54.00	
Central offices	140	50.50	35.5	1.42	49.50	Wholesale trade	303	53.00	37.0	1.43	53.50	47.50—58.00	
Clerks, accounting	11,825	44.50	36.5	1.22	43.50	Retail trade	393	45.50	39.0	1.17	45.00	39.00—51.50	
Manufacturing	2,959	45.50	36.5	1.25	44.00	Finance, insurance, and real estate	594	48.50	36.0	1.35	46.00	37.00—55.50	
Durable goods	267	50.50	37.5	1.35	50.00	Transportation, communication, and other public utilities	383	45.50	36.5	1.25	41.00	39.00—53.00	
Nondurable goods	2,692	45.00	36.5	1.23	42.00	Services	260	50.50	37.5	1.35	50.00	45.00—54.00	
Wholesale trade	1,473	46.50	37.5	1.24	45.00	Central offices	339	50.00	35.5	1.41	49.50	43.50—56.50	
Retail trade	1,554	40.00	38.0	1.05	40.00	Clerk-typists	11,828	39.50	37.0	1.07	39.00	35.00—43.50	
Finance, insurance, and real estate	2,382	41.50	35.5	1.17	40.00	Manufacturing	2,406	40.00	37.0	1.08	40.00	35.00—44.00	
Transportation, communication, and other public utilities	665	48.00	36.5	1.32	47.00	Durable goods	522	40.50	37.5	1.08	41.00	36.00—43.50	
Services	1,494	46.50	36.5	1.27	45.00	Nondurable goods	1,884	40.00	37.0	1.08	40.00	35.00—44.00	
Central offices	1,298	47.50	36.0	1.32	47.00	Wholesale trade	1,971	41.50	37.5	1.11	40.50	37.00—46.00	
						Retail trade	905	37.00	38.5	.96	36.00	34.00—39.00	
						Finance, insurance, and real estate	3,942	37.50	36.0	1.04	37.00	34.00—40.50	
						Transportation, communication, and other public utilities	738	41.50	37.5	1.11	40.50	38.00—45.00	
						Services	715	41.50	36.5	1.14	40.00	37.00—45.00	
						Central offices	1,151	42.00	36.0	1.17	40.50	37.50—45.00	

See footnotes at end of table.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in New York, by industry division, February 1949—Continued

Sex, occupation, and industry division	Estimated number of workers	Average			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
<i>Women—Continued</i>						<i>Women—Continued</i>							
Key-punch operators.....	3,461	\$42.00	37.0	\$1.14	\$41.50	\$38.00—\$46.00	Switchboard-operator-receptionists.....	2,354	\$44.00	37.5	\$1.17	\$44.00	\$40.00—\$47.00
Manufacturing.....	444	40.50	38.0	1.07	38.00	35.00—46.00	Manufacturing.....	1,028	43.50	38.5	1.13	44.00	40.00—45.00
Durable goods.....	39	46.50	37.0	1.26	45.00	41.00—52.00	Durable goods.....	128	45.50	39.0	1.17	45.00	45.00—45.00
Nondurable goods.....	405	40.00	38.0	1.05	38.00	35.00—46.00	Nondurable goods.....	900	43.00	38.5	1.12	43.00	40.00—46.00
Wholesale trade.....	334	43.50	36.5	1.19	43.50	40.00—46.50	Wholesale trade.....	630	45.50	37.5	1.21	45.00	39.50—48.50
Retail trade.....	470	42.00	38.5	1.09	41.00	40.00—44.00	Retail trade.....	61	43.50	37.5	1.16	40.00	38.50—51.00
Finance, insurance, and real estate.....	1,550	41.50	36.5	1.14	41.50	37.00—45.50	Finance, insurance, and real estate.....	244	39.50	35.0	1.13	40.00	35.00—44.00
Transportation, communication, and other public utilities.....	172	42.50	37.0	1.15	42.00	40.50—44.50	Transportation, communication, and other public utilities.....	72	44.00	37.5	1.17	45.00	37.50—45.00
Services.....	152	44.00	36.0	1.22	44.50	40.00—47.50	Services.....	229	45.50	37.5	1.21	43.50	40.00—55.00
Central offices.....	339	43.50	36.5	1.19	42.50	39.50—47.00	Central offices.....	90	44.00	36.5	1.21	44.00	40.00—46.00
Office girls.....	2,556	32.50	37.0	.88	32.00	29.50—35.00	Transcribing-machine operators, general ²	2,631	44.00	36.5	1.21	44.50	38.50—48.00
Manufacturing.....	326	31.00	36.5	.85	30.00	27.50—34.50	Manufacturing.....	317	44.50	36.0	1.24	45.00	37.00—49.50
Wholesale trade.....	522	36.00	36.5	.99	34.00	33.00—39.00	Wholesale trade.....	802	45.50	37.0	1.23	46.00	43.00—48.50
Retail trade.....	155	33.50	38.5	.87	33.50	30.00—37.00	Retail trade.....	49	37.00	38.0	.97	36.00	34.00—40.00
Finance, insurance, and real estate.....	883	30.50	37.0	.82	30.50	29.50—32.50	Finance, insurance, and real estate.....	728	42.00	36.0	1.17	41.00	37.00—45.00
Transportation, communication, and other public utilities.....	199	34.50	36.5	.95	35.00	33.00—36.00	Services.....	237	45.00	38.0	1.18	42.50	39.50—50.00
Services.....	104	28.00	38.0	.74	28.00	25.00—30.00	Central offices.....	438	43.50	36.0	1.21	43.50	37.00—47.00
Central offices.....	377	33.50	36.0	.93	34.50	30.00—37.00	Transcribing-machine operators, technical ²	150	45.00	38.0	1.18	44.00	40.00—49.50
Stenographers, general.....	27,250	45.50	37.0	1.23	45.00	40.50—50.00	Finance, insurance, and real estate.....	81	44.50	38.5	1.16	44.00	38.00—50.50
Manufacturing.....	5,634	46.50	37.0	1.26	45.00	40.50—51.00	Central offices.....	33	46.50	36.0	1.29	48.50	43.00—49.50
Durable goods.....	865	47.50	37.5	1.27	46.00	43.00—50.00	Typists, class A.....	5,874	43.50	36.5	1.19	42.00	38.00—46.50
Nondurable goods.....	4,769	46.50	37.0	1.26	45.00	40.00—51.00	Manufacturing.....	617	42.00	36.5	1.15	40.50	38.00—45.00
Wholesale trade.....	5,083	46.00	37.0	1.24	45.00	40.50—50.00	Durable goods.....	87	44.50	37.0	1.20	41.00	40.00—49.50
Retail trade.....	840	43.00	38.0	1.13	42.00	39.00—45.00	Nondurable goods.....	530	41.50	36.5	1.14	40.50	37.00—45.00
Finance, insurance, and real estate.....	7,246	44.00	36.5	1.21	44.00	39.00—48.50	Wholesale trade.....	1,052	45.00	37.0	1.22	43.50	40.00—47.50
Transportation, communication, and other public utilities.....	1,779	45.00	37.5	1.20	44.00	40.50—49.50	Retail trade.....	140	41.00	37.0	1.11	40.00	38.00—43.00
Services.....	2,887	46.00	37.0	1.24	45.00	41.00—49.50	Finance, insurance, and real estate.....	1,909	41.50	36.0	1.15	40.00	38.00—44.50
Central offices.....	3,781	48.50	36.5	1.33	48.50	43.00—53.50	Transportation, communication, and other public utilities.....	540	45.00	36.5	1.23	40.00	37.50—54.00
Stenographers, technical ²	2,793	52.50	37.5	1.40	51.00	46.00—56.00	Services.....	808	44.50	37.5	1.19	43.00	40.00—49.50
Manufacturing.....	133	56.00	37.5	1.49	54.00	50.00—59.50	Central office.....	808	46.00	36.0	1.28	44.00	41.00—50.00
Wholesale trade.....	612	52.00	37.0	1.41	49.50	44.50—58.00	Typists, class B.....	9,146	36.50	36.5	1.00	35.50	33.50—40.00
Finance, insurance, and real estate.....	696	52.00	36.5	1.42	52.00	47.00—56.00	Manufacturing.....	627	37.00	36.5	1.01	35.00	33.00—40.00
Services.....	206	51.00	38.5	1.32	50.00	47.50—55.00	Durable goods.....	67	41.50	38.0	1.09	41.50	37.00—45.00
Central offices.....	1,013	52.50	38.0	1.38	51.00	46.00—56.50	Nondurable goods.....	560	36.50	36.5	1.00	35.00	33.00—39.00
Switchboard operators.....	6,831	45.50	37.5	1.21	45.00	40.00—50.00	Wholesale trade.....	950	40.00	38.0	1.05	39.00	37.00—44.50
Manufacturing.....	1,069	47.50	37.5	1.27	45.00	41.00—52.00	Retail trade.....	322	35.00	38.5	.91	35.00	32.00—39.00
Durable goods.....	197	43.50	38.5	1.13	44.50	40.00—46.00	Finance, insurance, and real estate.....	4,400	35.50	36.0	.99	34.50	32.00—37.50
Nondurable goods.....	872	48.50	37.0	1.31	47.00	41.00—52.00	Transportation, communication, and other public utilities.....	574	39.00	38.0	1.03	37.50	34.50—42.00
Wholesale trade.....	1,215	48.00	38.0	1.26	47.00	42.00—53.00	Services.....	1,397	35.50	38.0	.93	35.00	33.00—38.00
Retail trade.....	565	42.00	38.5	1.09	40.00	38.00—46.00	Central offices.....	876	40.00	36.0	1.11	39.00	35.00—43.50
Finance, insurance, and real estate.....	1,743	45.00	37.5	1.20	44.50	40.50—49.50							
Transportation, communication, and other public utilities.....	677	47.00	37.5	1.25	46.00	42.00—52.00							
Services.....	1,100	40.50	38.0	1.07	40.00	33.50—46.00							
Central offices.....	462	48.50	36.5	1.33	48.00	43.50—52.00							

¹ Excludes pay for overtime.² Value above and below which half of workers' salaries fell.³ Includes data for industry divisions not shown separately.

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in New York, February 1949

Weekly salaries ¹	Percent of men—												
	Billers, machine (billing machine)	Book-keepers, hand	Book-keeping-machine operators, class B	Calculating-machine operators (Comptometer type)	Clerks, accounting	Clerks, file, class A	Clerks, file, class B	Clerks, general	Clerks, order	Clerks, pay-roll	Clerk-typists	Key-punch operators	Office boys
Under \$20.00.....													
\$20.00-\$22.49.....													0.9
\$22.50-\$24.99.....													1.5
\$25.00-\$27.49.....					0.2								9.4
\$27.50-\$29.99.....			3.4	.6	.9	1.0	14.2	0.2			4.3	1.6	17.5
\$30.00-\$32.49.....			6.3	.9	1.0	18.5			2.0	0.8	2.2	3.2	31.3
\$32.50-\$34.99.....			2.8	5.0	3.0	4.3	11.7	.1	1.4	1.5	3.6	24.2	13.4
\$35.00-\$37.49.....	5.0	0.4	4.4		4.4	1.9	15.5	1.2	4.2	5.3	18.3		12.2
\$37.50-\$39.99.....	6.3		2.4	1.0	3.4	8.6	7.2	2.6	2.9	5.3	11.6	4.9	5.4
\$40.00-\$42.49.....	17.0	2.0	14.8	17.8	7.1	6.7	9.5	4.3	7.8	6.4	15.9	1.6	4.6
\$42.50-\$44.99.....	1.3	.3	10.0	15.8	3.9	16.2	7.6	5.8	4.0	6.3	7.2	24.2	.5
\$45.00-\$47.49.....	8.5	3.3	11.8	2.0	9.3	2.8	3.0	8.1	7.8	5.3	13.9	25.8	2.5
\$47.50-\$49.99.....	8.5	3.1	6.2	26.7	5.9	7.1	2.2	8.9	3.0	5.4	6.6	1.6	.5
\$50.00-\$52.49.....	14.3	4.6	8.7	31.7	8.0	9.5	2.1	10.2	8.5	8.6	11.7	11.3	.2
\$52.50-\$54.99.....	18.8	4.3	10.7		3.5	4.3	6.4	10.0	3.2	4.5	1.4		
\$55.00-\$57.49.....	7.3	5.3	8.7		7.8	9.5	.8	7.6	9.6	6.8		1.6	.1
\$57.50-\$59.99.....	5.0	4.5	2.1		6.2	3.3	.5	10.1	6.6	2.9			
\$60.00-\$62.49.....	8.0	7.5	3.6		7.9	6.2	.4	5.3	7.8	5.1	3.0		
\$62.50-\$64.99.....		2.3	2.1		4.3	9.0		2.8	4.5	6.3			
\$65.00-\$67.49.....		6.5			6.0	1.0		3.6	7.1	5.2	3		
\$67.50-\$69.99.....		4.0	1.6		4.2	2.8	.2	2.9	2.9	.9			
\$70.00-\$72.49.....		8.0	.4		4.2	3.8		2.6	5.7	13.6			
\$72.50-\$74.99.....		3.9			1.8			3.4	3.8	1.1			
\$75.00-\$79.99.....		14.6			3.8	1.0	.2	3.2	2.6	4.8			
\$80.00-\$84.99.....		8.2			2.1			3.6	1.6	2.5			
\$85.00-\$89.99.....		8.9			1.1			1.5	.2	.4			
\$90.00-\$94.99.....		1.4			.2			.5	.1				
\$95.00-\$99.99.....		4.4			.1	1.0		.3	1.6				
\$100.00 and over.....		2.5			.1			1.2	1.1	1.0			
Total.....	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers.....	399	2,437	748	101	8,252	210	768	4,453	3,403	1,086	725	62	9,256
Average weekly salary ¹	\$49.00	\$69.50	\$46.50	\$45.50	\$54.50	\$51.50	\$37.50	\$57.00	\$56.50	\$56.00	\$42.00	\$41.50	\$32.50

¹ Excludes pay for overtime.

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in New York, February 1949—
Continued

Weekly salaries ¹	Percent of men—				Percent of women—									
	Stenographers, general	Switchboard operators	Typists, class A	Typists, class B	Billers, machine (billing machine)	Billers, machine (bookkeeping machine)	Bookkeepers, hand	Book-keeping machine operators, class A	Book-keeping machine operators, class B	Calculating-machine operators (Comptometer type)	Calculating-machine operators (other than Comptometer type)	Clerks, accounting	Clerks, file, class A	Clerks, file, class B
Under \$20.00.....				4.1										
\$20.00-\$22.49.....														0.1
\$22.50-\$24.99.....				4.1										.4
\$25.00-\$27.49.....				.6	0.1							0.2		4.8
\$27.50-\$29.99.....					1.3	0.8			0.8	0.5	1.9	1.2		16.3
\$30.00-\$32.49.....	1.4			5.3	3.7	.8			2.3	1.3	4.1	6.0	2.5	20.7
\$32.50-\$34.99.....				1.8	4.1	1.9		0.4	5.8	1.8	9.5	5.2	3.3	21.5
\$35.00-\$37.49.....	.9			12.9	12.4	2.0	0.2	1.2	10.1	7.6	5.7	9.9	12.5	14.0
\$37.50-\$39.99.....	.5	1.2	6.5	17.0	12.5	3.8	2.4	2.7	15.2	8.9	15.4	11.0	8.9	7.6
\$40.00-\$42.49.....	10.9		27.7	20.6	18.1	9.0	5.8	5.7	16.6	14.1	17.4	12.3	16.6	6.6
\$42.50-\$44.99.....	.5	2.3	16.9	21.8	11.0	9.5	5.3	13.7	11.7	15.3	9.1	10.2	12.6	2.9
\$45.00-\$47.49.....	9.3	25.5	3.8	3.5	12.7	18.5	3.2	15.4	14.6	16.6	13.5	11.0	11.6	2.0
\$47.50-\$49.99.....	7.6	1.2	14.1		5.9	14.2	6.0	10.4	5.7	8.1	6.5	6.6	8.1	1.0
\$50.00-\$52.49.....	18.5	1.2	23.4	6.5	8.9	17.3	6.5	13.5	7.8	12.2	7.3	8.0	8.1	1.5
\$52.50-\$54.99.....	1.9	5.8	3.3	1.2	1.3	3.5	1.8	12.9	4.4	4.7	1.7	3.5	3.3	.6
\$55.00-\$57.49.....	17.3	46.5			4.1	13.7	10.5	9.9	2.9	3.9	1.1	4.0	5.2	(?)
\$57.50-\$59.99.....	10.2	15.1			1.1	.6	4.9	2.2	.7	1.9	4.4	3.4	1.3	(?)
\$60.00-\$62.49.....	12.3			.6	1.7	1.4	14.1	5.2	1.0	1.8	1.6	2.2	2.0	
\$62.50-\$64.99.....	1.2				.3	1.1	6.5	2.6	.2	.8	.3	1.0	2.1	
\$65.00-\$67.49.....	.5	1.2	4.3			.9	8.8	.2	.2	.3		1.9	.6	(?)
\$67.50-\$69.99.....	3.3				.1	.1	3.5	.9	(?)	.1	.3	.5	.5	
\$70.00-\$72.49.....	1.4				.1	.3	4.6	.4	(?)	.1	.2	1.0	.3	
\$72.50-\$74.99.....	.9				.6	.1	2.2	.5				.1	.3	
\$75.00-\$79.99.....	.9					.4	4.8	1.9				.7	.1	
\$80.00-\$84.99.....	.5						2.7	.3				.1		
\$85.00-\$89.99.....						.1	2.9			(?)			.1	
\$90.00-\$94.99.....							2.7							
\$95.00-\$99.99.....							.3							
\$100.00 and over.....							.3							
Total.....	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers.....	422	86	184	170	3,445	1,464	1,576	1,397	6,201	5,561	968	11,825	3,667	10,579
Average weekly salary ¹	\$53.00	\$53.00	\$46.00	\$39.00	\$43.00	\$48.00	\$60.00	\$50.50	\$43.00	\$45.00	\$42.50	\$44.50	\$45.00	\$34.00

¹ Excludes pay for overtime.² Less than 0.05 of 1 percent.

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in New York, February 1949—Continued

Weekly salaries ¹	Percent of women—													
	Clerks, general	Clerks, order	Clerks, pay-roll	Clerk-typists	Key-punch operators	Office girls	Stenographers, general	Stenographers, technical	Switch-board operators	Switch-board operator-receptionists	Transcribing-machine operators, general	Transcribing-machine operators, technical	Typists, class A	Typists, class B
Under \$20.00														0.2
\$20.00-\$24.99														.4
\$22.50-\$24.99						5.1								.4
\$25.00-\$27.49				0.1		5.4					0.2			1.4
\$27.50-\$29.99	0.1	0.4	0.2	3.1	0.3	16.6	0.3	(?)	1.0	1.1	.9		0.2	5.1
\$30.00-\$32.49	.1	4.7	2.9	5.4	5.1	24.1	1.3	0.1	3.9	1.1	1.6		1.4	12.6
\$32.50-\$34.99	.1	8.2	2.6	11.1	5.4	19.7	3.7	.3	3.8	1.7	5.4		4.3	19.7
\$35.00-\$37.49	2.7	9.1	6.9	21.3	11.4	16.5	5.5	1.0	3.8	7.0	11.0	12.0	11.5	22.4
\$37.50-\$39.99	4.6	10.3	5.7	13.0	11.5	5.5	7.9	1.6	9.6	10.9	10.1	7.3	16.5	12.7
\$40.00-\$42.49	16.0	15.1	11.1	16.4	21.8	4.8	15.9	6.0	13.4	21.5	12.4	16.6	19.2	10.4
\$42.50-\$44.99	13.9	11.5	8.2	10.6	15.1	.7	12.3	7.8	13.5	9.0	12.6	16.0	12.8	7.2
\$45.00-\$47.49	15.9	16.1	14.8	8.5	13.4	1.0	15.2	12.8	13.1	23.5	18.3	6.7	11.4	3.5
\$47.50-\$49.99	8.7	3.9	7.7	4.1	6.7	.2	10.0	12.3	10.3	7.8	9.0	21.3	5.9	1.3
\$50.00-\$52.49	10.1	7.2	9.5	3.4	4.7		11.3	15.4	11.6	6.7	7.1	12.7	5.0	1.4
\$52.50-\$54.99	6.1	1.1	6.9	1.6	2.0		4.1	7.5	5.9	2.8	3.2	.7	3.2	.4
\$55.00-\$57.49	5.6	5.5	4.4	.8	1.3	.4	5.9	11.3	4.6	3.5	4.0	6.0	2.5	.7
\$57.50-\$59.99	4.4	1.6	3.0	.4	.7		2.6	4.7	1.8	1.1	1.8		2.2	.2
\$60.00-\$62.49	2.7	2.5	5.1	.2	.3		1.9	5.9	.9	2.0	.9	.7	1.2	
\$62.50-\$64.99	1.8	.7	1.7	(?)	.1		.9	4.7	.2	.3	.3		1.5	
\$65.00-\$67.49	2.6	1.1	3.7				.7	2.9	1.0	.3	.3		.6	
\$67.50-\$69.99	.8	.2	1.1		.1		.1	2.1	.2	.1	.1		.3	
\$70.00-\$72.49	.6	.1	1.0	(?)	.1		.2	.4	.2	.1	.1			
\$72.50-\$74.99	.7	.7	.4		.1		.1	.8	.5	.5	.5			
\$75.00-\$79.99	.8		1.5	(?)			.1	1.4	.4	.1	.1		.3	
\$80.00-\$84.99	.3		.4				(?)	.5	(?)	.1	.1			
\$85.00-\$89.99	.8		.3				(?)	.3	.3					
\$90.00-\$94.99	.2		.8				(?)	(?)	(?)					
\$95.00-\$99.99	.2		.1				(?)	.2						
\$100.00 and over	.2						(?)							
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	6,098	3,545	3,680	11,828	3,461	2,556	27,250	2,793	6,831	2,354	2,631	150	5,874	9,146
Average weekly salary ¹	\$49.00	\$43.50	\$48.50	\$39.50	\$42.00	\$32.50	\$45.50	\$52.50	\$45.50	\$44.00	\$44.00	\$45.00	\$43.50	\$36.50

¹ Excludes pay for overtime.
² Less than 0.05 of 1 percent.

TABLE 3.—Scheduled weekly hours of women in New York offices, February 1949

Weekly hours	Percent of workers employed in offices in—									
	All industries	Manufacturing			Wholesale trade	Retail trade	Finance, insurance, and real estate	Transportation, communication, and other public utilities	Services	Central offices
		All manufacturing	Durable goods	Non-durable goods						
All offices employing women	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Under 35 hours	.7				1.0		1.7			
35 hours	40.2	41.9	25.9	44.8	27.0	17.2	40.4	40.4	40.5	60.3
Over 35 and under 37½ hours	15.8	2.7	4.1	2.4	10.4	4.9	33.6	5.5	5.7	9.0
37½ hours	16.4	29.6	33.0	29.0	31.8	22.1	4.9	12.2	21.2	12.1
Over 37½ and under 40 hours	2.0	2.5	.7	2.8	.9	4.6	4.4	4.0	4.1	2.9
40 hours	24.9	23.3	36.3	21.0	28.9	49.4	19.0	37.9	28.3	15.7
Over 40 and under 44 hours	(?)					.7				
44 hours	(?)					.3			.2	
48 hours	(?)					.8				

¹ Less than 0.05 of 1 percent.

SEATTLE, FEBRUARY 1949

Salaries

Average weekly salaries of women studied in Seattle offices ranged from \$35 for office girls to \$55.50 for hand bookkeepers and technical stenographers in February 1949. Aside from these jobs, as well as copy typists and clerks doing routine filing who also received less than \$40, all occupations studied averaged between \$40 and \$50. General stenographers with an average weekly salary of \$47 constituted the largest occupational group studied.

In most jobs, the maximum variation in individual salaries did not exceed \$40 and the majority of salaries fell within a \$5 to \$7.50 range. Salary levels tended to vary among the six broad industry groups studied. In general, relatively higher rates were found in manufacturing and wholesale trade.

Among men, highest salaries were paid bookkeepers, who averaged \$69.50 weekly. Lowest paid were office boys, who received \$36.50 on the average. Men were most frequently employed as order clerks and accounting clerks; average salaries for these two occupational groups were \$63 and \$62.50, respectively.

Although salaries for clerical workers are generally expressed in monthly or weekly terms, the Bureau converted the salaries to hourly rates to allow for differences in the length of the workweek. On an hourly basis, occupational averages of women ranged from 87 cents to \$1.40. Average

rates were over \$1 an hour for 19 of the 22 occupations studied. Hourly rates for men in the jobs studied ranged from 92 cents to \$1.74.

The salaries of Seattle office workers between January 1948 and February 1949 increased for both men and women in all except one occupation. In over half the jobs studied, women averaged \$2 to \$3.50 a week more in February 1949 than a year earlier.

The increase in salaries was apparently somewhat greater for men in the jobs studied. In four jobs, men showed advances of \$5 to \$7.50 a week. In the two other classifications for which comparisons could be made—pay-roll clerks and office boys—the increases averaged \$2 and \$3.50, respectively.

Work Schedules

A workweek of 40 hours for women workers was characteristic of Seattle offices. About 9 of every 10 women employed as clerical workers in the city had this weekly schedule. By industry group, the 40-hour week was most prevalent in transportation, communication, and other public utilities, where no exceptions to the practice were found. Weekly schedules under 40 hours were confined chiefly to the service group and were found to a lesser degree in the finance, insurance, and real estate group. A workweek of more than 40 hours was in effect for a few workers in wholesale and retail trade and in services.

TABLE 1.—Salaries¹ and weekly scheduled hours of work for selected office occupations in Seattle, by industry division, February 1949

Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers	Sex, occupation, and industry division	Estimated number of workers	Average—			Median ² weekly salary	Salary range of middle 50 percent of workers
		Weekly salary	Weekly scheduled hours	Hourly rate					Weekly salary	Weekly scheduled hours	Hourly rate		
Men						Women—Continued							
Bookkeepers, hand ³	203	\$69.50	40.0	\$1.74	\$67.50	\$62.00-\$80.50	Clerks, file, class A ³	132	\$47.00	40.0	\$1.17	\$48.00	\$41.50-\$51.00
Manufacturing.....	50	74.00	40.0	1.85	73.00	65.50-83.50	Finance, insurance, and real estate.....	43	43.50	40.0	1.08	43.50	39.00-46.00
Wholesale trade.....	53	66.00	40.0	1.65	66.50	57.50-69.50	Clerks, file, class B ³	641	36.50	40.0	.91	34.50	32.00-40.50
Finance, insurance, and real estate.....	84	67.00	39.5	1.70	63.50	57.50-80.50	Wholesale trade.....	80	41.00	40.0	1.02	37.00	34.50-49.50
Clerks, accounting ³	247	62.50	40.0	1.56	62.50	52.00-71.00	Retail trade.....	139	34.00	40.0	.84	33.50	32.00-35.00
Manufacturing.....	79	60.50	39.5	1.53	60.50	52.00-69.00	Finance, insurance, and real estate.....	217	32.50	40.0	.82	32.00	30.00-34.50
Wholesale trade.....	109	64.00	40.0	1.60	63.50	52.00-75.50	Clerks, general ³	742	47.00	40.0	1.18	45.50	41.50-52.00
Clerks, general ³	169	57.00	40.0	1.42	56.50	49.50-59.50	Wholesale trade.....	62	43.50	40.0	1.09	43.00	40.50-44.00
Finance, insurance, and real estate.....	42	55.50	40.0	1.38	54.00	52.00-63.50	Finance, insurance, and real estate.....	282	45.50	40.0	1.14	43.50	41.50-49.50
Clerks, order ³	302	63.00	40.5	1.57	57.50	56.00-69.00	Clerks, order ³	160	44.00	40.0	1.10	43.50	37.00-49.50
Manufacturing.....	57	60.50	40.0	1.52	57.50	55.50-62.00	Retail trade.....	90	40.50	40.0	1.01	38.00	36.00-45.00
Wholesale trade.....	235	63.50	40.5	1.58	58.50	56.00-69.00	Clerks, pay-roll ³	162	48.50	40.0	1.21	48.50	44.00-52.00
Clerks, pay-roll.....	27	60.50	40.0	1.51	60.00	56.50-66.00	Manufacturing.....	43	49.00	39.5	1.23	48.50	41.50-52.50
Office boys ³	97	36.50	39.5	.92	34.50	32.00-40.00	Retail trade.....	39	45.50	40.0	1.13	45.00	42.50-49.00
Finance, insurance, and real estate.....	52	34.00	39.5	.86	34.00	32.00-37.50	Clerk-typists ³	605	40.00	40.0	1.01	39.00	37.00-43.00
Women													
Billers, machine (billing machine) ³	219	43.00	40.0	1.07	41.50	39.00-45.50	Manufacturing.....	84	42.50	40.0	1.07	40.50	38.00-49.50
Retail trade.....	42	39.00	40.0	.98	38.00	36.00-41.00	Wholesale trade.....	81	45.00	40.0	1.12	44.00	40.00-50.50
Billers, machine (book-keeping machine).....	40	42.50	40.5	1.04	41.50	39.50-46.00	Retail trade.....	70	39.50	39.5	1.00	38.00	35.00-43.50
Bookkeepers, hand ³	175	55.50	39.5	1.40	53.00	49.50-62.50	Finance, insurance, and real estate.....	289	38.50	40.0	.97	39.00	36.00-41.50
Finance, insurance, and real estate.....	90	52.50	40.0	1.31	52.00	46.00-57.50	Transportation, communication, and other public utilities.....	48	42.00	40.0	1.05	41.00	38.50-43.00
Services.....	30	55.00	38.5	1.43	55.00	48.00-63.50	Office girls ³	143	35.00	40.0	.87	34.50	32.50-36.00
Bookkeeping-machine operators, class A ³	178	49.00	39.5	1.23	46.50	43.50-53.00	Finance, insurance, and real estate.....	54	33.50	39.5	.85	32.50	29.50-33.50
Wholesale trade.....	44	54.00	39.5	1.36	55.00	45.00-57.50	Stenographers, general.....	1,277	47.00	39.5	1.19	46.00	43.00-50.00
Finance, insurance, and real estate.....	103	45.50	39.5	1.15	45.50	43.50-46.50	Manufacturing.....	203	47.50	39.5	1.20	46.50	46.00-50.50
Bookkeeping-machine operators, class B ³	326	41.50	40.0	1.04	40.50	38.00-46.00	Wholesale trade.....	296	48.50	40.0	1.21	46.00	43.50-52.00
Manufacturing.....	40	46.50	39.5	1.17	46.00	46.00-48.50	Retail trade.....	58	44.00	40.0	1.10	43.50	40.00-48.50
Wholesale trade.....	77	44.50	40.5	1.10	43.50	40.00-46.50	Finance, insurance, and real estate.....	504	46.50	39.5	1.18	46.00	42.50-49.50
Retail trade.....	37	42.00	40.0	1.05	40.00	40.00-42.00	Transportation, communication, and other public utilities.....	103	46.50	40.0	1.17	45.50	43.00-49.00
Finance, insurance, and real estate.....	168	39.00	40.0	.97	39.00	35.50-41.50	Services.....	113	45.50	38.5	1.18	45.00	42.50-46.00
Calculating-machine operators (Comptometer type) ³	668	44.50	40.0	1.11	43.50	40.00-47.00	Stenographers, technical ³	112	55.50	40.0	1.39	53.00	52.00-57.50
Manufacturing.....	114	45.50	40.0	1.14	46.00	43.50-48.00	Finance, insurance, and real estate.....	88	55.00	40.0	1.38	53.00	52.00-57.50
Wholesale trade.....	200	47.00	40.5	1.16	45.50	42.50-49.50	Switchboard operators ³	165	43.00	40.0	1.08	42.50	40.00-45.50
Retail trade.....	236	42.00	39.5	1.06	42.00	38.50-45.00	Wholesale trade.....	25	38.00	39.5	.96	40.50	31.00-40.50
Finance, insurance, and real estate.....	77	44.00	40.0	1.10	43.50	41.00-47.00	Retail trade.....	36	40.00	40.0	1.01	39.50	38.50-41.00
Calculating-machine operators (other than Comptometer type) ³	70	43.00	40.0	1.07	41.50	38.50-46.00	Finance, insurance, and real estate.....	35	46.00	40.0	1.14	43.50	42.00-48.50
Retail trade.....	36	43.50	40.0	1.09	42.50	37.00-50.00	Switchboard-operator-receptionists ³	230	43.00	40.0	1.08	41.50	40.00-44.00
Clerks, accounting.....	691	45.00	40.0	1.12	43.50	40.00-50.00	Manufacturing.....	52	46.50	40.0	1.17	43.50	40.50-54.00
Manufacturing.....	141	48.50	40.0	1.21	48.50	41.50-55.00	Wholesale trade.....	63	46.00	40.0	1.15	43.00	40.50-47.00
Wholesale trade.....	160	47.00	40.0	1.18	45.00	43.50-52.00	Finance, insurance, and real estate.....	61	38.50	39.5	.97	37.00	34.50-42.50
Retail trade.....	149	43.00	40.0	1.08	41.00	40.00-48.00	Transcribing-machine operators, general ³	116	42.00	39.5	1.07	40.50	38.00-45.50
Finance, insurance, and real estate.....	182	41.50	40.0	1.04	41.50	37.00-43.50	Finance, insurance, and real estate.....	70	42.00	40.0	1.05	40.50	39.00-45.00
Transportation, communication, and other public utilities.....	31	42.50	40.0	1.06	41.50	40.00-44.50	Typists, class A ³	323	43.00	40.0	1.08	41.50	39.00-46.00
Services.....	28	45.50	38.5	1.19	46.00	40.50-49.50	Finance, insurance, and real estate.....	192	41.50	40.0	1.03	40.50	39.00-42.50
							Typists, class B ³	286	37.50	40.0	.94	38.00	34.00-40.50
							Finance, insurance, and real estate.....	94	34.50	40.0	.87	34.50	32.00-37.00
							Services.....	67	37.50	40.0	.93	38.00	34.00-39.50

¹ Excludes pay for overtime.² Value above and below which half of workers' salaries fell.³ Includes data for industry divisions not shown separately.

SALARIES OF OFFICE WORKERS

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in Seattle, February 1949

Weekly salaries ¹	Percent of men—					Percent of women—							
	Book-keepers, hand	Clerks, accounting	Clerks, general	Clerks, order	Office boys	Billers, machine (billing machine)	Book-keepers, hand	Book-keeping-machine operators, class A	Book-keeping-machine operators, class B	Calculating-machine operators (Comptometer type)	Calculating-machine operators (other than Comptometer type)	Clerks, accounting	Clerks, file, class A
Under \$20.00													
\$20.00-\$24.99													
\$25.00-\$24.99													
\$25.00-\$27.49													
\$27.50-\$29.99					10.3								
\$30.00-\$32.49					22.7	0.9		1.8				3.5	
\$32.50-\$34.99					18.5	1.4		12.3	0.7		2.9	1.4	0.8
\$35.00-\$37.49					7.2	14.1		8.6	7.6		14.3	8.7	8.3
\$37.50-\$39.99					15.5	11.8		16.9	7.9		15.7	7.7	5.3
\$40.00-\$42.49		1.2			11.3	37.8		20.9	18.7		18.6	18.8	13.6
\$42.50-\$44.99		.8		1.0	6.2	5.9	3.4	29.2	20.3		24.2	21.2	9.8
\$45.00-\$47.49		1.6	14.2			15.4	16.7	21.9	15.0	23.0		9.1	12.1
\$47.50-\$49.99	0.6	4.0	13.6	2.0	3.1	1.8	14.3	6.2	5.5	8.4	5.7	7.5	13.6
\$50.00-\$52.49	3.4	19.2	7.7	7.9	3.1	1.4	13.7	8.4	3.7	6.3	5.7	5.8	22.1
\$52.50-\$54.99	1.5	5.3	10.6	5.6	2.1	3.7	2.3	5.1	1.2	.9	4.3	4.9	7.6
\$55.00-\$57.49	4.9	7.3	21.9	16.6		.5	6.3	4.5	.6	1.6	8.6	4.9	6.8
\$57.50-\$59.99	9.9	1.6	7.7	24.6		2.3	13.1	8.4	.9	2.7		3.2	
\$60.00-\$62.49	4.4	7.7	5.3	3.6		.5	5.7	6.2		.9		1.4	
\$62.50-\$64.99	22.2	9.3	6.5	9.3			3.4	.6		.3		.9	
\$65.00-\$67.49	3.0	8.9	.6	1.3		.5	8.6	1.1		.6		.3	
\$67.50-\$69.99	11.3	3.2	1.8	8.6		.5	9.1	1.1		.1		.4	
\$70.00-\$72.49	4.9	8.5	1.8			.5	3.4						
\$72.50-\$74.99	4.9	7.7		3.6		.5						.3	
\$75.00-\$79.99	.5	8.9	2.4	1.7		.5							
\$80.00-\$84.99	14.8	3.6	4.7	7.6									
\$85.00-\$89.99	6.9	1.2	1.2	4.3									
\$90.00-\$94.99	5.4			1.3									
\$95.00-\$99.99	1.5												
\$100.00 and over				1.0									
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	203	247	169	302	97	219	175	178	328	668	70	691	132
Average weekly salary ¹	\$69.50	\$62.50	\$57.00	\$63.00	\$36.50	\$43.00	\$55.50	\$49.00	\$41.50	\$44.50	\$43.00	\$45.00	\$47.00

¹ Excludes pay for overtime.

TABLE 2.—Percentage distribution of workers in selected office occupations, by weekly salaries,¹ in Seattle, February 1949—Continued

Weekly salaries ¹	Percent of women—												
	Clerks, file, class B	Clerks, general	Clerks, order	Clerks, pay-roll	Clerk-typists	Office girls	Stenographers, general	Stenographers, technical	Switch-board operators	Switch-board operator-receptionists	Transcribing-machine operators, general	Typists, class A	Typists, class B
Under \$20.00													
\$20.00—\$22.49													
\$22.50—\$24.99													
\$25.00—\$27.49	0.3												
\$27.50—\$29.99	12.3				4.0	11.2			0.6				1.0
\$30.00—\$32.49	17.9		3.1		4.8	20.2			4.8		2.6		8.4
\$32.50—\$34.99	21.0	0.9	5.0		8.4	23.1	0.5		.6	6.5		1.9	27.4
\$35.00—\$37.49	16.2	3.2	17.4	2.5	13.9	23.1	1.6		4.2	13.0	12.9	13.3	12.9
\$37.50—\$39.99	6.7	7.3	8.8	1.9	19.1	10.5	4.9		14.5	4.3	20.7	20.7	16.1
\$40.00—\$42.49	11.4	19.1	7.5	16.0	18.0	9.8	11.6		23.1	27.9	24.1	16.1	23.1
\$42.50—\$44.99	2.8	15.7	19.2	4.9	15.2	1.4	17.9	5.4	17.7	25.2	8.6	11.8	8.0
\$45.00—\$47.49	5.9	11.1	8.8	18.5	5.8		27.1		17.0	7.4	19.0	18.6	2.8
\$47.50—\$49.99	3.4	9.4	6.3	13.6	5.1		10.7	8.9	9.1	.9	5.2	4.3	.3
\$50.00—\$52.49	.6	9.8	9.4	21.6	2.5	.7	11.3	33.8	3.0	.9	5.2	8.0	
\$52.50—\$54.99		5.4		8.6			4.5	4.5	2.4	2.2		2.5	
\$55.00—\$57.49	1.2	10.9	4.4	1.9	.5		2.7	12.5	1.2	3.0		1.9	
\$57.50—\$59.99	.3	1.8	4.4	5.6	2.1		2.6	10.7		4.8	1.7	.3	
\$60.00—\$62.49		3.6	4.4	3.7	.2		1.2	3.6	.6	.4		.6	
\$62.50—\$64.99		1.3	1.3	.6	.2		2.0	3.6		2.6			
\$65.00—\$67.49							.7	15.2	1.2				
\$67.50—\$69.99		.5		.6	.2		.5	1.8		.9			
\$70.00—\$72.49							.2						
\$72.50—\$74.99													
\$75.00—\$79.99													
\$80.00—\$84.99													
\$85.00—\$89.99													
\$90.00—\$94.99													
\$95.00—\$99.99													
\$100.00 and over													
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Estimated number of workers	641	742	160	162	605	143	1,277	112	165	230	116	323	286
Average weekly salary ¹	\$36.50	\$47.00	\$44.00	\$48.50	\$40.00	\$35.00	\$47.00	\$55.50	\$43.00	\$43.00	\$42.00	\$43.00	\$37.50

¹ Excludes pay for overtime.

TABLE 3.—Scheduled weekly hours of women in Seattle offices, February 1949

Weekly hours	Percent of workers employed in offices in—						
	All industries	Manufacturing	Wholesale trade	Retail trade	Finance, insurance, and real estate	Transportation, communication, and other public utilities	Services
All offices employing women	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Under 35 hours							
35 hours	.6			1.6	.3		8.4
Over 35 and under 37½ hours							
37½ hours	6.3	2.4	3.1		12.4		21.2
Over 37½ and under 40 hours	.8	4.0					
40 hours	91.6	93.6	92.9	98.1	87.3	100.0	70.2
Over 40 and under 44 hours							
44 hours	.7		4.0	.3			.2
Over 44 hours							

Appendix A

Scope and Method of Survey

The information presented in this bulletin was collected by visits of field representatives of the Bureau to representative offices in each city surveyed. In classifying workers by occupation, uniform job descriptions were used; they are presented in appendix B.

The primary purpose of the Bureau's job descriptions is to assist its field staff in classifying workers who are employed under a variety of pay-roll titles and different work arrangements from office to office and from area to area, into appropriate occupations. This is essential in order to permit the grouping of occupational wage rates representing comparable job content. Because of this emphasis on interoffice and inter-area comparability of occupational content, the Bureau's job descriptions differ significantly from those in use in individual establishments or those prepared for other purposes. In view of these special characteristics of the Bureau's revised job descriptions, their adoption without modification by any single establishment or for any other purpose than that indicated herein is not recommended. Where office workers regularly perform duties classified in more than one occupation, they are generally classified according to the

most skilled or responsible duties that are a regular part of their job and that are significant in determining their value to the firm.

The study covered six broad industry divisions and in each division only establishments above a certain size were studied. Office employment in smaller establishments was not considered sufficiently great to warrant inclusion of such establishments in the survey. The industries included in the study together with the minimum size of establishments and the number of establishments surveyed in each of the five cities reported on in this bulletin are summarized in appendix table A-1.

Estimated employment in these industry divisions, in establishments of the size included in the survey, is presented in appendix table A-2.

A greater proportion of large than of small establishments was studied in order to maximize the proportion of office workers that could be surveyed with funds available. Each size-of-establishment group was, however, given only its proper influence on the information presented. The number of establishments in each size category and total employment in these establishments is summarized in appendix tables A-3 and A-4.

TABLE A-1.—Establishments by industry division

Industry division	Minimum size of establishment ¹	Number of establishments in—									
		Atlanta		Boston		Chicago		New York		Seattle	
		Estimated total	Studied	Estimated total	Studied	Estimated total	Studied	Estimated total	Studied	Estimated total	Studied
All divisions.....	-----	515	135	1,681	232	2,424	299	4,363	534	397	118
Manufacturing.....	100	100	31	443	53	1,185	101	1,486	123	79	21
Durable goods ²	100	-----	-----	141	18	563	52	278	28	-----	-----
Nondurable goods ²	100	-----	-----	302	35	632	49	1,208	97	-----	-----
Wholesale trade.....	4 25	221	29	443	39	479	48	880	65	126	32
Retail trade.....	100	40	18	161	36	189	45	332	57	40	17
Finance, insurance, and real estate.....	4 25	78	22	311	38	285	45	714	80	96	24
Transportation, communication, and other public utilities ³	100	18	14	72	23	92	28	227	58	13	8
Services ⁴	4 25	58	21	228	29	194	32	522	78	43	16
Central offices ⁵	-----	-----	-----	23	14	-----	-----	202	73	-----	-----

¹ Number of plant and office workers.

² Metalworking; lumber, furniture, and other wood products; and stone, clay, and glass products. Figures are not shown separately for durable goods in Atlanta and Seattle since separate information on salaries and working conditions is not presented for these industries.

³ Food and kindred products; tobacco; textiles; apparel and other finished products made from fabrics; paper and paper products; printing and publishing; chemicals; products of petroleum and coal; rubber products; leather and leather products; professional, scientific, and controlling instruments; optical goods; watches and clocks; and miscellaneous manufacturing. Figures are not shown separately for nondurable goods in Atlanta and Seattle since sep-

arate information on salaries and working conditions is not presented for these industries.

⁴ Except in Chicago and New York, where only establishments with more than 50 workers were studied.

⁵ Excluding railroads.

⁶ Business service; such professional services as engineering, architectural, accounting, auditing, and bookkeeping firms; motion pictures; and nonprofit membership organizations.

⁷ Data for central offices are not shown separately for Atlanta, Chicago, and Seattle, but central offices were included in the survey for these cities.

TABLE A-2.—Employment by industry division

Industry division	Employment in—														
	Atlanta			Boston			Chicago			New York			Seattle		
	Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied	
		Total ¹	Office		Total ¹	Office		Total ¹	Office		Total ¹	Office		Total ¹	Office
All divisions.....	91,500	51,700	13,700	380,800	163,700	41,200	848,100	345,300	90,800	1,181,700	462,500	187,800	83,600	56,900	12,600
Manufacturing.....	36,100	18,300	1,600	180,500	72,600	9,100	516,100	170,500	29,600	400,700	87,700	16,100	39,700	29,200	2,600
Durable goods.....	(²)	(²)	(²)	73,500	43,100	6,100	296,000	114,700	20,100	84,200	22,100	2,900	(²)	(²)	(²)
Nondurable goods.....	(²)	(²)	(²)	107,000	29,500	3,000	220,100	55,800	9,500	316,500	65,600	13,200	(²)	(²)	(²)
Wholesale trade.....	16,300	4,700	1,500	38,700	7,700	2,200	65,800	13,100	4,300	102,600	12,800	7,700	10,000	4,100	1,100
Retail trade.....	15,300	11,200	2,300	58,300	29,900	3,800	123,100	76,800	17,500	178,500	95,500	13,100	14,100	9,600	1,900
Finance, insurance, and real estate ³	6,800	3,100	3,100	42,100	17,600	17,600	48,800	22,400	22,400	182,300	70,200	70,200	8,000	4,300	4,300
Transportation, communication, and other public utilities.....	13,200	12,700	3,500	38,700	28,300	4,900	69,800	55,400	10,000	180,900	135,500	33,700	9,200	8,100	2,400
Services.....	3,300	1,700	1,700	20,200	5,600	1,600	23,500	7,100	7,000	76,900	24,800	11,000	2,600	1,600	300
Central offices ⁴				2,300	2,000	2,000				59,800	36,000	36,000			

¹ Plant and office employment.² Separate data not presented for these industries.³ No attempt was made to separate plant and office employment.⁴ Data for central offices are not shown separately for Atlanta, Chicago, and Seattle, but central offices were included in the survey for these cities.

TABLE A-3.—Establishments by size of establishment

Size of establishment ¹	Number of establishments in—									
	Atlanta		Boston		Chicago		New York		Seattle	
	Esti- mated total	Studied	Esti- mated total	Studied	Esti- mated total	Studied	Esti- mated total	Studied	Esti- mated total	Studied
All size groups.....	515	135	1,681	232	2,424	299	4,363	534	397	118
501 and over.....	32	27	125	67	305	121	393	207	15	15
251 to 500.....	42	27	185	36	274	46	528	92	28	20
101 to 250.....	146	35	618	74	1,261	88	2,158	160	134	41
26 to 100 ²	295	46	753	55	584	44	1,284	75	220	42

¹ Plant and office employment.² Except in Chicago and New York, where only establishments with more than 50 workers were studied.

TABLE A-4.—Employment by size of establishment

Size of establishment ¹	Total employment in—														
	Atlanta			Boston			Chicago			New York			Seattle		
	Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied		Esti- mated total ¹	In establish- ments studied	
		Total ¹	Office		Total ¹	Office									
All size groups.....	91,500	51,700	13,700	380,800	163,700	41,200	848,100	345,300	90,800	1,181,700	462,500	187,800	83,600	56,900	12,600
501 and over.....	41,000	34,200	6,600	183,200	135,700	32,200	517,500	312,000	75,200	581,400	401,200	157,800	40,800	40,800	7,300
251 to 500.....	14,600	9,400	3,300	61,600	12,900	2,500	99,300	16,300	8,000	182,700	31,400	14,200	10,400	7,200	2,100
101 to 250.....	22,200	5,700	2,100	95,800	12,200	4,500	192,500	14,000	5,300	330,600	24,800	12,400	22,200	6,700	1,900
26 to 100 ²	13,700	2,400	1,700	40,200	2,900	2,000	38,800	3,000	2,300	87,000	5,100	3,400	10,200	2,200	1,300

¹ Plant and office employment.² Except in Chicago and New York, where only establishments with more than 50 workers were studied.

Appendix B

Descriptions of Occupations Studied

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 personally 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.

Key-Punch Operator¹

Under general supervision and with no supervisory responsibilities, records accounting and statistical data on tabulating cards by punching a series of holes in the cards in a specified sequence, using a numerical key-punch machine, following written information on records. May be required to duplicate cards by using the duplicating device attached to machine. Keeps files on punched cards. May verify own work or work of others.

Office Boy¹ 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 single 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 intra-

¹ Only in New York City.

plant 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 vocabulary 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.