

Occupational Wage Survey

DENVER, COLORADO

January 1951

Bulletin No. 1029

**UNITED STATES DEPARTMENT OF LABOR
MAURICE J. TOBIN, SECRETARY**

**Bureau of Labor Statistics
Ewan Clague, Commissioner**

For sale by the Superintendent of Documents, U. S. Government Printing Office
Washington 25, D. C. - Price 35 cents

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Introduction ^{1/}

The Denver area is one of several important industrial centers in which the Bureau of Labor Statistics conducted occupational wage surveys during early 1951. ^{2/} Occupations that are common to a variety of manufacturing and nonmanufacturing industries were studied on a community-wide basis. Cross-industry methods of sampling were thus utilized in compiling earnings data for the following types of occupations: (a) office clerical; (b) professional and technical; (c) maintenance and power plant; (d) custodial, warehousing, and shipping. In presenting earnings information of such jobs (tables 1 through 4) separate data have been provided wherever possible for individual broad industry divisions. Occupations that are characteristic of particular, important, local industries have been studied as heretofore on an industry basis, within the framework of the community survey. ^{3/}

Although only a limited amount of such data was compiled in the present survey, greater detail will be provided for in future studies. Union scales are presented in lieu of (or supplementing) occupational earnings for several industries or trades in which the great majority of the workers are employed under terms of collective bargaining agreements, and the contract or minimum rates are indicative of prevailing pay practice. Data on shift operations and differentials, hours of work, and supplementary benefits, such as vacation and sick leave allowances, paid holidays, nonproduction bonuses, and insurance and pension plans have also been collected and summarized.

The community wage survey of Denver was made in cooperation with other Federal agencies. Individual agencies received separate tabulations limited to specified geographic, industrial, and occupational coverage.

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^{2/} Other areas studied are: Atlanta, Ga.; Boston, Mass.; Chicago, Ill.; New York, N. Y.; and San Francisco-Oakland, Calif. Similar studies were conducted in 1950 in Buffalo, N. Y.; Denver, Colo.; Philadelphia, Pa.; and San Francisco-Oakland, Calif.

^{3/} See Appendix A for discussion of scope and method of survey.

The Denver Metropolitan Area

Employment reached an all-time high in the 4-county Denver metropolitan area ^{4/} toward the close of 1950. This high employment level resulted from the continuing population expansion in this area, coupled with an upturn in business activity largely attributable to mobilization for defense. In January 1951, seasonal forces caused a slight decline, notably in trade and construction. However, substantially more workers were employed than a year earlier and unemployment was fast becoming negligible. Despite rises in living costs during the latter half of 1950, the volume of civilian consumption was high in early 1951, reflecting, in part, increased wage rates established during the preceding year. With defense contracts coming more into the picture for Denver manufactures and the area becoming an increasingly larger center of governmental activities, the outlook was for an expanded economy in the months ahead.

Labor and Industry in the Denver Area

Nonagricultural pursuits in the Denver area engaged more than 225,000 individuals in January 1951. Of these about 190,000 were wage and salaried workers employed in manufacturing, transportation, communication, utilities, trade, finance, services, construction, and government.

Among the manufacturing industries, which employed one in every five wage earners, the production of foodstuffs (primarily meat and bakery products) accounted for more than 10,000. Important in the durable goods field, the machinery and other metal fabricating industries accounted for almost another 10,000 workers engaged in producing mining machinery, high-speed machine tools, precision instruments, heavy industrial equipment, and other metal products. In still other manufacturing activities, the rubber industry loomed large as did printing, apparel, and the luggage and leather goods industries.

Among nonmanufacturing industries wholesale and retail trade employed more than 50,000 salespeople and related distribution workers. In the transportation and utilities group somewhat more than 25,000 were utilized. The service industries accounted for another 18,000 and financial institutions including insurance carriers and real estate operators employed an estimated 8,000.

During 1950 the building industry in the Denver area had a record year constructing or starting more than 10,000 new dwellings. Although employment had declined from the 1950 peak, the 12,000 craftsmen, helpers, and laborers in the industry in January 1951 marked a new high for the month.

Government employees, including those in city, State and Federal jurisdictions, numbered a little more than 19,000 in early 1951, with the outlook indicating expansion, particularly in Federal government.

Labor organizations represented about 60 percent of the plant workers in the industries and size groups surveyed in the Denver area. Among the industry groups, almost all the plant workers in the transportation and utilities group were employed in establishments having written agreements with trade-unions. Approximately two-thirds of the plant workers in manufacturing and one-half in wholesale trade were employed under similar circumstances. Comparatively few office employees were working under union contract terms.

^{4/} Adams, Arapahoe, Denver, and Jefferson Counties.

Occupational Wage Structure

Wages of a majority of plant workers in the Denver area industries were raised during 1950. Most of the advances were effected in the last 6 months of the year, when living cost pressures and some tightening of the labor market probably became influencing factors in collective bargaining. No broad pattern of wage adjustments emerged during the year, either before or after the outbreak of hostilities in Korea. In general, contract settlements, chiefly in manufacturing and construction, included rate increases of from three to six cents an hour before July. During this same period there was an increase of 10 cents an hour for an important and fairly large group of government employees. After July almost double the number of workers as in the earlier 6 months participated in wage adjustments. The raises tended to be of greater magnitude, particularly in construction, in wholesale trade, retail trade, and in some segments of manufacturing. At the year's end hourly rates of the majority of the workers receiving increases had advanced to between five and 14 cents.

In the following discussion of wages two main occupational groupings are distinguished: (1) cross-industry occupations--office clerical; professional and technical; maintenance and power plant; custodial, warehousing, and shipping; and (2) characteristic industry occupations. The first group of occupations was studied on a cross-industry basis. These occupations are usually found in all or a number of industries. In general, the characteristic industry occupations are peculiar to a specific industry. As indicated below, straight-time average rates or earnings are shown for some industries; union scales are shown for others.

Information for the railroad industry is presented separately in this report and has not been combined with the data in any of the other tables. This has been done in recognition of the fact that wages in the railroad industry bear strong imprints of interstate considerations that have evolved over a long period of time. Some of these general considerations are: Nation-wide uniformity in rates of pay for certain key occupations; uniform Nation-wide minimum rates that affect the entire range of occupational rates; and special modes of wage payment and related practices.

Cross-Industry Occupations

Office clerical occupations--General stenographers constituted the numerically largest office classification studied, and women employed in this occupation averaged \$45.50 a week in January 1951. Comparable average weekly salaries were paid in seven other occupations for women, accounting for more than half the women office workers studied (table 1). In 14 of the occupations, containing about 70 percent of the workers studied, weekly averages were within the narrow range of \$41.50 and \$46. Among occupations with average salaries in excess of \$46, secretaries at \$53.50 accounted for a high proportion of the workers. Hand bookkeepers and class A bookkeeping-machine operators were the highest paid women, receiving \$56 and \$57, respectively. Routine typists at \$38.50, file clerks at \$36 and office girls at \$33 were the lowest paid office jobs studied. In 16 of the 18 women's office jobs which permitted comparisons, average salaries were higher in manufacturing establishments than in non-manufacturing. Within the nonmanufacturing group, women in transportation (excluding railroads), communication, and other public utilities, and in wholesale trade received weekly salaries which compared most favorably with manufacturing.

Hand bookkeepers received \$64.50, the highest average weekly salary among men office workers. Accounting clerks constituted the largest group of men office workers studied, and they averaged \$60.50 a week. Office boys had the lowest average with \$34. A comparison of salaries paid men and women in the same jobs showed a weekly wage advantage of \$6.50 or more for men in most of the jobs in which both sexes were employed. However, differences in average salaries for men and women in particular occupations generally do not reflect differences in rates within the same establishment.

Professional and technical occupations--Women employed as registered nurses in industrial establishments averaged \$57.50 a week in January 1951. Men employed as draftsmen had a weekly \$81 average; senior draftsmen averaged \$109. Junior draftsmen received \$67 and tracers \$57 (table 2).

Maintenance and power plant occupations--Among such skilled maintenance crafts as carpenters, electricians, machinists, and painters, average hourly earnings were between \$1.64 and \$1.67 an hour in January 1951. Automotive mechanics formed the largest group of skilled maintenance workers studied, and had an average scale of \$1.60. Sheet-metal workers at \$1.74 received the highest average pay among these workers. Helpers to maintenance craftsmen averaged \$1.34 an hour.

Stationary engineers, responsible for the operation of equipment supplying power, heat, refrigeration, or air conditioning, at \$1.63 had an average rate comparable to rates received by maintenance craftsmen. Stationary boiler firemen averaged \$1.42 an hour (table 3).

Custodial, warehousing, and shipping occupations--Men working as janitors, porters and cleaners averaged 99 cents an hour, on an all-industry basis. Average earnings varied widely by industry, however, with workers in wholesale trade, public utilities, and manufacturing earning \$1.01, \$1.10, and \$1.13, respectively. In contrast, men janitors in retail trade, finance, and the service industries, received between 84 and 92 cents an hour (table 4). Women employed in this classification averaged 10 cents an hour less than men, on an all-industry basis. Watchmen and guards averaged \$1.18 and \$1.24, respectively.

In the numerically important stock handler and hand trucker job classification, average hourly earnings were \$1.21 an hour. Averages for this job were fairly uniform in all industries. Earnings of order fillers, however, varied from an average of \$1 an hour in retail trade to \$1.30 in manufacturing. Their average on an all-industry basis was \$1.23. Averages for other warehousing and shipping jobs ranged from \$1.13 for packers to \$1.38 for shipping clerks. Receiving clerks averaged \$1.34. Combination shipping and receiving clerks, typically employed in small establishments, averaged \$1.28. Light-truck drivers at \$1.20 averaged 8 cents an hour less than drivers of medium trucks.

Characteristic Industry Occupations

Straight-time average earnings

Following the practice for the cross-industry occupations previously discussed, the wage information for the following 4 industries reflects earnings derived from employer payroll records.

Machinery manufacture--Production machinists averaged \$1.67 an hour in January 1951--the same amount as maintenance machinists on an all-industry basis. Payment on an incentive wage basis resulted in higher average hourly earnings of \$1.68, \$1.76, and \$1.77, respectively, for a large number of skilled workers, such as class A assemblers, milling-machine operators, and welders. Class B assemblers at \$1.43 an hour represented the largest group of workers studied in machinery manufacturing establishments (table 5).

Power laundries--In the largest occupational group studied, machine flatwork finishers, all the women surveyed earned less than 85 cents an hour, the average being 66 cents (table 6). Of the 561 women laundry workers included in the study, only six markers earned in excess of \$1 an hour and these were paid on the basis of output. Men working as stationary boiler firemen in laundries averaged \$1.04 an hour compared with the all-industry average of \$1.42 for the same job. The only other laundry job studied in which average hourly earnings

exceeded \$1 was washing-machine operator (\$1.07). The rates generally reflected increases of six to seven cents an hour over those prevailing at the time of an earlier survey made in June 1949.

Auto repair shops--Average hourly earnings of \$1.77 were received by auto mechanics doing skilled repair work in auto repair shops and repair departments of dealer establishments (table 7). This average was 17 cents higher than the \$1.60 reported for auto mechanics employed by trucking firms and other types of establishments which repair automobiles and trucks for own use (table 3). A majority of the automotive mechanics employed in auto repair shops and repair departments of dealer establishments were paid on a "flat-rate" basis whereby the mechanics received a percentage (usually 50 percent) of amounts charged customers for labor. Twenty-five percent of these mechanics earned \$2 or more an hour. This "flat-rate" system also accounted, in large part, for the relatively high average of \$1.81 for metal-body repairmen, and, to a lesser extent, the \$1.06 and \$1.18 averaged by automobile washers and greasers. Only in the case of automobile washers paid at straight hourly rates were average earnings less than \$1 an hour.

Railroads--Earnings in selected office, maintenance, custodial, and warehousing jobs in the railroad industry in Denver are presented in table 8. Both men and women general stenographers earned \$60 for a 40-hour week. Women secretaries were paid an average weekly salary of \$66.50. Unlike office workers surveyed on a cross-industry basis (table 1), all of the railroad office workers were covered by union agreements.

The straight-time hourly earnings for maintenance electricians, machinists, and pipe fitters were \$1.74 an hour. The average for painters was \$1.69 and for carpenters \$1.63. Helpers to maintenance craftsmen averaged \$1.43. Both men and women janitors averaged \$1.22 an hour.

Union Wage Scales

The information reported for the following seven industries relates to the minimum wage rates and maximum straight-time hours per week agreed upon through collective bargaining between employers and trade-unions.

Bakeries--In Denver, bakeries making bread and cake, union wage scales were \$1.40 an hour for bench hands, \$1.45 for dough mixers and ovenmen, and \$1.54 for foremen in both hand and machine shops in January 1951. In the production of crackers and cookies, rates varied widely by occupation and by union agreement. Under one agreement, minimum scales ranged from \$1.01 for women bundlers and machine operators to \$1.38½ for men machine captains; and under another, the range was from 82 cents for women general helpers (first month) to \$1.41 for sponge-machine men. The 40-hour week was established for all bakery workers except in bread and cake hand shops where the schedule was 48 (table 9).

Building construction--Basic hourly scales among seven major building trades ranged from \$1.50 for building laborers to \$3 for bricklayers and plasterers. Electricians were at a \$2.50 rate, plumbers at \$2.40, carpenters at \$2.35 and painters at \$2.12½ (table 10).

Retail groceries--On a 48-hour workweek basis, food clerks in Denver grocery stores had a minimum hourly scale of \$1.43½. Apprentice clerks were hired at 95 cents an hour and received periodic increases bringing the scale to \$1.43½ at the start of the third year. Head clerks were rated at \$1.48½ and assistant store managers at \$1.51 an hour (table 11).

Local transit operating employees--Bus and trolley coach operators in Denver's transit system were paid \$1.38 an hour for the first 3 months' service, \$1.39 for the next 9

months, and additional 1-cent advances each 6 months thereafter until the completion of 2 years' service when the rate of \$1.42 an hour was reached. The workweek for transit operating employees was 51 hours (table 12).

Meat markets—Journeymen meat cutters were at a minimum contract scale of \$1.62 an hour in retail meat markets in January 1951. Apprentice cutters were paid 95 cents an hour for the first 6 months of employment and this scale was advanced at 6-month intervals to \$1.32 for the third year and to \$1.62 at the start of the fourth year. Managers or head meat cutters received a basic hourly scale of \$1.70. A 48-hour workweek was the schedule for meat cutters (table 13).

Motortruck drivers and helpers—Union scales for Denver truck drivers varied widely from \$1.10 for drivers of produce trucks in the first 90 days of tenure to \$2 for drivers of low boy and Tandem Euclid trucks in building construction. Rates for drivers differed according to type of truck, commodities hauled, and length of service. A standard workweek of 40 hours was the schedule for all drivers and helpers (table 14).

Printing—The minimum union scale for cylinder pressmen in commercial printing shops called for \$2.194 an hour (\$37.75 for a 40-hour workweek). Platen pressmen had a scale of \$2.015. Press assistants and feeders had scales of 97½ cents on platen presses and \$1.688 on cylinder presses. The scale for electrotypers was \$2.375 (table 15).

In newspaper work, hand compositors and machine operators had a day scale of \$2.568 and a night scale of \$2.688. Web pressmen had a day scale of \$2.36 and a night scale of \$2.543; whereas the day and night scales of stereotypers were \$2.407 and \$2.52½, respectively. The basic workweek in commercial shops was 40 hours in most trades whereas it varied from 35 to 37½ hours in newspaper establishments.

Minimum Entrance Rates

Established minimum entrance rates for inexperienced plant workers were included in the formalized rate structure of Denver area firms with 80 percent of the nonoffice employment in all industries. These entrance rates varied widely (from less than 50 cents an hour to more than \$1.25), although more than two-thirds of the workers were in establishments paying entrance rates of 75 cents an hour or more. In manufacturing, minimum entrance rates ranging from 75 cents to \$1.15 an hour were in force in establishments with most of the employment. In the service industries, on the other hand, entrance scales were under 75 cents in establishments employing almost nine-tenths of the workers (table 16).

Supplementary Wage Practices

Shift Differentials

About 15 percent of factory workers were employed for extra shift work in Denver area manufacturing establishments in January 1951. In almost all cases payment of differentials over first-shift rates was the practice for these workers. The amount of the differential varied among industries and among individual establishments, but the typical payment for both second- and third-shift workers was less than 5 cents an hour over daytime scales. In the machinery industries, however, with more extensive shift operations than the average, 7½ cents was the most common differential paid workers on second shifts and 12½ cents to those working on third shifts (table 17).

Scheduled Workweek

Nine of every 10 women office workers were on scheduled workweeks of 40 hours or more in January 1951. A schedule of 40 hours a week was generally the most common practice, but in retail trade, services, and the transportation and other utilities group, establishments with work schedules of more than 40 hours accounted for considerable employment (table 18). Weekly hours of less than 40 were most prevalent in the finance, insurance, and real estate group where almost 25 percent of the women office workers worked either 37½ or 38 hours.

The extended workweek was notable among plant workers, with two of every five on a longer than 40-hour schedule. The 48-hour week was established for more than a fourth of the workers in retail trade; services; and transportation, communication, and public utilities. Few plant workers worked less than 40 hours weekly.

Paid Holidays

Paid holidays were allowed for almost all office workers and about 80 percent of the plant workers. The general rule provided six to 8 holidays throughout the year, except in the finance, insurance, and real estate group in which 9 to 11 days was the general practice (table 19).

Paid Vacations

Practically all workers received a paid vacation after a year of service. Over three-fifths of the office workers received 2 weeks' vacation after 1 year's service, but three-fourths of the plant workers received only 1 week (table 20). After 2 years' service, about two-fifths of the plant workers received a 2-week paid vacation; close to four-fifths of the office workers received 2 weeks or more.

Paid Sick Leave

Formal provisions for paid sick leave after a year of service were limited to about one-third of the office workers and one-eighth of the plant workers. Although the number of days of paid sick leave allowed varied widely, plans permitting from five to 12 days annually applied to most of these workers. The industry division including transportation (excluding railroads), communication, and other public utilities had the highest proportion of workers covered by formal sick leave provisions (table 21).

Nonproduction Bonuses

More than half of the office workers and almost the same proportion of plant workers were employed in Denver establishments that supplemented annual earnings with some kind of nonproduction bonus payment. Most common bonuses were of the Christmas or year-end type, but a substantial number of employees participated in profit-sharing plans. A large majority of workers in retail trade and finance, insurance, and real estate were in establishments that made bonus payments (table 22).

Insurance and Pension Plans

In establishments employing four-fifths of the office workers and two-thirds of the plant workers, some form of insurance or pension plan financed wholly or in part by the employer was in effect. Life insurance plans were, by far, the most commonly accepted security measures for both office and plant workers in all industries. A substantial number of workers in the transportation, communication, and other public utilities group were covered by retirement pension plans (table 23).

Table 1.--OFFICE OCCUPATIONS

(Average weekly earnings ^{1/} and weekly scheduled hours for selected occupations by industry division)

Sex, occupation, and industry division	Number of workers	Weekly scheduled hours	Average Weekly earnings	Number of workers receiving straight-time weekly earnings of -																											
				\$ 25.00 and under 27.50	\$ 27.50 30.00	\$ 30.00 32.50	\$ 32.50 35.00	\$ 35.00 37.50	\$ 37.50 40.00	\$ 40.00 42.50	\$ 42.50 45.00	\$ 45.00 47.50	\$ 47.50 50.00	\$ 50.00 52.50	\$ 52.50 55.00	\$ 55.00 57.50	\$ 57.50 60.00	\$ 60.00 62.50	\$ 62.50 65.00	\$ 65.00 67.50	\$ 67.50 70.00	\$ 70.00 72.50	\$ 72.50 75.00	\$ 75.00 80.00	\$ 80.00 and over						
Men																															
Billers, machine (billing machine)	57	43.5	\$44.00	-	-	-	-	-	23	13	3	6	4	-	6	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Bookkeepers, hand	167	41.0	64.50	-	-	-	-	-	-	-	-	6	-	2	12	18	13	30	7	15	28	2	17	8	9	-	-	-	-	-	
Manufacturing	61	41.5	63.50	-	-	-	-	-	-	-	-	-	-	-	11	6	6	6	6	13	-	1	6	5	1	-	-	-	-	-	
Nonmanufacturing 2/	106	41.0	65.00	-	-	-	-	-	-	-	-	6	-	2	1	12	7	24	1	2	28	1	11	3	8	-	-	-	-	-	
Wholesale trade	62	40.5	69.00	-	-	-	-	-	-	-	-	-	-	2	-	-	-	20	-	2	20	-	10	-	8	-	-	-	-	-	
Retail trade	25	42.0	58.50	-	-	-	-	-	-	-	-	-	-	-	-	12	5	4	1	-	1	1	-	1	-	-	-	-	-	-	
Finance **	16	40.5	58.50	-	-	-	-	-	-	-	-	6	-	-	1	-	2	-	-	-	6	-	1	-	-	-	-	-	-	-	
Bookkeeping-machine operators, class B 2/	30	40.0	49.50	-	-	-	3	1	-	-	1	6	1	10	2	1	4	-	-	-	1	-	-	-	-	-	-	-	-	-	
Manufacturing	20	40.5	48.00	-	-	-	3	-	-	-	1	6	1	2	2	1	4	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, accounting	560	40.5	60.50	-	-	-	-	6	1	6	13	43	38	28	33	22	44	51	52	89	33	79	15	1	6	-	-	-	-	-	
Manufacturing	175	40.5	63.00	-	-	-	-	2	-	3	-	6	13	-	17	8	3	4	8	43	18	42	6	-	2	-	-	-	-	-	
Nonmanufacturing 2/	385	40.5	59.00	-	-	-	-	4	1	3	13	37	25	28	16	14	41	47	44	46	15	37	9	1	4	-	-	-	-	-	
Wholesale trade	123	40.5	58.50	-	-	-	-	-	-	2	1	24	11	5	2	3	16	16	14	8	1	9	9	1	1	-	-	-	-	-	
Retail trade	19	42.0	51.00	-	-	-	-	-	-	-	-	3	7	3	-	2	3	-	1	-	-	-	-	-	-	-	-	-	-	-	
Finance **	38	40.0	48.00	-	-	-	-	2	1	1	8	9	6	2	3	1	4	-	1	-	-	-	-	-	-	-	-	-	-	-	
Clerks, general	66	40.0	52.50	-	-	-	-	-	10	-	7	4	8	15	2	6	1	3	2	-	2	-	-	4	2	-	-	-	-	-	
Manufacturing	31	40.0	56.00	-	-	-	-	-	6	-	-	4	-	11	-	-	-	2	-	2	-	-	4	2	-	-	-	-	-	-	
Nonmanufacturing	35	40.0	49.50	-	-	-	-	-	4	-	7	-	8	4	2	6	1	3	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, order	171	41.0	55.00	-	-	-	-	-	-	6	8	8	2	72	14	4	14	10	12	12	-	-	2	4	3	-	-	-	-	-	
Manufacturing	32	41.5	51.00	-	-	-	-	-	-	6	6	2	2	5	-	2	2	5	-	-	-	-	-	2	-	-	-	-	-	-	
Nonmanufacturing 2/	139	40.5	55.50	-	-	-	-	-	-	-	2	6	-	67	14	2	12	5	12	12	-	-	2	2	3	-	-	-	-	-	
Wholesale trade	120	40.5	56.00	-	-	-	-	-	-	-	2	3	-	55	14	2	12	2	12	12	-	-	2	2	2	-	-	-	-	-	
Clerks, pay roll	54	41.5	54.00	-	-	-	-	-	-	6	-	13	2	5	-	13	-	1	3	2	8	-	1	-	-	-	-	-	-	-	
Manufacturing	34	41.5	50.00	-	-	-	-	-	-	6	-	11	-	2	-	13	-	2	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 2/	20	41.5	61.50	-	-	-	-	-	-	-	-	2	2	3	-	-	-	1	1	2	8	-	1	-	-	-	-	-	-	-	
Wholesale trade	14	41.0	64.50	-	-	-	-	-	-	-	-	2	-	1	-	-	-	-	2	8	-	1	-	-	-	-	-	-	-	-	
Office boys	177	40.0	34.00	-	15	86	25	17	3	12	15	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing	73	41.0	33.00	-	6	47	7	2	-	8	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 2/	104	39.5	35.00	-	9	39	18	15	3	4	13	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	27	40.0	39.50	-	-	8	2	-	2	-	12	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade	22	40.0	33.00	-	-	16	1	3	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance **	45	39.5	33.50	-	9	11	11	10	-	3	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Tabulating-machine operators	30	39.5	53.00	-	-	-	-	-	-	-	-	3	-	17	2	3	1	2	1	-	1	-	-	-	-	-	-	-	-	-	

See footnotes at end of table.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Occupational Wage Survey, Denver, Colorado, January 1951

U. S. DEPARTMENT OF LABOR

Bureau of Labor Statistics

Table 1.—OFFICE OCCUPATIONS - Continued

(Average weekly earnings $\frac{1}{2}$ and weekly scheduled hours for selected occupations by industry division)

Sex, occupation, and industry division	Number of workers	Average		Number of workers receiving straight-time weekly earnings of -																							
		Weekly scheduled hours	Weekly earnings	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
				25.00 and under 27.50	27.50 30.00	30.00 32.50	32.50 35.00	35.00 37.50	37.50 40.00	40.00 42.50	42.50 45.00	45.00 47.50	47.50 50.00	50.00 52.50	52.50 55.00	55.00 57.50	57.50 60.00	60.00 62.50	62.50 65.00	65.00 67.50	67.50 70.00	70.00 72.50	72.50 75.00	75.00 80.00	80.00 and over		
Women																											
Billers, machine (billing machine)	219	41.0	\$45.00	-	12	-	7	9	34	35	27	9	20	18	20	9	12	-	1	-	-	6	-	-	-	-	
Manufacturing	43	40.5	45.50	-	-	-	-	2	6	10	6	3	3	1	11	-	-	-	1	-	-	-	-	-	-	-	
Nonmanufacturing 2/	176	41.0	45.00	-	12	-	7	7	28	25	21	6	17	17	9	9	12	-	-	-	-	6	-	-	-	-	
Public utilities *	21	45.0	50.00	-	-	-	-	-	11	-	2	-	2	-	-	-	-	-	-	-	-	6	-	-	-	-	
Wholesale trade	75	40.5	43.50	-	12	-	2	7	-	16	12	-	-	10	2	2	12	-	-	-	-	-	-	-	-	-	
Retail trade	29	40.0	41.50	-	-	-	5	-	4	8	6	-	6	-	-	-	-	-	-	-	-	-	-	-	-	-	
Services	30	40.0	49.50	-	-	-	-	-	7	1	1	-	-	7	7	7	-	-	-	-	-	-	-	-	-	-	
Billers, machine (bookkeeping machine) 2/	76	40.5	42.50	-	-	-	4	3	21	8	12	14	10	4	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing	72	40.5	43.00	-	-	-	4	3	19	8	10	14	10	4	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 2/	21	40.5	46.00	-	-	-	-	2	1	2	1	5	10	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade	27	40.5	42.50	-	-	-	4	-	3	2	9	5	-	4	-	-	-	-	-	-	-	-	-	-	-	-	
Bookkeepers, hand	213	42.5	56.00	-	-	-	-	2	-	3	23	21	22	24	5	1	31	17	29	3	12	7	2	8	3	-	
Manufacturing	33	41.5	64.50	-	-	-	-	-	-	-	-	-	-	-	-	-	17	-	-	1	6	2	1	6	-	-	
Nonmanufacturing 2/	180	42.5	54.50	-	-	-	-	2	-	3	23	21	22	24	5	1	14	17	29	2	6	5	1	2	3	-	
Wholesale trade	25	40.0	62.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12	12	-	-	-	1	-	-	-	
Retail trade	95	44.0	53.50	-	-	-	-	-	-	2	10	14	13	17	3	1	12	3	12	-	-	5	-	-	3	-	
Finance **	22	41.0	54.00	-	-	-	-	-	-	-	-	6	9	-	-	-	-	1	-	6	-	-	-	-	-	-	
Services	28	42.5	55.00	-	-	-	-	2	-	1	3	1	-	7	2	-	2	2	4	2	-	-	-	2	-	-	
Bookkeeping-machine operators, class A	25	41.5	57.00	-	-	-	-	-	-	-	-	7	-	4	7	-	1	-	-	-	-	-	-	6	-	-	
Bookkeeping-machine operators, class B	384	40.5	42.50	-	-	2	23	62	42	74	50	73	31	12	5	2	3	5	-	-	-	-	-	-	-	-	
Manufacturing	64	41.0	44.00	-	-	-	2	6	10	14	1	13	12	1	1	2	2	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 2/	320	40.5	42.00	-	-	2	21	56	32	60	49	60	19	11	4	-	1	5	-	-	-	-	-	-	-	-	
Public utilities *	22	41.5	51.50	-	-	-	-	-	-	-	1	6	2	4	4	-	-	5	-	-	-	-	-	-	-	-	
Wholesale trade	123	40.0	41.50	-	-	-	12	19	12	16	24	26	12	2	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade	45	42.5	42.00	-	-	-	-	14	5	3	3	9	5	5	-	-	1	-	-	-	-	-	-	-	-	-	
Finance **	128	39.5	40.50	-	-	2	9	23	15	39	21	19	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Calculating-machine operators (Comptometer type)	401	40.0	44.00	-	-	-	16	26	43	73	55	84	50	18	24	3	4	2	3	-	-	-	-	-	-	-	
Manufacturing	123	40.0	45.00	-	-	-	4	-	21	9	13	36	23	8	3	3	3	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 2/	278	40.0	43.50	-	-	-	12	26	22	64	42	48	27	10	21	-	1	2	3	-	-	-	-	-	-	-	
Wholesale trade	106	40.5	43.50	-	-	-	5	9	6	38	4	20	14	2	3	-	-	2	3	-	-	-	-	-	-	-	
Retail trade	108	40.0	43.50	-	-	-	4	11	6	17	29	21	12	3	4	-	1	-	-	-	-	-	-	-	-	-	
Finance **	30	39.5	39.50	-	-	-	3	6	8	6	5	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Calculating-machine operators (other than Comptometer type)	40	41.0	51.00	-	-	-	-	1	-	8	7	2	3	5	1	1	-	-	12	-	-	-	-	-	-	-	
Manufacturing	19	42.0	45.00	-	-	-	-	-	-	5	7	2	1	4	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	21	40.0	56.00	-	-	-	-	1	-	3	-	-	2	1	1	1	-	-	12	-	-	-	-	-	-	-	

See footnotes at end of table.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Table 1.—OFFICE OCCUPATIONS - Continued

(Average weekly earnings $\frac{1}{2}$ and weekly scheduled hours for selected occupations by industry division)

Sex, occupation, and industry division	Number of workers	Average		Number of workers receiving straight-time weekly earnings of -																											
		Weekly scheduled hours	Weekly earnings	\$25.00 and under	\$27.50	\$30.00	\$32.50	\$35.00	\$37.50	\$40.00	\$42.50	\$45.00	\$47.50	\$50.00	\$52.50	\$55.00	\$57.50	\$60.00	\$62.50	\$65.00	\$67.50	\$70.00	\$72.50	\$75.00	\$80.00 and over						
				27.50	30.00	32.50	35.00	37.50	40.00	42.50	45.00	47.50	50.00	52.50	55.00	57.50	60.00	62.50	65.00	67.50	70.00	72.50	75.00	80.00	over						
<u>Women - Continued</u>																															
Clerks, accounting	844	40.5	\$44.50	-	1	28	34	67	87	99	116	160	71	88	19	5	26	27	5	8	1	1	-	1	-						
Manufacturing	123	40.5	47.00	-	-	-	4	5	9	17	9	16	15	25	6	2	11	4	-	-	-	-	-	-	-						
Nonmanufacturing 2/	721	40.5	44.50	-	1	28	30	62	78	82	107	144	56	63	13	3	15	23	5	8	1	1	-	1	-						
Wholesale trade	231	40.0	46.00	-	-	16	4	7	2	11	40	96	10	22	1	-	1	12	-	8	-	-	-	1	-						
Retail trade	235	41.0	42.00	-	-	6	12	34	50	38	22	17	21	31	-	-	-	1	3	-	-	-	-	-	-						
Finance **	112	39.0	42.50	-	1	5	12	17	16	6	27	5	1	7	8	1	6	-	-	-	-	-	-	-	-						
Services	40	40.0	43.00	-	-	1	-	2	3	17	2	12	-	-	2	-	1	-	-	-	-	-	-	-	-						
Clerks, file, class A 2/	64	40.0	39.50	-	-	13	10	5	6	6	17	2	1	1	1	-	-	-	1	1	-	-	-	-	-						
Nonmanufacturing 2/	57	40.0	39.50	-	-	13	10	5	3	5	15	2	1	-	1	-	-	-	1	1	-	-	-	-	-						
Wholesale trade	14	40.5	44.50	-	-	-	-	-	2	3	6	2	-	-	-	-	-	-	1	-	-	-	-	-	-						
Finance **	25	40.0	36.00	-	-	12	3	2	1	-	6	-	1	-	-	-	-	-	-	-	-	-	-	-	-						
Clerks, file, class B	310	40.0	36.00	-	8	57	70	54	69	23	12	13	2	2	-	-	-	-	-	-	-	-	-	-	-						
Manufacturing	48	40.5	39.00	-	-	2	8	4	18	8	5	1	-	2	-	-	-	-	-	-	-	-	-	-	-						
Nonmanufacturing	262	40.0	35.50	-	8	55	62	50	51	15	7	12	2	-	-	-	-	-	-	-	-	-	-	-	-						
Public utilities *	18	41.0	36.50	-	-	1	1	9	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Wholesale trade	113	40.5	36.00	-	-	18	31	24	22	2	2	12	2	-	-	-	-	-	-	-	-	-	-	-	-						
Retail trade	41	40.0	35.50	-	-	9	13	8	2	5	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Finance **	64	39.0	34.50	-	6	25	12	2	10	8	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Services	26	40.0	35.50	-	2	2	5	7	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-						
Clerks, general	458	40.5	46.00	-	-	9	30	58	51	43	40	49	34	50	25	18	8	2	-	27	13	-	1	-	-						
Manufacturing	83	40.0	48.00	-	-	-	11	9	12	2	6	11	2	4	2	2	-	-	-	22	-	-	-	-	-						
Nonmanufacturing 2/	375	40.5	45.50	-	-	9	19	49	39	41	34	38	32	46	23	16	8	2	-	5	13	-	1	-	-						
Wholesale trade	62	42.0	53.00	-	-	-	-	-	-	16	2	4	2	14	4	2	4	-	-	-	13	-	1	-	-						
Retail trade	79	40.5	42.50	-	-	4	5	16	9	12	6	6	-	13	1	-	4	-	3	-	-	-	-	-	-						
Finance **	77	40.0	48.00	-	-	-	-	-	2	1	13	16	24	7	4	10	-	-	-	-	-	-	-	-	-						
Services	40	41.5	38.00	-	-	5	11	11	7	-	-	-	-	2	2	-	-	2	-	-	-	-	-	-	-						
Clerks, order	167	40.0	43.00	-	-	2	17	14	22	46	11	7	24	12	-	-	12	-	-	-	-	-	-	-	-						
Manufacturing	16	40.5	40.50	-	-	2	-	4	-	8	-	-	-	2	-	-	-	-	-	-	-	-	-	-	-						
Nonmanufacturing 2/	151	40.0	43.00	-	-	-	17	10	22	38	11	7	24	10	-	-	12	-	-	-	-	-	-	-	-						
Wholesale trade	106	40.0	44.00	-	-	-	16	4	14	18	8	-	24	10	-	-	12	-	-	-	-	-	-	-	-						
Retail trade	43	41.0	40.50	-	-	-	1	6	7	20	3	6	-	-	-	-	-	-	-	-	-	-	-	-	-						
Clerks, pay roll	172	40.5	44.50	-	-	1	2	17	34	28	13	27	16	10	7	6	6	3	-	2	-	-	-	-	-						
Manufacturing	70	40.5	44.50	-	-	-	-	8	6	18	5	11	11	5	1	3	-	-	-	2	-	-	-	-	-						
Nonmanufacturing 2/	102	40.5	44.00	-	-	1	2	9	28	10	8	16	5	5	6	3	6	3	-	-	-	-	-	-	-						
Public utilities *	16	41.5	47.50	-	-	-	-	-	2	4	2	1	-	3	1	2	-	1	-	-	-	-	-	-	-						
Wholesale trade	23	40.0	45.00	-	-	-	-	-	13	-	-	2	2	-	2	-	2	2	-	-	-	-	-	-	-						
Retail trade	43	40.0	43.50	-	-	-	-	6	10	4	5	8	3	2	1	1	3	-	-	-	-	-	-	-	-						
Services	17	42.5	41.00	-	-	1	2	3	3	1	1	4	-	-	2	-	-	-	-	-	-	-	-	-	-						

See footnotes at end of table.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Table 1.—OFFICE OCCUPATIONS - Continued

(Average weekly earnings $\frac{1}{2}$ and weekly scheduled hours for selected occupations by industry division)

Sex, occupation, and industry division	Number of workers	Average		Number of workers receiving straight-time weekly earnings of -																											
		Weekly scheduled hours	Weekly earnings	\$25.00 and under	\$27.50	\$30.00	\$32.50	\$35.00	\$37.50	\$40.00	\$42.50	\$45.00	\$47.50	\$50.00	\$52.50	\$55.00	\$57.50	\$60.00	\$62.50	\$65.00	\$67.50	\$70.00	\$72.50	\$75.00	\$80.00 and over						
Women - Continued																															
Duplicating-machine operators	17	40.0	\$40.00	-	-	-	2	4	3	3	2	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Key-punch operators	88	40.0	44.00	-	-	-	2	4	13	14	18	11	9	10	3	2	-	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing	28	40.5	46.00	-	-	-	-	-	7	2	4	3	4	5	3	-	-	-	-	-	-	-	-	-	-	-	-	-			
Nonmanufacturing 2/	60	40.0	43.00	-	-	2	2	4	6	12	14	8	5	5	-	2	-	-	-	-	-	-	-	-	-	-	-	-			
Public utilities *	10	41.5	40.50	-	-	-	-	1	6	1	-	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Finance **	24	39.5	42.50	-	-	2	1	1	-	8	4	4	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Office girls	96	40.0	33.00	-	7	62	13	2	4	5	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Nonmanufacturing 2/	91	40.0	33.00	-	7	58	13	2	4	5	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Finance **	13	39.5	33.50	-	7	1	1	-	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Secretaries	580	40.0	53.50	-	-	-	-	2	19	25	33	57	66	95	53	43	51	37	27	26	25	3	16	1	1	-	-	-			
Manufacturing	129	40.5	55.50	-	-	-	-	-	6	-	1	10	11	18	12	20	14	15	4	14	4	-	-	-	-	-	-	-			
Nonmanufacturing	451	40.0	53.50	-	-	-	-	2	13	25	32	47	55	77	41	23	37	22	23	12	21	3	16	1	1	-	-	-			
Public utilities *	92	40.5	53.50	-	-	-	-	-	3	6	7	13	17	10	3	1	5	8	2	8	1	2	4	1	1	-	-	-			
Wholesale trade	135	40.5	58.00	-	-	-	-	-	4	2	2	14	3	17	10	14	16	2	18	4	17	-	12	-	-	-	-	-			
Retail trade	45	40.0	49.00	-	-	-	-	-	1	3	3	9	11	7	4	4	1	1	-	-	-	1	-	-	-	-	-	-			
Finance **	100	39.5	50.00	-	-	-	-	-	2	12	13	7	20	15	11	4	8	4	3	-	1	-	-	-	-	-	-	-			
Services	79	39.0	51.50	-	-	-	-	2	3	2	7	4	4	28	13	-	7	7	-	-	2	-	-	-	-	-	-	-			
Stenographers, general	1,498	40.0	45.50	-	-	-	34	38	153	227	247	270	179	179	60	65	24	22	-	-	-	-	-	-	-	-	-	-			
Manufacturing	397	40.5	46.00	-	-	-	2	1	44	61	86	66	51	31	16	21	5	13	-	-	-	-	-	-	-	-	-	-			
Nonmanufacturing	1,101	40.0	45.50	-	-	-	32	37	109	166	161	204	128	148	44	44	19	9	-	-	-	-	-	-	-	-	-	-			
Public utilities *	152	40.5	48.50	-	-	-	-	1	7	19	12	26	18	36	13	11	1	8	-	-	-	-	-	-	-	-	-	-			
Wholesale trade	439	40.0	46.50	-	-	-	24	2	26	36	41	122	56	76	24	14	18	-	-	-	-	-	-	-	-	-	-	-			
Retail trade	168	41.0	44.00	-	-	-	-	12	19	40	40	8	27	15	-	6	-	1	-	-	-	-	-	-	-	-	-	-			
Finance **	224	39.5	43.50	-	-	-	8	15	48	31	35	38	17	19	-	13	-	-	-	-	-	-	-	-	-	-	-	-			
Services	118	40.0	43.50	-	-	-	-	7	9	40	33	10	10	2	7	-	-	-	-	-	-	-	-	-	-	-	-	-			
Stenographers, technical	34	40.0	44.50	-	-	-	-	6	3	3	4	11	2	2	2	1	-	-	-	-	-	-	-	-	-	-	-	-			
Switchboard operators	233	42.0	39.50	3	12	22	24	43	11	39	25	25	14	4	7	4	-	-	-	-	-	-	-	-	-	-	-	-			
Manufacturing	42	40.0	44.50	-	-	1	-	-	3	7	5	21	2	1	2	-	-	-	-	-	-	-	-	-	-	-	-	-			
Nonmanufacturing	191	42.0	38.50	3	12	21	24	43	8	32	20	4	12	3	5	4	-	-	-	-	-	-	-	-	-	-	-	-			
Public utilities *	15	43.0	49.50	-	-	-	-	-	-	-	2	1	6	-	5	1	-	-	-	-	-	-	-	-	-	-	-	-			
Wholesale trade	15	40.5	44.00	-	-	-	-	1	-	3	8	-	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Retail trade	74	41.0	38.00	-	-	5	17	29	1	10	4	1	3	1	-	3	-	-	-	-	-	-	-	-	-	-	-	-			
Finance **	29	39.5	40.00	-	-	-	-	12	-	10	4	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Services	58	45.0	34.00	3	12	16	7	1	7	9	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			

See footnotes at end of table.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Table 1.—OFFICE OCCUPATIONS - Continued

(Average weekly earnings ^{1/} and weekly scheduled hours for selected occupations by industry division)

Sex, occupation, and industry division	Number of workers	Average		Number of workers receiving straight-time weekly earnings of -																											
		Weekly scheduled hours	Weekly earnings	\$ 25.00 and under 27.50	\$ 27.50 30.00	\$ 30.00 32.50	\$ 32.50 35.00	\$ 35.00 37.50	\$ 37.50 40.00	\$ 40.00 42.50	\$ 42.50 45.00	\$ 45.00 47.50	\$ 47.50 50.00	\$ 50.00 52.50	\$ 52.50 55.00	\$ 55.00 57.50	\$ 57.50 60.00	\$ 60.00 62.50	\$ 62.50 65.00	\$ 65.00 67.50	\$ 67.50 70.00	\$ 70.00 72.50	\$ 72.50 75.00	\$ 75.00 80.00	\$ 80.00 and over						
Women - Continued																															
Switchboard operator-receptionists	267	40.5	\$41.50	-	-	6	56	19	23	55	35	26	14	30	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing	73	41.0	41.50	-	-	-	6	13	1	22	16	9	1	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	194	40.0	41.00	-	-	6	50	6	22	33	19	17	13	25	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-		
Public utilities *	10	43.0	48.00	-	-	-	-	1	-	-	1	-	5	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Wholesale trade	102	39.5	43.00	-	-	-	24	-	2	26	12	10	8	18	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade	30	43.0	41.00	-	-	-	6	3	7	1	4	5	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance **	37	39.5	36.50	-	-	6	14	-	10	6	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Services	15	37.5	38.00	-	-	-	6	2	3	-	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Transcribing-machine operators, general	100	40.0	42.50	-	-	-	1	6	14	37	19	8	9	5	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing	33	40.5	44.00	-	-	-	-	-	7	10	4	2	5	4	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing 2/	67	40.0	42.00	-	-	-	1	6	7	27	15	6	4	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Wholesale trade	28	40.0	40.50	-	-	-	-	2	4	20	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance **	14	39.5	44.00	-	-	-	1	-	1	1	4	2	4	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Typists, class A	520	40.5	41.50	-	-	5	54	81	103	92	59	49	19	7	13	20	11	-	7	-	-	-	-	-	-	-	-	-	-		
Manufacturing	63	41.5	43.00	-	-	4	2	-	10	8	23	4	2	2	2	6	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	457	40.5	41.50	-	-	1	52	81	93	84	36	45	17	5	11	14	11	-	7	-	-	-	-	-	-	-	-	-	-		
Public utilities *	70	42.0	47.00	-	-	-	7	6	9	8	4	4	4	3	9	8	1	-	7	-	-	-	-	-	-	-	-	-	-		
Wholesale trade	94	39.5	45.00	-	-	-	12	-	16	14	-	24	10	2	-	6	10	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade	85	42.5	37.50	-	-	-	15	41	4	11	8	5	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance **	154	39.0	39.50	-	-	-	15	19	49	44	24	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Services	54	39.5	39.50	-	-	1	3	15	15	7	-	9	2	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Typists, class B	560	40.5	38.50	-	12	22	131	77	81	118	60	3	47	8	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing	104	40.0	40.50	-	-	-	-	17	23	43	11	1	2	6	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	456	40.5	38.50	-	12	22	131	60	58	75	49	2	45	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Public utilities *	26	41.0	43.00	-	-	-	-	3	5	2	10	2	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Wholesale trade	180	40.5	39.00	-	12	8	50	9	6	38	24	-	32	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade	62	41.0	39.00	-	-	4	9	12	18	8	2	-	9	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance **	141	39.5	37.00	-	-	5	56	27	26	17	9	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Services	47	40.5	37.00	-	-	5	16	9	3	10	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		

^{1/} Excludes premium pay for overtime.^{2/} Includes data for industry divisions not shown separately.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

949801 O-51-2

Table 2.--PROFESSIONAL AND TECHNICAL OCCUPATIONS

(Average earnings 1/ and weekly scheduled hours for selected occupations by industry division)

Sex, occupation, and industry division	Number of workers	Average			Number of workers receiving straight-time weekly earnings of -																											
		Weekly sched- uled hours	Hourly earn- ings	Weekly earn- ings	Under \$ 45.00	\$45.00	\$47.50	\$50.00	\$52.50	\$55.00	\$57.50	\$60.00	\$62.50	\$65.00	\$67.50	\$70.00	\$72.50	\$75.00	\$80.00	\$85.00	\$90.00	\$95.00	\$100.00	\$105.00	\$110.00	\$115.00	\$120.00	\$125.00				
						-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
					47.50	50.00	52.50	55.00	57.50	60.00	62.50	65.00	67.50	70.00	72.50	75.00	80.00	85.00	90.00	95.00	100.00	105.00	110.00	115.00	120.00	125.00	130.00					
Men																																
Draftsmen, chief	43	40.5	\$2.69	\$109.00	-	-	-	-	-	-	-	-	-	-	-	-	1	1	8	2	2	-	3	-	11	12	3					
Draftsmen 2/	293	39.0	2.08	81.00	4	-	1	1	7	-	14	13	52	12	8	6	10	5	18	34	22	32	30	16	6	2	-	-				
Manufacturing	86	40.5	1.69	68.50	2	-	-	-	5	-	12	8	30	2	-	2	2	4	11	2	-	-	6	-	-	-	-	-				
Draftsmen, junior 2/	83	40.5	1.65	67.00	-	2	3	6	7	-	3	9	3	1	18	1	12	5	11	2	-	-	-	-	-	-	-	-				
Manufacturing	39	43.0	1.57	67.50	-	-	1	2	4	-	2	3	3	1	8	1	8	-	4	2	-	-	-	-	-	-	-	-				
Tracers	40	40.0	1.43	57.00	-	2	-	8	15	2	-	9	-	-	-	-	4	-	-	-	-	-	-	-	-	-	-	-				
Women																																
Nurses, industrial (registered) ...	18	41.0	1.40	57.50	2	3	-	3	2	2	-	-	1	-	1	2	2	-	-	-	-	-	-	-	-	-	-	-				

1/ Excludes premium pay for overtime and night work.2/ Includes data for industry divisions not shown separately.

Table 3.--MAINTENANCE AND POWER PLANT OCCUPATIONS

(Average hourly earnings 1/ for men in selected occupations by industry division)

Occupation and industry division	Number of workers	Average hourly earnings	Number of workers receiving straight-time hourly earnings of -																											
			\$0.75 and under .80	\$0.80 .85	\$0.85 .90	\$0.90 .95	\$0.95 1.00	\$1.00 1.05	\$1.05 1.10	\$1.10 1.15	\$1.15 1.20	\$1.20 1.25	\$1.25 1.30	\$1.30 1.35	\$1.35 1.40	\$1.40 1.45	\$1.45 1.50	\$1.50 1.55	\$1.55 1.60	\$1.60 1.65	\$1.65 1.70	\$1.70 1.75	\$1.75 1.80	\$1.80 1.85	\$1.85 1.90	\$1.90 1.95	\$1.95 2.00	\$2.00 and over		
Carpenters, maintenance	103	\$1.64	-	-	-	-	-	-	-	-	-	1	-	-	-	-	18	7	28	6	3	5	4	12	3	2	1	-	13	
Manufacturing	61	1.54	-	-	-	-	-	-	-	-	-	-	-	-	-	-	18	7	27	-	-	2	-	1	-	-	-	-	6	
Nonmanufacturing 2/	42	1.77	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	1	6	3	3	4	11	3	2	1	-	7	
Public utilities *	19	1.70	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	-	-	4	5	3	-	1	-	-	-	
Retail trade	15	1.94	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	6	-	2	-	-	-	6	
Electricians, maintenance	98	1.64	-	-	-	-	-	-	-	2	-	1	2	-	-	-	3	3	2	17	18	13	19	10	3	-	1	-	4	
Manufacturing	68	1.62	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	3	2	17	18	12	10	-	2	-	-	-	1	
Nonmanufacturing 2/	30	1.70	-	-	-	-	-	-	-	2	-	1	2	-	-	-	-	-	-	-	-	1	9	10	1	-	1	-	3	
Public utilities *	17	1.75	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	7	7	1	-	1	-	-	-	

See footnotes at end of table.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Occupational Wage Survey, Denver, Colorado, January 1951

U. S. DEPARTMENT OF LABOR

Bureau of Labor Statistics

Table 3.--MAINTENANCE AND POWER PLANT OCCUPATIONS - Continued
(Average hourly earnings ^{1/} for men in selected occupations by industry division)

Occupation and industry division	Number of workers	Average hourly earnings	Number of workers receiving straight-time hourly earnings of -																									
			\$0.75 and under .80	\$0.80 .85	\$0.85 .90	\$0.90 .95	\$0.95 1.00	\$1.00 1.05	\$1.10 1.15	\$1.15 1.20	\$1.20 1.25	\$1.25 1.30	\$1.30 1.35	\$1.35 1.40	\$1.40 1.45	\$1.45 1.50	\$1.50 1.55	\$1.55 1.60	\$1.60 1.65	\$1.65 1.70	\$1.70 1.75	\$1.75 1.80	\$1.80 1.85	\$1.85 1.90	\$1.90 1.95	\$1.95 2.00	\$2.00 and over	
Engineers, stationary	216	\$1.63	-	-	-	-	-	2	2	3	3	4	1	17	14	5	7	6	6	56	5	6	54	24	-	-	-	11
Manufacturing	152	1.70	-	-	-	-	-	-	-	-	-	-	-	-	2	-	4	4	-	56	4	4	54	24	-	-	-	-
Nonmanufacturing 2/	64	1.46	-	-	-	-	-	2	2	3	3	4	1	17	2	5	3	2	6	-	1	2	-	-	-	-	-	11
Services	44	1.33	-	-	-	-	-	2	2	3	3	4	1	16	1	1	3	1	4	-	1	2	-	-	-	-	-	-
Firemen, stationary boiler	71	1.42	1	-	-	2	-	6	-	1	-	2	6	3	7	-	1	6	24	-	12	-	-	-	-	-	-	-
Manufacturing	42	1.49	-	-	-	-	-	-	-	-	-	2	-	3	7	-	-	6	24	-	-	-	-	-	-	-	-	-
Nonmanufacturing 2/	29	1.33	1	-	-	2	-	6	-	1	-	-	6	-	-	-	1	-	-	-	12	-	-	-	-	-	-	-
Services	12	1.04	1	-	-	2	-	6	-	1	-	-	1	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-
Helpers, trades, maintenance	335	1.34	-	-	-	2	6	1	10	18	8	28	7	57	58	80	57	2	1	-	-	-	-	-	-	-	-	-
Machinists, maintenance	135	1.67	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7	27	19	64	7	2	2	-	-	-	7
Manufacturing	121	1.66	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	24	19	64	1	-	-	-	-	-	7
Nonmanufacturing	14	1.68	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	3	-	-	6	2	2	-	-	-	-
Maintenance men, general utility	202	1.59	-	-	-	-	-	1	2	7	-	-	-	2	7	12	2	58	4	30	18	15	20	17	-	1	-	6
Manufacturing	150	1.60	-	-	-	-	-	-	-	-	-	-	-	2	4	12	2	39	2	27	18	14	17	13	-	-	-	-
Nonmanufacturing 2/	52	1.54	-	-	-	-	-	1	2	7	-	-	-	-	3	-	-	19	2	3	-	1	3	4	-	1	-	6
Services	18	1.29	-	-	-	-	-	1	2	7	-	-	-	-	3	-	-	-	2	3	-	-	-	-	-	-	-	-
Mechanics, automotive (maintenance) 2/ ...	282	1.60	-	-	-	-	-	-	-	-	-	-	3	-	24	4	20	42	14	66	-	96	-	11	-	1	-	1
Nonmanufacturing 2/	261	1.62	-	-	-	-	-	-	-	-	-	-	3	-	12	4	16	40	14	63	-	96	-	11	-	1	-	1
Public utilities *	245	1.62	-	-	-	-	-	-	-	-	-	-	2	-	12	4	16	40	14	48	-	96	-	11	-	1	-	1
Mechanics, maintenance 2/	115	1.61	-	-	-	-	-	-	-	-	-	-	-	-	10	18	7	-	6	9	52	-	8	-	-	-	2	3
Manufacturing	107	1.60	-	-	-	-	-	-	-	-	-	-	-	-	10	18	7	-	6	9	52	-	-	-	-	-	2	3
Painters, maintenance	29	1.65	-	-	-	-	-	-	-	-	-	-	2	-	-	3	3	1	8	1	1	3	1	-	1	-	-	5
Manufacturing	11	1.50	-	-	-	-	-	-	-	-	-	-	1	-	-	2	2	-	5	1	-	-	-	-	-	-	-	-
Nonmanufacturing 2/	18	1.74	-	-	-	-	-	-	-	-	-	-	1	-	-	1	1	1	3	-	1	3	1	-	1	-	-	5
Retail trade	10	1.88	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	1	-	-	-	1	1	-	1	-	-	5
Sheet-metal workers, maintenance	38	1.74	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	4	-	4	10	-	16	-	-	-	2

^{1/} Excludes premium pay for overtime and night work.

^{2/} Includes data for industry divisions not shown separately.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Table 4.--CUSTODIAL, WAREHOUSING AND SHIPPING OCCUPATIONS
(Average hourly earnings 1/ for selected occupations 2/ by industry division)

Occupation and industry division	Number of workers	Average hourly earnings	Number of workers receiving straight-time hourly earnings of -																										
			Under \$0.75	\$0.75 - .80	\$0.80 - .85	\$0.85 - .90	\$0.90 - .95	\$0.95 - 1.00	\$1.00 - 1.05	\$1.05 - 1.10	\$1.10 - 1.15	\$1.15 - 1.20	\$1.20 - 1.25	\$1.25 - 1.30	\$1.30 - 1.35	\$1.35 - 1.40	\$1.40 - 1.45	\$1.45 - 1.50	\$1.50 - 1.55	\$1.55 - 1.60	\$1.60 - 1.65	\$1.65 - 1.70	\$1.70 - 1.75	\$1.75 - 1.80	\$1.80 - 1.85	\$1.85 - 1.90	\$1.90 - 1.95	\$1.95 - 2.00	2.00 and over
Crane operators, electric bridge (under 20 tons) ...	55	\$1.46	-	-	-	-	-	-	-	-	-	-	-	-	4	8	14	-	11	18	-	-	-	-	-	-	-	-	-
Manufacturing	55	1.46	-	-	-	-	-	-	-	-	-	-	-	-	4	8	14	-	11	18	-	-	-	-	-	-	-	-	-
Guards	64	1.24	-	1	2	2	1	1	11	2	4	1	-	3	2	28	-	-	-	6	-	-	-	-	-	-	-	-	-
Manufacturing	47	1.33	-	-	-	-	-	-	6	-	4	-	-	1	2	28	-	-	-	6	-	-	-	-	-	-	-	-	-
Nonmanufacturing 3/	17	.99	-	1	2	2	1	1	5	2	-	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance **	11	.94	-	1	2	2	1	1	1	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Janitors, porters and cleaners (men)	1,200	.99	115	95	119	111	64	105	105	91	67	106	48	90	28	53	3	-	-	-	-	-	-	-	-	-	-	-	-
Manufacturing	387	1.13	-	8	28	33	2	10	24	38	35	30	25	77	28	49	-	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing	813	.92	115	87	91	78	62	95	81	53	32	76	23	13	-	4	3	-	-	-	-	-	-	-	-	-	-	-	-
Public utilities *	108	1.10	-	3	3	14	3	3	6	8	6	37	20	1	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-
Wholesale trade	134	1.01	-	5	5	16	20	24	4	26	24	2	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade	371	.86	98	32	46	17	32	60	27	41	-	9	1	5	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-
Finance **	68	.92	4	-	27	9	2	7	10	-	-	6	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services	132	.84	13	47	10	22	5	1	34	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Janitors, porters and cleaners (women) 3/	187	.89	1	8	118	4	7	17	13	7	2	3	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing 3/	168	.88	1	8	116	4	4	9	13	5	2	1	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public utilities *	13	1.10	-	-	-	-	-	5	-	2	-	1	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade	25	.97	-	-	6	1	2	-	13	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Order fillers	913	1.23	-	13	18	19	31	58	40	29	99	79	45	39	35	288	57	12	28	14	3	-	2	2	-	-	2	-	-
Manufacturing	216	1.30	-	-	-	-	2	13	4	-	8	37	7	5	2	88	47	-	-	2	1	-	-	-	-	-	-	-	-
Nonmanufacturing 3/	697	1.21	-	13	18	19	29	45	36	29	91	42	38	34	33	200	10	12	28	12	2	-	2	2	-	-	2	-	-
Wholesale trade	579	1.24	-	13	6	11	16	27	15	18	88	39	24	22	30	200	10	12	28	12	2	-	2	2	-	-	2	-	-
Retail trade	87	1.00	-	-	5	8	13	18	21	11	3	3	2	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Packers	288	1.13	-	-	20	20	22	25	30	21	17	33	6	33	17	7	6	5	18	-	1	3	1	3	-	-	-	-	-
Manufacturing	66	1.33	-	-	4	-	-	-	-	6	2	4	-	18	1	3	-	5	18	-	1	-	1	3	-	-	-	-	-
Nonmanufacturing 3/	222	1.07	-	-	16	20	22	25	30	15	15	29	6	15	16	4	6	-	-	-	3	-	-	-	-	-	-	-	-
Wholesale trade	125	1.03	-	-	16	16	6	10	22	1	12	18	6	14	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade	81	1.07	-	-	-	4	16	15	8	14	3	11	-	1	-	-	6	-	-	-	3	-	-	-	-	-	-	-	-
Receiving clerks	167	1.34	-	-	-	-	4	9	5	18	3	26	4	3	20	11	17	9	16	-	1	4	1	2	-	-	2	-	12
Manufacturing	18	1.29	-	-	-	-	-	2	-	2	-	-	2	3	3	2	1	-	-	-	1	1	-	-	-	-	-	-	-
Nonmanufacturing 3/	149	1.34	-	-	-	-	4	7	5	16	3	26	2	-	17	9	16	9	16	-	3	-	2	-	-	-	2	-	12
Wholesale trade	66	1.44	-	-	-	-	2	2	5	1	-	16	-	-	-	4	-	8	12	-	-	-	2	-	-	-	2	-	12
Retail trade	80	1.26	-	-	-	-	2	5	-	15	3	10	2	-	17	5	14	-	4	-	3	-	-	-	-	-	-	-	-
Shipping clerks	228	1.38	-	-	1	-	3	4	2	7	3	22	10	40	6	24	28	26	13	1	20	-	3	-	-	2	-	-	13
Manufacturing	95	1.38	-	-	-	-	-	2	-	-	1	8	5	15	-	6	26	6	13	1	10	-	1	-	-	-	-	-	1
Nonmanufacturing 3/	133	1.38	-	-	1	-	3	2	2	7	2	14	5	25	6	18	2	20	-	10	-	2	-	-	-	2	-	-	12
Wholesale trade	89	1.42	-	-	1	-	3	2	2	-	-	8	2	16	1	18	-	20	-	-	-	2	-	-	-	2	-	-	12
Retail trade	37	1.24	-	-	-	-	-	-	-	7	2	6	3	9	5	-	2	-	-	3	-	-	-	-	-	-	-	-	-

See footnotes at end of table.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

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Table 4.—CUSTODIAL, WAREHOUSING AND SHIPPING OCCUPATIONS - Continued
(Average hourly earnings ^{1/} for selected occupations ^{2/} by industry division)

Occupation and industry division	Number of workers	Average hourly earnings	Number of workers receiving straight-time hourly earnings of -																											
			Under \$0.75	\$0.75	\$0.80	\$0.85	\$0.90	\$0.95	\$1.00	\$1.05	\$1.10	\$1.15	\$1.20	\$1.25	\$1.30	\$1.35	\$1.40	\$1.45	\$1.50	\$1.55	\$1.60	\$1.65	\$1.70	\$1.75	\$1.80	\$1.85	\$1.90	\$1.95	\$2.00 and over	
			.80	.85	.90	.95	1.00	1.05	1.10	1.15	1.20	1.25	1.30	1.35	1.40	1.45	1.50	1.55	1.60	1.65	1.70	1.75	1.80	1.85	1.90	1.95	2.00			
Shipping-and-receiving clerks	144	\$1.28	-	-	-	-	-	-	-	34	26	6	14	2	8	16	1	18	3	1	-	2	-	-	7	-	-	-	-	
Manufacturing	64	1.24	-	-	-	-	-	-	-	22	-	6	1	12	-	6	-	11	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 3/	80	1.31	-	-	-	-	-	-	-	12	26	-	5	2	2	10	1	7	3	1	-	2	-	-	7	-	-	-	-	
Wholesale trade	42	1.16	-	-	-	-	-	-	-	12	24	-	-	-	-	2	-	2	-	-	-	2	-	-	-	-	-	-	-	
Retail trade	18	1.37	-	-	-	-	-	-	-	-	1	-	3	1	2	-	8	-	-	3	-	-	-	-	-	-	-	-	-	
Stock handlers and truckers, hand	1,830	1.21	-	3	13	47	49	34	143	35	169	89	427	316	131	303	38	-	6	16	3	-	8	-	-	-	-	-	-	
Manufacturing	335	1.23	-	-	2	14	11	4	6	4	2	23	131	28	58	40	12	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 3/	1,495	1.21	-	3	11	33	38	30	137	31	167	66	296	288	73	263	26	-	6	16	3	-	8	-	-	-	-	-	-	
Public utilities *	639	1.22	-	-	-	-	4	10	40	6	28	2	202	267	57	3	1	-	3	16	-	-	-	-	-	-	-	-	-	
Wholesale trade	403	1.17	-	-	-	10	28	-	62	3	98	30	64	10	2	88	-	-	-	-	-	8	-	-	-	-	-	-	-	
Retail trade	453	1.22	-	3	11	23	6	20	35	22	41	34	30	11	14	172	25	-	3	-	3	-	-	-	-	-	-	-	-	
Truck drivers, light (under 1½ tons)	886	1.20	8	4	34	12	11	3	19	31	36	123	223	254	17	21	35	40	-	11	1	3	-	-	-	-	-	-	-	
Manufacturing	142	1.26	-	-	-	-	-	-	8	-	11	15	46	4	17	13	15	1	-	11	1	-	-	-	-	-	-	-	-	
Nonmanufacturing 3/	744	1.19	8	4	34	12	11	3	11	31	25	108	177	250	-	8	20	39	-	-	3	-	-	-	-	-	-	-	-	
Public utilities *	385	1.22	-	-	-	-	-	1	-	-	14	44	152	174	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	163	1.20	-	-	4	12	7	2	8	2	4	52	-	28	-	8	-	36	-	-	-	-	-	-	-	-	-	-	-	
Retail trade	185	1.13	8	4	30	-	4	-	3	27	-	12	25	48	-	-	18	3	-	-	3	-	-	-	-	-	-	-	-	
Truck drivers, medium (1½ to and including 4 tons) ...	820	1.28	-	-	2	2	4	11	12	12	15	75	100	285	57	103	47	74	16	-	-	-	-	5	-	-	-	-	-	
Manufacturing	255	1.34	-	-	2	2	2	10	-	-	1	-	62	13	20	22	32	74	10	-	-	-	-	5	-	-	-	-	-	
Nonmanufacturing 3/	565	1.25	-	-	-	-	2	1	12	12	14	75	38	272	37	81	15	-	6	-	-	-	-	-	-	-	-	-	-	
Public utilities *	375	1.27	-	-	-	-	-	-	-	-	-	2	26	264	37	41	-	-	5	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	179	1.20	-	-	-	-	2	-	12	12	13	70	12	6	-	40	12	-	-	-	-	-	-	-	-	-	-	-	-	
Truckers, power (fork lift)	138	1.24	-	-	-	-	-	23	-	-	12	4	20	2	34	30	3	2	4	-	2	2	-	-	-	-	-	-	-	
Manufacturing	79	1.20	-	-	-	-	-	23	-	-	11	-	8	-	12	18	3	-	-	2	2	-	-	-	-	-	-	-	-	
Nonmanufacturing 3/	59	1.30	-	-	-	-	-	-	-	-	1	4	12	2	22	12	-	2	4	-	-	-	-	-	-	-	-	-	-	
Public utilities *	32	1.26	-	-	-	-	-	-	-	-	-	-	12	-	20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	26	1.35	-	-	-	-	-	-	-	-	-	4	-	2	2	12	-	2	4	-	-	-	-	-	-	-	-	-	-	
Truckers, power (other than fork lift) 3/	124	1.36	-	-	-	-	-	-	1	1	2	-	5	7	8	89	-	-	6	4	1	-	-	-	-	-	-	-	-	
Manufacturing	69	1.34	-	-	-	-	-	-	-	-	2	-	5	7	8	45	-	-	2	-	-	-	-	-	-	-	-	-	-	
Watchmen	204	1.18	-	8	11	10	5	8	2	9	24	28	14	1	21	48	9	2	-	4	-	-	-	-	-	-	-	-	-	
Manufacturing	120	1.10	-	2	8	10	4	6	2	6	23	23	13	-	17	-	6	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing 3/	84	1.28	-	6	3	-	1	2	-	3	1	5	1	1	4	48	3	2	-	4	-	-	-	-	-	-	-	-	-	
Retail trade	13	1.06	-	-	2	-	-	2	-	3	1	4	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

^{1/} Excludes premium pay for overtime and night work.

^{2/} Data limited to men workers except where otherwise indicated.

^{3/} Includes data for industry divisions not shown separately.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

CHARACTERISTIC INDUSTRY OCCUPATIONS

(Average earnings in selected occupations in manufacturing and nonmanufacturing industries)

Table 5.—MACHINERY INDUSTRIES 1/

Occupation 2/	Number of workers	Average hourly earnings 3/	Number of workers receiving straight-time hourly earnings of -																									
			\$ 1.05 and under 1.10	\$ 1.10 1.15	\$ 1.15 1.20	\$ 1.20 1.25	\$ 1.25 1.30	\$ 1.30 1.35	\$ 1.35 1.40	\$ 1.40 1.45	\$ 1.45 1.50	\$ 1.50 1.55	\$ 1.55 1.60	\$ 1.60 1.65	\$ 1.65 1.70	\$ 1.70 1.75	\$ 1.75 1.80	\$ 1.80 1.85	\$ 1.85 1.90	\$ 1.90 1.95	\$ 1.95 2.00	\$ 2.00 2.05	\$ 2.05 2.10	\$ 2.10 2.15	\$ 2.15 2.20	\$ 2.20 2.25	\$ 2.25 and over	
Assemblers, class A	74	\$1.68	-	-	-	-	-	-	17	2	-	-	7	3	15	1	5	2	6	5	3	6	1	-	-	-	-	1
Assemblers, class B	107	1.43	-	1	1	-	4	15	3	57	10	9	-	-	1	3	1	1	1	-	-	-	-	-	-	-	-	
Drill-press operators, single- and multiple- spindle, class B	43	1.37	-	-	-	-	17	1	3	7	5	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Electricians, maintenance	12	1.58	-	-	-	-	-	-	-	3	1	-	-	5	-	3	-	-	-	-	-	-	-	-	-	-	-	
Engine-lathe operators, class B	32	1.44	-	-	-	-	2	-	4	10	4	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Janitors	33	1.17	-	-	25	5	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Machinists, production	102	1.67	-	-	-	-	-	-	-	-	-	3	3	19	52	17	6	-	1	1	-	-	-	-	-	-	-	
Milling-machine operators, class A	38	1.76	-	-	-	-	-	-	-	-	1	-	10	4	3	3	5	1	2	1	-	2	2	2	-	-	2	
Milling-machine operators, class B	24	1.42	-	-	-	-	6	-	1	6	3	5	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-	
Truckers, hand	20	1.23	2	-	-	-	18	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Welders, hand, class A	79	1.77	-	-	-	-	-	-	-	-	-	5	3	1	28	-	6	10	12	8	5	1	-	-	-	-	-	

1/ The study covered establishments with more than 20 workers in nonelectrical machinery industries (Group 35) as defined in the Standard Industrial Classification Manual (1945 edition) prepared by the Bureau of the Budget; machine-tool-accessory establishments with more than 7 workers were scheduled. Of the estimated 15 establishments and 2,686 workers in these industries, 11 establishments with 2,458 workers were actually studied.

2/ Data limited to men workers.

3/ Excludes premium pay for overtime and night work.

Table 6.—POWER LAUNDRIES 1/

Occupation and sex	Number of workers	Average hourly earnings 2/	Number of workers receiving straight-time hourly earnings of -																		
			\$0.40 and under	\$0.45	\$0.50	\$0.55	\$0.60	\$0.65	\$0.70	\$0.75	\$0.80	\$0.85	\$0.90	\$0.95	\$1.00	\$1.05	\$1.10	\$1.15	\$1.20	\$1.25	\$1.30
			.45	.50	.55	.60	.65	.70	.75	.80	.85	.90	.95	1.00	1.05	1.10	1.15	1.20	1.25	1.30	1.35
Men																					
Extractor operators	34	\$0.87	-	-	-	-	-	-	-	7	6	9	4	6	2	-	-	-	-	-	-
Firemen, stationary boiler	6	1.04	-	-	-	-	-	-	-	1	-	-	-	3	-	1	-	-	-	1	-
Washers, machine	31	1.07	-	-	-	-	-	-	-	-	-	2	3	-	7	3	8	6	-	-	2
Women																					
Clerks, retail receiving	37	.70	1	4	-	3	-	7	5	3	10	4	-	-	-	-	-	-	-	-	-
Finishers, flatwork, machine	230	.66	-	-	-	13	88	59	50	11	9	-	-	-	-	-	-	-	-	-	-
Identifiers	50	.72	-	-	-	-	8	17	4	7	8	5	-	1	-	-	-	-	-	-	-
Markers, total	73	.78	-	-	-	-	3	15	16	14	4	4	9	2	1	3	1	-	1	-	-
Time	38	.71	-	-	-	-	3	13	10	7	3	2	-	-	-	-	-	-	-	-	-
Incentive	35	.86	-	-	-	-	-	2	6	7	1	2	9	2	1	3	1	-	1	-	-
Pressers, machine, shirt, total	124	.72	-	-	-	-	18	47	15	21	12	1	4	6	-	-	-	-	-	-	-
Time	71	.68	-	-	-	-	18	33	7	6	3	-	4	-	-	-	-	-	-	-	-
Incentive	53	.77	-	-	-	-	-	14	8	15	9	1	-	6	-	-	-	-	-	-	-
Wrappers, bundle	47	.66	-	-	1	5	9	15	14	2	1	-	-	-	-	-	-	-	-	-	-

1/ The study covered power laundries employing more than 20 workers. Of the estimated 17 establishments and 1,617 workers in this industry, 12 establishments with 1,311 workers were actually studied.

2/ Excludes premium pay for overtime and night work.

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Table 7.—AUTC REPAIR SHOPS 1/

Occupation 2/	Number of workers	Average hourly earnings 3/	Number of workers receiving straight-time hourly earnings of -																										
			\$ 0.70 and under .75	\$ 0.75 .80	\$ 0.80 .85	\$ 0.85 .90	\$ 0.90 .95	\$ 0.95 1.00	\$ 1.00 1.05	\$ 1.05 1.10	\$ 1.10 1.15	\$ 1.15 1.20	\$ 1.20 1.25	\$ 1.25 1.30	\$ 1.30 1.35	\$ 1.35 1.40	\$ 1.40 1.45	\$ 1.45 1.50	\$ 1.50 1.55	\$ 1.55 1.60	\$ 1.60 1.65	\$ 1.65 1.70	\$ 1.70 1.75	\$ 1.75 1.80	\$ 1.80 1.85	\$ 1.85 1.90	\$ 1.90 1.95	\$ 1.95 2.00 and over	
Body repairmen, metal	172	\$1.81	-	-	-	-	-	-	-	-	-	-	6	7	4	17	-	4	11	8	15	9	7	2	4	12	4	9	53
Time	53	1.55	-	-	-	-	-	-	-	-	-	-	4	-	4	5	-	4	3	-	15	4	3	-	-	-	-	6	-
Incentive	119	1.93	-	-	-	-	-	-	-	-	-	-	2	7	-	12	-	-	3	8	-	5	4	2	4	12	4	3	53
Greasers	69	1.18	-	4	4	5	-	3	4	3	16	4	-	4	-	-	10	3	3	3	-	3	-	-	-	-	-	-	-
Time	43	1.05	-	4	4	5	-	3	-	-	16	4	-	4	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-
Incentive	26	1.39	-	-	-	-	-	-	4	3	-	-	-	-	-	-	7	3	3	3	-	3	-	-	-	-	-	-	-
Mechanics, automotive, class A	459	1.77	-	-	-	-	-	-	-	-	8	15	7	21	15	16	33	23	15	10	44	22	26	25	18	16	26	4	115
Washers, automobile	92	1.06	6	8	7	15	-	3	14	8	3	4	-	4	3	3	4	-	3	4	-	3	-	3	-	-	-	-	-
Time	64	.94	6	8	7	15	-	-	10	4	3	4	-	4	-	3	-	-	-	3	-	-	-	-	-	-	-	-	-
Incentive	28	1.32	-	-	-	-	-	3	4	4	-	-	-	-	3	-	4	-	-	3	4	-	3	-	-	-	-	-	-

1/ The study covered establishments with more than 4 workers in general automobile repair shops (Group 7538) and motor vehicle dealer establishments, new and used cars (Group 551) as defined in the Standard Industrial Classification Manual (1949 edition) prepared by the Bureau of the Budget. Of the estimated 56 establishments and 2,845 workers in these industries, 16 establishments with 922 workers were actually studied.

2/ Data limited to men workers.

3/ Excludes premium pay for overtime and night work.

Table 8.—RAILROADS

(Average weekly earnings 1/ and weekly scheduled hours for selected office occupations and average hourly earnings 2/ for selected maintenance, custodial and warehousing occupations)

Occupation and sex	Number of workers	Average		Occupation 3/	Number of workers	Average hourly earnings 2/
		Weekly scheduled hours	Weekly earnings 1/			
<u>Office</u>						
<u>Men</u>						
Clerks, accounting	51	40.0	\$66.50	Carpenters, maintenance	93	\$1.63
Clerks, pay roll	27	40.0	67.00	Electricians, maintenance	126	1.74
Office boys	28	40.0	46.50	Helpers, trades, maintenance	433	1.43
Stenographers, general	30	40.0	60.00	Machinists, maintenance	377	1.74
				Painters, maintenance	61	1.69
				Pipe fitters, maintenance	56	1.74
				Track laborers	89	1.23
<u>Women</u>						
Calculating-machine operators (Comptometer type)	13	40.0	57.50	<u>Custodial and Warehousing</u>		
Clerks, accounting	20	40.0	64.00	Janitors, porters and cleaners (men)	38	1.22
Secretaries	15	40.0	66.50	Janitors, porters and cleaners (women)	11	1.22
Stenographers, general	66	40.0	60.00	Stock handlers and truckers, hand	67	1.38

1/ Excludes premium pay for overtime.

2/ Excludes premium pay for overtime and night work.

3/ Data limited to men workers except where otherwise indicated.

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UNION WAGE SCALES

(Minimum wage rates and maximum straight-time hours per week agreed upon through collective bargaining between employers and trade unions. Rates and hours are those in effect in January 1951.)

Table 9.—BAKERIES

Classification	Rate per hour	Hours per week
Bread and cake - Hand shops:		
Foremen	\$1.540	48
Dough mixers, ovenmen	1.450	48
Bench hands	1.400	48
Bread and cake - Machine shops:		
Foremen	1.540	40
Dough mixers, spongers, ovenmen	1.450	40
Bench hands, machine operators	1.400	40
Hebrew baking - cake and pastry:		
Foremen	1.540	40
Dough mixers, spongers, ovenmen	1.450	40
Bench hands, machine operators	1.400	40
Crackers and cookies:		
Agreement A:		
Machine captains	1.385	40
Head sponge and sweet mixers	1.335	40
Bakers	1.305	40
Peelers	1.335	40
Mixers, rollermen, drawmen	1.285	40
Mixers' helpers	1.190	40
Stackers	1.190	40
General helpers (men)	1.190	40
Packing and icing departments:		
Icing mixers	1.285	40
Wrapping-machine set-up men	1.235	40
Floormen	1.140	40
Women employees:		
Working supervisors	1.030	40
Sponge packers	1.035	40
Bundlers, machine operators, hand bundlers, scalers, and weighers	1.010	40
Agreement B:		
Baking department:		
Machinemen, sponge	1.410	40
Machinemen, sweet	1.390	40
Peelers, ovenmen, sponge	1.350	40
Ovenmen (sweet), sponge reliefmen	1.330	40
Dough mixers, rollermen	1.280	40
Dough feeders	1.210	40
Mixers' helpers	1.280	40
Sponge ovenmen's helpers	1.170	40
Pan greasers	1.150	40

Table 9.—BAKERIES - Continued

Classification	Rate per hour	Hours per week
Crackers and cookies - Continued:		
Agreement B - Continued:		
Icing room:		
Machinemen; jelly, cream and icing mixers	\$1.280	40
Jelly, cream and icing mixers' helpers	1.130	40
Packing department:		
Wrapping and labeling machinemen	1.350	40
Wrapping and labeling machine helpers	1.180	40
General helpers (women):		
First month820	40
Next two months860	40
2nd three months900	40
3rd three months940	40
Thereafter980	40
General helpers (men):		
First month930	40
Next two months980	40
2nd three months	1.020	40
3rd three months	1.060	40
Thereafter	1.110	40

Table 10.—BUILDING CONSTRUCTION

Classification	Rate per hour	Hours per week
Bricklayers	\$3.00	40
Carpenters	2.35	40
Electricians	2.50	40
Painters	2.125	40
Plasterers	3.00	40
Plumbers	2.40	40
Building laborers	1.50	40

Table 11.—RETAIL GROCERIES

Classification	Rate per hour	Hours per week
Assistant store managers	\$1.51	48
Head clerks	1.485	48
Clerks	1.435	48
Apprentice clerks:		
1st three months95	48
2nd three months	1.01	48
2nd six months	1.07	48
3rd six months	1.14	48
4th six months	1.22	48

Table 12.—LOCAL TRANSIT OPERATING EMPLOYEES

Classification	Rate per hour	Hours per week
Bus and trolley coach operators:		
1st three months	\$1.38	51
Next nine months	1.39	51
3rd six months	1.40	51
4th six months	1.41	51
After two years	1.42	51

Table 13.—MEAT MARKETS

Classification	Rate per hour	Hours per week
Managers (or head meat cutters)	\$1.70	48
Journeyman meat cutters	1.62	48
Apprentice meat cutters:		
1st six months95	48
2nd six months	1.01	48
3rd six months	1.08	48
4th six months	1.15	48
3rd year	1.32	48

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UNION WAGE SCALES - Continued

Table 14.--MOTORTRUCK DRIVERS AND HELPERS

Classification	Rate per hour	Hours per week
Building construction:		
Dump trucks:		
Less than 6 yards	\$1.65	40
6 yards or more	1.75	40
Euclid, Koehring, lumber carriers and concrete mixer trucks	1.75	40
Flatrack and semi-trailers	1.65	40
Low-boy trucks	2.00	40
Helpers	1.55	40
Pick-up trucks	1.55	40
Tandem Euclid	2.00	40
Building material:		
Mixer truck drivers:		
Under 5 yards	1.65	40
Over 5 yards	1.75	40
Sand, gravel and mortar:		
1st 30 days	1.35	40
Thereafter	1.45	40
Structural steel and iron:		
1st three months	1.25	40
2nd three months	1.30	40
Thereafter	1.42	40
Lumber dealers:		
Truck drivers	1.25	40
Helpers	1.05	40
Plumbing supplies:		
1st year	1.15	40
Thereafter	1.25	40
Fish	1.40	40
Meat - wholesale:		
1st month	1.25	40
2nd month	1.31	40
3rd month	1.36	40
Thereafter	1.41	40
Produce:		
1st 90 days	1.10	40
90 days to one year	1.20	40
Thereafter	1.32	40

Table 15.--PRINTING

Classification	Rate per hour	Hours per week
Book and job shops:		
Electrotypers	\$2.375	40
Press assistants and feeders:		
Cylinder presses	1.688	40
Platen presses975	40
Pressmen, cylinder	2.194	40
Pressmen, platen	2.015	40
Newspapers:		
Compositors, hand:		
Day work	2.568	36 $\frac{3}{4}$
Night work	2.688	36 $\frac{3}{4}$
Machine operators:		
Day work	2.568	36 $\frac{3}{4}$
Night work	2.688	36 $\frac{3}{4}$
Photoengravers:		
Day work	2.647	37 $\frac{1}{2}$
Night work	2.78	37 $\frac{1}{2}$
Pressmen, web presses:		
Day work	2.36	37 $\frac{1}{2}$
Night work	2.543	35
Stereotypers:		
Day work	2.407	37 $\frac{1}{2}$
Night work	2.527	37 $\frac{1}{2}$

Table 17.--SHIFT DIFFERENTIAL PROVISIONS

Shift differential	Percent of plant workers employed on each shift			
	All manufacturing industries 1/		Machinery	
	2nd shift	3rd or other shift	2nd shift	3rd or other shift
Percent of workers on extra shifts, all establishments	10.8	3.9	15.3	3.9
Receiving shift differentials	10.4	3.5	15.3	3.9
Uniform cents (per hour)	10.4	3.5	15.3	3.9
Under 5 cents	4.5	2.9	-	-
5 cents	2.1	(2/)	5.5	-
Over 5 and under 10 cents ..	2.2	.2	12.6	-
10 cents	1.5	.1	2.2	-
Over 10 cents1	.3	-	3.6
Receiving no differential4	.4	-	-

1/ Includes data for industries other than those shown separately.

2/ Less than 0.05 of 1 percent.

Table 16.--MINIMUM ENTRANCE RATES FOR PLANT WORKERS 1/

Minimum rate (in cents)	Percent of plant 2/ workers in establishments with specified minimum rates in -					
	All industries 3/	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All establishments	100.0	100.0	100.0	100.0	100.0	100.0
50 or under	5.2	-	-	-	9.2	33.9
Over 50 and under 552	-	-	-	-	2.4
55	1.3	-	-	-	2.4	7.9
Over 55 and under 60	-	-	-	-	-	-
60	2.6	1.3	1.7	-	-	21.8
Over 60 and under 659	-	-	-	2.7	1.9
65	1.9	-	-	-	4.2	9.9
Over 65 and under 70	-	-	-	-	-	-
70	-	-	-	-	-	-
Over 70 and under 753	.8	-	-	-	-
75	14.0	12.0	7.9	31.9	16.8	7.1
Over 75 and under 80	(4/)	-	-	-	-	.1
80	10.5	14.0	26.4	8.9	-	-
Over 80 and under 85	4.8	2.5	-	-	14.1	-
85	2.9	-	.8	14.3	5.9	-
Over 85 and under 905	-	-	2.1	1.1	-
90	1.6	2.1	-	5.3	.8	-
Over 90 and under 95	1.1	1.8	-	4.8	-	-
958	-	-	2.1	2.3	-
Over 95 and under 100	2.2	.5	14.3	-	-	-
100	2.5	2.5	-	3.6	2.9	4.0
Over 100 and under 105	2.4	1.8	8.3	6.2	-	-
105	1.1	2.6	-	-	-	-
Over 105 and under 110	9.2	20.1	-	-	2.2	-
110	2.7	-	19.1	-	-	-
Over 110 and under 115	1.2	2.8	-	-	-	-
115	5.9	13.6	-	-	-	-
Over 115 and under 1204	.9	-	-	-	-
120	-	-	-	-	-	-
Over 120 and under 1258	-	5.4	-	-	-
125	1.0	.9	4.7	-	-	-
Over 125 and under 130	1.5	3.5	-	-	-	-
130 and over	1.4	2.0	4.1	-	-	-
Establishments with no established minimum	19.1	14.3	7.3	20.8	35.4	11.0

1/ Lowest rates formally established for hiring either men or women plant workers, other than watchmen.

2/ Other than office workers.

3/ Excludes data for finance, insurance, and real estate.

4/ Less than 0.05 of 1 percent.

* Transportation (excluding railroads), communication, and other public utilities.

Table 18.--SCHEDULED WEEKLY HOURS

Weekly hours	Percent of women office workers employed in -							Percent of plant ^{1/} workers employed in -					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries ^{2/}	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All establishments	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
Under 35 hours	-	-	-	-	-	-	-	0.1	-	-	-	-	2.3
35 hours	0.8	-	-	-	-	-	11.1	-	-	-	-	-	-
Over 35 and under 37½ hours7	-	-	3.7	-	-	-	1.4	1.9	-	6.9	-	-
37½ hours	2.1	-	-	1.1	-	10.5	-	.8	1.8	-	-	-	-
Over 37½ and under 40 hours	4.7	2.6	-	5.1	3.4	12.6	3.6	.9	1.6	-	1.7	-	.5
40 hours	78.7	90.1	86.9	79.2	66.8	73.0	67.6	56.6	71.7	58.9	66.5	40.3	20.1
Over 40 and under 44 hours	1.1	.3	-	-	3.3	2.6	-	1.9	.4	-	-	2.4	13.2
44 hours	6.0	3.8	9.2	4.6	12.5	1.3	5.3	4.6	.9	4.7	5.2	3.0	28.4
Over 44 and under 48 hours	2.6	1.8	3.5	.9	5.4	-	7.0	2.9	2.1	-	1.7	5.3	5.5
48 hours	2.3	1.4	.4	5.4	2.7	-	5.4	23.5	16.3	27.0	7.6	34.4	29.9
Over 48 hours	-	-	-	-	-	-	-	7.3	3.3	9.4	10.4	14.6	-
Information not available	1.0	-	-	-	5.9	-	-	-	-	-	-	-	-

1/ Other than office workers.
2/ Includes data for industries other than those shown separately.
* Transportation (excluding railroads), communication, and other public utilities.
** Finance, insurance, and real estate.

Table 19.--PAID HOLIDAYS

Number of paid holidays	Percent of office workers employed in -							Percent of plant ^{1/} workers employed in -					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries ^{2/}	Manufacturing	Public utilities	Wholesale trade	Retail trade	Services
All establishments	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
Establishments providing paid holidays	96.7	87.9	93.7	100.0	99.8	100.0	97.8	81.4	85.8	73.8	89.0	85.8	49.7
1 to 5 days3	-	-	-	.4	-	4.0	3.0	.3	-	-	7.4	5.3
6 days	53.1	68.6	24.7	77.3	99.4	23.9	65.0	65.1	71.7	26.9	32.7	78.4	41.0
7 days	16.9	12.4	34.4	21.6	-	11.3	16.3	5.4	2.7	25.7	6.3	-	2.4
8 days	11.6	6.9	39.6	1.1	-	8.9	12.5	7.8	11.1	21.2	-	-	1.0
9 days	2.0	-	-	-	-	11.3	-	-	-	-	-	-	-
10 days	1.0	-	-	-	-	5.8	-	(2/)	-	-	-	-	-
11 days	6.8	-	-	-	-	38.8	-	.1	-	-	-	-	-
Establishments providing no paid holidays	3.3	12.1	1.3	-	.2	-	2.2	18.6	14.2	26.2	11.0	14.2	50.3

1/ Other than office workers.
2/ Includes data for industries other than those shown separately.
3/ Less than 0.05 of 1 percent.
* Transportation (excluding railroads), communication, and other public utilities.
** Finance, insurance, and real estate.

Occupational Wage Survey, Denver, Colorado, January 1951
U.S. DEPARTMENT OF LABOR
Bureau of Labor Statistics

Table 20.—PAID VACATIONS (FORMAL PROVISIONS)

Vacation policy	Percent of office workers employed in -							Percent of plant 1/ workers employed in -					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries 2/	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All establishments	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
<u>6 months of service</u>													
Establishments with paid vacations	37.6	16.5	60.2	38.0	12.1	58.8	42.9	15.0	11.5	34.4	29.7	9.5	4.2
Under 1 week	1.3	3.5	-	-	3.3	-	-	4.9	9.7	-	-	3.2	-
1 week	36.1	13.0	60.2	38.0	8.8	58.8	39.1	10.0	1.8	34.4	29.7	6.3	3.0
2 weeks2	-	-	-	-	-	3.8	-	-	-	-	-	-
3 weeks	-	-	-	-	-	-	-	.1	-	-	-	-	1.2
Establishments with no paid vacations	62.4	83.5	39.8	62.0	87.9	41.2	57.1	85.0	88.5	65.6	70.3	90.5	95.8
<u>1 year of service</u>													
Establishments with paid vacations	99.7	99.5	100.0	100.0	100.0	100.0	97.4	97.5	99.1	100.0	100.0	95.4	88.8
Under 1 week9	3.5	-	-	-	-	-	3.9	8.5	2.3	-	-	-
1 week	36.3	49.5	13.7	40.6	80.1	5.5	33.4	74.9	82.2	50.0	63.9	79.3	80.0
Over 1 and under 2 weeks3	1.2	-	-	-	-	-	1.7	3.5	1.7	-	-	-
2 weeks	61.0	45.1	86.3	59.4	19.9	87.4	64.0	16.9	4.9	46.0	36.1	16.1	7.6
3 weeks	1.2	-	-	-	-	7.1	-	.1	-	-	-	-	1.2
Over 3 weeks	(3/)	.2	-	-	-	-	-	-	-	-	-	-	-
Establishments with no paid vacations3	.5	-	-	-	-	2.6	2.5	.9	-	-	4.6	11.2
<u>2 years of service</u>													
Establishments with paid vacations	99.7	99.5	100.0	100.0	100.0	100.0	97.4	97.5	99.1	100.0	100.0	95.4	88.8
1 week	19.6	44.2	6.8	14.8	29.7	-	13.4	51.6	67.7	36.3	36.9	39.7	50.0
Over 1 and under 2 weeks	1.7	4.8	-	2.5	-	-	.6	8.1	16.2	6.5	1.8	-	2.0
2 weeks	76.3	50.3	93.2	82.7	70.3	88.1	83.4	37.7	15.2	57.2	61.3	55.7	35.6
3 weeks	2.1	-	-	-	-	11.9	-	.1	-	-	-	-	1.2
Over 3 weeks	(3/)	.2	-	-	-	-	-	-	-	-	-	-	-
Establishments with no paid vacations3	.5	-	-	-	-	2.6	2.5	.9	-	-	4.6	11.2
<u>10 years of service</u>													
Establishments with paid vacations	99.7	99.5	100.0	100.0	100.0	100.0	97.4	97.5	99.1	100.0	100.0	95.4	88.8
1 week	3.3	1.0	1.4	-	17.0	-	10.1	12.0	1.6	17.3	3.6	20.7	40.4
2 weeks	84.2	95.2	87.8	100.0	72.5	55.1	83.5	81.1	92.5	77.3	96.4	69.6	47.2
Over 2 and under 3 weeks	4.2	1.2	10.8	-	5.7	6.5	-	2.2	2.5	5.4	-	1.5	-
3 weeks	8.0	1.9	-	-	4.8	38.4	3.8	2.1	2.5	-	-	3.6	-
Over 3 weeks	(3/)	.2	-	-	-	-	-	.1	-	-	-	-	1.2
Establishments with no paid vacations3	.5	-	-	-	-	2.6	2.5	.9	-	-	4.6	11.2

1/ Other than office workers.

2/ Includes data for industries other than those shown separately.

3/ Less than 0.05 of 1 percent.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Occupational Wage Survey, Denver, Colorado, January 1951

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Table 21.—PAID SICK LEAVE (FORMAL PROVISIONS)

Provisions for paid sick leave	Percent of office workers employed in -							Percent of plant 1/ workers employed in -					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries 2/	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All establishments	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
<u>6 months of service</u>													
Establishments with formal provisions for paid sick leave	22.1	39.5	23.0	6.5	16.5	26.9	-	7.7	3.0	19.9	3.2	12.9	-
3 days1	-	-	-	.6	-	-	.2	-	-	-	.5	-
4 days1	-	.6	-	-	-	-	-	-	-	-	-	-
5 days	9.5	37.8	1.8	-	.3	-	-	1.0	1.7	-	-	1.1	-
6 days	1.6	.5	3.0	-	6.6	-	-	3.7	1.3	10.3	-	6.6	-
7 days	1.0	.5	-	-	-	5.0	-	(3/)	-	-	-	-	-
8 days4	-	-	-	3.3	-	-	.8	-	-	-	3.2	-
10 days	2.3	.7	-	6.5	5.7	-	-	.9	-	1.7	3.2	1.5	-
12 days	6.4	-	17.6	-	-	17.7	-	1.1	-	7.9	-	-	-
Over 20 days7	-	-	-	-	4.2	-	(2/)	-	-	-	-	-
Establishments with no formal provisions for paid sick leave	77.9	60.5	77.0	93.5	83.5	73.1	100.0	92.3	97.0	80.1	96.8	87.1	100.0
<u>1 year of service</u>													
Establishments with formal provisions for paid sick leave	34.5	42.9	46.5	29.8	19.3	37.3	.8	13.0	5.2	37.7	12.8	16.6	1.9
3 days3	-	-	-	1.9	-	-	.6	-	-	-	2.1	-
4 days1	-	.5	-	-	-	-	-	-	-	-	-	-
5 days	9.9	14.9	23.6	8.5	.3	-	-	4.0	3.0	14.1	6.0	1.1	-
6 days	1.9	.5	-	3.4	8.0	-	.8	3.4	2.2	-	-	8.8	1.9
7 days	1.0	.5	-	-	-	5.0	-	(2/)	-	-	-	-	-
8 days4	-	-	-	3.4	-	-	.8	-	-	-	3.1	-
10 days	8.3	26.3	-	6.3	-	3.8	-	.5	-	1.7	3.1	-	-
12 days	8.5	-	22.4	-	-	24.3	-	3.0	-	21.9	-	-	-
20 days	2.4	-	-	11.6	-	-	-	.3	-	-	3.7	-	-
Over 20 days	1.7	.7	-	-	5.7	4.2	-	.4	-	-	-	1.5	-
Establishments with no formal provisions for paid sick leave	65.5	57.1	53.5	70.2	80.7	62.7	99.2	87.0	94.8	62.3	87.2	83.4	98.1
<u>10 years of service</u>													
Establishments with formal provisions for paid sick leave	35.4	42.9	46.5	29.8	26.7	37.3	.8	15.2	7.1	37.7	19.0	20.3	1.9
4 days1	-	.5	-	-	-	-	-	-	-	-	-	-
5 days	5.5	14.2	1.8	8.6	.3	-	-	2.1	3.0	-	6.0	1.1	-
6 days	2.2	.5	-	-	15.4	-	.8	4.5	2.2	-	-	13.1	1.9
7 days	1.0	.5	-	-	-	5.0	-	(3/)	-	-	-	-	-
8 days4	-	-	-	3.3	-	-	.8	-	-	-	3.2	-
10 days	7.9	27.0	-	3.7	-	3.8	-	1.1	1.9	1.7	1.3	-	-
12 days	6.8	-	19.3	-	-	17.7	-	1.6	-	11.6	-	-	-
15 days7	-	-	3.4	-	-	-	.5	-	-	6.2	-	-
18 days6	-	3.0	-	-	-	-	1.4	-	10.3	-	-	-
20 days	6.9	-	21.9	12.9	-	-	-	2.4	-	14.1	5.4	-	-
Over 20 days	3.3	.7	-	1.2	7.7	10.8	-	.8	-	-	.1	2.9	-
Establishments with no formal provisions for paid sick leave	64.6	57.1	53.5	70.2	73.3	62.7	99.2	84.8	92.9	62.3	81.0	79.7	98.1

1/ Other than office workers.

2/ Includes data for industries other than those shown separately.

3/ Less than 0.05 of 1 percent.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

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Table 22.—NONPRODUCTION BONUSES

Type of bonus	Percent of office workers employed in -							Percent of plant ^{1/} workers employed in -					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries ^{2/}	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All establishments	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
Establishments with nonproduction bonuses ^{3/} ...	54.9	51.3	27.5	56.5	60.8	79.8	65.9	48.6	50.0	17.5	51.4	63.1	38.4
Christmas or year-end	42.8	25.8	25.6	56.5	52.9	56.1	58.6	37.1	31.3	14.1	51.4	51.5	37.4
Profit-sharing	14.5	25.8	1.9	10.4	16.0	20.9	-	12.8	17.8	3.4	15.3	13.4	-
Other	2.1	.4	-	-	2.0	7.5	7.9	1.8	.9	-	-	4.2	3.6
Establishments with no nonproduction bonuses ...	45.1	48.7	72.5	43.5	39.2	20.2	34.1	51.4	50.0	82.5	48.6	36.9	61.6

^{1/} Other than office workers.^{2/} Includes data for industries other than those shown separately.^{3/} Unduplicated total.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Table 23.—INSURANCE AND PENSION PLANS

Type of plan	Percent of office workers employed in -							Percent of plant ^{1/} workers employed in -					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries ^{2/}	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All establishments	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
Establishments with insurance or pension plans ^{3/}	81.3	86.3	83.2	80.7	60.4	94.3	62.8	64.4	71.5	72.4	61.9	58.2	35.4
Life insurance	71.4	58.9	83.2	77.3	55.1	83.4	62.8	53.3	51.4	72.4	55.7	50.5	35.4
Health insurance	37.2	21.3	44.0	31.9	17.6	45.0	14.8	29.3	18.7	34.9	23.5	22.5	15.7
Hospitalization	26.1	6.9	24.4	37.5	15.8	52.1	15.1	16.5	11.9	21.0	31.6	20.5	5.7
Retirement pension	34.1	35.3	75.9	33.3	15.8	37.2	28.8	17.1	29.3	50.2	11.3	12.8	4.7
Establishments with no insurance or pension plans	18.7	13.7	16.8	19.3	39.6	5.7	37.2	35.6	28.5	27.6	38.1	41.8	64.6

^{1/} Other than office workers.^{2/} Includes data for industries other than those shown separately.^{3/} Unduplicated total.

* Transportation (excluding railroads), communication, and other public utilities.

** Finance, insurance, and real estate.

Occupational Wage Survey, Denver, Colorado, January 1951

U.S. DEPARTMENT OF LABOR

Bureau of Labor Statistics

Appendix A - Scope and Method of Survey

With the exception of the union scale of rates, information presented in this bulletin was collected by visits of field representatives of the Bureau to representative establishments in the area surveyed. In classifying workers by occupation, uniform job descriptions were used; they are presented in Appendix B.

Six broad industry divisions were covered in compiling earnings data for the following types of occupations: (a) office clerical, (b) professional and technical, (c) maintenance and power plant, and (d) custodial, warehousing and shipping (tables 1 through 4). The covered industry groupings are: manufacturing; transportation (except railroads), communication, and other public utilities; wholesale trade; retail trade; finance, insurance, and real estate; and services. Information on work schedules and supplementary benefits was also obtained in a representative group of establishments in each of these industry divisions. As indicated in table A, only establishments above a certain size were studied. Smaller establishments were omitted because they furnished insufficient employment in the occupations studied to warrant their inclusion in the study.

Among the industries in which characteristic jobs were studied, minimum size of establishment and extent of the area covered were determined separately for each industry, and are indicated in table B. Although size limits frequently varied from those established for surveying cross-industry office and plant jobs, data for these jobs were included only for firms which satisfied the size requirements of the broad industry divisions.

A greater proportion of large than of small establishments was studied in order to maximize the number of workers surveyed with available resources. Each group of establishments of a certain size, however, was given its proper weight in the combination of data by industry and occupation.

The earnings information in the report excludes premium pay for overtime and night work. Nonproduction bonuses are also excluded, but incentive earnings, including commissions for salespersons, have been included for those workers employed under some form of incentive wage systems. Where weekly hours are reported as for office clerical, they refer to the work schedules for which the salaries are paid rounded to the nearest half hour; average weekly earnings for these occupations have been rounded to the nearest 50 cents. 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. Data are shown only for full-time workers, i.e., those who were hired to work the establishment's full-time schedule of hours for the given occupational classification.

Information on wage practices refers to all office workers and to all plant workers as specified in the individual tables. It is presented in terms of the proportion of all workers employed in offices (or plant departments) that observe the practice in question, except in the section relating to women office workers of the table summarizing scheduled weekly hours. Because of eligibility requirements, the proportion actually receiving the specific benefits may be smaller. The summary of vacation and sick leave plans is limited to formal arrangements. It excludes informal plans whereby time off with pay is granted at the discretion of the employer or other supervisor. Sick leave plans are further limited to those providing full pay for at least some amount of time off without any provision for a waiting period preceding the payment of benefits, and exclude health insurance even though it is paid for by employers. Health insurance is included, however, under tabulations for insurance and pension plans.

Table A.--ESTABLISHMENTS AND WORKERS IN MAJOR INDUSTRY DIVISIONS IN DENVER, COLORADO AND NUMBER STUDIED BY THE BUREAU OF LABOR STATISTICS, JANUARY 1951

Item	Number of establishments			Employment			
	Estimated total in all industries 1/	Estimated total within scope of study 2/	Studied	Estimated total in all industries 1/	Estimated total within scope of study 2/	In establishments studied	
Industry Division						Total	Office
All divisions	10,183	898	218	143,600	99,200	56,940	12,450
Manufacturing	903	235	59	37,200	33,400	18,320	2,910
Nonmanufacturing	9,280	663	159	106,400	65,800	38,620	9,540
Transportation (excluding railroads), communication, and other public utilities ..	292	56	20	17,500	13,600	11,640	3,400
Railroads	9	9	5	8,300	8,300	7,020	1,390
Wholesale trade	1,205	184	26	19,600	12,100	2,970	1,000
Retail trade	3,312	213	45	34,400	20,100	10,870	1,510
Finance, insurance, and real estate	1,249	78	23	8,400	5,100	2,440	1,820
Services:							
Industries covered 3/	1,393	123	40	12,300	6,600	3,680	420
Industries not covered	1,820	-	-	5,900	-	-	-
Size of Establishment							
All size groups	10,183	898	218	143,600	99,200	56,940	12,450
1,001 and over	10	10	10	22,700	22,700	22,680	5,270
501 - 1,000	12	12	12	10,100	10,100	10,110	1,840
251 - 500	37	37	25	11,900	11,900	8,770	1,790
101 - 250	146	146	67	22,300	22,300	10,170	2,390
51 - 100	245	245	47	18,600	18,600	3,460	750
21 - 50	471	411	52	14,400	12,900	1,670	390
1 - 20	9,262	(2/)	(2/)	43,600	(2/)	(2/)	(2/)

Table B.--ESTABLISHMENTS AND WORKERS IN SELECTED INDUSTRIES IN DENVER, COLORADO AND NUMBER STUDIED BY THE BUREAU OF LABOR STATISTICS, JANUARY 1951

Selected industries in which characteristic jobs were surveyed 1/	Minimum size of establishment studied	Number of establishments		Employment	
		Estimated total within scope of study	Studied	Estimated total within scope of study	In establishments studied
Machinery industries	2/ 21	15	11	2,686	2,458
Power laundries	21	17	12	1,617	1,311
Auto repair shops	5	56	16	2,845	922

1/ Industries are defined in footnotes to tables 5, 6, and 7.

2/ Establishments manufacturing machine-tool accessories with 8 or more workers were included.

1/ Includes establishments with 1 or more workers in the Denver Metropolitan Area (Adams, Arapahoe, Denver and Jefferson Counties).

2/ The survey of office, professional and technical, maintenance and power plant, and custodial, warehousing and shipping jobs reported in tables 1, 2, 3, and 4 was limited to establishments with more than 20 workers in each of the industry divisions listed above.

3/ Personal services; business services; automobile repair services; such professional services as engineering, architectural, accounting, auditing, and bookkeeping firms; motion pictures; and nonprofit membership organizations.

Appendix B - Descriptions of Occupations Studied

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 establishment to establishment 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 interestablishment and interarea 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 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.

Office

BILLER, 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.

Office - Continued

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 transactions.

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 rolls, customers' accounts (not including simple type of billing described under Biller, Machine), cost distributions, expense distributions, inventory controls, 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 journals. 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.

Office - ContinuedCLERK, 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.

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.

DUPLICATING-MACHINE OPERATOR

Under general supervision and with no supervisory responsibilities, reproduces multiple copies of typewritten or handwritten matter, using a mimeograph or ditto machine. Makes necessary adjustment such as for ink and paper feed counter and cylinder speed. Is not required to prepare stencil or ditto master. May keep file of used stencils or ditto masters. May sort, collate, and staple completed material.

KEY-PUNCH OPERATOR

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 of punch cards. May verify own work or work of others.

OFFICE BOY OR GIRL

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

Office - ContinuedSECRETARY

A worker who performs secretarial and clerical duties for a superior in an administrative or executive position and whose duties involve the following: making appointments for superior; receiving people coming into office; answering and making phone calls; handling personal and important or confidential mail, and writing routine correspondence on own initiative; taking dictation, either in shorthand or by stenotype or similar machine (except where transcribing machine is used), and transcribing dictation or the recorded information reproduced on a transcribing machine. In addition, may prepare special reports or memoranda for information of superior.

STENOGRAPHER, GENERAL

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

STENOGRAPHER, TECHNICAL

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

SWITCHBOARD OPERATOR

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

SWITCHBOARD OPERATOR-RECEPTIONIST

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

TABULATING-MACHINE OPERATOR

A worker who operates machine that automatically analyzes and translates information punched in groups of tabulating cards, and prints translated data on forms or accounting records; sets or adjusts machine to add, subtract, multiply, and make other calculations; places cards to be tabulated in feed magazine and starts machine. May file cards after they are tabulated. May sort and verify punched cards.

Office - ContinuedTRANSCRIBING-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.

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. May, in addition, do clerical work involving little special training, such as keeping simple records, filing records and reports, making out bills, or sorting and distributing incoming mail.

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. May, in addition, perform clerical duties as outlined above.

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. May, in addition, perform clerical duties as outlined above.

Professional and TechnicalDRAFTSMAN

A worker who prepares working plans and detail drawings from notes, rough or detailed sketches for engineering, construction, or manufacturing purposes. The duties performed involve a combination of the following: preparing working plans, detail drawings, maps, cross-sections, etc., to scale by use of drafting instruments; making engineering computations such as those involved in strength of materials, beams and trusses; verifying completed work, checking dimensions, materials to be used, and quantities; writing specifications; making adjustments or changes in drawings or specifications. In addition, may ink in lines and letters on pencil drawings, prepare detail units of complete drawings, or trace drawings. Work is frequently in a specialized field such as architectural, electrical, mechanical, or structural drafting.

Professional and Technical - ContinuedDRAFTSMAN, CHIEF

(Draftsman, head; squad leader; squad boss)

A worker who plans and directs activities of one or more draftsmen in preparation of working plans and detail drawings from rough or detail sketches for engineering, construction, or manufacturing purposes. The duties performed involve a combination of the following: interpreting blueprints, sketches, and written or verbal orders; determining work procedures; assigning duties to subordinates and inspecting their work; and performing more difficult problems. May assist subordinates during emergencies or as a regular assignment, and performs related duties of a supervisory or administrative nature.

DRAFTSMAN, JUNIOR

(Detailer, assistant draftsman)

A worker who details units or parts of drawings prepared by draftsman or others for engineering, construction, or manufacturing purposes. Uses various types of drafting tools as required. May prepare drawings from simple plans or sketches, and performs other duties under direction of a draftsman.

NURSE, INDUSTRIAL (REGISTERED)

A registered nurse who gives nursing service to employees or persons who become ill or suffer an accident on the premises of a factory or other establishment and whose duties involve all or most of the following: giving first aid to the ill or injured; attending to subsequent dressing of employee's injuries; keeping records of patients treated; and preparing accident reports for compensation or other purposes. May also assist Physician in examining applicants, give instruction in health education and illness prevention, and performs other related duties.

TRACER

A worker who copies plans and drawings prepared by others, by placing tracing cloth or paper over drawing and tracing with pen or pencil. Uses T-square, compass and other drafting tools. May prepare simple drawings and do simple lettering.

Maintenance and Power PlantCARPENTER, MAINTENANCE

A worker who performs the carpentry duties necessary to construct and maintain in good repair building woodwork and equipment such as bins, cribs, counters, benches, partitions, doors, floors, stairs, casings, trim made of wood in an establishment, and whose work involves most of the following: planning and laying out of work from blueprints, drawings, models or verbal instructions; using a variety of carpenters' hand tools, portable power tools, and standard measuring instruments; making standard shop computations relating to dimensions of work; and selecting materials necessary for the work.

Maintenance and Power Plant - ContinuedELECTRICIAN, MAINTENANCE

A worker who performs a variety of electrical trade functions in the installation, maintenance or repair of equipment for the generating, distribution, and/or utilization of electric energy in an establishment, and whose work involves most of the following: installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems or other transmission equipment; working from blueprints, drawings, layout or other specifications; locating and diagnosing trouble in the electrical system or equipment; working standard computations relating to load requirements of wiring or electrical equipment; and using a variety of electricians' hand tools and measuring and testing instruments.

ENGINEER, STATIONARY

A worker who operates and maintains and/or supervises the operation of stationary engines and equipment (mechanical or electrical) to supply power, heat, refrigeration or air-conditioning and whose work involves: operating and maintaining and/or supervising the operation of such equipment as steam engines, air compressors, generators, motors, turbines, ventilating and refrigerating equipment, steam boilers and boiler-fed water pumps; making or supervising equipment repairs; and keeping a record of operation of machinery, temperature, and fuel consumption. This classification does not include head or chief engineers in establishments employing more than one engineer.

FIREMAN, STATIONARY BOILER

A worker who fires stationary boilers used in a factory, power plant, or other establishment to furnish heat, to generate power, or to supply steam for industrial processes, and whose work involves feeding fuel to fire by hand or operating a mechanical stoker, gas, or oil burner; and checking water and safety valves. In addition, may clean, oil, or assist in repairing boiler room equipment.

HELPER, TRADES, MAINTENANCE

A worker who assists another worker in one of the skilled maintenance trades, by performing specific or general duties of lesser skill, such as keeping a worker supplied with materials and tools; cleaning working area, machine and equipment; assisting worker by holding materials or tools; and performing other unskilled tasks as directed by journeyman. In some trades the term helper is synonymous with apprentice, since the helper is expected to learn the trade of the worker he assists. The kind of work the helper is permitted to perform also varies from trade to trade: in some trades the helper is confined to supplying, lifting and holding materials and tools and cleaning working areas; and in others he is permitted to perform specialized machine operations, or parts of a trade that are also performed by workers on a full-time basis.

MACHINIST, MAINTENANCE

A worker who produces replacement parts and new parts for mechanical equipment operated in an establishment, and whose work involves most of the following: interpreting written instructions and specifications; planning and layout of work; using a variety of machinist's hand tools and precision measuring instruments; setting up and operating standard machine tools; shaping of metal parts to close tolerances; making standard shop computations relating to dimensions of work, tooling, feeds and speeds of machining; knowledge of the working pro-

Maintenance and Power Plant - ContinuedMACHINIST, MAINTENANCE - Continued

perties of the common metals; selecting standard materials, parts and equipment required for his work; and fitting and assembling parts. In general, the machinist's work normally requires a rounded training in machine-shop practice, usually acquired through a formal apprenticeship or equivalent training and experience.

MAINTENANCE MAN, GENERAL UTILITY

A worker who keeps the machines, mechanical equipment and/or structure of an establishment (usually a small plant where specialization in maintenance work is impractical) in repair; whose duties involve the performance of operations and the use of tools and equipment of several trades, rather than specialization in one trade or one type of maintenance work only, and whose work involves a combination of the following: planning and layout of work relating to repair of buildings, machines, mechanical and/or electrical equipment; repairing electrical and/or mechanical equipment; installing, aligning and balancing new equipment; and repairing building, floors, stairs as well as making and repairing bins, cribs, and partitions.

MECHANIC, AUTOMOTIVE (MAINTENANCE)

A worker who repairs automobiles, motor trucks and tractors of an establishment, and whose work involves most of the following: examining automotive equipment to diagnose source of trouble; disassembling equipment and performing repairs that involve the use of such hand tools as wrenches, gauges, drills, or specialized equipment in disassembling or fitting parts; replacing broken or defective parts from stock; grinding and adjusting valves; reassembling and/or installing the various assemblies in the vehicle and making necessary adjustments; and aligning wheels, adjusting brakes and lights, or tightening body bolts.

MECHANIC, MAINTENANCE

A worker who repairs machinery and mechanical equipment of an establishment and whose work involves most of the following: examining machines and mechanical equipment to diagnose source of trouble; dismantling machines and performing repairs that mainly involve the use of hand tools in scraping and fitting parts; replacing broken or defective parts with items obtained from stock; ordering the production of a defective part by a machine shop or sending of the machine to a machine shop for major repairs; preparing written specifications for major repairs or for the production of parts ordered from machine shop; and reassembling of machines, and making all necessary adjustments for operation.

PAINTER, MAINTENANCE

(Painter, repair)

A worker who paints and redecorates walls, woodwork, and fixtures of an establishment and whose work involves the following: knowledge of surface peculiarities and types of paint required for different applications; mixing colors, oils, white lead, and other paint ingredients to obtain proper color or consistency; preparing surface for painting by removing old finish or by placing putty or filler in nail holes and interstices; applying paint with spray gun or brush.

Maintenance and Power Plant - ContinuedPIPE FITTER, MAINTENANCE

A worker who installs and/or repairs pipe and pipe fittings in an establishment, and whose work involves most of the following: laying out of work and/or measuring to locate position of pipe from drawings or other written specifications; cutting various sizes of pipe to correct lengths with chisel and hammer or oxyacetylene torch or pipe-cutting machine; threading pipe with stocks and dies; bending pipe by hand-driven or power-driven machines; assembling pipe with couplings and fastening pipe to hangers; making standard shop computations relating to pressures, flow, and size of pipe required; and making standard tests to determine whether finished pipes meet specifications. This classification does not include workers primarily engaged in installing and repairing building sanitation or heating systems.

SHEET-METAL WORKER, MAINTENANCE

(Tinner; tinsmith)

A worker who fabricates, installs, and maintains in good repair the sheet-metal equipment and fixtures (such as machine guards, grease pans, shelves, lockers, tanks, ventilators, chutes, ducts, metal roofing) of an establishment, and whose work involves most of the following: planning and laying out all types of sheet-metal maintenance work from blueprints, models, or other specifications; setting up and operating all available types of sheet-metal working machines; using a variety of hand tools in cutting, bending, forming, shaping, fitting and assembling; and installing sheet-metal articles as required. In general, the work of the maintenance sheet-metal worker requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

Custodial, Warehousing and ShippingCRANE OPERATOR, ELECTRIC BRIDGE

(Overhead-crane operator; traveling-crane operator)

A worker who lifts and moves heavy objects with an electrically powered hoist which is mounted on a metal bridge, and runs along overhead rails. The work of the operator involves: closing switch to turn on electricity; moving electrical controller levers and brake pedal to run the crane bridge along overhead rails, to run the hoisting trolley back and forth across the bridge, and to raise and lower the load line and anything attached to it. (Motions of crane are usually carried out in response to signals from other workers, on the ground.)

For wage study purposes, the Bureau of Labor Statistics classifies workers according to type of crane operated, as follows:

Crane operators, electric bridge (under 20 tons)
Crane operators, electric bridge (20 tons and over)

Custodial, Warehousing and Shipping - ContinuedGUARD

A worker who has routine police duties, either at fixed post or on tour, maintaining order, using arms or force where necessary. This classification includes gatemen who are stationed at gate and check on identity of employees and other persons entering.

JANITOR, PORTER OR CLEANER

(Day porter, sweeper; charwoman; janitress)

A worker who cleans and keeps in an orderly condition factory working areas and washrooms, or premises of an office, apartment house, or commercial or other establishment. The duties performed involve a combination of the following: sweeping, mopping and/or scrubbing, and polishing floors; removing chips, trash, and other refuse; dusting equipment, furniture, or fixtures; polishing metal fixtures or trimmings; providing supplies and minor maintenance services; and cleaning lavatories, showers, and rest rooms. This classification does not include workers who specialize in window washing.

ORDER FILLER

(Order picker; stock selector; warehouse stockman)

A worker who fills shipping or transfer orders from stored merchandise in accordance with specifications on sales slip, customer orders, or other instructions. May, in addition to filling orders and indicating items filled or omitted, keep records of outgoing orders, requisition additional stock or report short supplies to supervisor, and perform other related duties.

PACKER

A worker who prepares finished products for shipment or storage by placing them in boxes or other containers, the specific operations performed being dependent upon the type, size and number of units to be packed, the type of container employed, and method of shipment. The work of the packer involves a combination of the following: knowledge of various items of stock in order to verify content; selection of appropriate type and size of container; inserting enclosures in container; using excelsior or other material to prevent breakage or damage; closing and sealing containers; and applying labels or entering identifying data on container. This classification does not include packers who also make wooden boxes or crates.

SHIPPING-AND-RECEIVING CLERK

A worker who prepares merchandise for shipment, or who receives and is responsible for incoming shipments of merchandise or other materials. Shipping work involves: a knowledge of shipping procedures, practices, routes, available means of transportation and rates; and preparing records of the goods shipped, making up bills of lading, posting weight and shipping charges, and keeping a file of shipping records. May, in addition, direct or assist in preparing the merchandise for shipment. Receiving work generally involves: verifying or directing others in verifying the correctness of shipments against bills of lading, invoices, or other records; checking for shortages and rejecting damaged goods; routing merchandise or materials to proper departments; and maintaining necessary records and files.

Custodial, Warehousing and Shipping - ContinuedSHIPPING-AND-RECEIVING CLERK - Continued

For wage study purposes, the Bureau of Labor Statistics classifies these workers on the following basis:

Shipping clerk
Receiving clerk
Shipping-and-receiving clerk

STOCK HANDLER AND TRUCKER, HAND

(Loader and unloader; handler and stacker; shelver; trucker; stockman or stock helper; warehouseman or warehouse helper)

A worker employed in a warehouse, manufacturing plant, store, or other establishment whose duties involve one or more of the following: loading and unloading various materials and merchandise on or from freight cars, trucks or other transporting devices; unpacking, shelving, or placing materials or merchandise in proper storage location; transporting materials or merchandise by hand truck, car or wheelbarrow to proper location. May, in addition, keep a record of materials handled or check items against invoices or other records. This classification does not include longshoremen, who load and unload ships.

TRACK LABORER*

Performs heavy laborer duties in the maintenance and repair of railroad ways under supervision of Trackman: (a) laying rails, switches, etc., working to grading stakes; (b) leveling rails by packing sand, gravel and other material under low cross ties to raise them, and aligning the rails to make a level track or a uniform grade; (c) placing tie plates or skeins between ties and rails and fastening rails with spikes; (d) replacing worn or decayed wooden ties by removing spikes from old ties with a claw bar, loosening ballast and removing tie from under the rail; (e) setting new ties into place and packing ballast around them, and spiking them to rail; (f) tightening rail joints with a long wrench until secure; (g) gauging tracks for correct and uniform distance between rails using a fixed gauge, and loosening rails out of alignment, crowding them into place with a bar or clamp and retightening; bending rails to templates or radius using a hand bender.

TRUCK DRIVER

A worker who drives a truck within a city or industrial area to transport materials, merchandise, equipment, or men between various types of establishments such as: manufacturing plants, freight depots, warehouses, wholesale and retail establishments and/or between retail establishments and customers' houses or places of business. Duties may also involve loading or unloading truck with or without helpers, making minor mechanical repairs, and keeping truck in good working order. This classification does not include driver-salesmen or over-the-road drivers.

For wage study purposes, the Bureau of Labor Statistics classifies truck drivers according to size and type of equipment operated, as follows:

Truck driver, light (under 1-1/2 tons)
Truck driver, medium (1-1/2 to and including 4 tons)
Truck driver, heavy (over 4 tons, trailer type)
Truck driver, heavy (over 4 tons, other than trailer type)

*Department of Defense description.

Custodial, Warehousing and Shipping - ContinuedTRUCKER, POWER

A worker who operates a manually-controlled gasoline or electric-powered truck or tractor to transport goods and materials of all kinds about a warehouse, manufacturing plant or other establishment.

For wage study purposes, the Bureau of Labor Statistics classifies workers according to type of truck operated, as follows:

Truckers, power (fork-lift)
Truckers, power (other than fork-lift)

WATCHMAN

A worker who guards premises of plant property, warehouses, office buildings, or banks. Makes rounds of premises periodically in protecting property against fire, theft, and illegal entry.

Machinery IndustriesASSEMBLER

(Bench assembler; floor assembler; jig assembler; line assembler; sub-assembler)

A worker who assembles and/or fits together parts to form complete units or subassemblies at a bench, conveyor line, or on the floor, depending upon the size of the units and the organization of the production process. The work of the assembler may include processing operations requiring the use of hand tools in scraping, chipping and filing of parts to obtain a desired fit as well as power tools and special equipment when punching, riveting, soldering or welding of parts is necessary. Workers who perform any of these processing operations exclusively as part of specialized assembling operations are not included in this classification.

Class A - A worker who assembles parts into complete units or subassemblies that require fitting of parts and decisions regarding proper performance of any component part of the assembled unit, and whose work involves any combination of the following: assembling from drawings, blueprints or other written specifications; assembling units composed of a variety of parts and/or subassemblies; assembling large units requiring careful fitting and adjusting of parts to obtain specified clearances; and using a variety of hand and powered tools and precision measuring instruments.

Class B - A worker who assembles parts into units or subassemblies in accordance with standard and prescribed procedures, and whose work involves any combination of the following: assembling a limited range of standard and familiar products composed of a number of small or medium-sized parts requiring some fitting or adjusting; assembling large units that require little or no fitting of component parts; working under conditions where accurate performance and completion of work within set time limits are essential for subsequent assembling operations; and using a limited variety of hand or powered tools.

Machinery Industries - ContinuedASSEMBLER - Continued

Class C - A worker who performs short-cycle, repetitive assembling operations, and whose work does not involve any fitting or making decisions regarding proper performance of the component parts or assembling procedures.

DRILL-PRESS OPERATOR, SINGLE- OR MULTIPLE-SPINDLE

Performs such operations as drilling, reaming, countersinking, counterboring, spot-facing and tapping on one or more types of single-spindle or multiple-spindle drill presses.

This classification includes operators of all types of drill presses other than radial-drill presses and portable drilling equipment.

Class A - Operator who is required to set up machine for operations requiring careful positioning, blocking and aligning of units; to determine speeds, feeds, tooling and operation sequence; and to make all necessary adjustments during operation to achieve requisite dimensions or

Operator who is required to set up machine where speeds, feeds, tooling and operation sequence are prescribed but whose work involves very difficult operations such as deep drilling, or boring to exacting specifications.

Class B - Operator who is required to set up machine on standard operations where feeds, speeds, tooling and operation sequence are prescribed; and to make all necessary adjustments during operation or

Operator who is required to maintain set-up made by others, including making all necessary adjustments during operation on work requiring considerable care on the part of the operator to maintain specified tolerances.

Class C - Operator who is required only to operate machine, on routine and repetitive operations; to make only minor adjustments during operation; and when trouble occurs to stop the machine and call on foreman, leadman, or set-up man to correct the operation.

ELECTRICIAN, MAINTENANCE

(See Maintenance and Power Plant, page 25, for description.)

ENGINE-LATHE OPERATOR

Operates an engine lathe for shaping external and internal cylindrical surfaces of metal objects. The engine lathe, basically characterized by a headstock, tailstock, and powered tool carriage, is a general-purpose machine tool used primarily for turning. It is also commonly used in performing such operations as facing, boring, drilling, and threading; and, equipped with appropriate attachments, it may be used for a very wide variety of special machining operations. The stock may be held in position by the lathe "centers" or by various types of chucks and fixtures.

This classification excludes operators of bench lathes, automatic lathes, automatic-screw machines, and hand-turret lathes and hand-screw machines.

Machinery Industries - ContinuedENGINE-LATHE OPERATOR - Continued

Class A - Operator who is required to set up machine; to select feeds, speeds, tooling and operation sequence; and to make necessary adjustments during operation to achieve requisite dimensions or

Operator who is required to set up machine from drawings, blueprints or layout, in accordance with prescribed feeds, speeds, tooling and operation sequence and to make necessary adjustments during operation where changes in work and set-up are frequent and where care is essential to achieve very close tolerances.

Operator may be required to recognize when tools need dressing, to dress tools, and to select proper coolants and cutting and lubricating oils.

Class B - Operator who is required to maintain operation set up by others, by making all necessary adjustments, where care is essential to achieve very close tolerances or

Operator who is required to set up machine on standard or roughing operations where feeds, speeds, tooling and operation sequence are prescribed; and to make adjustments during operation.

Operator may be required to recognize when tools need dressing, to dress tools and to select proper coolants and cutting oils.

Class C - Operator who is required only to operate machine on routine and repetitive operations; to make only minor adjustments during operation; and when trouble occurs to stop the machine and call on foreman, leadman, or set-up man to correct the operation.

JANITOR

(Sweeper; cleaner)

A worker who sweeps and cleans shop areas, washrooms and offices, and removes waste and refuse. May wash floors and windows.

MACHINIST, PRODUCTION

A worker who is required to fabricate metal parts involving a series of progressive operations and whose work involves most of the following: understanding of written instructions and specifications; planning and laying out of work; using a variety of machinists' hand tools and precision measuring instruments; setting up and operating standard machine tools; shaping of metal parts to close tolerances; making standard shop computations relating to dimensions of work, tooling, feeds and speeds of machining; understanding of the working properties of the common metals; and selecting standard materials, parts and equipment needed for his work. In general, the machinists' work normally requires a rounded training in machine-shop practice usually acquired through a formal apprenticeship or equivalent training and experience.

MILLING-MACHINE OPERATOR

(Milling-machine operator, automatic; milling-machine operator, hand)

Machinery Industries - ContinuedMILLING-MACHINE OPERATOR - Continued

Performs a variety of work such as grooving, planing, and shaping metal objects on a milling machine, which removes material from metal surfaces by the cutting action of multi-toothed rotating cutters of various sizes and shapes.

Milling-machine types vary from the manually controlled machines employed in unit production to fully automatic (conveyor-fed) machines found in plants engaged in mass production. This classification includes operators of all types of milling machines except single-purpose millers such as thread millers, duplicators, die sinkers, pantograph millers and engraving millers.

Class A - Operator who is required to set up machine; to select feeds, speeds, tooling and operation sequence; and to make necessary adjustments during operation to achieve requisite dimensions or

Operator who is required to set up machine from drawings, blueprints, or lay-out in accordance with prescribed feeds, speeds, tooling and operation sequence, and to make necessary adjustments during operation where changes in work and set up are frequent and where considerable care is essential to achieve very close tolerances.

Operator may be required to recognize when tools need dressing, to dress tools, and to select proper coolants and cutting and lubricating oils.

Class B - Operator who is required to set up machines on standard operations where feeds, speeds, tooling and operation sequence are prescribed; to make adjustments during operation; and to maintain prescribed tolerances or

Operator who is required to maintain operation set up by others, by making all necessary adjustments, where considerable care is essential to achieve very close tolerances.

Operator may be required to recognize when tools need dressing, to dress tools, and to select proper coolants and cutting oils.

Class C - Operator who is required to operate only, on routine and repetitive operations; to make only minor adjustments during operation; and when trouble occurs to stop machine and call on foreman, leadman or set-up man to correct the operation.

TRUCKER, HAND

A worker who pushes or pulls hand trucks, cars or wheelbarrows used for transporting goods and materials of all kinds about a warehouse, manufacturing plant, or other establishment, and usually loads or unloads hand trucks or wheelbarrows. May stack materials in storage bins, etc., and may keep records of materials moved.

WELDER, HAND

A worker who fuses (welds) metal objects together by means of an oxyacetylene torch or arc welding apparatus in the fabrication of metal shapes and in repairing broken or cracked metal objects. In addition to performing hand welding or brazing operation, he may also lay out guide lines or marks on metal parts and may cut metal with a cutting torch.

Machinery Industries - ContinuedWELDER, HAND - Continued

Class A - Worker who performs welding operations requiring most of the following: planning and laying out of work from drawings, blueprints or other written specifications; knowledge of welding properties of a variety of metals and alloys; setting up of work and determining operation sequence; welding of high pressure vessels or other objects involving critical safety and load requirements; working from a variety of positions; and ability to weld with bas or arc apparatus.

Class B - Worker who is required to perform either arc or gas welding operations on repetitive work, where no critical safety and load requirements are involved; where the work calls mainly for one position welding; and where the layout and planning of the work are performed by others.

Power LaundriesCLERK, RETAIL RECEIVING

A person who receives work from routemen or from customers over the counter in the receiving office or store of a dry-cleaning or laundry establishment and whose work involves most of the following: maintaining a record of articles or bundles received; returning completed work to customers who call for it; collecting payment and maintaining simple records of money received; and in establishments where dry cleaning is done, fastening an identifying marker to each article, examining an article for defects such as holes, stains or tears, and making a record of the identification symbol assigned to each article with a brief description of the article and of any defects noted. This classification does not include store managers.

EXTRACTOR OPERATOR

(Whizzer operator)

A worker who removes surplus moisture from materials (such as wet cloth, clothing, knit goods, and yarn) by operating an extractor and whose work involves most of the following: loading material into perforated drum of machine by hand or hoist; closing lid and starting machine, allowing it to run a predetermined time or until fluid stops flowing from drain; removing partly dried materials; and hand trucking materials within the department. In addition, the worker may assist the Washer in loading, operating, or unloading the washing machine.

FINISHER, FLATWORK, MACHINE

A worker who performs flatwork finishing operations by machine and whose work involves one or more of the following: shaking out the creases in semi-dry washing to prepare it for the flatwork ironing machine; feeding clean, damp flatwork pieces into the flatwork ironing machine by placing the articles on the feeder rollers; and catching or receiving articles as they emerge from the machine and partially folding them.

Power Laundries - ContinuedFIREMAN, STATIONARY BOILER

(See Maintenance and Power Plant, page 25, for description.)

IDENTIFIER

A worker who sorts soiled bundles, places the contents into various bags and by means of flags, pins or other devices identifies the net with a customer tag or ticket. In addition may weigh, list or count some or all articles contained in each bundle. This classification does not include workers who mark or otherwise identify each individual piece contained in a bundle.

MARKER

A worker who marks or affixes by hand or mechanical means, customer identifying symbols on soiled garments, linens, or other articles. In addition may weigh, list, or count articles contained in each bundle, sort contents of each bundle into groups according to treatment to be received, or note and record any damaged or stained condition of articles. This classification does not include workers who do sorting, examining, or listing without marking the various articles.

PRESSER, MACHINE, SHIRT

A worker who operates or tends the operation of one or more of the several type machines that press shirts, and who perform such shirt pressing operations as body pressing, bosom pressing, collar and cuff pressing, and/or sleeve pressing.

WASHER, MACHINE

A worker who operates one or more washing machines to wash household linens, garments, curtains, drapes and other articles and whose work involves the following: manipulating valves, switches, and levers to start and stop the machine and to control the amount and temperature of water for the sudsing and rinsing of each batch; mixing and adding soap, bluing and bleaching solutions; and loading and unloading the washing machine. In addition may make minor repairs to washing machine.

WRAPPER, BUNDLE

A worker who wraps packages or finished products, or packs articles, goods, or materials in cardboard boxes and secures the package or box with twine, ribbon, gummed tape, or paste. The worker may segregate articles according to size or type, or according to customer's order and inspect articles for defects before wrapping.

Auto Repair ShopsBODY REPAIRMAN, METAL

(Automobile-collision serviceman; fender and body repairman; body man)

Auto Repair Shops - ContinuedBODY REPAIRMAN, METAL - Continued

Repairs damaged automobile fenders and bodies to restore their original shape and smoothness of surface by hammering out and filling dents, and by welding breaks in the metal. May remove bolts and nuts, take off old fenders, and install new fenders. May perform such related tasks as replacing broken glass and repairing damaged radiators and woodwork. May paint repaired surfaces.

GREASER

(Lubricating man)

Lubricates, by means of hand-operated or compressed-air operated grease guns and oil sprays, all parts of automobile or truck where lubrication is required, using proper type lubricant on the various points on chassis or motors; drains old lubricant from lubricant reservoirs and refills with new. May perform other related duties, such as checking radiator water level, checking and adding distilled water to battery, repairing tires, etc. May also perform duties of washer.

MECHANIC, AUTOMOTIVE

Repairs automobiles and trucks, performing such duties as disassembling and overhauling engines, transmissions, clutches, rear ends, and other assemblies on automobiles, replacing worn or broken parts, grinding valves, adjusting brakes, tightening body bolts, aligning wheels, etc. In addition to general automotive mechanics, this classification also includes workers whose duties are limited to repairing and overhauling the motor.

Class A - Repairs, rebuilds, or overhauls engines, transmissions, clutches, rear ends, or other assemblies, replaces worn or broken parts, grinds valves, bores cylinders, fits rings. In addition, may adjust brakes or lights, tighten body bolts, align wheels, etc. May remove or replace motors, transmissions or other assemblies. May do machining of parts.

Class B - Adjusts brakes or lights, tightens body bolts, aligns wheels, or makes other adjustments or repairs of a minor nature; or removes and replaces motors, transmissions, clutches, rear ends, etc., but does no repairing, rebuilding, or overhauling of these assemblies. Workers who are employed as helpers to Mechanics are excluded from this classification.

WASHER, AUTOMOBILE

(Car washer; wash boy)

Washes automobiles and trucks; sweeps and cleans interior of automobile; may polish auto vehicle bodies, using polishing compound and a cloth. Various parts of this job may be performed by individual workers in automobile laundries production lines.

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