

Occupational Wage Survey

CHICAGO, ILL.

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UNITED STATES DEPARTMENT OF LABOR
James P. Mitchell, Secretary

BUREAU OF LABOR STATISTICS
Arnyess Joy Wickens, Acting Commissioner

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* NOTE: Similar tabulations (also covering health, insurance, and pension plans) are available in the Chicago area reports for April 1951, and for March of each year since 1952. The 1954 report also provides tabulations of wage structure characteristics, labor management agreements, and overtime pay provisions. A directory indicating date of study and the price of the reports, as well as reports for other major areas, is available upon request.

Current reports on occupational earnings and supplementary wage practices in the Chicago area are also available for machinery industries (February 1955), and wood household furniture (May 1954). Union scales, indicative of prevailing pay levels, are available for the following trades or industries: Building construction, printing, local transit operating employees, and motortruck drivers.

OCCUPATIONAL WAGE SURVEY, CHICAGO, ILL.*

Introduction

The Chicago area is one of several important industrial centers in which the Bureau of Labor Statistics has conducted surveys of occupational earnings and related wage benefits on an areawide basis. In each area, data are obtained by personal visits of Bureau field agents to representative establishments within 6 broad industry divisions: Manufacturing; transportation (excluding railroads), communication, and other public utilities; wholesale trade; retail trade; finance, insurance, and real estate; and services. Major industry groups excluded from these studies are government institutions and the construction and extractive industries. Establishments having fewer than a prescribed number of workers were also omitted since they furnish insufficient employment in the occupations studied to warrant inclusion.¹ Wherever possible, separate tabulations are provided for the individual broad industry divisions.

These surveys are conducted on a sample basis because of the unnecessary cost involved in surveying all establishments, and to ensure prompt publication of results. To obtain appropriate accuracy at minimum cost, a greater proportion of large than of small establishments is studied. In combining the data, however, all establishments are given their appropriate weight. Estimates are presented, therefore, as relating to all establishments in the industry grouping and area, but not to those below the minimum size studied.²

Occupations and Earnings

Occupational classification is based on a uniform set of job descriptions designed to take account of interestablishment variation in duties within the same job (see Appendix for listing of these descriptions). Earnings data are presented for the following types of occupations: (a) Office clerical; (b) professional and technical; (c) maintenance and powerplant; and (d) custodial and material movement.

* This report was prepared in the Bureau's regional office in Chicago, Ill., by Woodrow C. Linn under the direction of George E. Votava, Regional Wage and Industrial Relations Analyst.

¹ See following table for minimum-size establishment covered by study.

² An exception is made in the tabulation of minimum entrance rates for women office workers which relates to provisions in establishments actually studied.

Data are shown for full-time workers, i. e., those hired to work a full-time schedule for the given occupational classification. Earnings data exclude premium pay for overtime and for work on weekends, holidays, and late shifts. Nonproduction bonuses are also excluded, but cost-of-living bonuses and incentive earnings are included. Where weekly hours are reported, as for office clerical occupations, reference is to the work schedules (rounded to the nearest half-hour) for which straight-time salaries are paid; average weekly earnings for these occupations have been rounded to the nearest 50 cents.

Occupational employment estimates refer to the total in all establishments within the scope of the study and not to the number actually surveyed. Because of differences in occupational structure among establishments, the estimates of occupational employment obtained from the sample of establishments studied serve only to indicate the relative importance of the jobs studied. These differences in occupational structure do not materially affect the accuracy of the earnings data.

Establishment Practices and Supplementary Wage Provisions

Information is also presented on selected establishment practices and supplementary benefits as they relate to office and plant workers. The term, "office workers", as used in this bulletin includes all office clerical employees and excludes administrative, executive, professional, and technical personnel. "Plant workers" include working foremen and all nonsupervisory workers (including leadmen and trainees) engaged in nonoffice functions. Administrative, executive, professional, and technical employees, and force account construction employees who are utilized as a separate work force are excluded. Cafeteria workers and routemen are excluded in manufacturing industries but are included as plant workers in nonmanufacturing industries.

Shift-differential data are limited to manufacturing industries. This information is presented both in terms of (a) establishment policy³ and (b) effective provisions for workers

³ An establishment was considered as having a policy if it met either of the following conditions: (1) Operated late shifts at the time of the survey, or (2) had formal provisions covering late shifts.

actually employed on extra shifts at the time of the survey. Tabulations relating to establishment policy are presented in terms of total plant worker employment; estimates in the second tabulation relate only to those workers actually employed on the specified shift.

Supplementary practices, other than minimum entrance rates for women office workers, and shift differentials, are treated statistically on the basis that these are provided to all workers employed in offices or plant departments that observe the practice in question.⁴ Because of varying eligibility re-

⁴ Scheduled weekly hours for office workers (first section of table B-4) are presented in terms of the proportion of women office workers employed in offices with the indicated weekly hours for women workers.

quirements, the proportion actually receiving the specific benefits may be smaller. Moreover, a practice was considered as applicable to all office or plant workers in an establishment if it applied to a majority of such workers. Because of rounding, sums of individual items in these tabulations do not necessarily equal totals.

The summary of vacation plans is limited to formal arrangements, excluding informal plans whereby time off with pay is granted at the discretion of the employer or the supervisor. Separate estimates are provided according to employer practice in computing vacation payments, such as time payments, percent of annual earnings, or flat-sum amounts. However, in the tabulations of vacation allowances by years of service, payments not on a time basis were converted; for example, a payment of 2 percent of annual earnings was considered as the equivalent of 1 week's pay.

Establishments and Workers Within Scope of Survey and Number Studied in Chicago, Ill.,¹ by Major Industry Division, April 1955

Industry division	Minimum size establishment in scope of study ²	Number of establishments		Workers in establishments			
		Within scope of study	Studied	Within scope of study			Studied
				Total ³	Office	Plant	
All divisions	-	3,144	427	1,060,700	217,200	680,900	493,210
Manufacturing	101	1,378	167	618,100	87,200	452,800	256,360
Nonmanufacturing	-	1,766	260	442,600	130,000	228,100	236,850
Transportation (excluding railroads), communication, and other public utilities ⁴	101	120	32	80,800	20,300	44,200	65,190
Wholesale trade	51	580	59	76,900	22,010	35,300	16,840
Retail trade	101	209	50	134,500	23,990	96,700	96,960
Finance, insurance, and real estate	51	368	49	79,900	49,100	⁵ 10,200	34,630
Services ⁶	51	489	70	70,500	14,600	41,700	23,230

¹ The Chicago Area (Cook County). The "workers within scope of study" estimates shown in this table provide a reasonably accurate description of the size and composition of the labor force included in the survey. The estimates are not intended, however, to serve as a basis of comparison with other area employment indices to measure employment trends or levels since (1) planning of wage surveys requires the use of establishment data compiled considerably in advance of the pay period studied, and (2) small establishments are excluded from the scope of the survey.

² Includes all establishments with total employment at or above the minimum size limitation. All outlets (within the area) of companies in such industries as trade, finance, auto repair service, and motion-picture theaters are considered as one establishment.

³ Includes executive, technical, professional, and other workers excluded from the separate office and plant categories.

⁴ Also excludes taxicabs, and services incidental to water transportation included in earlier studies.

⁵ Estimate relates to real estate establishments only.

⁶ Hotels; personal services; business services; automobile repair shops; radio broadcasting and television; motion pictures; nonprofit membership organizations; and engineering and architectural services.

A: Occupational Earnings

Table A-1: Office Occupations

(Average straight-time weekly hours and earnings¹ for selected occupations studied on an area basis in Chicago, Ill., by industry division, April 1955)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--																					
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$40.00	\$40.00 and under 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 85.00	85.00 90.00	90.00 95.00	95.00 100.00	100.00 105.00 and over	
Men																									
Clerks, accounting, class A	2,653	39.5	83.50	-	-	-	-	-	-	-	12	9	21	53	63	128	130	192	436	437	412	335	206	108	111
Manufacturing	1,103	39.5	85.00	-	-	-	-	-	-	-	1	-	2	18	14	31	39	48	231	136	154	219	131	38	41
Nonmanufacturing	1,550	39.5	82.00	-	-	-	-	-	-	-	11	9	19	35	49	97	91	144	205	301	258	116	75	70	70
Public utilities *	130	39.0	87.00	-	-	-	-	-	-	-	-	-	3	7	8	3	1	8	15	11	33	3	7	10	21
Wholesale trade	674	39.5	82.50	-	-	-	-	-	-	-	-	6	6	12	10	33	43	95	78	135	131	43	19	25	38
Retail trade	178	39.5	83.50	-	-	-	-	-	-	-	-	-	1	9	7	1	20	4	14	61	10	9	28	10	4
Finance **	500	39.0	81.00	-	-	-	-	-	-	-	9	2	6	6	7	59	27	24	90	84	82	57	18	24	5
Clerks, accounting, class B	1,218	39.0	65.00	-	1	-	20	16	91	30	74	113	218	161	102	52	57	58	97	65	34	25	4	-	-
Manufacturing	477	39.0	71.00	-	-	-	2	3	14	7	6	3	98	26	42	33	19	36	77	58	30	23	-	-	-
Nonmanufacturing	741	39.5	61.00	-	1	-	18	13	77	23	68	110	120	135	60	19	38	22	20	7	4	2	4	-	-
Clerks, order	2,035	40.0	81.00	-	-	-	1	4	13	14	12	12	100	53	76	157	123	111	322	241	278	140	103	214	61
Manufacturing	730	39.5	79.00	-	-	-	-	-	-	10	-	1	40	27	46	46	75	61	146	34	61	38	61	65	19
Nonmanufacturing	1,305	40.0	82.00	-	-	-	1	4	13	4	12	11	60	26	30	111	48	50	176	207	217	102	42	149	42
Wholesale trade	1,144	40.0	83.50	-	-	-	-	-	10	4	9	11	53	24	13	59	42	29	152	196	217	92	42	149	42
Clerks, payroll	585	39.0	78.00	-	-	-	2	1	5	1	5	17	25	3	17	49	50	52	114	85	84	36	9	12	18
Manufacturing	438	39.0	78.00	-	-	-	2	1	1	-	1	1	10	2	13	46	36	47	97	69	61	34	9	1	7
Nonmanufacturing	147	39.5	77.00	-	-	-	-	-	4	1	4	16	15	1	4	3	14	5	17	16	23	2	-	11	11
Office boys	2,017	38.5	50.00	77	180	193	351	274	304	180	139	131	85	63	11	15	2	1	11	-	-	-	-	-	-
Manufacturing	700	39.0	50.00	45	53	58	85	96	140	83	52	33	21	17	4	-	2	-	11	-	-	-	-	-	-
Nonmanufacturing	1,317	38.5	49.50	32	127	135	266	178	164	97	87	98	64	46	7	15	-	1	-	-	-	-	-	-	-
Wholesale trade	160	39.0	50.50	-	20	2	28	34	16	17	11	13	11	4	4	-	-	-	-	-	-	-	-	-	-
Retail trade	112	40.0	49.50	-	4	2	31	19	35	10	5	2	2	1	1	-	-	-	-	-	-	-	-	-	-
Finance **	703	38.5	49.00	22	65	122	154	97	55	27	42	47	20	37	-	15	-	-	-	-	-	-	-	-	-
Services	243	37.5	49.00	10	38	6	45	21	52	20	7	13	30	1	-	-	-	-	-	-	-	-	-	-	-
Tabulating-machine operators	1,489	39.0	74.50	-	-	-	3	13	17	33	47	34	147	120	60	97	98	69	214	238	143	76	45	27	8
Manufacturing	623	39.0	76.50	-	-	-	-	-	3	1	36	12	39	47	20	35	49	15	85	133	81	22	19	22	4
Nonmanufacturing	866	39.0	73.00	-	-	-	3	13	14	32	11	22	108	73	40	62	49	54	129	105	62	54	26	5	4
Finance **	460	38.5	69.50	-	-	-	3	13	13	30	8	17	67	55	20	25	21	21	54	46	31	20	14	1	1
Women																									
Billers, machine (billing machine)	1,394	39.5	60.00	-	2	-	46	68	85	149	216	130	157	149	178	93	37	28	48	8	-	-	-	-	-
Manufacturing	647	40.0	59.50	-	-	-	24	24	49	67	122	49	73	83	71	11	31	2	40	1	-	-	-	-	-
Nonmanufacturing	747	39.0	60.00	-	2	-	22	44	36	82	94	81	84	66	107	82	6	26	8	7	-	-	-	-	-
Public utilities *	152	40.0	65.00	-	-	-	-	-	-	-	10	22	20	18	20	42	1	15	2	2	-	-	-	-	-
Wholesale trade	388	39.0	60.00	-	-	-	12	24	12	47	64	16	57	40	70	31	1	10	4	-	-	-	-	-	-
Billers, machine (bookkeeping machine)	415	39.0	57.00	12	12	20	20	23	29	16	32	43	122	23	28	4	3	-	28	-	-	-	-	-	-
Nonmanufacturing	395	39.0	57.00	12	12	20	20	23	26	16	29	43	119	17	28	1	3	-	26	-	-	-	-	-	-
Bookkeeping-machine operators, class A	1,049	39.0	71.50	-	-	-	-	-	-	10	7	19	44	69	119	182	218	52	178	91	30	30	-	-	-
Manufacturing	410	39.0	72.50	-	-	-	-	-	-	9	5	11	15	13	37	37	120	22	48	62	1	30	-	-	-
Nonmanufacturing	639	39.0	71.00	-	-	-	-	-	-	1	2	8	29	56	82	145	98	30	130	29	29	-	-	-	-
Wholesale trade	356	40.0	71.00	-	-	-	-	-	-	-	-	4	4	1	55	86	82	28	90	6	-	-	-	-	-

See footnote at end of table.

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

** Finance, insurance, and real estate.

Occupational Wage Survey, Chicago, Ill., April 1955

U.S. DEPARTMENT OF LABOR

Bureau of Labor Statistics

Table A-1: Office Occupations - Continued

(Average straight-time weekly hours and earnings¹ for selected occupations studied on an area basis in Chicago, Ill., by industry division, April 1955)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																									
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$40.00	\$40.00 and under 42.50	\$42.50 to 45.00	\$45.00 to 47.50	\$47.50 to 50.00	\$50.00 to 52.50	\$52.50 to 55.00	\$55.00 to 57.50	\$57.50 to 60.00	\$60.00 to 62.50	\$62.50 to 65.00	\$65.00 to 67.50	\$67.50 to 70.00	\$70.00 to 72.50	\$72.50 to 75.00	\$75.00 to 80.00	\$80.00 to 85.00	\$85.00 to 90.00	\$90.00 to 95.00	\$95.00 to 100.00	\$100.00 to 105.00	\$105.00 and over				
Women - Continued																													
Bookkeeping-machine operators, class B	3,739	38.5	60.00	16	9	52	82	100	325	258	377	603	566	346	368	199	272	48	73	45	-	-	-	-	-	-	-	-	
Manufacturing	1,336	39.0	63.50	-	7	14	14	1	70	70	65	73	148	174	270	111	247	29	38	5	-	-	-	-	-	-	-	-	
Nonmanufacturing	2,403	38.5	58.00	16	2	38	68	99	255	188	312	530	418	172	98	88	25	19	35	40	-	-	-	-	-	-	-	-	
Wholesale trade	312	39.0	60.00	-	-	-	4	1	18	13	43	61	96	20	17	28	1	-	10	-	-	-	-	-	-	-	-		
Retail trade	224	39.5	57.00	-	2	10	12	10	26	19	20	28	61	11	7	9	2	7	-	-	-	-	-	-	-	-	-		
Finance**	1,680	38.0	57.50	16	-	22	48	83	210	137	223	418	248	124	32	36	8	10	25	40	-	-	-	-	-	-	-	-	
Clerks, accounting, class A	2,070	39.0	73.00	-	-	-	-	-	1	23	41	55	180	216	194	208	162	120	297	202	204	115	26	11	15	-	-		
Manufacturing	705	39.0	75.00	-	-	-	-	-	-	1	2	15	64	52	58	58	77	45	104	40	131	28	19	-	11	-	-		
Nonmanufacturing	1,365	39.0	72.00	-	-	-	-	-	1	22	39	40	116	164	136	150	85	75	193	162	73	87	7	-	10	-	4		
Wholesale trade	401	39.5	73.50	-	-	-	-	-	-	-	8	18	15	59	59	33	15	6	83	36	35	24	-	-	10	-	-		
Retail trade	191	39.5	73.00	-	-	-	-	-	1	1	-	2	25	16	22	11	17	9	30	35	13	6	2	-	-	1	-		
Finance**	385	38.5	71.00	-	-	-	-	-	-	2	8	11	35	52	30	66	37	28	34	56	7	19	-	-	-	-	-		
Services	225	37.5	73.50	-	-	-	-	-	-	19	22	2	-	13	11	24	7	15	30	29	16	32	4	-	-	1	-		
Clerks, accounting, class B	5,992	39.0	58.50	-	30	64	277	351	623	662	628	720	899	462	506	232	206	63	191	72	6	-	-	-	-	-	-		
Manufacturing	1,879	39.0	61.00	-	-	8	47	33	182	177	151	223	357	186	164	60	123	48	76	39	5	-	-	-	-	-	-		
Nonmanufacturing	4,113	39.0	57.50	-	30	56	230	318	441	485	477	497	542	276	342	172	83	15	115	33	1	-	-	-	-	-	-		
Public utilities*	229	39.5	58.50	-	1	6	5	21	10	17	23	29	41	37	11	22	6	-	-	-	-	-	-	-	-	-	-		
Wholesale trade	1,040	39.5	59.50	-	-	-	12	32	89	187	118	154	157	44	115	51	33	12	24	12	-	-	-	-	-	-	-		
Retail trade	826	39.5	55.00	-	10	18	33	71	137	143	148	81	62	39	50	14	6	-	14	-	-	-	-	-	-	-	-		
Finance**	1,604	38.5	57.50	-	19	32	164	155	154	107	165	165	205	121	152	76	33	1	35	20	-	-	-	-	-	-	-		
Services	414	38.0	59.00	-	-	-	16	39	51	31	23	68	77	35	14	9	5	2	42	1	1	-	-	-	-	-	-		
Clerks, file, class A	1,398	38.5	59.50	-	-	16	51	57	124	175	173	177	175	140	86	65	64	19	43	24	7	2	-	-	-	-	-		
Manufacturing	626	39.0	60.50	-	-	-	17	20	30	79	62	83	88	87	44	28	55	16	10	5	2	-	-	-	-	-	-		
Nonmanufacturing	772	38.5	58.50	-	-	16	34	37	94	96	111	94	87	53	42	37	9	3	33	19	5	2	-	-	-	-	-		
Wholesale trade	149	39.0	59.00	-	-	-	-	-	47	-	-	11	23	26	9	21	4	6	2	-	-	-	-	-	-	-	-		
Finance**	483	38.5	58.00	-	-	16	23	28	41	80	85	52	49	42	16	15	2	1	15	17	-	1	-	-	-	-	-		
Clerks, file, class B	5,956	38.5	49.00	204	524	739	1069	806	1037	603	468	240	142	53	37	22	3	5	4	-	-	-	-	-	-	-	-		
Manufacturing	1,469	39.0	50.50	18	46	150	269	199	253	184	186	70	27	34	25	7	-	1	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	4,487	38.5	48.50	186	478	589	800	607	784	419	282	170	115	19	12	15	3	4	4	-	-	-	-	-	-	-	-		
Wholesale trade	785	39.5	50.50	-	24	51	160	116	160	115	57	63	34	1	4	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade	516	40.0	50.50	30	24	58	91	42	68	53	60	39	27	6	6	3	3	3	3	3	-	-	-	-	-	-	-		
Finance**	2,480	38.0	46.50	156	414	423	460	327	367	179	85	27	25	4	1	12	-	-	-	-	-	-	-	-	-	-	-		
Services	353	39.0	49.50	-	7	34	88	38	127	14	19	18	5	-	1	-	-	-	1	-	-	-	-	-	-	-	-		
Clerks, order	2,162	39.5	59.50	2	32	24	90	236	234	163	258	222	181	110	98	145	72	41	175	30	41	4	-	-	-	4	-		
Manufacturing	803	38.5	63.00	-	-	11	6	60	53	44	81	82	74	51	55	108	38	13	97	17	13	-	-	-	-	-	-		
Nonmanufacturing	1,359	39.5	57.50	2	32	13	84	176	181	119	177	140	107	59	43	37	34	28	78	13	28	4	-	-	-	4	-		
Retail trade	484	40.0	52.00	2	22	9	61	79	90	58	78	67	1	3	1	1	-	-	8	4	-	-	-	-	-	-	-		
Clerks, payroll	2,630	39.5	65.50	-	13	8	11	31	122	84	231	146	360	275	319	214	233	94	272	134	59	12	-	-	12	-	-		
Manufacturing	1,590	39.5	65.50	-	6	1	1	13	79	35	142	70	243	175	224	118	156	56	169	59	39	4	-	-	-	-	-		
Nonmanufacturing	1,040	39.5	66.00	-	7	7	10	18	43	49	89	76	117	100	95	96	77	38	103	75	20	8	-	-	12	-	-		
Wholesale trade	267	39.0	67.00	-	-	-	-	5	9	12	31	3	13	36	20	33	38	8	42	4	13	-	-	-	-	-	-		
Retail trade	297	40.0	62.00	-	7	7	8	7	24	16	19	44	37	14	19	41	13	1	1	36	3	-	-	-	-	-	-		
Finance**	159	38.5	68.50	-	-	-	1	6	1	7	20	4	12	14	21	6	6	27	9	14	1	-	-	-	10	-	-		
Services	128	39.0	65.00	-	-	-	1	-	9	11	8	12	11	24	8	7	10	-	7	16	1	3	-	-	-	-	-		

See footnote at end of table.

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

** Finance, insurance, and real estate.

Table A-1: Office Occupations - Continued

(Average straight-time weekly hours and earnings¹ for selected occupations studied on an area basis in Chicago, Ill., by industry division, April 1955)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																					
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$40.00	\$40.00 and under 42.50	\$42.50 to 45.00	\$45.00 to 47.00	\$47.00 to 50.00	\$50.00 to 52.50	\$52.50 to 55.00	\$55.00 to 57.50	\$57.50 to 60.00	\$60.00 to 62.50	\$62.50 to 65.00	\$65.00 to 67.50	\$67.50 to 70.00	\$70.00 to 72.50	\$72.50 to 75.00	\$75.00 to 80.00	\$80.00 to 85.00	\$85.00 to 90.00	\$90.00 to 95.00	\$95.00 to 100.00	\$100.00 to 105.00 and over	
Women - Continued																									
Comptometer operators -----	3,820	39.5	\$ 62.50	-	21	5	34	60	201	255	395	394	581	436	485	368	190	124	115	148	8	-	-	-	-
Manufacturing -----	1,669	39.5	64.00	-	-	-	1	17	42	134	140	133	245	212	210	175	124	75	91	66	4	-	-	-	-
Nonmanufacturing -----	2,151	39.5	61.50	-	21	5	33	43	159	121	255	261	336	224	275	193	66	49	24	82	4	-	-	-	-
Public utilities * -----	102	39.5	66.50	-	-	-	-	-	1	-	-	6	16	16	14	21	10	10	5	2	-	-	-	-	-
Wholesale trade -----	584	39.5	62.50	-	-	-	1	12	27	88	72	74	68	124	51	19	34	5	4	4	-	-	-	-	-
Retail trade -----	932	39.5	61.00	-	9	5	30	24	81	58	110	135	147	68	88	64	25	3	9	76	-	-	-	-	-
Finance ** -----	153	38.0	57.50	-	12	-	2	9	13	7	11	21	46	7	19	6	-	-	-	-	-	-	-	-	-
Services -----	380	39.5	60.50	-	-	-	-	9	52	29	45	27	53	65	30	51	12	2	5	-	-	-	-	-	-
Duplicating-machine operators (mimeograph or ditto) -----	446	39.0	55.50	-	14	2	36	86	39	50	56	34	39	26	20	8	9	15	12	-	-	-	-	-	-
Manufacturing -----	303	39.0	55.00	-	12	1	25	67	26	30	51	8	32	26	13	3	3	5	8	-	-	-	-	-	-
Nonmanufacturing -----	143	38.5	56.50	-	2	1	11	26	13	20	5	26	7	-	7	5	6	10	4	-	-	-	-	-	-
Key-punch operators -----	3,181	38.5	60.50	-	-	9	85	104	212	311	368	396	477	335	314	192	238	52	85	3	-	-	-	-	-
Manufacturing -----	1,418	39.0	60.50	-	-	4	32	44	101	147	157	167	206	163	196	60	65	28	48	-	-	-	-	-	-
Nonmanufacturing -----	1,763	38.5	60.50	-	-	5	53	60	111	164	211	229	271	172	118	132	173	24	37	3	-	-	-	-	-
Public utilities * -----	203	39.5	64.50	-	-	-	-	2	-	-	15	17	55	30	26	19	27	9	2	1	-	-	-	-	-
Retail trade -----	237	39.5	58.00	-	-	21	4	21	34	24	23	47	17	23	21	1	1	1	-	-	-	-	-	-	-
Finance ** -----	894	38.5	58.50	-	-	5	32	42	78	109	122	154	124	75	30	63	17	13	30	-	-	-	-	-	-
Office girls -----	1,095	39.0	49.00	38	78	139	194	170	177	132	46	72	13	14	1	16	-	1	10	-	-	-	-	-	-
Manufacturing -----	386	39.0	50.00	26	21	22	60	76	68	35	31	34	7	5	-	-	-	1	-	-	-	-	-	-	-
Nonmanufacturing -----	709	39.5	49.00	12	57	117	134	94	109	97	15	38	6	9	1	10	-	10	-	-	-	-	-	-	-
Wholesale trade -----	167	39.5	49.50	10	13	6	43	5	6	56	2	22	-	4	-	-	-	-	-	-	-	-	-	-	-
Finance ** -----	362	39.5	48.00	-	33	93	50	56	77	27	7	2	2	5	-	10	-	-	-	-	-	-	-	-	-
Secretaries -----	10,166	39.0	75.00	-	-	-	-	29	77	42	145	258	485	663	895	819	1029	647	1997	1075	922	472	231	192	188
Manufacturing -----	4,697	39.0	76.50	-	-	-	-	-	34	11	69	100	125	150	387	412	619	309	885	534	472	268	145	112	64
Nonmanufacturing -----	5,469	38.5	74.50	-	-	-	-	29	43	31	76	158	360	513	508	407	410	338	1112	541	450	204	85	80	124
Public utilities * -----	373	40.0	81.00	-	-	-	-	-	-	-	2	2	19	28	10	23	19	32	71	45	27	28	29	24	14
Wholesale trade -----	843	38.5	77.00	-	-	-	-	-	-	14	8	28	47	81	70	42	53	190	137	82	49	16	8	18	18
Retail trade -----	1,476	40.0	70.50	-	-	-	-	2	16	16	37	52	118	128	220	116	170	93	303	123	46	21	-	2	13
Finance ** -----	1,699	38.5	73.00	-	-	-	-	12	13	12	10	63	110	246	137	135	104	117	327	156	138	44	28	30	17
Services -----	1,078	37.0	77.00	-	-	-	-	15	14	3	13	33	85	64	60	63	75	43	221	80	157	62	12	16	62
Stenographers, general -----	9,826	39.0	64.00	-	1	8	59	178	425	433	940	852	1516	1130	1205	773	760	528	644	232	78	33	31	-	-
Manufacturing -----	4,408	39.0	65.00	-	-	-	8	30	120	216	392	274	669	555	667	401	335	218	350	105	30	11	27	-	-
Nonmanufacturing -----	5,418	38.5	63.50	-	1	8	51	148	305	217	548	578	847	575	538	372	425	310	294	127	48	22	4	-	-
Public utilities * -----	482	39.5	69.50	-	-	2	1	5	8	10	20	20	37	38	44	53	56	85	46	46	6	1	4	-	-
Wholesale trade -----	1,272	39.5	64.50	-	-	1	14	50	16	28	90	80	234	164	104	157	135	55	120	21	2	1	-	-	-
Retail trade -----	450	40.0	57.50	-	1	4	15	25	74	45	69	64	70	22	31	14	3	2	-	11	-	-	-	-	-
Finance ** -----	2,281	38.0	62.00	-	-	1	21	58	162	123	283	261	394	218	296	106	132	71	105	32	-	18	-	-	-
Services -----	933	38.0	64.50	-	-	-	-	10	45	11	86	153	112	133	63	42	99	97	23	17	40	2	-	-	-
Stenographers, technical -----	623	38.5	68.00	-	-	-	16	16	3	3	74	18	25	60	63	104	44	30	79	68	15	5	-	-	-

See footnote at end of table.

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

**Finance, insurance, and real estate.

Table A-1: Office Occupations - Continued

(Average straight-time weekly hours and earnings ¹ for selected occupations studied on an area basis in Chicago, Ill., by industry division, April 1955)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																											
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$40.00	\$40.00 and under 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	\$85.00	\$90.00	\$95.00	\$100.00	\$105.00	and over						
				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	85.00	90.00	95.00	100.00	105.00	105.00	105.00	105.00	105.00	over		
Women - Continued																															
Switchboard operators	1,994	39.5	59.50	2	8	54	219	139	134	98	198	193	235	140	143	145	98	40	103	23	14	6	1	-	-	-	-	-	-	1	
Manufacturing	494	39.5	64.00	-	-	-	-	5	21	15	54	58	71	55	57	46	62	17	23	8	2	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	1,500	40.0	58.00	2	8	54	219	134	113	83	144	135	164	85	86	99	36	23	80	15	12	6	1	-	-	-	-	-	1		
Public utilities *	144	40.0	67.00	-	-	-	-	3	9	6	6	14	5	5	26	15	5	12	35	2	-	-	1	-	-	-	-	-	-		
Wholesale trade	253	39.5	62.50	-	-	-	-	-	12	14	39	10	50	31	42	33	-	8	14	-	-	-	-	-	-	-	-	-	-		
Retail trade	221	40.0	56.00	-	8	11	14	12	36	34	19	18	27	21	8	1	1	1	10	-	-	-	-	-	-	-	-	-	-		
Finance **	294	38.0	62.00	2	-	-	1	20	9	14	46	52	49	18	6	32	1	3	25	-	10	6	-	-	-	-	-	-	-		
Services	588	40.5	52.00	-	-	43	204	99	47	15	34	41	33	10	4	18	29	-	5	3	2	-	-	-	-	-	-	1			
Switchboard operator-receptionists	2,064	39.0	59.00	-	11	-	13	96	152	230	378	204	431	116	131	138	89	29	15	23	7	1	-	-	-	-	-	-	-		
Manufacturing	1,099	39.0	59.50	-	11	-	-	10	44	129	248	89	275	58	32	114	62	8	15	-	4	-	-	-	-	-	-	-	-		
Nonmanufacturing	965	39.0	58.50	-	-	-	13	86	108	101	130	115	156	58	99	24	27	21	-	23	3	1	-	-	-	-	-	-	-		
Wholesale trade	457	39.5	59.50	-	-	-	1	43	11	63	36	78	78	38	74	1	24	-	10	-	-	-	-	-	-	-	-	-	-		
Finance **	179	37.5	54.50	-	-	-	-	42	31	14	29	15	45	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Services	100	39.0	62.00	-	-	-	-	-	12	-	40	-	11	-	6	10	1	6	-	11	3	-	-	-	-	-	-	-	-		
Tabulating-machine operators	961	38.0	66.50	-	-	-	1	1	18	56	144	61	91	55	80	105	104	45	119	66	9	5	1	-	-	-	-	-	-		
Nonmanufacturing	330	38.5	68.50	-	-	-	1	1	18	-	18	17	32	21	21	49	40	13	80	10	6	2	1	-	-	-	-	-	-		
Transcribing-machine operators, general	1,890	39.0	60.00	-	-	2	49	92	208	157	220	173	337	188	144	129	101	28	46	7	2	6	-	-	-	-	-	1	-		
Manufacturing	880	39.5	59.50	-	-	-	-	48	113	90	107	70	129	114	98	40	43	2	17	-	2	6	-	-	-	-	1	-	-		
Nonmanufacturing	1,010	39.0	60.00	-	-	2	49	44	95	67	113	103	208	74	46	89	58	26	29	7	-	-	-	-	-	-	-	-	-		
Wholesale trade	260	39.0	60.50	-	-	-	-	4	8	18	45	56	42	26	13	32	11	-	3	2	-	-	-	-	-	-	-	-	-		
Finance **	442	38.5	58.50	-	-	-	28	25	59	29	54	28	108	30	11	25	16	11	16	2	-	-	-	-	-	-	-	-	-		
Typists, class A	3,997	39.0	62.50	-	-	14	17	48	126	213	371	608	736	458	450	349	307	70	120	108	-	2	-	-	-	-	-	-	-		
Manufacturing	1,979	39.0	63.50	-	-	2	1	2	35	100	187	254	294	265	313	211	185	43	56	29	-	2	-	-	-	-	-	-	-		
Nonmanufacturing	2,018	38.5	62.00	-	-	12	16	46	91	113	184	354	442	193	137	138	122	27	64	79	-	-	-	-	-	-	-	-	-		
Public utilities *	170	40.0	65.50	-	-	-	-	2	5	5	11	17	32	10	17	21	15	8	17	10	-	-	-	-	-	-	-	-	-		
Wholesale trade	243	39.5	63.50	-	-	-	-	-	2	-	27	12	44	75	39	9	29	-	4	2	-	-	-	-	-	-	-	-	-		
Finance **	1,018	37.5	59.50	-	-	12	12	37	57	73	66	243	277	69	56	42	34	6	34	-	-	-	-	-	-	-	-	-	-		
Services	360	38.0	64.50	-	-	-	-	1	15	15	40	50	53	27	12	46	38	11	9	43	-	-	-	-	-	-	-	-			
Typists, class B	10,682	39.0	53.00	23	135	266	977	1487	2287	1676	1630	887	801	240	159	48	37	2	26	1	-	-	-	-	-	-	-	-	-		
Manufacturing	3,968	39.5	54.00	-	6	22	285	494	915	629	691	354	310	108	83	29	23	2	16	1	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	6,714	38.5	52.50	23	129	244	692	993	1372	1047	939	533	491	132	76	19	14	-	10	-	-	-	-	-	-	-	-	-	-		
Wholesale trade	1,146	39.0	53.50	20	32	14	57	95	239	180	228	107	120	22	22	-	-	-	10	-	-	-	-	-	-	-	-	-	-		
Retail trade	854	40.0	51.50	3	48	48	87	148	171	113	99	92	37	5	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance **	3,313	38.0	51.50	-	49	129	476	593	651	501	508	211	111	70	13	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Services	1,062	38.0	54.00	-	-	53	63	122	196	188	78	98	181	32	35	5	11	-	-	-	-	-	-	-	-	-	-	-	-		

¹ Hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.

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

** Finance, insurance, and real estate.

Table A-2: Professional and Technical Occupations

(Average straight-time weekly hours and earnings¹ for selected occupations studied on an area basis in Chicago, Ill., by industry division, April 1955)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																										
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$7.50	\$7.50 and under 60.00	\$60.00	\$62.50	\$65.00	\$67.50	\$70.00	\$75.00	\$80.00	\$85.00	\$90.00	\$95.00	\$100.00	\$105.00	\$110.00	\$115.00	\$120.00	\$125.00	\$130.00	\$140.00	\$150.00	\$160.00 and over					
Men																														
Draftsmen, leader -----	597	39.5	\$127.00	-	-	-	-	-	-	1	1	3	3	22	1	15	30	41	66	136	48	115	44	18	53	-	-	-	-	
Draftsmen, senior -----	3,364	39.5	101.00	-	-	3	6	21	17	81	163	257	339	391	380	387	334	182	239	220	160	123	44	17	-	-	-	-	-	
Manufacturing -----	2,063	39.5	97.50	-	-	-	2	12	6	67	137	225	231	287	250	201	150	90	126	149	79	51	-	-	-	-	-	-	-	
Nonmanufacturing -----	1,301	39.5	106.50	-	-	3	4	9	11	14	26	32	108	104	130	186	184	92	113	71	81	72	44	17	-	-	-	-	-	
Draftsmen, junior -----	1,584	39.5	74.00	116	43	128	51	112	83	191	333	236	171	67	34	2	10	6	-	1	-	-	-	-	-	-	-	-	-	
Manufacturing -----	1,256	39.5	72.50	111	32	124	44	112	72	149	258	152	132	42	26	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	328	39.5	80.00	5	11	4	7	-	11	42	75	84	39	25	8	-	10	6	-	1	-	-	-	-	-	-	-	-	-	
Women																														
Nurses, industrial (registered) -----	702	39.5	75.00	3	5	13	64	64	39	156	179	76	56	26	18	3	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	575	39.5	75.00	1	5	10	53	55	33	130	155	49	42	25	15	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	127	39.5	75.50	2	-	3	11	9	6	26	24	27	14	1	3	1	-	-	-	-	-	-	-	-	-	-	-	-	-	

¹ Hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.

Occupational Wage Survey, Chicago, Ill., April 1955
 U.S. DEPARTMENT OF LABOR
 Bureau of Labor Statistics

Table A-3: Maintenance and Powerplant Occupations

(Average hourly earnings¹ for men in selected occupations studied on an area basis
in Chicago, Ill., by industry division, April 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																									
			Under \$1.70	\$1.70 and under 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 2.30	\$2.30 2.35	\$2.35 2.40	\$2.40 2.45	\$2.45 2.50	\$2.50 2.60	\$2.60 2.70	\$2.70 2.80	\$2.80 2.90	\$2.90 3.00	\$3.00 3.10	\$3.10 3.20	\$3.20 3.30	\$3.30 and over
Carpenters, maintenance	1,464	2.51	-	11	-	11	31	49	29	154	39	34	44	173	101	32	80	93	62	55	8	9	7	6	22	5	403	6
Manufacturing	953	2.25	-	11	-	11	28	44	17	152	33	32	43	145	96	31	78	83	57	39	4	7	1	-	21	2	18	-
Nonmanufacturing	511	3.00	-	-	-	-	5	12	2	6	2	1	28	5	1	2	10	5	16	4	2	6	6	1	3	385	6	
Retail trade	143	2.77	-	-	-	-	2	5	12	-	3	1	-	27	2	-	-	-	5	-	-	-	-	6	3	71	6	
Electricians, maintenance	3,566	2.49	-	15	8	4	-	22	75	82	137	127	187	282	231	251	296	178	304	432	87	223	153	-	55	21	6	2,390
Manufacturing	2,765	2.38	-	8	8	3	-	20	69	82	133	117	167	270	217	242	289	156	235	388	57	147	58	-	25	7	6	61
Nonmanufacturing	801	2.89	-	7	-	1	-	2	6	-	4	10	20	12	14	9	7	22	69	44	30	76	95	-	30	14	-	329
Engineers, stationary	2,418	2.52	11	1	37	23	8	28	50	69	48	94	37	120	123	156	122	35	99	161	137	326	641	43	32	15	-	2
Manufacturing	1,196	2.41	-	1	-	1	8	17	48	68	45	75	35	80	106	77	115	33	61	64	25	188	90	41	16	-	-	2
Nonmanufacturing	1,222	2.63	11	-	37	22	-	11	2	1	3	19	2	40	17	79	7	2	38	97	112	138	551	2	16	15	-	-
Retail trade	259	2.60	-	-	-	-	-	7	2	1	1	19	-	11	12	4	5	1	1	-	88	29	77	-	1	-	-	-
Finance**	453	2.81	-	-	-	-	-	2	-	-	-	-	-	-	-	-	-	-	-	1	-	-	368	2	-	-	-	-
Firemen, stationary boiler	1,064	2.05	149	53	41	12	45	77	56	92	98	11	14	59	77	17	38	51	113	58	-	-	3	-	-	-	-	-
Manufacturing	745	1.97	135	24	38	7	40	70	49	91	97	6	14	35	17	9	23	1	28	58	-	-	3	-	-	-	-	-
Nonmanufacturing	319	2.22	14	29	3	5	5	7	7	1	1	5	-	24	60	8	15	50	85	-	-	-	-	-	-	-	-	-
Helpers, trades, maintenance	2,235	1.88	³ 387	132	283	302	165	362	98	163	44	109	20	74	32	-	21	32	-	1	3	6	1	-	-	-	-	-
Manufacturing	1,820	1.85	382	125	276	261	120	293	65	69	43	36	17	74	22	-	17	10	-	3	6	1	-	-	-	-	-	-
Nonmanufacturing	415	1.99	5	7	7	41	45	69	33	94	1	73	3	-	10	-	4	22	-	1	-	-	-	-	-	-	-	-
Machine-tool operators, toolroom	2,258	2.37	-	-	-	-	-	36	1	53	83	104	146	89	432	111	159	241	268	220	140	130	29	16	-	-	-	-
Manufacturing	2,258	2.37	-	-	-	-	-	36	1	53	83	104	146	89	432	111	159	241	268	220	140	130	29	16	-	-	-	-
Machinists, maintenance	3,515	2.47	-	-	-	1	3	18	20	71	40	133	162	162	260	211	389	402	419	468	163	249	107	2	46	16	26	147
Manufacturing	3,322	2.46	-	-	-	-	3	18	20	68	40	133	160	162	260	205	384	390	408	456	148	198	35	2	43	16	26	147
Mechanics, automotive (maintenance)	1,658	2.40	-	2	-	2	5	18	17	13	32	58	19	88	149	29	210	95	106	785	28	2	-	-	-	-	-	-
Manufacturing	452	2.28	-	-	-	-	3	2	14	4	9	42	14	31	114	10	131	47	30	1	-	-	-	-	-	-	-	-
Nonmanufacturing	1,206	2.44	-	2	-	2	2	16	3	9	23	16	5	57	35	19	79	48	76	784	28	2	-	-	-	-	-	-
Public utilities*	822	2.46	-	-	-	-	-	16	-	9	19	-	2	37	12	7	9	21	5	663	22	-	-	-	-	-	-	-
Retail trade	236	2.41	-	2	-	2	2	-	3	-	4	12	3	5	11	2	59	3	1	119	6	2	-	-	-	-	-	-
Mechanics, maintenance	3,020	2.24	1	7	7	56	78	206	137	226	228	325	128	84	394	138	322	43	46	296	95	119	22	40	20	-	-	2
Manufacturing	2,659	2.23	-	5	-	53	63	194	127	191	210	307	119	73	374	122	300	43	38	256	74	28	22	40	20	-	-	-
Nonmanufacturing	361	2.35	1	2	7	3	15	12	10	35	18	18	9	11	20	16	22	-	8	40	21	91	-	-	-	-	-	2
Millwrights	2,236	2.27	-	-	-	21	58	12	46	55	29	166	360	94	600	65	227	185	220	47	12	5	4	-	27	-	-	3
Manufacturing	2,175	2.27	-	-	-	21	58	12	46	55	29	166	359	94	550	65	227	175	220	47	12	5	4	-	27	-	-	3
Oilers	1,317	1.90	⁴ 169	122	84	264	86	180	82	49	118	37	10	8	39	-	4	33	1	30	-	1	-	-	-	-	-	-
Manufacturing	1,188	1.87	167	122	84	262	84	177	82	19	78	37	10	8	24	-	4	-	-	30	-	1	-	-	-	-	-	-
Nonmanufacturing	129	2.16	2	-	-	2	2	3	-	30	40	-	-	-	15	-	-	33	1	-	-	1	-	-	-	-	-	-
Painters, maintenance	1,155	2.55	-	28	8	14	14	60	38	50	63	103	32	37	35	21	18	81	3	53	11	20	1	20	3	438	1	3
Manufacturing	567	2.25	-	8	5	14	5	53	36	48	57	58	31	26	31	9	17	64	2	27	11	16	-	20	-	26	-	3
Nonmanufacturing	588	2.85	-	20	3	-	9	7	2	2	6	45	1	11	4	12	1	17	1	26	-	4	1	-	3	412	1	-
Pipefitters, maintenance	1,345	2.40	-	-	-	11	1	16	30	30	27	143	52	116	165	59	103	60	192	56	43	109	5	-	80	-	47	-
Manufacturing	1,210	2.35	-	-	-	11	-	16	30	29	25	143	52	114	165	57	103	50	190	53	36	73	5	-	58	-	47	-
Nonmanufacturing	135	2.88	-	-	-	-	1	-	-	1	2	-	-	2	-	2	-	10	2	3	7	36	-	-	22	-	47	-
Plumbers, maintenance	131	2.64	-	-	1	-	-	-	-	7	12	3	6	13	5	1	4	2	1	4	-	-	15	13	18	24	2	-
Sheet-metal workers, maintenance	579	2.37	-	-	-	-	2	5	-	14	54	15	14	32	105	11	40	33	126	33	42	50	-	1	1	-	1	-
Manufacturing	576	2.37	-	-	-	-	2	5	-	14	54	15	13	32	105	11	40	33	126	31	42	50	-	1	1	-	1	-
Tool and die makers	4,292	2.67	-	-	-	-	-	-	5	6	18	41	27	12	59	69	168	357	278	648	687	464	667	418	233	116	10	9
Manufacturing	4,292	2.67	-	-	-	-	-	-	5	6	18	41	27	12	59	69	168	357	278	648	687	464	667	418	233	116	10	9

¹ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.² Workers were distributed as follows: 364 at \$3.30 to \$3.40; 6 at \$3.40 to \$3.50; 20 over \$3.50.³ Workers were distributed as follows: 18 under \$1.50; 18 at \$1.50 to \$1.55; 20 at \$1.55 to \$1.60; 93 at \$1.60 to \$1.65; 238 at \$1.65 to \$1.70.⁴ Workers were distributed as follows: 32 at \$1.50 to \$1.55; 48 at \$1.55 to \$1.60; 19 at \$1.60 to \$1.65; 70 at \$1.65 to \$1.70.

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

** Finance, insurance, and real estate.

Occupational Wage Survey, Chicago, Ill., April 1955
U.S. DEPARTMENT OF LABOR
Bureau of Labor Statistics

Table A-4: Custodial and Material Movement Occupations

(Average hourly earnings ¹ for selected occupations ² studied on an area basis
in Chicago, Ill., by industry division, April 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																									
			Under \$1.05	\$1.05 and under 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	\$2.10	\$2.20	\$2.30	\$2.40	\$2.50 and over	
Guards	3,013	1.72	-	26	-	12	44	41	86	102	210	124	206	137	132	237	107	229	133	311	165	283	405	20	-	3	-	-
Manufacturing.....	2,108	1.74	-	-	-	-	22	-	16	22	178	77	173	105	120	210	79	187	92	269	117	191	245	4	-	1	-	-
Nonmanufacturing.....	905	1.68	-	26	-	12	22	41	70	80	32	47	33	32	12	27	28	42	41	42	48	92	160	16	-	2	-	-
Finance**.....	567	1.68	-	6	-	12	22	40	30	48	23	18	28	20	5	23	14	34	23	30	21	11	155	2	-	2	-	-
Janitors, porters, and cleaners (men)	13,776	1.59	474	87	626	273	365	508	446	459	727	630	755	1855	848	780	483	862	298	304	2173	284	307	165	24	1	32	10
Manufacturing.....	7,767	1.58	39	24	128	160	58	220	238	343	599	462	551	1608	634	627	409	783	210	68	123	72	245	160	6	-	-	-
Nonmanufacturing.....	6,009	1.59	435	63	498	113	307	288	208	116	128	168	204	247	214	153	74	79	88	236	2050	212	62	5	18	1	32	10
Public utilities*.....	607	1.68	11	-	-	-	12	14	6	23	11	23	67	37	50	29	32	26	58	161	43	2	2	-	-	-	-	-
Wholesale trade.....	499	1.45	10	10	49	41	36	10	10	29	1	22	76	35	22	97	7	32	2	-	-	-	1	4	4	1	-	-
Retail trade.....	1,444	1.30	217	34	159	67	83	208	177	63	87	97	25	35	69	22	27	21	27	-	10	2	2	-	14	-	-	-
Finance**.....	2,335	1.91	-	-	-	5	19	15	10	1	12	3	10	1	73	4	4	-	1	62	1815	210	57	1	-	-	32	-
Services.....	1,124	1.34	197	19	290	-	157	41	5	-	17	23	26	139	-	1	4	-	1	13	182	-	-	-	-	-	-	10
Janitors, porters, and cleaners (women)	5,613	1.43	167	105	76	120	144	181	72	126	109	3889	309	122	29	116	12	31	2	-	-	-	-	3	-	-	-	-
Manufacturing.....	940	1.42	22	2	34	61	54	104	35	40	84	135	103	81	27	114	12	31	1	-	-	-	-	-	-	-	-	-
Nonmanufacturing.....	4,673	1.43	145	103	42	59	90	77	37	86	25	3754	206	41	2	2	-	-	-	-	-	-	-	3	-	-	-	-
Public utilities*.....	104	1.43	-	-	1	-	2	10	1	16	3	56	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade.....	380	1.19	59	88	29	11	41	30	29	50	17	24	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance**.....	3,627	1.47	-	3	3	32	9	11	-	9	5	3322	190	40	1	2	-	-	-	-	-	-	-	-	-	-	-	-
Services.....	490	1.37	56	12	9	16	30	4	7	-	-	352	-	-	-	-	-	1	-	-	-	-	-	3	-	-	-	-
Laborers, material handling	23,779	1.68	79	36	164	110	427	556	459	450	766	734	2004	2564	2086	2856	2019	1705	770	1300	940	2385	500	402	457	4	6	-
Manufacturing.....	13,956	1.65	-	-	66	13	307	328	250	292	528	574	1051	2113	1790	1535	1384	1380	447	340	94	643	299	218	294	4	6	-
Nonmanufacturing.....	9,823	1.73	79	36	98	97	120	228	209	158	238	160	953	451	296	1321	635	325	323	960	846	1742	201	184	163	-	-	-
Public utilities*.....	2,730	1.92	-	-	-	-	-	-	-	-	4	5	1	211	-	303	1	8	36	6	288	1551	81	137	98	-	-	-
Wholesale trade.....	4,277	1.69	18	-	34	35	95	106	115	49	131	32	363	77	203	875	453	291	97	609	435	142	70	47	-	-	-	-
Retail trade.....	2,742	1.60	61	36	58	62	25	116	88	82	101	123	587	163	89	143	179	26	190	345	104	49	50	-	65	-	-	-
Order fillers	7,108	1.72	44	52	132	49	75	111	136	160	117	259	493	359	392	573	644	509	735	594	459	293	379	446	61	24	11	1
Manufacturing.....	2,775	1.72	1	33	99	3	12	37	49	63	6	123	141	314	240	338	230	81	47	174	210	113	102	270	61	16	11	1
Nonmanufacturing.....	4,333	1.72	43	19	33	46	63	74	87	97	111	136	352	45	152	235	414	428	688	420	249	180	277	176	-	8	-	-
Wholesale trade.....	3,086	1.71	23	4	27	33	38	31	43	74	50	75	289	4	128	101	392	419	602	411	170	40	98	34	-	-	-	-
Packers, shipping (men)	5,860	1.66	38	5	52	78	77	266	224	335	212	179	451	281	392	673	414	445	498	242	531	53	83	74	121	27	31	78
Manufacturing.....	3,898	1.69	-	-	-	43	18	166	150	215	149	104	256	227	328	619	162	339	388	94	257	33	41	52	121	27	31	78
Nonmanufacturing.....	1,962	1.61	38	5	52	35	59	100	74	120	63	75	195	54	64	54	252	106	110	148	274	20	42	22	-	-	-	-
Wholesale trade.....	1,575	1.63	32	-	40	30	43	66	48	102	48	60	159	32	34	48	164	99	94	146	267	-	42	21	-	-	-	-
Retail trade.....	355	1.54	6	5	12	5	14	28	16	14	15	14	35	18	30	5	88	7	16	2	4	20	-	1	-	-	-	-
Packers, shipping (women)	2,941	1.45	48	279	83	152	49	82	370	193	126	257	78	320	125	408	110	123	34	40	3	-	-	57	4	-	-	-
Manufacturing.....	2,481	1.45	32	243	76	70	38	54	333	176	101	253	54	320	125	278	110	123	31	-	3	-	-	57	4	-	-	-
Nonmanufacturing.....	460	1.42	16	36	7	82	11	28	37	17	25	4	24	-	-	130	-	-	3	40	-	-	-	-	-	-	-	-
Receiving clerks	1,681	1.90	-	1	5	3	8	20	4	18	12	26	16	31	51	103	67	124	131	162	154	94	343	188	61	37	13	9
Manufacturing.....	820	1.93	-	-	-	-	-	-	-	-	-	-	-	18	33	83	34	31	64	83	76	48	241	44	34	9	13	8
Nonmanufacturing.....	861	1.87	-	1	5	3	8	20	4	17	12	26	16	13	18	20	33	93	67	79	78	46	102	144	27	28	-	1
Wholesale trade.....	367	1.98	-	-	-	-	-	-	-	1	-	24	2	1	12	-	-	16	6	1	73	44	94	45	24	24	-	-
Retail trade.....	468	1.82	-	-	-	3	5	14	2	14	8	2	14	12	4	20	32	77	61	78	5	2	8	99	3	4	-	1

See footnotes at end of table.

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

** Finance, insurance, and real estate.

Occupational Wage Survey, Chicago, Ill., April 1955
U.S. DEPARTMENT OF LABOR
Bureau of Labor Statistics

Table A-4: Custodial and Material Movement Occupations - Continued

(Average hourly earnings¹ for selected occupations² studied on an area basis in Chicago, Ill., by industry division, April 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																									
			Under \$ 1.05	\$ 1.05 and under 1.10	\$ 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	\$ 2.10	\$ 2.20	\$ 2.30	\$ 2.40	\$ 2.50 and over
Shipping clerks	1,420	1.94	-	-	-	4	1	7	4	4	27	3	59	13	72	46	66	82	100	150	165	59	195	162	78	25	17	81
Manufacturing	823	2.02	-	-	-	-	-	-	-	-	-	-	-	-	64	36	45	22	60	119	25	47	92	123	77	25	17	71
Nonmanufacturing	597	1.83	-	-	-	4	1	7	4	4	27	3	59	13	8	10	21	60	40	31	140	12	103	39	1	-	-	10
Shipping and receiving clerks	1,354	1.90	-	-	-	-	5	-	9	12	1	69	50	58	81	60	85	140	120	158	78	158	132	25	50	32	31	
Manufacturing	772	1.90	-	-	-	-	-	-	-	12	-	66	20	20	63	37	60	106	65	54	13	80	60	22	43	26	25	
Nonmanufacturing	582	1.90	-	-	-	-	5	-	9	-	1	3	30	38	18	23	25	34	55	104	65	78	72	3	7	6	6	
Truckdrivers, light (under 1½ tons)	1,769	2.19	-	-	-	23	-	-	1	-	5	2	36	-	4	9	13	-	22	5	136	59	625	19	-	5	805	-
Manufacturing	1,141	2.32	-	-	-	-	-	-	-	-	-	-	21	-	-	-	13	-	22	4	2	57	202	15	-	-	805	
Nonmanufacturing	628	1.96	-	-	-	23	-	-	1	-	5	2	15	-	4	9	-	-	-	1	134	2	423	4	-	5	-	
Truckdrivers, medium (1½ to and including 4 tons)	4,076	2.11	-	-	-	-	-	-	-	-	-	-	-	10	27	17	-	-	26	80	34	7	1924	1218	325	138	259	11
Manufacturing	815	2.12	-	-	-	-	-	-	-	-	-	-	-	10	27	17	-	-	-	71	2	5	250	268	-	15	150	
Nonmanufacturing	3,261	2.10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26	9	32	2	1674	950	325	123	109	11
Public utilities *	1,617	2.09	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1066	377	65	-	109	
Wholesale trade	1,404	2.13	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4	12	-	457	548	260	123	-	
Truckdrivers, heavy (over 4 tons, trailer type)	4,255	2.24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	41	130	1113	2151	670	8	142
Manufacturing	364	2.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	72	84	99	105	1	-
Nonmanufacturing	3,891	2.24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	38	58	1029	2052	565	7	142
Public utilities *	2,502	2.22	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35	774	1549	137	7	-
Retail trade	975	2.25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	38	23	255	463	54	-	142
Truckdrivers, heavy (over 4 tons, other than trailer type)	1,612	2.19	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	253	713	247	396	2	-
Nonmanufacturing	1,458	2.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	205	619	241	393	-	-
Truckers, power (forklift)	3,509	1.87	-	-	-	-	-	-	2	4	6	58	78	123	163	256	256	69	232	490	813	246	324	214	132	35	8	-
Manufacturing	3,010	1.86	-	-	-	-	-	-	-	4	56	77	121	156	250	253	44	191	455	713	147	207	181	120	35	-	-	-
Nonmanufacturing	499	1.95	-	-	-	-	-	-	2	4	2	2	1	2	7	6	3	25	41	35	100	99	117	33	12	-	8	-
Truckers, power (other than forklift)	948	1.84	-	-	-	-	-	-	-	-	-	4	9	3	249	56	42	217	38	10	199	46	75	-	-	-	-	-
Manufacturing	826	1.80	-	-	-	-	-	-	-	-	-	3	9	3	248	53	36	217	28	10	199	10	10	-	-	-	-	-
Watchmen	5,047	1.24	2577	177	60	32	131	202	119	81	253	159	163	155	140	369	106	69	81	50	37	1	4	-	70	-	-	11
Manufacturing	1,660	1.51	91	64	32	15	57	174	56	19	177	54	109	94	107	301	63	63	51	39	23	-	1	-	70	-	-	-
Nonmanufacturing	3,387	1.11	2486	113	28	17	74	28	63	62	76	105	54	61	33	68	43	6	30	11	14	1	3	-	-	-	-	11

¹ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.² Data limited to men workers except where otherwise indicated.³ Workers were distributed as follows: 51 at \$0.75 to \$0.80; 35 at \$0.80 to \$0.85; 53 at \$0.85 to \$0.90; 11 at \$0.90 to \$0.95; 127 at \$0.95 to \$1; 2,300 at \$1 to \$1.05.

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

B: Establishment Practices and Supplementary Wage Provisions

Table B-1: Shift Differential Provisions ¹

Shift differential	Percent of manufacturing plant workers—			
	(a) In establishments having formal provisions for—		(b) Actually working on—	
	Second shift work	Third or other shift work	Second shift	Third or other shift
Total	92.7	82.3	17.1	5.9
With shift pay differential	91.5	81.1	16.7	5.8
Uniform cents (per hour)	49.2	38.5	9.9	3.7
Under 5 cents6	.6	.1	.1
5 cents	10.2	2.5	2.2	-
6 cents	7.2	-	1.7	-
7 or 7½ cents	2.7	.8	.8	.1
8 or 8½ cents5	.5	.2	Δ
9 cents	5.4	11.4	.8	1.5
10 cents	15.6	12.6	2.4	1.3
12 or 12½ cents	1.4	3.0	.5	.2
14½ cents	-	.5	-	.1
15 cents	1.6	5.0	.3	.3
Over 15 cents	4.0	1.7	.9	.2
Uniform percentage	41.3	36.0	6.5	1.4
5 percent	6.5	.8	1.4	-
7 percent6	.2	.1	Δ
7½ percent	-	3.7	-	.4
8 percent9	-	-	-
10 percent	31.6	25.1	4.9	.7
12½ percent	1.3	1.3	.2	Δ
15 percent4	4.8	.1	.3
Other ²	1.0	6.6	.3	.7
No shift pay differential	1.2	1.2	.4	.1

¹ Shift differential data are presented in terms of (a) establishment policy, and (b) workers actually employed on late shifts at the time of the survey. An establishment was considered as having a policy if it met either of the following conditions: (1) Operated late shifts at the time of the survey, or (2) had formal provisions covering late shifts.

² Includes such provisions as full pay for reduced hours plus cents or percentage differential.

Δ Less than 0.05 percent.

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Table B-2: Minimum Entrance Rates for Women Office Workers ¹

Minimum rate (weekly salary)	Number of establishments with specified minimum hiring rate in—						Number of establishments with specified minimum hiring rate in—							
	All industries	Manufacturing		Nonmanufacturing			All industries	Manufacturing		Nonmanufacturing				
		Based on standard weekly hours ² of—						Based on standard weekly hours ² of—						
		All schedules	40	All schedules	37 ¹ / ₂	40		All schedules	40	All schedules	37 ¹ / ₂	40		
Establishments studied	427	167	xxx	260	xxx	xxx	427	167	xxx	260	xxx	xxx		
	<u>FOR INEXPERIENCED TYPISTS</u>						<u>FOR OTHER INEXPERIENCED CLERICAL WORKERS</u>							
Establishments having a specified minimum	237	100	79	137	22	90	259	101	81	158	23	105		
\$ 30.00 and under \$ 32.50	2	-	-	2	-	-	2	-	-	2	-	-		
\$ 32.50 and under \$ 35.00	2	-	-	2	-	2	2	-	-	2	-	2		
\$ 35.00 and under \$ 37.50	3	-	-	3	-	3	7	-	-	7	-	7		
\$ 37.50 and under \$ 40.00	-	-	-	-	-	-	3	-	-	3	1	-		
\$ 40.00 and under \$ 42.50	25	7	5	18	2	15	38	10	7	28	3	24		
\$ 42.50 and under \$ 45.00	26	9	6	17	4	10	37	14	9	23	5	14		
\$ 45.00 and under \$ 47.50	59	25	20	34	10	14	67	27	21	40	8	19		
\$ 47.50 and under \$ 50.00	39	17	12	22	1	15	36	15	14	21	2	13		
\$ 50.00 and under \$ 52.50	51	29	23	22	-	20	42	23	18	19	1	18		
\$ 52.50 and under \$ 55.00	12	7	7	5	2	3	9	6	6	3	1	2		
\$ 55.00 and under \$ 57.50	7	1	1	6	2	4	7	1	1	6	1	3		
\$ 57.50 and under \$ 60.00	2	1	1	1	1	-	2	1	1	1	1	-		
\$ 60.00 and under \$ 62.50	5	1	1	4	-	3	3	1	1	2	-	2		
\$ 62.50 and under \$ 65.00	2	2	2	-	-	-	3	3	3	-	-	-		
\$ 65.00 and over	2	1	1	1	-	1	1	-	-	1	-	1		
Establishments having no specified minimum	87	42	xxx	45	xxx	xxx	101	40	xxx	61	xxx	xxx		
Establishments which did not employ workers in this category	102	24	xxx	78	xxx	xxx	66	25	xxx	41	xxx	xxx		
Information not available	1	1	xxx	-	xxx	xxx	1	1	xxx	-	xxx	xxx		

¹ Lowest salary rate formally established for hiring inexperienced workers for typing or other clerical jobs.

² Hours reflect the workweek for which employees receive their regular straight-time salaries. Data are presented for all workweeks combined, and for the most common workweeks reported.

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Table B-3: Frequency of Wage Payment

Frequency of payment	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT WORKERS EMPLOYED IN--					
	All industries	Manufacturing	Public utilities *	Wholesale trade	Retail trade	Finance **	Services	All industries ¹	Manufacturing	Public utilities *	Wholesale trade	Retail trade	Services
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
Weekly -----	47	63	10	58	86	9	54	87	95	31	87	90	62
Biweekly -----	19	13	78	3	7	19	9	10	4	67	5	6	4
Semimonthly -----	34	25	12	39	7	72	37	3	Δ	Δ	7	4	34
Monthly -----	Δ	-	-	-	Δ	-	-	-	-	-	-	-	-
Other -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-

¹ Includes data for real estate in addition to those industry divisions shown separately.

Δ Less than 2.5 percent.

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

** Finance, insurance, and real estate.

Table B-4: Scheduled Weekly Hours

Weekly hours	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT 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 workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
Under 35 hours -----	Δ	Δ	-	-	-	-	10	-	-	-	-	-	-
35 hours -----	3	3	Δ	6	Δ	4	10	Δ	Δ	-	-	-	6
Over 35 and under 36 ³ / ₄ hours -----	Δ	-	-	-	-	Δ	Δ	-	-	-	-	-	-
36 ³ / ₄ hours -----	3	3	-	4	Δ	6	-	Δ	3	-	-	-	Δ
Over 36 ³ / ₄ and under 37 ¹ / ₂ hours -----	3	7	-	-	-	Δ	5	Δ	-	-	-	-	3
37 ¹ / ₂ hours -----	15	14	3	10	6	30	11	3	4	-	Δ	-	-
Over 37 ¹ / ₂ and under 38 ³ / ₄ hours -----	Δ	-	-	Δ	-	7	3	Δ	-	-	-	-	3
38 ³ / ₄ hours -----	8	11	Δ	Δ	-	11	10	Δ	Δ	-	Δ	-	-
Over 38 ³ / ₄ and under 40 -----	Δ	Δ	-	-	-	4	Δ	-	-	-	-	-	-
40 hours -----	62	60	95	75	92	35	44	80	81	³ 100	79	73	64
Over 40 and under 44 hours -----	Δ	Δ	Δ	Δ	Δ	-	3	Δ	Δ	-	4	3	-
44 hours -----	Δ	-	-	-	-	-	Δ	Δ	Δ	-	-	6	4
Over 44 and under 48 hours -----	Δ	Δ	-	Δ	Δ	-	-	3	Δ	-	12	5	-
48 hours -----	Δ	Δ	-	-	-	-	Δ	3	Δ	-	-	14	15
Over 48 and under 52 hours -----	-	-	-	-	-	-	-	3	4	-	3	-	Δ
52 hours and over -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	4

¹ Data relate to women workers only.

² Includes data for real estate in addition to those industry divisions shown separately.

³ Estimate differs substantially from that in previous studies due to the exclusion of taxicab companies from the scope of areawide studies (see scope table, page 2, footnote 4).

Δ Less than 2.5 percent.

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

** Finance, insurance, and real estate.

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Table B-5: Paid Holidays Provisions¹

Item	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT 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 workers	100	100	100	100	100	100	100	100	100	100	100	100	100
<u>Number of paid holidays</u>													
Workers in establishments providing paid holidays	99	99	100	100	99	98	99	97	99	³ 98	100	92	83
Less than 6 days	Δ	Δ	-	-	-	-	Δ	7	5	Δ	Δ	3	58
6 days	61	71	13	77	95	27	70	66	68	29	78	83	23
7 days	18	15	60	17	3	12	19	16	18	40	14	5	Δ
8 days	6	8	Δ	4	Δ	9	Δ	6	8	-	6	Δ	Δ
9 days	3	Δ	25	-	-	Δ	4	Δ	-	27	-	-	Δ
10 days	Δ	-	-	Δ	-	6	-	Δ	-	-	Δ	-	-
11 days	10	-	-	-	-	42	3	Δ	Δ	-	-	-	Δ
Workers in establishments providing no paid holidays	Δ	Δ	-	-	Δ	Δ	Δ	3	Δ	Δ	-	8	17
<u>Provisions for holidays occurring on nonworkdays⁴</u>													
With provisions for holidays falling on													
Saturday	48	44	88	52	69	35	24	72	72	96	71	66	57
Another day off with pay	26	27	27	34	47	17	3	20	15	31	28	44	Δ
Extra day's pay	14	13	61	14	11	-	8	46	50	66	34	16	55
Option of another day off or extra day's pay	Δ	-	-	Δ	-	-	-	Δ	-	-	5	4	Δ
Provisions differ for various holidays	7	Δ	-	3	11	18	12	Δ	Δ	-	4	Δ	Δ
Other provisions	Δ	3	-	-	-	-	-	4	6	-	-	-	-
Saturday is a scheduled workday for all workers	Δ	-	-	Δ	Δ	Δ	4	4	Δ	-	5	13	22
No provisions (or no pay) for holidays falling on Saturday	50	55	12	47	30	61	71	21	26	Δ	24	13	4
With provisions for holidays falling on													
Sunday	93	84	100	99	99	98	98	92	92	96	98	87	83
Another day off with pay	90	82	94	99	88	98	97	82	83	93	96	81	43
Extra day's pay	Δ	Δ	6	-	-	-	Δ	7	5	4	Δ	3	39
Option of another day off or extra day's pay	-	-	-	-	-	-	-	-	-	-	-	-	-
Provisions differ for various holidays	Δ	-	-	-	11	-	-	Δ	-	-	-	Δ	-
Other provisions	Δ	Δ	-	-	-	-	-	3	4	-	-	-	-
Sunday is a scheduled workday for all workers	-	-	-	-	-	-	-	-	-	-	-	-	-
No provisions (or no pay) for holidays falling on Sunday	6	15	-	Δ	Δ	-	Δ	5	7	Δ	Δ	5	-
With provisions for holidays falling during vacation													
Another day off with pay	82	78	97	92	98	75	73	88	89	96	92	81	67
Extra day's pay	70	58	90	73	90	72	68	46	37	74	65	62	51
Option of another day off or extra day's pay	7	13	7	10	Δ	-	Δ	30	40	23	16	3	15
Provisions differ for various holidays	4	4	-	9	6	3	-	7	6	-	12	14	-
Other provisions	Δ	-	-	-	-	-	5	Δ	-	-	-	-	Δ
No provisions (or no pay) for holidays falling during vacation	Δ	5	-	-	Δ	-	-	4	6	-	-	-	-
17	21	3	8	Δ	23	26	9	10	Δ	8	11	16	

¹ Estimates include only full-day holidays provided annually.

² Includes data for real estate in addition to those industry divisions shown separately.

³ Estimate differs substantially from that in previous studies, due to the exclusion of taxicab companies from the scope of areawide studies (see scope table, page 2, footnote 4).

⁴ Limited to provisions in establishments having a formal policy applying when holidays occur on nonworkdays; some of the estimates would be slightly higher if practices determined informally as the situation occurs were included.

Δ Less than 2.5 percent.

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

** Finance, insurance, and real estate.

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Table B-6: Paid Vacations

Vacation policy	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT WORKERS EMPLOYED IN--					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries ¹	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
METHOD OF PAYMENT													
Workers in establishments providing paid vacations -----	100	100	100	100	100	100	100	99	100	100	² 98	100	96
Length-of-time payment -----	99	99	100	100	96	100	100	92	90	100	98	95	93
Percentage payment -----	Δ	Δ	-	-	4	-	-	6	8	-	-	5	-
Flat-sum payment -----	-	-	-	-	-	-	-	Δ	-	-	-	-	3
Other -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
Workers in establishments providing no paid vacations -----	-	-	-	-	-	-	-	Δ	-	-	Δ	-	4
AMOUNT OF VACATION PAY													
After 1 year of service													
Under 1 week -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	3
1 week -----	20	17	8	23	68	5	27	79	84	60	60	65	84
Over 1 and under 2 weeks -----	Δ	Δ	-	-	-	-	-	Δ	Δ	-	-	-	-
2 weeks -----	78	81	92	76	31	95	64	15	8	40	35	32	8
Over 2 and under 3 weeks -----	Δ	-	-	Δ	Δ	-	Δ	Δ	Δ	-	Δ	3	-
3 weeks -----	Δ	Δ	-	-	-	-	8	3	5	-	-	-	Δ
After 2 years of service													
Under 1 week -----	-	-	-	-	-	-	-	Δ	-	-	-	-	3
1 week -----	Δ	Δ	Δ	3	Δ	-	Δ	41	51	23	30	13	35
Over 1 and under 2 weeks -----	Δ	-	-	Δ	-	-	-	7	9	-	6	-	6
2 weeks -----	95	92	99	94	98	100	84	47	33	77	61	84	51
Over 2 and under 3 weeks -----	Δ	-	-	Δ	Δ	-	3	Δ	Δ	-	Δ	3	-
3 weeks -----	3	6	-	-	-	-	12	4	6	-	-	-	Δ
After 3 years of service													
Under 1 week -----	-	-	-	-	-	-	-	Δ	-	-	-	-	3
1 week -----	Δ	Δ	Δ	Δ	Δ	-	Δ	21	29	3	13	8	5
Over 1 and under 2 weeks -----	Δ	Δ	-	-	-	-	-	8	11	-	4	-	6
2 weeks -----	94	92	99	99	98	100	73	64	52	97	81	89	81
Over 2 and under 3 weeks -----	Δ	Δ	-	Δ	Δ	-	3	2	3	-	Δ	3	-
3 weeks -----	4	7	-	-	-	-	24	4	6	-	-	-	Δ
After 5 years of service													
1 week -----	Δ	-	-	-	Δ	-	Δ	Δ	Δ	-	-	4	3
Over 1 and under 2 weeks -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
2 weeks -----	91	90	100	94	95	92	73	87	85	100	95	82	91
Over 2 and under 3 weeks -----	3	3	-	3	Δ	6	3	4	5	-	3	6	-
3 weeks -----	6	7	-	3	Δ	Δ	24	7	8	-	Δ	8	Δ
4 weeks and over -----	-	-	-	-	-	-	-	Δ	-	-	-	-	Δ

See footnotes at end of table.

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

** Finance, insurance, and real estate.

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NOTE: In the tabulations of vacation allowances by years of service, payments other than "length of time", such as percentage of annual earnings or flat-sum payments, were converted to an equivalent time basis; for example, a payment of 2 percent of annual earnings was considered as 1 week's pay.

Table B-6: Paid Vacations - Continued

Vacation policy	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT WORKERS EMPLOYED IN--					
	All industries	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Finance**	Services	All industries ¹	Manufacturing	Public utilities*	Wholesale trade	Retail trade	Services
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
<u>AMOUNT OF VACATION PAY - Continued</u>													
<u>After 10 years of service</u>													
Under 2 weeks -----	Δ	-	-	-	Δ	-	Δ	Δ	Δ	-	-	4	3
2 weeks -----	72	73	99	87	70	59	54	72	70	96	87	64	89
Over 2 and under 3 weeks -----	5	3	-	3	4	11	Δ	4	4	-	3	8	-
3 weeks -----	21	19	Δ	7	2.6	29	40	21	24	4	8	23	3
4 weeks and over -----	Δ	5	-	3	-	-	5	Δ	-	-	Δ	-	Δ
<u>After 15 years of service</u>													
Under 2 weeks -----	Δ	-	-	-	Δ	-	-	Δ	Δ	-	-	4	3
2 weeks -----	19	13	9	26	13	25	49	17	12	Δ	30	17	82
Over 2 and under 3 weeks -----	3	Δ	18	Δ	-	-	Δ	3	Δ	21	Δ	-	-
3 weeks -----	75	81	72	71	86	71	45	77	83	71	67	78	10
Over 3 and under 4 weeks -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
4 weeks and over -----	3	5	-	3	-	3	5	Δ	-	5	Δ	-	Δ
<u>After 20 years of service</u>													
Under 2 weeks -----	Δ	-	-	-	Δ	-	-	Δ	Δ	-	-	4	3
2 weeks -----	17	12	9	26	13	20	47	16	11	Δ	27	16	78
Over 2 and under 3 weeks -----	Δ	-	-	Δ	-	-	Δ	Δ	Δ	-	Δ	-	-
3 weeks -----	72	78	72	65	79	68	47	72	80	57	67	69	14
Over 3 and under 4 weeks -----	3	Δ	18	-	-	4	-	3	Δ	21	-	-	-
4 weeks and over -----	8	9	Δ	8	8	9	5	6	5	19	3	11	Δ
<u>After 25 years of service</u>													
Under 2 weeks -----	Δ	-	-	-	Δ	-	-	Δ	Δ	-	-	4	3
2 weeks -----	16	12	9	23	13	15	44	16	11	Δ	23	16	78
Over 2 and under 3 weeks -----	Δ	-	-	Δ	-	-	Δ	Δ	Δ	-	Δ	-	-
3 weeks -----	55	67	60	52	13	55	47	59	68	48	62	38	14
Over 3 and under 4 weeks -----	Δ	-	-	-	-	4	-	Δ	Δ	-	-	-	-
4 weeks and over -----	28	21	30	23	74	26	8	21	17	49	13	42	Δ

¹ Includes data for real estate in addition to those industry divisions shown separately.

² Approximately 2 percent were in establishments that did not provide paid vacations until after 2 years of service.

Δ Less than 2.5 percent.

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

** Finance, insurance, and real estate.

APPENDIX: JOB DESCRIPTIONS

The primary purpose of preparing job descriptions for the Bureau's wage surveys is to assist its field staff in classifying into appropriate occupations workers who are employed under a variety of payroll titles and different work arrangements from establishment to establishment and from area to area. 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 may differ significantly from those in use in individual establishments or those prepared for other purposes. In applying these job descriptions, the Bureau's field representatives are instructed to exclude working supervisors, apprentices, learners, beginners, trainees, handicapped workers, part-time, temporary, and probationary workers.

OfficeBILLER, MACHINE

Prepares statements, bills, and invoices on a machine other than an ordinary or electromatic typewriter. May also keep records as to billings or shipping charges or perform other clerical work incidental to billing operations. For wage study purposes, billers, machine, are classified by type of machine, as follows:

Biller, machine (billing machine) - 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 memorandum, 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 fanfold machine.

Biller, machine (bookkeeping machine) - 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 customers' 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.

BOOKKEEPING-MACHINE OPERATOR

Operates a bookkeeping machine (Remington Rand, Elliott Fisher, Sundstrand, Burroughs, National Cash Register, with or without a typewriter keyboard) to keep a record of business transactions.

BOOKKEEPING-MACHINE OPERATOR - Continued

Class A - Keeps a set of records 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 - Keeps a record of one or more phases or sections of a set of records usually requiring little knowledge of basic bookkeeping. Phases or sections include accounts payable, payroll, customers' accounts (not including a simple type of billing described under biller, machine), cost distribution, expense distribution, inventory control, etc. May check or assist in preparation of trial balances and prepare control sheets for the accounting department.

CLERK, ACCOUNTING

Class A - Under general direction of a bookkeeper or accountant, has responsibility for keeping one or more sections of a complete set of books or records relating to one phase of an establishment's business transactions. Work involves posting and balancing subsidiary ledger or ledgers such as accounts receivable or accounts payable; examining and coding invoices or vouchers with proper accounting distribution; requires judgment and experience in making proper assignments and allocations. May assist in preparing, adjusting, and closing journal entries; may direct class B accounting clerks.

Class B - Under supervision, performs one or more routine accounting operations such as posting simple journal vouchers, accounts payable vouchers, entering vouchers in voucher registers; reconciling bank accounts; posting subsidiary ledgers controlled by general ledgers. This job does not require a knowledge of accounting and bookkeeping principles but is found in offices in which the more routine accounting work is subdivided on a functional basis among several workers.

CLERK, FILE

Class A - Responsible for maintaining an established filing system. 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 - Performs routine filing, usually of material that has already been classified, or locates or assists in locating material in the files. May perform incidental clerical duties.

CLERK, ORDER

Receives customers' orders for material or merchandise by mail, phone, or personally. 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 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, PAYROLL

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

COMPTOMETER OPERATOR

Primary duty is to operate a Comptometer to perform mathematical computations. This job is not to be confused with that of statistical or other type of clerk, which may involve frequent use of a Comptometer but, in which, use of this machine is incidental to performance of other duties.

DUPLICATING-MACHINE OPERATOR (MIMEOGRAPH OR DITTO)

Under general supervision and with no supervisory responsibilities, reproduces multiple copies of typewritten or handwriting 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 an alphabetical or a numerical key-punch machine, following written information on records. May 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

Performs various routine duties such as running errands, operating minor office machines such as sealers or mailers, opening and distributing mail, and other minor clerical work.

SECRETARY

Performs secretarial and clerical duties for a superior in an administrative or executive position. Duties include 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 (where transcribing machine is not used) either in shorthand or by stenotype or similar machine, and transcribing dictation or the recorded information reproduced on a transcribing machine. May prepare special reports or memoranda for information of superior.

STENOGRAPHER, GENERAL

Primary duty 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

Primary duty 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.

SWITCHBOARD OPERATOR

Operates a single- or multiple-position telephone switchboard. Duties involve handling incoming, outgoing, and intraplant or office calls. May record toll calls and take messages. May give information to persons who call in, or occasionally take telephone orders. For workers who also act as receptionists see switchboard operator-receptionist.

SWITCHBOARD OPERATOR-RECEPTIONIST

In addition to performing duties of operator, on a single position or monitor-type switchboard, acts as receptionist and may also type or perform 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

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; does simple wiring of plugboards according to established practice or diagrams; places cards to be tabulated in feed magazine and starts machine. May file cards after they are tabulated. May, in addition, operate auxiliary machines.

TRANSCRIBING-MACHINE OPERATOR, GENERAL

Primary duty is to transcribe dictation involving a normal routine vocabulary from transcribing machine records. May also

TRANSCRIBING-MACHINE OPERATOR, GENERAL - Continued

type from written copy and do simple clerical work. Workers transcribing dictation involving a varied technical or specialized vocabulary such as legal briefs or reports on scientific research are not included. A worker who takes dictation in shorthand or by stenotype or similar machine is classified as a stenographer, general.

TYPIST

Uses a typewriter to make copies of various material or to make out bills after calculations have been made by another person. May do clerical work involving little special training, such as keeping simple records, filing records and reports or sorting and distributing incoming mail.

Class A - 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 layout of complicated statistical tables to maintain uniformity and balance in spacing; typing tables from rough draft in final form. May type routine form letters, varying details to suit circumstances.

Class B - 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.

Professional and TechnicalDRAFTSMAN, JUNIOR

(Assistant draftsman)

Draws to scale 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, or perform other duties under direction of a draftsman.

DRAFTSMAN, LEADER

Plans and directs activities of one or more draftsmen in preparation of working plans and detail drawings from rough or preliminary sketches for engineering, construction, or manufacturing purposes. Duties 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; performing more difficult problems. May assist subordinates during emergencies or as a regular assignment, or perform related duties of a supervisory or administrative nature.

DRAFTSMAN, SENIOR

Prepares working plans and detail drawings from notes, rough or detailed sketches for engineering, construction, or manufacturing purposes. Duties 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. 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.

NURSE, INDUSTRIAL (REGISTERED)

A registered nurse who gives nursing service to ill or injured employees or other persons who become ill or suffer an accident on

NURSE, INDUSTRIAL (REGISTERED) - Continued

the premises of a factory or other establishment. Duties involve a combination of the following: Giving first aid to the ill or injured; attending to subsequent dressing of employee's injuries; keeping records of patients treated; preparing accident reports for compensation or other purposes; conducting physical examinations and health evaluations of applicants and employees; and planning and carrying out programs involving health education, accident prevention, evaluation of plant environment, or other activities affecting the health, welfare, and safety of all personnel.

TRACER

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 PowerplantCARPENTER, MAINTENANCE

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, and trim made of wood in an establishment. Work involves most of the following: Planning and laying out of work from blueprints, drawings, models, or verbal instructions; using a variety of carpenter's handtools, portable power tools, and standard measuring instruments; making standard shop computations relating to dimensions of work; selecting materials necessary for the work. In general, the work of the maintenance carpenter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

ELECTRICIAN, MAINTENANCE

Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generating, distribution, or utilization of electric energy in an establishment. 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,

ELECTRICIAN, MAINTENANCE - Continued

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; using a variety of electrician's handtools and measuring and testing instruments. In general, the work of the maintenance electrician requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

ENGINEER, STATIONARY

Operates and maintains and may also supervise the operation of stationary engines and equipment (mechanical or electrical) to supply the establishment in which employed with power, heat, refrigeration, or air-conditioning. Work involves: Operating and maintaining equipment such as steam engines, air compressors, generators, motors, turbines, ventilating and refrigerating equipment, steam boilers and boiler-fed water pumps; making equipment repairs; keeping a record of operation of machinery, temperature, and fuel consumption. May also supervise these operations. Head or chief engineers in establishments employing more than one engineer are excluded.

FIREMAN, STATIONARY BOILER

Fires stationary boilers to furnish the establishment in which employed with heat, power, or steam. Feeds fuels to fire by hand or operates a mechanical stoker, gas, or oil burner; checks water and safety valves. May clean, oil, or assist in repairing boiler-room equipment.

HELPER, TRADES, MAINTENANCE

Assists one or more workers in 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; performing other unskilled tasks as directed by journeyman. The kind of work the helper is permitted to perform 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.

MACHINE-TOOL OPERATOR, TOOLROOM

Specializes in the operation of one or more types of machine tools, such as jig borers, cylindrical or surface grinders, engine lathes, or milling machines in the construction of machine-shop tools, gauges, jigs, fixtures, or dies. Work involves most of the following: Planning and performing difficult machining operations; processing items requiring complicated setups or a high degree of accuracy; using a variety of precision measuring instruments; selecting feeds, speeds, tooling and operation sequence; making necessary adjustments during operation to achieve requisite tolerances or dimensions. May be required to recognize when tools need dressing, to dress tools, and to select proper coolants and cutting and lubricating oils. For cross-industry wage study purposes, machine-tool operators, tool-room in tool and die jobbing shops are excluded from this classification.

MACHINIST, MAINTENANCE

Produces replacement parts and new parts in making repairs of metal parts of mechanical equipment operated in an establishment. Work involves most of the following: Interpreting written instructions and specifications; planning and laying out of work; using a variety of machinist's handtools 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 properties of the common metals; selecting standard materials, parts, and equipment required for his work; fitting and assembling parts into mechanical equipment. 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.

MECHANIC, AUTOMOTIVE (MAINTENANCE)

Repairs automobiles, busses, motortrucks, and tractors of an establishment. 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 handtools 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 installing the various assemblies in the vehicle and making necessary adjustments; alining wheels, adjusting brakes and lights, or tightening body bolts. In general, the work of the automotive mechanic requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

MECHANIC, MAINTENANCE

Repairs machinery or mechanical equipment of an establishment. Work involves most of the following: Examining machines and mechanical equipment to diagnose source of trouble; dismantling or partly dismantling machines and performing repairs that mainly involve the use of handtools in scraping and fitting parts; replacing broken or defective parts with items obtained from stock; ordering the production of a replacement 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; reassembling machines; and making all necessary adjustments for operation. In general, the work of a maintenance mechanic requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience. Excluded from this classification are workers whose primary duties involve setting up or adjusting machines.

MILLWRIGHT

Installs new machines or heavy equipment and dismantles and installs machines or heavy equipment when changes in the plant layout are required. Work involves most of the following: Planning and laying out of the work; interpreting blueprints or other specifications; using a variety of handtools and rigging; making standard shop computations relating to stresses, strength of materials, and centers of gravity; alining and balancing of equipment; selecting standard tools, equipment and parts to be used; installing and maintaining in good order power transmission equipment such as drives and speed reducers. In general, the millwright's work normally requires a rounded training and experience in the trade acquired through a formal apprenticeship or equivalent training and experience.

OILER

Lubricates, with oil or grease, the moving parts or wearing surfaces of mechanical equipment of an establishment.

PAINTER, MAINTENANCE

Paints and redecorates walls, woodwork, and fixtures of an establishment. Work involves the following: Knowledge of surface peculiarities and types of paint required for different applications; 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. May mix colors, oils, white lead, and other paint ingredients to obtain proper color or consistency. In general, the work of the maintenance painter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

PIPEFITTER, MAINTENANCE

Installs or repairs water, steam, gas, or other types of pipe and pipefittings in an establishment. Work involves most of the following: Laying out of work and 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; making standard tests to determine whether finished pipes meet specifications. In general, the work of the maintenance pipefitter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience. Workers primarily engaged in installing and repairing building sanitation or heating systems are excluded.

PLUMBER, MAINTENANCE

Keeps the plumbing system of an establishment in good order. Work involves: Knowledge of sanitary codes regarding installation of vents and traps in plumbing system; installing or repairing pipes and fixtures; opening clogged drains with a plunger or plumber's snake. In general, the work of the maintenance plumber requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

Custodial and Material MovementGUARD

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

SHEET-METAL WORKER, MAINTENANCE

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. 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 handtools in cutting, bending, forming, shaping, fitting, and assembling; 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.

TOOL AND DIE MAKER

(Diemaker; jig maker; toolmaker; fixture maker; gauge maker)

Constructs and repairs machine-shop tools, gauges, jigs, fixtures or dies for forgings, punching and other metal-forming work. Work involves most of the following: Planning and laying out of work from models, blueprints, drawings, or other oral and written specifications; using a variety of tool and die maker's handtools and precision measuring instruments; understanding of the working properties of common metals and alloys; setting up and operating of machine tools and related equipment; making necessary shop computations relating to dimensions of work, speeds, feeds, and tooling of machines; heat-treating of metal parts during fabrication as well as of finished tools and dies to achieve required qualities; working to close tolerances; fitting and assembling of parts to prescribed tolerances and allowances; selecting appropriate materials, tools, and processes. In general, the tool and die maker's work requires a rounded training in machine-shop and toolroom practice usually acquired through a formal apprenticeship or equivalent training and experience.

For cross-industry wage study purposes, tool and die makers in tool and die jobbing shops are excluded from this classification.

JANITOR, PORTER, OR CLEANER

(Sweeper; charwoman; janitress)

Cleans and keeps in an orderly condition factory working areas and washrooms, or premises of an office, apartment house, or commercial or other establishment. Duties involve a combination of the

JANITOR, PORTER, OR CLEANER - Continued

following: Sweeping, mopping 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; cleaning lavatories, showers, and restrooms. Workers who specialize in window washing are excluded.

LABORER, MATERIAL HANDLING

(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. Longshoremen, who load and unload ships are excluded.

ORDER FILLER

(Order picker; stock selector; warehouse stockman)

Fills shipping or transfer orders for finished goods 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, SHIPPING

Prepares finished products for shipment or storage by placing them in shipping 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. Work requires the placing of items in shipping containers and may involve one or more 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 container; applying labels or entering identifying data on container. Packers who also make wooden boxes or crates are excluded.

SHIPPING AND RECEIVING CLERK

Prepares merchandise for shipment, or 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.

SHIPPING AND RECEIVING CLERK - Continued

May direct or assist in preparing the merchandise for shipment. Receiving work 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; maintaining necessary records and files.

For wage study purposes, workers are classified as follows;

Receiving clerk
Shipping clerk
Shipping and receiving clerk

TRUCKDRIVER

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 or between retail establishments and customers' houses or places of business. May also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order. Driver-salesmen and over-the-road drivers are excluded.

For wage study purposes, truckdrivers are classified by size and type of equipment, as follows: (Tractor-trailer should be rated on the basis of trailer capacity).

Truckdriver, light (under 1½ tons)
Truckdriver, medium (1½ to and including 4 tons)
Truckdriver, heavy (over 4 tons, trailer type)
Truckdriver, heavy (over 4 tons, other than trailer type)

TRUCKER, POWER

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, workers are classified by type of truck, as follows:

Trucker, power (forklift)
Trucker, power (other than forklift)

WATCHMAN

Makes rounds of premises periodically in protecting property against fire, theft, and illegal entry.