

Occupational Wage Survey

BOSTON, MASS.

April 1955

BLS Bulletin No. 1172-17

UNITED STATES DEPARTMENT OF LABOR
James P. Mitchell, Secretary

BUREAU OF LABOR STATISTICS
Arynne Joy Wickens, Acting Commissioner

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* NOTE: Similar tabulations (also covering health, insurance, and pension plans) are available in the Boston area reports for March 1951, April 1952, March 1953, and April 1954. 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 Boston area are also available for machinery industries (January 1955), and leather tanning (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, BOSTON, MASS.*

Introduction

The Boston 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 Boston, Mass., by Leo Epstein, Acting 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 Boston, Mass.,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		1,203	250	390,100	81,800	237,500	204,860
Manufacturing	101	475	85	198,800	26,300	139,500	97,130
Nonmanufacturing		728	165	191,300	55,500	98,000	107,730
Transportation (excluding railroads), communication, and other public utilities ⁴	101	48	20	31,200	5,600	20,000	25,510
Wholesale trade	51	208	42	26,200	8,000	9,400	8,000
Retail trade	101	117	33	62,300	6,500	50,100	39,280
Finance, insurance, and real estate	51	157	34	42,800	30,700	⁵ 2,800	25,380
Services ⁶	51	198	36	28,800	4,700	15,700	9,560

¹ The Boston Metropolitan Area (Suffolk County, 14 communities in Essex County, 28 in Middlesex County, 17 in Norfolk County, and 2 in Plymouth 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 this 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 earnings ¹ for selected occupations studied on an area basis in Boston, Mass., 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 \$32.50	\$32.50 and under 35.00	\$35.00 - 37.50	\$37.50 - 40.00	\$40.00 - 42.50	\$42.50 - 45.00	\$45.00 - 47.50	\$47.50 - 50.00	\$50.00 - 52.50	\$52.50 - 55.00	\$55.00 - 57.50	\$57.50 - 60.00	\$60.00 - 62.50	\$62.50 - 65.00	\$65.00 - 67.50	\$67.50 - 70.00	\$70.00 - 72.50	\$72.50 - 75.00	\$75.00 - 80.00	\$80.00 - 85.00	\$85.00 - 90.00	\$90.00 and over		
Men																											
Clerks, accounting, class A	575	38.5	\$73.00	-	-	-	-	-	-	1	4	9	17	35	36	53	52	14	44	65	16	47	35	65	82		
Manufacturing	149	39.0	79.00	-	-	-	-	-	-	-	-	-	-	-	-	10	1	-	3	27	9	32	11	39	17		
Nonmanufacturing	426	38.5	71.00	-	-	-	-	-	-	1	4	9	17	35	36	43	51	14	41	38	7	15	24	26	65		
Wholesale trade	157	39.5	80.50	-	-	-	-	-	-	-	2	-	-	10	-	7	13	-	18	18	2	3	17	16	51		
Finance **	163	38.0	62.50	-	-	-	-	-	-	-	2	2	14	14	36	22	32	1	14	11	3	10	-	2	-		
Clerks, accounting, class B	258	39.0	58.00	-	2	-	1	10	21	17	24	41	9	21	21	14	11	14	12	6	7	7	7	1	12		
Nonmanufacturing	212	39.5	58.00	-	2	-	1	7	18	13	21	38	8	12	19	11	10	8	10	4	4	7	7	-	12		
Wholesale trade	123	40.0	60.00	-	-	-	-	-	10	2	-	37	2	8	15	6	10	2	10	2	4	6	6	-	3		
Clerks, order	404	39.0	73.00	-	-	-	-	-	-	3	6	9	16	12	5	44	7	20	20	67	16	37	77	24	41		
Manufacturing	83	38.5	71.50	-	-	-	-	-	-	3	-	3	-	1	1	17	3	7	2	5	5	14	8	6	8		
Nonmanufacturing	321	39.5	73.50	-	-	-	-	-	-	-	6	6	16	11	4	27	4	13	18	62	11	23	69	18	33		
Wholesale trade	297	39.5	74.50	-	-	-	-	-	-	-	5	3	16	4	-	27	4	13	18	57	11	23	65	18	33		
Clerks, payroll	83	38.5	76.50	-	-	-	-	-	-	-	7	5	3	-	5	4	-	-	6	5	9	9	6	4	24		
Office boys	720	38.5	41.50	8	35	171	117	165	71	49	22	27	7	28	7	-	2	-	6	-	5	-	-	-	-	-	
Manufacturing	244	38.5	42.50	-	4	34	37	71	40	28	5	3	-	19	-	-	2	-	1	-	-	-	-	-	-	-	
Nonmanufacturing	476	38.5	41.00	8	31	137	80	94	31	21	17	24	7	9	7	-	-	-	5	-	5	-	-	-	-	-	
Public utilities *	45	39.0	40.50	-	-	7	9	18	8	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	109	39.0	46.50	-	5	18	12	19	4	2	11	13	6	9	-	-	-	5	-	5	-	-	-	-	-	-	
Finance **	175	37.0	40.50	-	24	40	34	35	12	15	3	4	1	-	7	-	-	-	-	-	-	-	-	-	-	-	
Services	115	39.5	37.00	3	1	63	22	18	5	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Tabulating-machine operators	373	38.5	65.00	-	-	1	1	1	10	12	4	25	15	33	20	35	25	33	20	38	25	36	20	12	7		
Manufacturing	127	38.5	62.50	-	-	-	-	-	5	-	-	7	2	26	9	14	14	8	7	17	12	4	2	-	-		
Nonmanufacturing	246	38.5	66.50	-	-	1	1	1	5	12	4	18	13	7	11	21	11	25	13	21	13	32	18	12	7		
Finance **	95	37.5	62.00	-	-	-	1	-	3	2	3	8	9	5	9	15	11	8	1	3	2	9	6	-	-		
Women																											
Billers, machine (billing machine)	382	38.5	50.50	-	2	5	9	38	34	81	62	42	23	14	9	15	15	5	8	9	10	1	-	-	-	-	
Manufacturing	164	38.5	49.50	-	-	-	-	17	14	48	29	17	7	4	4	9	10	4	-	1	-	-	-	-	-	-	
Nonmanufacturing	218	38.5	51.00	-	2	5	9	21	20	33	33	25	16	10	5	6	5	1	8	8	10	1	-	-	-	-	
Wholesale trade	139	39.0	53.50	-	-	-	1	-	8	24	31	24	15	-	5	-	5	-	8	8	10	-	-	-	-	-	
Billers, machine (bookkeeping machine)	427	38.0	47.50	2	12	24	32	72	36	68	45	64	20	4	5	2	4	-	-	28	9	-	-	-	-	-	
Manufacturing	55	38.0	56.50	-	-	-	-	-	2	7	16	10	-	-	-	-	-	-	-	20	-	-	-	-	-	-	
Nonmanufacturing	372	38.0	46.00	2	12	24	32	72	34	61	29	54	20	4	5	2	4	-	-	8	9	-	-	-	-	-	
Retail trade	219	38.5	43.00	2	12	24	29	42	23	30	18	31	8	-	-	-	-	-	-	-	-	-	-	-	-	-	
Bookkeeping-machine operators, class A	251	38.5	58.00	-	-	-	-	-	-	16	11	41	24	46	17	31	3	41	8	5	2	-	-	-	6		
Manufacturing	100	39.0	61.00	-	-	-	-	-	-	-	1	-	9	22	6	19	-	36	-	5	2	-	-	-	-	-	
Nonmanufacturing	151	38.5	56.00	-	-	-	-	-	-	16	10	41	15	24	11	12	3	5	8	-	-	-	-	-	6		
Finance **	87	38.0	52.50	-	-	-	-	-	-	16	6	30	10	10	1	10	3	1	-	-	-	-	-	-	-	-	

See footnotes at end of table.

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

** Finance, insurance, and real estate.

Occupational Wage Survey, Boston, Mass., 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 Boston, Mass., 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 \$ 32.50	\$ 32.50 and under 35.00	\$ 35.00	\$ 37.50	\$ 40.00	\$ 42.50	\$ 45.00	\$ 47.50	\$ 50.00	\$ 52.50	\$ 55.00	\$ 57.50	\$ 60.00	\$ 62.50	\$ 65.00	\$ 67.50	\$ 70.00	\$ 72.50	\$ 75.00	\$ 80.00	\$ 85.00	\$ 90.00 and over				
				32.50	35.00	37.50	40.00	42.50	45.00	47.50	50.00	52.50	55.00	57.50	60.00	62.50	65.00	67.50	70.00	72.50	75.00	80.00	85.00	90.00					
Women - Continued																													
Bookkeeping-machine operators, class B -----	1,467	38.5	\$ 49.00	-	13	30	132	171	158	233	121	169	89	90	52	86	61	20	5	10	9	14	2	1	1				
Manufacturing -----	388	38.5	55.00	-	-	5	5	9	17	36	9	58	27	55	29	74	40	14	2	8	-	-	-	-	-				
Nonmanufacturing -----	1,079	38.0	47.00	-	13	25	127	162	141	197	112	111	62	35	23	12	21	6	3	2	9	14	2	1	1				
Wholesale trade -----	256	39.0	54.50	-	-	-	-	15	13	40	29	46	18	19	14	7	18	6	2	2	9	14	2	1	1				
Retail trade -----	166	38.5	47.00	-	1	5	11	11	33	31	10	19	30	11	2	2	-	-	-	-	-	-	-	-	-				
Finance** -----	629	37.5	44.00	-	12	20	116	136	89	119	71	41	10	4	6	2	2	-	1	-	-	-	-	-	-				
Clerks, accounting, class A -----	1,201	38.5	60.50	-	1	1	3	12	16	47	65	77	98	159	101	175	101	110	59	63	19	34	23	14	23				
Manufacturing -----	380	39.5	62.50	-	-	-	-	-	-	14	6	28	17	39	53	71	46	28	9	16	8	19	14	1	11				
Nonmanufacturing -----	821	37.5	60.00	-	1	1	3	12	16	33	59	49	81	120	48	104	55	82	50	47	11	15	9	13	12				
Public utilities* -----	56	38.5	63.00	-	-	-	-	-	-	-	8	-	4	2	3	10	2	5	14	2	4	1	-	1	-				
Wholesale trade -----	125	38.0	66.00	-	-	-	-	5	-	6	6	1	-	28	5	10	7	5	-	12	5	11	7	7	10				
Retail trade -----	165	38.0	58.00	-	1	-	2	-	5	5	11	31	14	24	-	22	6	6	21	11	-	-	-	4	2				
Finance** -----	375	37.5	57.50	-	-	1	1	7	5	16	34	17	63	63	29	40	26	54	4	10	2	2	-	1	-				
Services -----	100	37.0	62.50	-	-	-	-	-	6	6	-	-	-	3	11	22	14	12	11	12	-	1	2	-	-				
Clerks, accounting, class B -----	2,045	38.5	48.50	-	11	56	134	348	172	315	201	254	134	143	107	69	39	9	19	4	6	23	1	-	-				
Manufacturing -----	477	39.0	52.50	-	-	-	6	40	37	69	33	64	55	55	35	23	30	3	6	-	6	14	1	-	-				
Nonmanufacturing -----	1,568	38.5	47.00	-	11	56	128	308	135	246	168	190	79	88	72	46	9	6	13	4	-	9	-	-	-				
Public utilities* -----	137	39.0	49.00	-	-	-	4	36	10	17	10	17	10	2	10	16	2	2	1	-	-	-	-	-	-				
Wholesale trade -----	268	39.0	50.50	-	-	-	-	34	26	42	29	40	9	42	30	-	7	4	-	-	-	5	-	-	-				
Retail trade -----	403	38.5	43.50	-	9	46	49	133	14	63	15	39	11	3	16	1	-	-	-	4	-	-	-	-	-				
Finance** -----	570	38.5	46.00	-	2	10	73	74	77	103	112	49	41	10	5	14	-	-	-	-	-	-	-	-	-				
Services -----	190	37.5	51.00	-	-	-	2	31	8	21	2	45	8	31	11	15	-	-	12	-	-	4	-	-	-				
Clerks, file, class A -----	418	39.0	51.00	-	-	10	16	59	54	45	35	41	42	14	25	22	15	16	1	3	3	12	3	2	-				
Manufacturing -----	76	39.5	51.50	-	-	-	1	4	7	7	14	13	15	2	2	4	3	2	-	1	-	-	1	-	-				
Nonmanufacturing -----	342	38.5	51.00	-	-	10	15	55	47	38	21	28	27	12	23	18	12	14	1	2	3	12	2	2	-				
Wholesale trade -----	68	39.5	60.00	-	-	-	-	2	-	10	5	1	11	-	-	13	5	8	-	2	2	5	2	2	-				
Finance** -----	202	38.5	47.00	-	-	9	14	52	36	20	11	12	10	5	19	4	2	2	-	-	-	6	-	-	-				
Clerks, file, class B -----	1,982	38.5	40.50	109	198	378	389	340	121	201	56	44	27	90	13	10	2	3	-	1	-	-	-	-	-				
Manufacturing -----	376	39.5	45.50	-	-	38	58	68	32	52	21	8	11	64	11	9	2	2	-	-	-	-	-	-	-				
Nonmanufacturing -----	1,606	38.0	39.50	109	198	340	331	272	89	149	35	36	16	26	2	1	-	1	-	1	-	-	-	-	-				
Public utilities* -----	64	39.0	45.00	-	-	-	11	9	12	18	3	6	3	1	-	-	-	1	-	-	-	-	-	-	-				
Wholesale trade -----	162	38.5	43.50	-	2	19	16	37	23	41	6	4	4	8	-	1	-	-	-	1	-	-	-	-	-				
Retail trade -----	167	38.0	38.00	\$61	16	25	7	14	1	14	14	4	-	11	-	-	-	-	-	-	-	-	-	-	-				
Finance** -----	1,057	38.0	38.50	48	179	251	292	141	45	61	5	20	7	6	2	-	-	-	-	-	-	-	-	-	-				
Services -----	156	38.0	40.50	-	1	45	5	71	8	15	7	2	2	-	-	-	-	-	-	-	-	-	-	-	-				
Clerks, order -----	595	39.0	52.00	6	3	1	21	62	23	87	41	77	77	84	34	43	1	7	-	-	-	13	5	10	-				
Manufacturing -----	303	38.5	52.00	-	-	-	2	30	6	55	9	42	56	33	29	33	1	7	-	-	-	-	-	-	-				
Nonmanufacturing -----	292	39.0	51.50	6	3	1	19	32	17	32	32	35	21	51	5	10	-	-	-	-	-	13	5	10	-				
Wholesale trade -----	188	39.5	56.00	-	-	-	-	11	8	17	22	24	12	51	5	10	-	-	-	-	-	13	5	10	-				
Retail trade -----	96	38.5	43.50	6	3	1	19	21	9	9	10	11	7	-	-	-	-	-	-	-	-	-	-	-	-				

See footnotes at end of table.

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

** Finance, insurance, and real estate.

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

See footnotes 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 Boston, Mass., 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 \$32.50	\$32.50 and under \$35.00	\$35.00	\$37.50	\$40.00	\$42.50	\$45.00	\$47.50	\$50.00	\$52.50	\$55.00	\$57.50	\$60.00	\$62.50	\$65.00	\$67.50	\$70.00	\$72.50	\$75.00	\$80.00	\$85.00	\$90.00 and over		
Women - Continued																											
Stenographers, technical	411	38.0	\$ 56.50	-	-	-	-	7	22	11	20	44	74	54	63	37	31	8	28	4	4	2	2	-	-	-	
Manufacturing	192	38.0	57.00	-	-	-	-	-	-	3	9	20	36	46	30	15	21	-	4	2	2	2	2	-	-	-	
Nonmanufacturing	219	38.5	56.00	-	-	-	-	7	22	8	11	24	38	8	33	22	10	8	24	2	2	-	-	-	-	-	
Finance **	88	39.0	50.50	-	-	-	-	7	20	6	9	12	11	3	13	3	2	-	-	2	-	-	-	-	-	-	
Services	124	38.5	59.50	-	-	-	-	-	2	2	2	11	26	4	19	19	7	8	24	-	-	-	-	-	-	-	
Switchboard operators	788	38.5	50.50	2	5	5	33	172	82	84	31	73	68	46	39	42	42	22	12	16	1	5	6	2	-	-	
Manufacturing	150	39.0	60.00	-	-	-	-	-	2	4	5	10	22	8	25	15	27	15	-	14	-	2	-	1	-	-	
Nonmanufacturing	638	38.5	48.50	2	5	5	33	172	80	80	26	63	46	38	14	27	15	7	12	2	1	3	6	1	-	-	
Public utilities *	43	40.0	58.00	-	-	-	-	-	-	12	-	-	1	3	5	8	3	-	9	2	-	-	-	-	-	-	
Wholesale trade	72	38.5	56.00	-	-	-	-	1	8	15	2	14	1	12	-	5	-	3	-	1	3	6	1	-	-	-	
Retail trade	131	38.0	48.00	2	5	3	11	10	20	16	11	6	23	7	-	8	4	5	-	-	-	-	-	-	-	-	
Finance **	167	37.5	49.50	-	-	-	5	4	33	24	13	42	16	16	6	3	3	2	-	-	-	-	-	-	-	-	
Services	225	40.0	43.00	-	-	2	17	157	19	13	-	1	5	-	3	8	-	-	-	-	-	-	-	-	-	-	
Switchboard operator-receptionists	812	38.5	51.00	-	8	15	6	55	47	128	59	180	74	98	21	66	9	17	8	7	5	9	-	-	-	-	
Manufacturing	389	39.0	52.00	-	-	-	6	23	14	72	12	91	37	57	19	48	1	-	3	6	-	-	-	-	-	-	
Nonmanufacturing	423	38.0	50.50	-	8	15	-	32	33	56	47	89	37	41	2	18	8	17	5	1	5	9	-	-	-	-	
Wholesale trade	154	39.0	55.00	-	-	-	-	8	13	16	5	34	18	9	-	15	2	15	5	-	5	9	-	-	-	-	
Retail trade	63	37.5	47.00	-	8	-	-	11	2	4	11	15	-	9	-	3	-	-	-	-	-	-	-	-	-	-	
Finance **	70	37.5	49.50	-	-	-	-	14	20	3	14	8	6	2	-	2	-	-	-	1	-	-	-	-	-	-	
Services	118	36.5	48.00	-	-	15	-	9	-	12	28	24	9	17	-	-	2	2	-	-	-	-	-	-	-	-	
Tabulating-machine operators	363	38.0	55.50	-	-	-	8	18	16	33	17	34	26	48	44	45	25	16	15	14	1	3	-	-	-	-	
Manufacturing	113	39.0	58.50	-	-	-	-	-	-	9	2	9	4	24	9	24	17	6	6	1	-	2	-	-	-	-	
Nonmanufacturing	250	37.5	54.50	-	-	-	8	18	16	24	15	25	22	24	35	21	8	10	9	13	1	1	-	-	-	-	
Finance **	171	37.5	54.00	-	-	-	5	8	11	13	12	22	20	23	28	15	3	-	-	11	-	-	-	-	-	-	
Transcribing-machine operators, general	941	38.5	50.00	-	1	22	29	64	126	151	132	120	67	91	38	22	21	23	7	16	2	7	2	-	-	-	
Manufacturing	316	39.5	52.50	-	-	-	6	10	22	31	63	44	27	27	20	14	17	20	1	14	-	-	-	-	-	-	
Nonmanufacturing	625	38.0	48.50	-	1	22	23	54	104	120	69	76	40	64	18	8	4	3	6	2	2	7	2	-	-	-	
Wholesale trade	99	38.5	54.50	-	-	-	-	10	-	7	12	19	7	21	7	2	-	1	6	2	1	2	2	-	-	-	
Finance **	413	38.0	47.00	-	1	21	16	27	85	89	57	43	28	36	3	3	1	2	-	-	1	-	-	-	-	-	
Typists, class A	1,184	38.0	51.00	-	-	13	99	110	81	140	145	122	97	64	55	174	27	32	7	2	2	10	1	3	-	-	
Manufacturing	421	39.5	53.50	-	-	-	9	29	15	17	73	41	55	18	24	129	2	9	-	-	-	-	-	-	-	-	
Nonmanufacturing	763	37.5	49.50	-	-	13	90	81	66	123	72	81	42	46	31	45	25	23	7	2	2	10	1	3	-	-	
Wholesale trade	77	38.5	60.50	-	-	-	-	-	4	2	5	1	22	7	7	4	-	6	3	2	-	10	1	3	-	-	
Finance **	543	37.0	46.50	-	-	13	90	81	60	113	51	47	14	19	14	19	6	15	1	-	-	-	-	-	-	-	
Services	112	38.5	55.50	-	-	-	-	-	1	3	15	28	6	18	8	17	13	-	2	-	1	-	-	-	-	-	
Typists, class B	3,784	38.0	44.50	34	41	327	544	719	603	526	279	250	138	118	125	34	8	5	2	15	16	-	-	-	-	-	
Manufacturing	944	39.5	47.50	-	-	48	73	174	94	144	66	73	54	85	108	12	7	1	-	5	-	-	-	-	-	-	
Nonmanufacturing	2,840	38.0	43.50	34	41	279	471	545	509	382	213	177	84	33	17	22	1	4	2	10	16	-	-	-	-	-	
Wholesale trade	384	39.0	49.00	5	-	9	15	40	47	87	25	85	15	10	-	13	1	4	2	10	16	-	-	-	-	-	
Retail trade	210	38.5	43.50	1	3	35	29	34	26	24	12	28	9	6	2	1	-	-	-	-	-	-	-	-	-	-	
Finance **	1,687	37.5	42.50	24	13	172	351	300	369	202	149	42	36	15	10	4	-	-	-	-	-	-	-	-	-	-	
Services	428	38.0	41.00	4	25	63	68	139	43	47	19	11	9	-	-	-	-	-	-	-	-	-	-	-	-	-	

¹ Hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.² Workers were distributed as follows: 24 at \$90 to \$95; 9 at \$95 to \$100; 13 at \$100 to \$105; 1 at \$105 to \$110; 4 at \$110 to \$115.³ Workers were distributed as follows: 22 at \$90 to \$95; 5 at \$95 to \$100; 4 at \$100 to \$105; 2 at \$105 to \$110.⁴ Workers were distributed as follows: 17 at \$90 to \$95; 1 at \$95 to \$100; 4 at \$100 to \$105; 2 at \$105 to \$110.⁵ Workers were all at \$30 to \$32.50.

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

** Finance, insurance, and real estate.

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

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

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

See footnotes at end of table.

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

Table A-3: Maintenance and Powerplant Occupations - Continued

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

Occupation and industry division	Number workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																										
			Under \$ 1.30	\$ 1.30 and under 1.35	\$ 1.35 - 1.40	\$ 1.40 - 1.45	\$ 1.45 - 1.50	\$ 1.50 - 1.55	\$ 1.55 - 1.60	\$ 1.60 - 1.65	\$ 1.65 - 1.70	\$ 1.70 - 1.75	\$ 1.75 - 1.80	\$ 1.80 - 1.85	\$ 1.85 - 1.90	\$ 1.90 - 1.95	\$ 1.95 - 2.00	\$ 2.00 - 2.05	\$ 2.05 - 2.10	\$ 2.10 - 2.15	\$ 2.15 - 2.20	\$ 2.20 - 2.25	\$ 2.25 - 2.30	\$ 2.30 - 2.35	\$ 2.35 - 2.40	\$ 2.40 - 2.45	\$ 2.45 - 2.50	\$ 2.50 and over	
Firemen, stationary boiler	645	1.76	51	29	12	17	6	48	19	46	36	38	10	58	18	75	33	12	38	52	-	38	-	-	4	-	5	-	-
Manufacturing	360	1.81	3	-	6	8	-	42	14	24	32	27	10	34	10	55	23	7	5	47	-	8	-	-	-	-	5	-	-
Nonmanufacturing	285	1.71	48	29	6	9	6	6	5	22	4	11	-	24	8	20	10	5	33	5	-	30	-	-	4	-	-	-	-
Services	78	1.55	-	18	6	9	6	2	-	12	-	4	-	20	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Helpers, trades, maintenance	1,100	1.71	44	29	9	23	28	120	103	44	46	118	47	74	83	314	16	1	-	1	-	-	-	-	-	-	-	-	-
Manufacturing	792	1.73	15	29	6	8	23	61	77	32	43	82	32	72	51	260	1	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing	308	1.66	29	-	3	15	5	59	26	12	3	36	15	2	32	54	15	1	-	1	-	-	-	-	-	-	-	-	-
Public utilities *	160	1.77	-	-	-	-	4	28	8	-	2	35	12	1	3	52	15	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade	64	1.59	12	-	2	-	-	18	1	-	-	1	2	1	27	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Machine-tool operators, toolroom	418	2.05	-	-	-	-	-	-	-	-	12	27	12	18	8	41	34	23	18	52	116	-	55	-	2	-	-	-	-
Manufacturing	418	2.05	-	-	-	-	-	-	-	-	12	27	12	18	8	41	34	23	18	52	116	-	55	-	2	-	-	-	-
Machinists, maintenance	1,225	2.07	-	-	-	-	14	-	6	-	3	60	74	52	102	151	82	88	50	79	62	9	12	285	21	39	5	31	
Manufacturing	1,166	2.06	-	-	-	-	14	-	6	-	3	60	73	50	102	147	79	47	75	62	6	12	259	20	38	5	29		
Nonmanufacturing	59	2.19	-	-	-	-	-	-	-	-	-	1	2	-	4	3	9	3	4	-	3	-	26	1	1	-	2		
Public utilities *	40	2.27	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8	1	2	-	1	-	26	-	1	-	1		
Mechanics, automotive (maintenance)	775	1.96	-	-	-	-	5	6	7	-	34	22	98	106	30	75	28	136	103	10	19	21	21	2	22	5	3	22	
Manufacturing	172	2.05	-	-	-	-	-	-	-	-	6	-	14	6	29	16	25	23	10	11	2	17	2	6	5	-	-		
Nonmanufacturing	603	1.94	-	-	-	-	5	6	7	-	34	16	98	92	24	46	12	111	80	-	8	19	4	-	16	-	3	22	
Public utilities *	375	1.92	-	-	-	-	-	-	-	-	18	4	96	64	5	-	9	101	56	-	-	18	4	-	-	-	-	-	
Wholesale trade	85	2.13	-	-	-	-	5	5	-	16	-	1	-	-	-	-	8	-	-	8	1	-	-	16	-	3	6	22	
Retail trade	137	1.89	-	-	-	-	-	1	1	-	-	12	1	28	19	46	3	2	24	-	-	-	-	-	-	-	-	-	
Mechanics, maintenance	1,322	2.01	-	18	-	-	2	16	-	34	54	92	22	156	39	130	41	146	55	102	81	72	190	21	16	9	11	15	
Manufacturing	1,078	1.99	-	-	-	-	-	16	-	34	54	91	10	154	33	83	41	116	54	65	77	57	168	-	4	4	11	6	
Nonmanufacturing	244	2.05	-	18	-	-	2	-	-	-	-	1	12	2	6	47	-	30	1	37	4	15	22	21	12	5	-	9	
Public utilities *	80	2.20	-	-	-	-	-	-	-	-	-	-	-	-	4	-	1	-	34	-	13	6	21	-	1	-	-	-	
Retail trade	105	2.04	-	-	-	-	-	-	-	-	1	1	1	6	42	-	22	1	3	4	2	14	-	4	-	-	-	4	
Millwrights	269	2.02	-	-	-	-	-	-	-	7	12	32	4	4	13	22	19	43	2	46	33	-	6	1	9	3	13	-	
Manufacturing	269	2.02	-	-	-	-	-	-	-	7	12	32	4	4	13	22	19	43	2	46	33	-	6	1	9	3	13	-	
Oilers	304	1.69	18	10	5	14	14	18	8	54	10	29	12	9	17	37	19	-	30	-	-	-	-	-	-	-	-	-	
Manufacturing	243	1.62	18	9	3	14	14	18	8	54	10	29	12	9	17	15	13	-	-	-	-	-	-	-	-	-	-	-	
Painters, maintenance	399	1.80	14	-	17	15	21	56	-	4	10	24	20	44	16	20	12	25	5	65	-	19	4	1	3	1	1	2	
Manufacturing	164	1.97	-	-	-	-	3	9	-	-	1	14	8	29	-	5	6	10	1	64	-	7	-	1	2	1	1	2	
Nonmanufacturing	235	1.67	14	-	17	15	18	47	-	4	9	10	12	15	16	15	6	15	4	1	-	12	4	-	1	-	-	-	
Public utilities *	36	2.00	-	-	-	-	-	-	-	-	-	-	4	6	-	1	3	12	1	-	9	-	-	-	-	-	-	-	
Finance **	53	1.67	-	-	-	-	21	-	-	8	10	3	4	3	1	1	-	-	-	-	1	-	-	1	-	-	-	-	
Services	87	1.43	9	-	15	15	18	26	-	-	-	-	-	2	-	-	1	-	-	-	-	-	1	-	-	-	-	-	
Pipefitters, maintenance	517	2.08	-	-	-	-	-	-	3	1	5	24	20	12	2	81	44	34	59	18	79	2	102	1	18	-	11	1	
Manufacturing	467	2.08	-	-	-	-	-	-	3	1	5	24	20	12	2	78	17	29	54	18	79	1	102	1	18	-	2	1	
Plumbers, maintenance	66	1.99	-	-	-	7	-	1	-	-	-	4	3	2	1	2	5	23	4	3	3	-	-	1	1	-	-	6	
Sheet-metal workers, maintenance	154	2.10	-	-	-	-	-	-	-	2	1	-	6	1	2	14	8	8	10	32	36	9	22	-	-	-	3	-	
Manufacturing	144	2.11	-	-	-	-	-	-	-	2	1	-	6	-	2	7	7	8	10	31	36	9	22	-	-	-	3	-	
Tool and die makers	1,348	2.30	-	-	-	-	-	-	-	-	-	-	3	6	2	10	13	39	115	94	53	151	156	169	31	74	371	61	
Manufacturing	1,340	2.30	-	-	-	-	-	-	-	-	-	-	3	6	-	10	13	39	113	90	53	151	156	169	31	74	371	61	

¹ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.² Workers were distributed as follows: 39 at \$2.50 to \$2.60; 4 at \$2.60 to \$2.70; 16 at \$2.70 to \$2.80.³ Workers were distributed as follows: 25 at \$2.50 to \$2.60; 8 at \$2.70 to \$2.80; 4 at \$2.90 to \$3.⁴ Workers were distributed as follows: 10 at \$1.15 to \$1.20; 3 at \$1.20 to \$1.25; 35 at \$1.25 to \$1.30.⁵ Workers were distributed as follows: 5 at \$0.80 to \$0.85; 5 at \$1.05 to \$1.10; 2 at \$1.10 to \$1.15.⁶ Workers were all at \$2.50 to \$2.60.

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

** Finance, insurance, and real estate.

Table A-4: Custodial and Material Movement Occupations

(Average hourly earnings¹ for selected occupations² studied on an area basis in Boston, Mass., 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 \$0.80	\$0.80 and under .85	\$0.85 .90	\$0.90 .95	\$0.95 1.00	\$1.00 1.05	\$1.05 1.10	\$1.10 1.15	\$1.15 1.20	\$1.20 1.25	\$1.25 1.30	\$1.30 1.35	\$1.35 1.40	\$1.40 1.45	\$1.45 1.50	\$1.50 1.55	\$1.55 1.60	\$1.60 1.65	\$1.65 1.70	\$1.70 1.75	\$1.75 1.80	\$1.80 1.90	\$1.90 2.00	\$2.00 2.10	\$2.10 2.20	\$2.20 and over
Elevator operator, passenger (men)	731	\$ 1.12	24	-	-	29	215	29	27	6	151	140	44	25	5	1	2	14	2	4	-	-	8	5	-	-	-	-
Nonmanufacturing	699	1.10	24	-	-	29	215	29	26	5	151	139	43	25	5	1	1	3	1	2	-	-	-	-	-	-	-	-
Finance **	379	1.19	6	-	-	-	6	18	-	3	151	137	38	20	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services	257	.96	18	-	-	19	198	-	18	-	-	-	-	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-
Elevator operators, passenger (women)	441	1.05	14	54	33	38	60	63	21	15	51	53	21	-	1	1	1	5	1	-	2	-	2	5	-	-	-	-
Nonmanufacturing	425	1.04	14	54	33	38	60	63	11	14	49	53	21	-	1	-	1	5	1	-	2	-	-	5	-	-	-	-
Retail trade	205	.91	14	43	22	38	40	46	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance **	156	1.17	-	6	6	-	-	12	7	2	49	53	21	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Guards	939	1.58	-	-	6	-	-	10	20	35	28	19	15	19	26	31	14	61	211	71	30	57	169	47	54	13	-	3
Manufacturing	558	1.65	-	-	-	-	-	-	1	24	12	-	2	3	9	12	3	18	163	16	15	52	150	29	33	13	-	3
Nonmanufacturing	381	1.49	-	-	6	-	-	10	19	11	16	19	13	16	17	19	11	43	48	55	15	5	19	18	21	-	-	-
Finance **	257	1.48	-	-	-	-	-	10	19	7	16	17	10	15	17	5	10	16	15	37	9	5	10	18	21	-	-	-
Janitors, porters, and cleaners (men)	4,282	1.33	85	55	82	92	109	174	192	237	240	499	281	290	298	131	207	140	546	141	99	90	83	168	37	3	1	2
Manufacturing	1,982	1.45	-	14	5	41	1	19	61	100	18	48	133	170	244	92	159	75	381	65	77	48	35	163	27	3	1	2
Nonmanufacturing	2,300	1.23	85	41	77	51	108	155	131	137	222	451	148	120	54	39	48	65	165	76	22	42	48	5	10	-	-	-
Public utilities *	381	1.49	-	-	-	-	-	-	-	15	11	10	9	34	37	13	22	29	97	48	21	31	4	-	-	-	-	-
Wholesale trade	160	1.39	-	-	-	-	2	8	12	16	11	5	28	6	2	-	10	8	13	-	-	9	15	5	10	-	-	-
Retail trade	635	1.17	20	10	44	34	43	77	37	66	49	98	21	9	9	10	-	8	48	21	-	2	29	-	-	-	-	-
Finance **	826	1.22	6	-	12	3	6	60	17	32	122	338	90	71	6	16	16	20	5	5	1	-	-	-	-	-	-	-
Services	298	.96	59	31	21	14	57	10	65	8	29	-	-	-	-	-	-	-	2	2	-	-	-	-	-	-	-	-
Janitors, porters, and cleaners (women)	1,885	1.15	59	89	17	67	36	97	161	95	494	575	17	40	35	31	51	18	-	-	-	-	-	3	-	-	-	-
Manufacturing	246	1.27	-	-	-	8	3	8	18	51	8	25	-	17	29	20	48	8	-	-	-	-	-	3	-	-	-	-
Nonmanufacturing	1,639	1.13	59	89	17	59	33	89	143	44	486	550	17	23	6	11	3	10	-	-	-	-	-	-	-	-	-	-
Retail trade	119	.93	23	18	7	30	8	21	-	2	1	3	1	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance **	1,180	1.18	-	6	-	24	6	38	32	42	483	539	9	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Services	133	.84	36	65	10	-	10	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Laborers, material handling	4,956	1.52	5	6	76	58	13	126	92	142	135	157	230	267	280	316	291	196	488	347	380	239	246	483	256	63	6	58
Manufacturing	2,981	1.53	-	-	19	20	-	42	51	102	74	92	155	220	74	251	225	109	281	173	240	187	66	392	152	56	-	-
Nonmanufacturing	1,975	1.50	5	6	57	38	13	84	41	40	61	65	75	47	206	65	66	87	207	174	140	52	180	91	104	7	6	58
Wholesale trade	790	1.52	-	-	15	5	-	2	35	22	57	22	43	17	58	52	51	73	26	112	5	4	73	18	29	7	6	58
Retail trade	859	1.44	5	6	42	30	7	82	6	18	4	39	32	20	148	3	12	4	4	62	95	26	98	73	43	-	-	-
Order fillers	2,574	1.55	-	-	16	24	20	56	59	36	61	77	145	100	77	60	116	270	130	342	225	56	323	281	51	28	11	10
Manufacturing	1,007	1.64	-	-	-	-	-	-	-	4	-	3	80	6	26	35	30	42	66	131	215	40	232	33	33	6	11	5
Nonmanufacturing	1,567	1.50	-	-	16	24	20	56	50	32	61	74	65	94	51	25	86	228	64	211	10	16	91	248	18	22	-	5
Wholesale trade	1,148	1.46	-	-	-	-	18	52	38	31	59	65	56	83	48	16	35	228	48	161	10	14	87	54	18	22	-	5
Retail trade	419	1.60	-	-	16	24	2	4	12	1	2	9	9	11	3	9	51	-	16	50	-	2	4	194	-	-	-	-
Packers, shipping (men)	1,696	1.52	-	-	-	4	22	39	14	56	40	69	84	233	19	42	98	113	138	129	154	50	111	239	2	26	6	8
Manufacturing	1,072	1.53	-	-	-	-	6	6	-	30	28	53	59	154	13	21	54	66	130	74	152	40	98	48	-	26	6	8
Nonmanufacturing	624	1.50	-	-	-	4	16	33	14	26	12	16	25	79	6	21	44	47	8	55	2	10	13	191	2	-	-	-
Wholesale trade	461	1.59	-	-	-	-	-	10	-	8	3	4	5	69	1	19	31	47	5	55	1	10	2	189	2	-	-	-
Retail trade	142	1.23	-	-	-	4	16	20	14	18	9	12	11	1	5	2	13	-	3	-	1	-	11	2	-	-	-	-

See footnotes at end of table.

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

** Finance, insurance, and real estate.

Occupational Wage Survey, Boston, Mass., 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 Boston, Mass., 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 \$0.80	\$0.80 and under .85	\$0.85 .90	\$0.90 .95	\$0.95 1.00	\$1.00 1.05	\$1.05 1.10	\$1.10 1.15	\$1.15 1.20	\$1.20 1.25	\$1.25 1.30	\$1.30 1.35	\$1.35 1.40	\$1.40 1.45	\$1.45 1.50	\$1.50 1.55	\$1.55 1.60	\$1.60 1.65	\$1.65 1.70	\$1.70 1.75	\$1.75 1.80	\$1.80 1.90	\$1.90 2.00	\$2.00 2.10	\$2.10 2.20	\$2.20 and over		
Packers, shipping (women)	381	\$ 1.20	-	15	4	5	3	40	84	32	33	38	37	19	8	3	2	2	-	-	56	-	-	-	-	-	-	-	-	
Manufacturing	208	1.23	-	14	-	-	-	14	70	6	13	32	3	-	-	-	-	-	-	56	-	-	-	-	-	-	-	-		
Nonmanufacturing	173	1.16	-	1	4	5	3	26	14	26	20	6	34	19	8	3	2	2	-	-	-	-	-	-	-	-	-	-		
Receiving clerks	875	1.53	-	-	16	14	6	16	34	49	16	17	35	42	75	29	43	53	41	86	35	42	52	62	30	58	6	18		
Manufacturing	431	1.65	-	-	-	-	-	-	14	20	5	5	-	1	41	10	31	14	7	69	26	39	41	22	12	58	1	15		
Nonmanufacturing	444	1.41	-	-	16	14	6	16	20	29	11	12	35	41	34	19	12	39	34	17	9	3	11	40	18	-	5	3		
Wholesale trade	170	1.57	-	-	-	-	-	2	4	2	-	2	24	15	5	5	30	23	8	-	-	-	35	8	-	5	2			
Retail trade	212	1.34	-	-	16	8	-	5	10	13	5	12	33	17	16	14	2	9	11	9	6	3	11	5	6	-	1			
Services	54	1.11	-	-	-	6	6	9	6	14	6	-	-	3	-	2	-	-	-	2	-	-	-	-	-	-	-			
Shipping clerks	807	1.64	-	-	-	-	-	9	1	17	5	15	46	36	43	43	13	59	92	58	62	46	29	86	42	59	15	31		
Manufacturing	355	1.74	-	-	-	-	-	6	-	-	-	-	10	14	3	14	6	15	11	37	49	35	16	57	14	36	15	17		
Nonmanufacturing	452	1.56	-	-	-	-	-	3	1	17	5	15	36	22	40	29	7	44	81	21	13	11	13	29	28	23	-	14		
Wholesale trade	286	1.64	-	-	-	-	-	2	-	-	4	2	2	5	8	16	5	41	78	19	13	8	8	28	28	15	-	4		
Retail trade	134	1.46	-	-	-	-	-	1	1	17	1	13	16	17	26	11	1	-	3	-	-	3	5	1	-	8	-	10		
Shipping and receiving clerks	555	1.65	-	-	-	-	-	-	11	24	-	8	19	11	22	15	7	38	24	48	73	27	100	45	48	-	10	25		
Manufacturing	180	1.68	-	-	-	-	-	-	-	-	-	14	3	5	-	2	11	23	24	5	-	43	21	23	-	-	6			
Nonmanufacturing	375	1.64	-	-	-	-	-	-	11	24	-	8	5	8	17	15	5	27	1	24	68	27	57	24	25	-	10	19		
Wholesale trade	113	1.51	-	-	-	-	-	-	10	24	-	8	5	8	-	8	5	-	-	8	-	20	-	-	-	-	4	13		
Retail trade	225	1.71	-	-	-	-	-	-	-	-	-	-	-	-	17	6	-	10	1	10	68	27	34	24	17	-	5	6		
Truckdrivers, light (under 1½ tons)	427	1.57	-	4	-	-	1	8	-	23	2	1	22	23	47	33	43	52	36	7	2	22	10	28	8	23	-	32		
Manufacturing	178	1.72	-	-	-	-	-	-	-	-	-	14	-	28	-	7	14	35	2	-	12	9	18	4	3	-	32			
Nonmanufacturing	249	1.45	-	4	-	-	1	8	-	23	2	1	8	23	19	33	36	38	1	5	2	10	1	10	4	20	-	-		
Wholesale trade	110	1.52	-	-	-	-	-	-	-	16	2	-	2	8	13	-	-	35	-	2	2	10	-	-	-	20	-	-		
Services	74	1.38	-	-	-	-	8	-	-	6	-	-	6	6	1	33	-	-	3	-	-	-	3	2	-	-	-	-		
Truckdrivers, medium (1½ to and including 4 tons)	1 246	1.70	-	-	-	10	-	5	-	-	-	-	8	55	-	44	58	77	192	114	85	110	103	222	23	75	1	64		
Manufacturing	570	1.82	-	-	-	-	-	-	-	-	-	-	-	-	-	34	53	9	18	55	16	34	44	158	9	75	1	64		
Nonmanufacturing	676	1.60	-	-	-	10	-	5	-	-	-	-	8	55	-	10	5	68	174	59	69	76	59	64	14	-	-	-		
Public utilities *	65	1.78	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	28	13	12	12	-	-	-		
Wholesale trade	235	1.65	-	-	-	-	-	-	-	-	-	8	-	-	-	5	-	69	-	59	26	40	26	2	-	-	-	-		
Retail trade	314	1.57	-	-	-	10	-	5	-	-	-	-	-	-	-	10	-	62	105	59	9	22	6	26	-	-	-	-		
Truckdrivers, heavy (over 4 tons, trailer type)	801	1.94	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5	2	5	6	471	83	92	18	119			
Manufacturing	155	1.91	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	2	3	5	73	18	34	18	-	-		
Nonmanufacturing	646	1.95	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	-	2	1	398	65	58	-	119			
Wholesale trade	337	2.05	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	160	-	58	-	7 119			
Retail trade	145	1.87	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	-	2	1	74	65	-	-	-	-		
Truckdrivers, heavy (over 4 tons, other than trailer type)	877	1.83	-	-	-	-	-	-	-	14	-	-	-	-	-	-	-	-	38	58	7	267	136	169	39	4	46	99		
Manufacturing	125	1.89	-	-	-	-	-	-	-	14	-	-	-	-	-	-	-	-	-	-	7	1	11	17	29	-	41	5		
Nonmanufacturing	752	1.82	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	38	58	-	266	125	152	10	4	5	94		
Public utilities *	249	1.74	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	28	-	100	80	32	-	-	4	5	-		
Wholesale trade	263	1.95	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	38	30	-	-	5	96	-	-	-	94		

See footnotes at end of table.

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

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

(Average hourly earnings¹ for selected occupations² studied on an area basis
in Boston, Mass., 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 \$0.80	\$0.80 and under .85	.85 .90	.90 .95	1.00 1.05	1.05 1.10	1.10 1.15	1.15 1.20	1.20 1.25	1.25 1.30	1.30 1.35	1.35 1.40	1.40 1.45	1.45 1.50	1.50 1.55	1.55 1.60	1.60 1.65	1.65 1.70	1.70 1.75	1.75 1.80	1.80 1.90	1.90 2.00	2.00 2.10	2.10 2.20	2.20 and over			
Truckers, power (forklift) -----	712	\$ 1.75	-	-	-	-	-	-	-	-	2	-	20	-	2	59	29	4	45	17	90	29	156	78	126	36	11	8		
Manufacturing -----	522	1.72	-	-	-	-	-	-	-	-	2	-	18	-	2	59	26	4	18	11	81	29	141	23	61	36	11	-		
Nonmanufacturing -----	190	1.82	-	-	-	-	-	-	-	-	-	-	2	-	-	-	3	-	27	6	9	-	15	55	65	-	-	8		
Wholesale trade -----	62	1.77	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26	-	-	-	15	13	-	-	-	-	8		
Retail trade -----	86	1.90	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	-	1	-	5	-	12	65	-	-	-	-		
Truckers, power (other than forklift) ---	164	1.77	-	-	-	-	-	-	-	-	-	-	6	-	6	-	-	2	11	11	17	20	26	24	15	22	4	-		
Manufacturing -----	164	1.77	-	-	-	-	-	-	-	-	-	-	6	-	6	-	-	2	11	11	17	20	26	24	15	22	4	-		
Watchmen -----	1,118	1.34	26	1	5	43	2	57	59	53	74	101	120	75	84	40	38	50	96	26	61	32	43	11	10	7	4	-		
Manufacturing -----	716	1.40	-	-	-	28	-	26	42	33	28	12	83	61	72	24	27	48	75	17	58	26	40	9	4	3	-	-		
Nonmanufacturing -----	402	1.23	26	1	5	15	2	31	17	20	46	89	37	14	12	16	11	2	21	9	3	6	3	2	6	4	4	-		
Wholesale trade -----	53	1.36	412	-	-	-	-	-	-	-	14	-	-	3	4	-	2	1	-	-	3	-	-	-	-	6	4	4	-	
Retail trade -----	94	1.19	-	-	5	10	-	7	10	10	1	13	26	1	1	-	-	-	8	-	2	-	-	-	-	-	-	-		
Finance ** -----	168	1.22	-	-	-	-	2	6	7	10	31	67	11	4	6	13	9	1	1	-	-	-	-	-	-	-	-	-		
Services -----	58	1.04	414	1	-	5	-	18	-	-	-	9	-	6	1	3	-	-	-	1	-	-	-	-	-	-	-	-		

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: 16 at \$0.70 to \$0.75; 43 at \$0.75 to \$0.80.

⁴ Workers were all at \$0.75 to \$0.80.

⁵ Workers were distributed as follows: 2 at \$0.65 to \$0.70; 10 at \$0.70 to \$0.75; 24 at \$0.75 to \$0.80.

⁶ Workers were all at \$2.40 to \$2.45.

⁷ Workers were distributed as follows: 44 at \$2.25 to \$2.30; 45 at \$2.35 to \$2.40; 30 at \$2.40 to \$2.45.

⁸ Workers were distributed as follows: 51 at \$2.25 to \$2.30; 17 at \$2.35 to \$2.40; 26 at \$2.40 to \$2.45.

** Finance, insurance, and real estate.

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 -----	78.8	69.5	10.3	2.7
With shift pay differential -----	76.6	69.5	9.7	2.7
Uniform cents (per hour) -----	36.3	33.2	4.7	1.6
4 cents -----	1.5	-	.2	-
5 cents -----	9.2	1.3	.9	-
6 cents -----	.9	-	.1	-
7 cents -----	3.7	2.1	.4	.1
7½ cents -----	3.0	5.0	.3	.1
8 cents -----	2.5	3.4	.2	.2
9 cents -----	1.4	2.3	.1	Δ
9½ cents -----	-	1.0	-	Δ
10 cents -----	9.3	12.2	.9	.7
Over 10 and under 15 cents -----	2.0	1.1	1.1	.2
15 cents -----	1.2	1.2	.3	Δ
Over 15 cents -----	1.7	3.7	.2	.3
Uniform percentage -----	37.1	34.5	5.0	1.1
5 percent -----	5.7	-	.6	-
7 percent -----	1.1	2.2	.1	Δ
7½ percent -----	-	2.4	-	Δ
10 percent -----	28.9	21.3	3.8	.8
12½ percent -----	1.5	-	.5	-
15 percent -----	-	8.6	-	.3
Full day's pay for reduced hours -----	3.2	1.8	Δ	-
No shift pay differential -----	2.2	-	.6	-

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.

Δ Less than 0.05 percent.

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

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	37½	40		All schedules	40	All schedules	37½	40
Establishments studied	250	85	xxxx	165	xxxx	xxxx	250	85	xxxx	165	xxxx	xxxx
	FOR INEXPERIENCED TYPISTS						FOR OTHER INEXPERIENCED CLERICAL WORKERS					
Establishments having a specified minimum	131	43	30	88	22	37	145	51	35	94	26	37
\$27.50 and under \$30.00	1	-	-	1	-	-	1	-	-	1	-	-
\$30.00 and under \$32.50	9	1	1	8	3	4	11	2	1	9	4	2
\$32.50 and under \$35.00	7	1	1	6	1	2	9	2	2	7	2	4
\$35.00 and under \$37.50	38	10	6	28	7	7	42	12	9	30	8	10
\$37.50 and under \$40.00	26	8	5	18	6	8	29	11	5	18	6	6
\$40.00 and under \$42.50	25	10	6	15	4	7	29	12	9	17	5	6
\$42.50 and under \$45.00	8	2	1	6	1	4	9	3	1	6	1	4
\$45.00 and under \$47.50	6	4	3	2	-	2	4	2	1	2	-	1
\$47.50 and under \$50.00	4	3	3	1	-	1	4	3	3	1	-	1
\$50.00 and under \$52.50	3	2	2	1	-	-	4	3	3	1	-	1
\$52.50 and under \$55.00	3	1	1	2	-	2	2	-	-	2	-	2
\$55.00 and over	1	1	1	-	-	-	1	1	1	-	-	-
Establishments having no specified minimum	53	22	xxxx	31	xxxx	xxxx	66	23	xxxx	43	xxxx	xxxx
Establishments which did not employ workers in this category	65	20	xxxx	45	xxxx	xxxx	38	11	xxxx	27	xxxx	xxxx
Information not available	1		xxxx	1	xxxx	xxxx	1		xxxx	1	xxxx	xxxx

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

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 -----	59	90	99	71	96	13	72	99	99	98	94	100	99
Biweekly -----	23	Δ	Δ	9	-	56	15	Δ	Δ	Δ	5	-	Δ
Semimonthly -----	13	4	Δ	21	4	22	13	Δ	-	-	Δ	-	-
Monthly -----	5	4	-	-	-	10	-	-	-	-	-	-	-

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	-	-	-	-	3	-	Δ	3	-	-	-	-
35 hours -----	9	8	4	-	8	9	30	Δ	Δ	-	-	3	7
36 1/4 hours -----	8	Δ	-	7	11	15	3	-	-	-	-	-	-
Over 36 1/4 and under 37 1/2 hours -----	3	Δ	-	-	9	4	3	-	-	-	-	-	-
37 1/2 hours -----	27	17	58	33	13	34	18	7	7	-	3	16	-
38 hours -----	3	Δ	-	-	Δ	7	Δ	Δ	-	-	-	3	-
Over 38 and under 38 3/4 hours -----	Δ	-	-	3	6	3	-	Δ	-	-	-	8	-
38 3/4 hours -----	8	5	Δ	3	6	15	-	-	-	-	-	-	-
Over 38 3/4 and under 40 hours -----	Δ	-	-	-	8	-	Δ	-	-	-	-	-	-
40 hours -----	38	66	37	53	37	11	42	72	84	100	78	32	65
Over 40 and under 42 hours -----	Δ	-	-	-	-	-	Δ	-	-	-	-	-	-
42 hours -----	-	-	-	-	-	-	-	6	Δ	-	-	27	-
Over 42 and under 44 hours -----	-	-	-	-	-	-	-	Δ	-	-	6	4	5
44 hours -----	Δ	Δ	-	Δ	-	-	-	3	3	-	5	-	17
47 1/2 hours -----	-	-	-	-	-	-	-	Δ	-	-	3	-	-
48 hours -----	-	-	-	-	-	-	-	Δ	-	-	5	7	7
50 hours -----	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-

¹ Data relate to women workers only.² 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.

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Table B-5: Paid Holiday Provisions

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 ³	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	100	100	100	98	100	100	94	100	100	95	91	47
Less than 4 days	Δ	-	-	-	6	-	-	Δ	Δ	-	-	8	-
4 days	Δ	-	-	-	11	-	-	3	-	-	-	15	-
5 days	Δ	-	-	-	Δ	-	-	3	4	Δ	-	Δ	9
6 days	Δ	4	Δ	Δ	-	-	5	14	20	7	8	-	14
7 days	9	19	Δ	-	35	-	Δ	27	33	9	4	31	12
8 days	3	6	6	Δ	Δ	-	8	8	12	-	3	Δ	6
9 days	6	13	Δ	5	Δ	3	7	8	11	9	8	Δ	Δ
10 days	23	30	55	43	24	8	9	21	14	52	35	31	3
11 days	54	26	35	50	18	89	58	8	4	21	38	4	Δ
Over 11 days	Δ	Δ	-	-	-	-	11	Δ	Δ	-	-	-	-
Workers in establishments providing no paid holidays	Δ	-	-	-	Δ	-	-	6	-	-	5	9	53
<u>Provisions for holidays occurring on nonworkdays¹</u>													
With provisions for holidays falling on													
Saturday	30	52	57	17	55	8	7	60	71	42	34	58	21
Another day off with pay	21	35	51	15	39	4	6	24	23	Δ	11	45	8
Extra day's pay	6	14	5	Δ	16	-	Δ	31	43	34	22	4	14
Option of another day off or extra day's pay	Δ	Δ	-	-	-	-	-	3	Δ	4	-	9	-
Provisions differ for various holidays	Δ	Δ	-	-	-	Δ	-	Δ	Δ	Δ	-	-	-
Other provisions	Δ	Δ	-	Δ	-	Δ	-	Δ	Δ	-	Δ	-	-
Saturday is a scheduled workday for all workers	Δ	-	-	-	Δ	-	-	5	-	47	-	4	-
No provisions (or no pay) for holidays falling on Saturday	70	48	43	83	43	92	93	29	29	11	62	29	25
With provisions for holidays falling on Sunday	96	100	100	100	98	100	34	86	98	53	95	85	26
Another day off with pay	96	99	100	100	98	100	34	83	95	31	95	84	26
Extra day's pay	-	-	-	-	-	-	-	Δ	-	18	-	Δ	-
Option of another day off or extra day's pay	Δ	Δ	-	-	-	-	-	Δ	Δ	4	-	-	-
Provisions differ for various holidays	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-	-
Sunday is a scheduled workday for all workers	-	-	-	-	-	-	-	4	-	47	-	-	-
No provisions (or no pay) for holidays falling on Sunday	4	-	-	-	Δ	-	66	4	Δ	-	-	6	21
With provisions for holidays falling during vacation	84	85	98	77	67	95	28	74	81	95	77	63	12
Another day off with pay	73	69	29	71	61	95	25	41	42	27	58	54	6
Extra day's pay	6	13	19	3	5	-	Δ	24	36	20	3	4	4
Option of another day off or extra day's pay	5	4	50	3	Δ	-	3	8	3	47	15	6	Δ
Provisions differ for various holidays	-	-	-	-	-	-	-	-	-	-	-	-	-
Other provisions	-	-	-	-	-	-	-	-	-	-	-	-	-
No provisions (or no pay) for holidays falling during vacation	16	15	Δ	23	32	5	72	21	19	5	19	28	35

¹ Estimates include only full-day holidays provided annually.² Includes data for real estate in addition to those industry divisions shown separately.³ 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	² 100	100	100	100	96
Length-of-time payment	100	100	100	100	100	100	100	90	85	100	100	100	84
Percentage payment	-	-	-	-	-	-	-	9	14	-	-	-	12
Other	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
Workers in establishments providing no paid vacations	-	-	-	-	-	-	-	Δ	-	-	-	-	4
AMOUNT OF VACATION PAY													
After 1 year of service													
Under 1 week	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
1 week	5	4	Δ	6	21	-	19	54	72	9	26	23	82
Over 1 and under 2 weeks	-	-	-	-	-	-	-	3	6	-	-	-	-
2 weeks	90	94	99	94	79	90	69	40	19	91	74	77	15
3 weeks	5	Δ	-	-	-	10	11	Δ	Δ	-	-	-	-
After 2 years of service													
Under 1 week	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
1 week	Δ	Δ	Δ	Δ	-	-	5	31	46	6	11	Δ	37
Over 1 and under 2 weeks	-	-	-	-	-	-	-	16	28	Δ	Δ	-	-
2 weeks	92	96	99	99	98	87	84	51	24	92	88	97	59
Over 2 and under 3 weeks	Δ	Δ	-	-	Δ	-	-	Δ	Δ	-	-	Δ	-
3 weeks	6	Δ	-	-	-	13	11	Δ	Δ	-	-	-	-
After 3 years of service													
Under 1 week	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
1 week	Δ	Δ	-	Δ	-	-	5	18	24	6	8	Δ	35
Over 1 and under 2 weeks	-	-	-	-	-	-	-	16	27	-	4	-	-
2 weeks	92	97	99	99	98	87	70	64	46	92	88	97	61
Over 2 and under 3 weeks	Δ	Δ	-	-	Δ	-	-	Δ	Δ	-	-	Δ	-
3 weeks	7	Δ	Δ	-	-	13	26	Δ	Δ	Δ	-	-	-
After 5 years of service													
1 week	Δ	-	-	Δ	-	-	-	Δ	3	-	7	Δ	-
2 weeks	71	92	97	99	58	48	45	82	87	98	93	57	93
Over 2 and under 3 weeks	3	Δ	-	-	-	7	-	4	6	-	-	-	-
3 weeks	26	8	3	-	42	44	49	12	4	Δ	-	42	3
4 weeks and over	Δ	-	-	-	-	-	6	-	-	-	-	-	-

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>													
1 week	Δ	-	-	Δ	-	-	-	Δ	3	-	7	Δ	-
2 weeks	60	85	88	87	43	33	38	73	79	88	88	47	87
Over 2 and under 3 weeks	3	-	-	-	-	7	-	3	5	-	-	-	-
3 weeks	34	14	12	12	25	59	51	14	12	12	6	20	9
Over 3 and under 4 weeks	-	-	-	-	-	-	-	Δ	Δ	-	-	-	-
4 weeks and over	3	Δ	-	-	33	-	10	7	Δ	-	-	32	-
<u>After 15 years of service</u>													
1 week	Δ	-	-	Δ	-	-	-	Δ	3	-	7	Δ	-
2 weeks	17	24	4	41	11	7	31	29	30	6	44	16	83
Over 2 and under 3 weeks	3	-	-	-	-	7	-	Δ	3	-	-	-	-
3 weeks	77	76	96	58	57	86	59	58	61	94	49	51	13
Over 3 and under 4 weeks	-	-	-	-	-	-	-	Δ	3	-	-	-	-
4 weeks and over	3	Δ	-	-	33	-	10	7	Δ	-	-	32	-
<u>After 20 years of service</u>													
1 week	Δ	-	-	Δ	-	-	-	Δ	3	-	7	Δ	-
2 weeks	16	21	4	41	11	7	31	27	26	6	44	16	83
Over 2 and under 3 weeks	-	-	-	-	-	-	-	Δ	3	-	-	-	-
3 weeks	74	79	95	58	56	77	59	59	63	94	49	49	13
Over 3 and under 4 weeks	-	-	-	-	-	-	-	Δ	3	-	-	-	-
4 weeks and over	10	Δ	Δ	-	34	17	10	8	Δ	-	-	34	-
<u>After 25 years of service</u>													
1 week	Δ	-	-	Δ	-	-	-	Δ	3	-	7	Δ	-
2 weeks	13	20	4	34	10	-	30	25	25	6	36	13	79
Over 2 and under 3 weeks	-	-	-	-	-	-	-	Δ	3	-	-	-	-
3 weeks	66	74	92	53	34	66	60	56	59	87	53	45	17
Over 3 and under 4 weeks	-	-	-	-	-	-	-	Δ	3	-	-	-	-
4 weeks and over	21	6	4	12	56	34	10	13	6	7	5	41	-

¹ Includes data for real estate in addition to those industry divisions shown separately.² Approximately one percent were in establishments that did not provide 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 memoranda, etc. Usually involves application of predetermined discounts and shipping charges and entry of necessary extensions, which may or may not be computed on the billing machine, and totals which are automatically accumulated by machine. The operation usually involves a large number of carbon copies of the bill being prepared and is often done on a 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 workers' 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 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

TRANSCRIBING-MACHINE OPERATOR, GENERAL - Continued

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 Technical

DRAFTSMAN, 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

DRAFTSMAN, LEADER - Continued

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-section, 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 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 employees' 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

NURSE, INDUSTRIAL (REGISTERED) - Continued

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, 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, toolroom, 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.

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

SHEET-METAL WORKER, MAINTENANCE - Continued

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.

Custodial and Material MovementELEVATOR OPERATOR, PASSENGER

Transports passengers between floors of an office building, apartment house, department store, hotel or similar establishment. Workers who operate elevators in conjunction with other duties such as those of starters and janitors are excluded.

GUARD

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.

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 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 slips, customers' 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 shipment of merchandise or other materials. Shipping work involves: A knowledge of shipping procedures, practices, routes, available means of transportation and rates; and preparing records of the goods shipped, making up bills of lading, posting weight and shipping charges, and keeping a file of shipping records. May 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

SHIPPING AND RECEIVING CLERK - Continued

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.