

# Occupational Wage Survey

**NEWARK-JERSEY CITY, NEW JERSEY**  
**DECEMBER 1955**

**BLS Bulletin No. 1188-10**

**UNITED STATES DEPARTMENT OF LABOR**  
**James P. Mitchell, Secretary**

**BUREAU OF LABOR STATISTICS**  
**Ewan Clague, Commissioner**



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\* NOTE: Similar tabulations for most of these items are available in the Newark-Jersey City area reports for November 1951, November 1952, December 1953, and December 1954. The 1953 report also provides tabulations of wage structure characteristics, labor-management agreements, and overtime pay provisions. The 1954 report also includes data on frequency of wage payments, and pay provisions for holidays falling on nonworkdays. 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 Newark-Jersey City area are also available for machinery (January 1956), industrial chemicals (August 1955), women's and misses' dresses (August 1955), power laundries and dry cleaners (June 1955), and office building service (June 1955). 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 - Newark-Jersey City, N. J.\*

## Introduction

The Newark-Jersey City area is one of several important industrial centers in which the Department of Labor's 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 six 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, besides railroads, are government operations and the construction and extractive industries. Establishments having fewer than a prescribed number of workers are omitted also because they furnish insufficient employment in the occupations studied to warrant inclusion.<sup>1</sup> Wherever possible, separate tabulations are provided for each of the broad industry divisions.

These surveys are conducted on a sample basis because of the unnecessary cost involved in surveying all establishments, and to insure 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 based on the establishments studied are presented, therefore, as relating to all establishments in the industry grouping and area,<sup>2</sup> except for those below the minimum size studied.

## Occupations and Earnings

The occupations selected for study are common to a variety of manufacturing and nonmanufacturing industries. 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 (in the A-series tables) for the following types of occupations: (a) Office clerical; (b) professional and technical; (c) maintenance and powerplant; and (d) custodial and material movement.

Data are shown for full-time workers, i. e., those hired to work a regular weekly schedule in the given occupational classification. Earnings data exclude premium pay for overtime and for work on weekends, holidays, and late shifts. Nonproduction bonuses are excluded also, 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 half dollar.

\* This report was prepared in the Bureau's regional office in New York, N. Y., by Frederick W. Mueller, under the direction of Paul E. Warwick, Regional Wage and Industrial Relations Analyst.

<sup>1</sup> See table 1 for minimum-size establishment covered.

<sup>2</sup> The tabulation of minimum entrance rates for women office workers relates only to provisions in establishments studied.

Occupational employment estimates represent the total in all establishments within the scope of the study and not 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 presented also (in the B-series tables) 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 (table B-1) are limited to manufacturing industries. This information is presented both in terms of (a) establishment policy,<sup>3</sup> presented in terms of total plant worker employment, and (b) effective practice, presented on the basis of workers actually employed on the specified shift at the time of the survey. In establishments having varied differentials, the amount applying to a majority was used or, if no amount applied to a majority, the classification "other" was used.

Minimum entrance rates (table B-2) relate only to the establishments visited. They are presented on an establishment, rather than on an employment basis. Scheduled hours; paid holidays; paid vacations; and health, insurance, and pension plans are treated statistically on the basis that these are applicable to all plant or office workers if a majority of such workers are eligible or may eventually qualify for the practices listed.<sup>4</sup> 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. Separate estimates are provided

<sup>3</sup> 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.

<sup>4</sup> Scheduled weekly hours for office workers (first section of table B-3) are presented in terms of the proportion of women office workers employed in offices with the indicated weekly hours for women workers.

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.

Data are presented for all health, insurance, and pension plans for which at least a part of the cost is borne by the employer, excepting only legal requirements such as workmen's compensation and social security. Such plans include those underwritten by a commercial insurance company and those provided through a union fund or paid directly by the employer out of current operating funds or from a fund set aside for this purpose. Death benefits are included as a form of life insurance.

Sickness and accident insurance is limited to that type of insurance under which predetermined cash payments are made directly to the insured on a weekly or monthly basis during illness or accident disability. Information is presented for all such plans to which the employer contributes. However, in New York and New Jersey, which have enacted temporary disability insurance laws which require employer contributions,<sup>5</sup> plans are included only if the employer (1) contributes more than is legally required, or (2) provides the employee

with benefits which exceed the requirements of the law. Tabulations of paid sick-leave plans are limited to formal plans which provide full pay or a proportion of the worker's pay during absence from work because of illness. Separate tabulations are provided according to (1) plans which provide full pay and no waiting period, and (2) plans providing either partial pay or a waiting period. In addition to the presentation of the proportions of workers who are provided sickness and accident insurance or paid sick leave, an unduplicated total is shown of workers who receive either or both types of benefit.

Catastrophe insurance, sometimes referred to as extended medical insurance, includes those plans which are designed to protect employees in case of sickness and injury involving expenses beyond the normal coverage of hospitalization, medical, and surgical plans. Medical insurance refers to plans providing for complete or partial payment of doctors' fees. Such plans may be underwritten by commercial insurance companies or nonprofit organizations or they may be self-insured. Tabulations of retirement pension plans are limited to those plans that provide monthly payments for the remainder of the worker's life.

<sup>5</sup> The temporary disability laws in California and Rhode Island do not require employer contributions.

Table 1: Establishments and workers within scope of survey and number studied in Newark-Jersey City, N. J.,<sup>1</sup> by major industry division, December 1955

Industry division	Minimum size establishment in scope of study <sup>2</sup>	Number of establishments		Workers in establishments			
		Within scope of study	Studied	Within scope of study			Studied
				Total <sup>3</sup>	Office	Plant	
All divisions -----	-	1,063	271	395,500	69,200	259,400	242,760
Manufacturing -----	101	584	141	267,000	32,500	196,300	160,040
Nonmanufacturing -----	-	479	130	128,500	36,700	63,100	82,720
Transportation (excluding railroads), communication, and other public utilities <sup>4</sup> -----	101	48	18	33,900	7,300	21,000	28,570
Wholesale trade -----	51	162	37	18,500	4,400	8,100	6,130
Retail trade (except limited-price variety stores) -----	101	57	23	25,900	2,400	20,800	18,680
Finance, insurance, and real estate -----	51	98	23	27,600	19,600	<sup>5</sup> 600	16,330
Services <sup>6</sup> -----	51	114	29	22,600	( <sup>7</sup> )	( <sup>7</sup> )	13,010

<sup>1</sup> The Newark-Jersey City Area (Essex, Hudson, and Union Counties). 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 indexes 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 survey.

<sup>2</sup> 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 1 establishment.

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

<sup>4</sup> Also excludes taxicabs, and services incidental to water transportation.

<sup>5</sup> Estimate relates to real estate establishments only.

<sup>6</sup> Hotels; personal services; business services; automobile repair shops; radio broadcasting and television; motion picture; nonprofit membership organizations; and engineering and architectural services.

<sup>7</sup> This industry division is represented in estimates for "all industries" and "nonmanufacturing" in the Series A and B tables, although coverage was insufficient to justify separate presentation of data.

### Wage Trends for Selected Occupational Groups

Tabulated below are indexes of salaries of women office clerical workers, and of average earnings of selected plant worker groups.

For office clerical workers, the indexes relate to average weekly salaries for normal hours of work, that is, the standard work schedule for which straight-time salaries are paid. For plant worker groups, the indexes measure changes in straight-time hourly earnings, excluding premium pay for overtime and for work on weekends, holidays, and late shifts. The indexes are based on data for selected key occupations and include most of the numerically important jobs within each group. Eighteen jobs were included in the office clerical index; 10 skilled maintenance jobs and 3 unskilled jobs were included in the plant worker indexes. See footnotes to table 2.

Average weekly salaries or average hourly earnings were computed for each of the selected occupations. The average salaries or hourly earnings were then multiplied by the average of November 1952 and December 1953 employment in the job. These weighted earnings for individual occupations were then added to obtain an aggregate for each occupational group. Finally, the ratio of these group aggregates for a given year to the aggregate for the base period (survey month, winter 1952-53) was computed and the result multiplied by the base year index (100) to get the index for the given year.

The indexes measure principally the effects of (1) general salary and wage changes; (2) merit or other increases in pay received by individual workers while in the same job; and (3) labor turnover or force expansion or reduction. A force expansion might increase the proportion of lower paid workers in a specific occupation and result in a drop in the index, whereas a reduction in the proportion of lower paid workers would have the opposite effect. The indexes are also affected by shifts in the proportion of workers employed by establishments with different pay levels. For example, the movement of a high-paying establishment out of an area could cause the index to drop, even though no change in rates occurred in other area establishments.

The use of constant employment weights eliminates the effects of changes in the proportion of workers represented in each job included in the index. Nor are the indexes influenced by changes in standard work schedules or in premium pay for overtime, since they are based on pay for straight-time hours.

Indexes for the period 1952 to 1955 for workers in 17 major labor markets, appeared in BLS Bull. 1172, Wages and Related Benefits, 17 Labor Markets, 1954-55.

TABLE 2: Indexes of standard weekly salaries for office clerical<sup>1</sup> and average straight-time hourly earnings for selected plant occupational groups<sup>2</sup> in Newark-Jersey City, N. J., December 1954 and December 1955 and percent of increase for selected periods

Industry and occupational group	Indexes (November 1952=100)		Percent increases from—				
	December 1955	December 1954	December 1954 to December 1955	December 1953 to December 1954	November 1952 to December 1953	November 1951 to November 1952	November 1951 to December 1955
<b>All industries:</b>							
Office clerical (women) -----	114.0	109.8	3.8	3.9	5.7	7.0	22.0
Skilled maintenance (men) -----	115.4	109.5	5.4	3.7	5.6	3.9	20.0
Unskilled plant (men) -----	118.2	111.5	6.0	4.2	7.1	6.9	26.4
<b>Manufacturing:</b>							
Office clerical (women) -----	113.9	109.8	3.8	3.7	5.9	6.2	21.0
Skilled maintenance (men) -----	115.7	109.4	5.8	3.7	5.5	4.1	20.5
Unskilled plant (men) -----	120.1	112.3	6.9	4.1	7.8	8.2	30.0

<sup>1</sup> Based on data for the following jobs:

Office clerical (women):

Billers, machine (billing machine)  
 Bookkeeping-machine operators, class A and B  
 Comptometer operators  
 Clerks, file, class A and B  
 Clerks, order  
 Clerks, payroll  
 Key-punch operators  
 Office girls  
 Secretaries  
 Stenographers, general  
 Switchboard operators  
 Switchboard operator-receptionists  
 Tabulating-machine operators  
 Transcribing-machine operators, general  
 Typists, class A and B

<sup>2</sup> Based on data for the following jobs:

Skilled maintenance (men):

Carpenters  
 Electricians  
 Machinists  
 Mechanics  
 Mechanics, automotive  
 Millwrights  
 Painters  
 Pipefitters  
 Sheet-metal workers  
 Tool and die makers

Unskilled plant (men):

Janitors, porters, and cleaners  
 Laborers, material handling  
 Watchmen



## A: Occupational Earnings

### Table A-1: Office Occupations

(Average straight-time weekly hours and earnings<sup>1</sup> for selected occupations studied on an area basis in Newark-Jersey City, N. J., by industry division, December 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)	\$ 30.00 and under	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 55.00	\$ 60.00	\$ 65.00	\$ 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	\$ 135.00	and over					
				35.00	40.00	45.00	50.00	55.00	60.00	65.00	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	135.00	over						
<b>Men</b>																															
Clerks, accounting, class A -----	543	38.0	\$ 86.50	-	-	-	3	-	7	12	26	80	44	73	65	98	50	31	22	20	4	4	-	2	2	-	-				
Manufacturing -----	301	39.0	86.00	-	-	-	1	-	3	6	13	42	20	53	43	38	40	27	7	4	-	2	-	2	-	-	-				
Nonmanufacturing -----	242	37.0	87.00	-	-	-	2	-	4	6	13	38	24	20	22	60	10	4	15	16	4	2	-	-	-	-	-				
Public utilities * -----	47	35.5	82.00	-	-	-	-	-	-	2	7	6	8	7	5	6	2	-	4	-	-	-	-	-	-	-	-				
Wholesale trade -----	103	39.5	96.00	-	-	-	-	-	-	-	-	5	8	2	14	34	6	3	11	14	2	2	-	-	-	2	-				
Finance ** -----	51	36.0	79.50	-	-	-	2	-	4	4	3	2	7	8	1	20	-	-	-	-	-	-	-	-	-	-	-				
Clerks, accounting, class B -----	381	39.0	77.00	-	1	1	9	10	35	39	63	24	19	16	122	2	2	10	28	-	-	-	-	-	-	-	-				
Manufacturing -----	147	39.0	68.50	-	-	-	1	8	24	23	39	13	12	7	17	-	-	3	-	-	-	-	-	-	-	-	-				
Clerks, order -----	461	38.5	80.50	-	-	-	-	12	21	24	31	44	100	107	44	23	6	12	15	10	8	-	-	4	-	-	-				
Manufacturing -----	234	39.0	81.50	-	-	-	-	12	4	2	15	28	44	72	19	13	2	-	10	5	8	-	-	-	-	-	-				
Nonmanufacturing -----	227	38.5	79.50	-	-	-	-	-	17	22	16	16	56	35	25	10	4	12	5	5	-	-	-	-	4	-	-				
Wholesale trade -----	204	38.5	81.00	-	-	-	-	-	2	22	16	16	55	34	25	4	4	12	5	5	-	-	-	-	4	-	-				
Clerks, payroll -----	177	39.0	83.00	-	-	-	-	9	1	14	7	19	22	39	14	18	8	7	1	12	2	1	1	1	1	1	1				
Manufacturing -----	133	39.5	83.50	-	-	-	-	4	1	11	5	15	17	34	12	7	8	7	-	6	2	1	1	1	1	1	1				
Office boys -----	530	38.0	46.50	55	61	130	101	93	52	22	10	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Manufacturing -----	226	38.0	48.50	6	17	68	45	50	19	11	5	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	304	37.5	45.00	49	44	62	56	43	33	11	5	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Public utilities * -----	26	35.5	49.00	-	8	2	2	4	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Finance ** -----	162	37.5	44.00	26	25	32	45	18	10	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Tabulating-machine operators -----	489	38.0	73.00	-	-	4	17	15	26	60	107	61	52	42	71	12	13	7	2	-	-	-	-	-	-	-	-				
Manufacturing -----	200	39.0	77.00	-	-	-	-	4	18	7	31	27	27	28	32	10	12	4	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	289	37.5	70.00	-	-	4	17	11	8	53	76	34	25	14	39	2	1	3	2	-	-	-	-	-	-	-	-				
<b>Women</b>																															
Billers, machine (billing machine) -----	383	37.5	60.00	-	3	22	43	90	75	47	40	15	11	6	6	6	5	4	5	3	2	-	-	-	-	-	-				
Manufacturing -----	217	38.0	56.50	-	-	17	29	41	43	42	33	6	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	166	37.0	64.50	-	3	5	14	49	32	5	7	9	5	6	6	6	5	4	5	3	2	-	-	-	-	-	-				
Billers, machine (bookkeeping machine) -----	142	38.0	57.00	-	7	4	30	9	26	42	9	8	5	-	-	2	-	-	-	-	-	-	-	-	-	-	-				
Manufacturing -----	58	37.0	59.50	-	-	1	8	8	9	17	5	5	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	84	38.5	55.50	-	7	3	22	1	17	25	4	3	-	-	-	2	-	-	-	-	-	-	-	-	-	-	-				
Bookkeeping-machine operators, class A -----	338	37.5	62.00	-	-	7	46	37	31	66	63	53	21	14	-	-	-	-	-	-	-	-	-	-	-	-	-				
Manufacturing -----	144	38.5	68.00	-	-	-	-	5	7	27	40	38	13	14	-	-	-	-	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	194	37.0	57.00	-	-	7	46	32	24	39	23	15	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Finance ** -----	163	36.5	56.00	-	-	6	46	27	18	34	20	9	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Bookkeeping-machine operators, class B -----	851	37.0	54.00	2	49	120	137	149	127	118	102	30	12	4	1	-	-	-	-	-	-	-	-	-	-	-	-				
Manufacturing -----	277	38.5	59.00	-	-	9	38	37	59	55	40	25	11	3	-	-	-	-	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	574	36.5	51.50	2	49	111	99	112	68	63	62	5	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-				
Wholesale trade -----	80	39.5	56.50	-	-	-	8	23	21	20	3	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Finance ** -----	439	36.0	50.00	2	48	109	77	83	40	40	39	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
Clerks, accounting, class A -----	605	38.5	71.50	-	-	-	32	34	48	69	69	88	84	87	68	10	7	5	-	1	3	-	-	-	-	-	-				
Manufacturing -----	351	39.0	73.50	-	-	-	1	5	24	41	39	65	61	55	55	2	-	3	-	-	-	-	-	-	-	-	-				
Nonmanufacturing -----	254	37.5	68.00	-	-	-	31	29	24	28	30	23	23	32	13	8	7	2	-	1	3	-	-	-	-	-	-				
Finance ** -----	124	37.0	61.00	-	-	-	31	21	21	13	4	5	12	7	3	6	-	1	-	-	-	-	-	-	-	-	-				

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<sup>1</sup> for selected occupations studied on an area basis  
in Newark-Jersey City, N. J., by industry division, December 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)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
				30.00 and under	35.00	40.00	45.00	50.00	55.00	60.00	65.00	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	135.00	and over					
<b>Women - Continued</b>																															
Secretaries -----	3,352	38.0	75.50	-	-	1	39	60	174	364	514	554	517	394	292	175	93	57	34	32	26	20	3	1	2						
Manufacturing -----	2,082	38.5	75.50	-	-	1	5	17	113	217	329	388	318	227	200	118	63	32	23	9	5	14	3	1	-						
Nonmanufacturing -----	1,270	37.5	75.00	-	-	1	34	43	61	147	185	166	199	167	92	57	30	25	11	23	21	6	-	-	2						
Public utilities * -----	208	36.5	82.50	-	-	-	6	7	2	11	18	12	36	39	18	10	11	15	4	12	6	-	-	-	-	-	-	-	-		
Wholesale trade -----	147	39.0	73.00	-	-	-	-	-	12	12	36	32	22	9	8	7	2	4	1	-	-	2	-	-	-	-	-	-	-		
Retail trade <sup>2</sup> -----	77	39.0	68.50	-	-	1	3	11	8	10	6	3	13	7	10	1	3	-	-	1	-	-	-	-	-	-	-	-	-		
Finance ** -----	548	37.0	73.00	-	-	-	22	8	30	80	86	88	88	61	39	26	5	2	-	10	1	-	-	-	-	-	-	-	-		
Stenographers, general -----	2,676	38.0	61.50	5	4	16	257	434	531	432	450	270	167	78	24	7	1	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	1,436	39.0	63.00	-	-	1	93	232	233	218	271	201	116	55	9	6	1	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	1,240	37.0	59.50	5	4	15	164	202	298	214	179	69	51	23	15	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Public utilities * -----	305	36.0	61.00	-	1	4	48	38	72	42	21	34	38	6	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Wholesale trade -----	218	38.0	61.50	-	-	-	9	31	73	47	24	15	7	6	5	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade <sup>2</sup> -----	57	38.0	57.00	5	-	-	2	8	20	10	10	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	493	37.0	55.50	-	3	11	105	118	102	73	76	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Stenographers, technical -----	237	39.0	66.00	-	-	-	1	17	41	59	61	11	19	25	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	96	38.5	61.00	-	-	-	1	8	33	33	16	1	3	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	141	39.0	69.00	-	-	-	1	9	8	26	45	10	16	23	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-		
Switchboard operators -----	572	38.5	59.50	3	9	41	59	84	81	104	102	42	27	14	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	210	38.5	64.00	-	-	2	18	4	26	64	42	30	17	5	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	362	38.5	57.00	3	9	39	41	80	55	40	60	12	10	9	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Public utilities * -----	60	39.0	65.00	-	-	-	-	3	9	7	36	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade <sup>2</sup> -----	66	39.5	51.00	-	-	21	14	9	10	6	1	4	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	141	36.5	56.00	-	8	2	16	41	35	23	7	2	3	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Switchboard operator-receptionists -----	818	38.5	57.50	-	-	28	78	194	195	151	83	57	23	5	3	-	-	-	1	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	458	38.5	57.50	-	-	14	49	123	101	73	40	35	14	5	3	-	-	-	1	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	360	38.5	58.00	-	-	14	29	71	94	78	43	22	9	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Public utilities * -----	39	40.0	54.50	-	-	-	8	11	12	7	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Wholesale trade -----	129	38.0	61.50	-	-	-	-	18	32	40	12	18	9	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	73	37.0	60.00	-	-	-	1	14	18	19	21	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Tabulating-machine operators -----	445	37.5	63.50	-	-	-	39	73	82	24	133	48	25	14	2	2	2	1	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	183	39.0	68.00	-	-	-	3	12	32	3	72	29	21	6	2	2	-	1	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	262	36.5	60.00	-	-	-	36	61	50	21	61	19	4	8	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-		
Transcribing-machine operators, general -----	419	38.5	56.00	-	4	27	82	95	73	52	47	21	12	2	2	-	2	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	174	38.5	58.00	-	-	14	16	29	46	36	7	18	4	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	245	38.5	54.50	-	4	13	66	66	27	16	40	3	8	-	-	-	2	-	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	168	37.5	53.00	-	4	12	47	43	22	15	25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Typists, class A -----	1,148	38.5	58.50	-	-	23	137	236	312	227	118	48	39	5	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	734	39.0	59.50	-	-	4	80	116	238	143	74	39	35	3	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	414	38.0	56.50	-	-	19	57	120	74	84	44	9	4	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	250	37.0	54.00	-	-	9	38	93	49	49	11	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Typists, class B -----	2,922	38.0	51.00	12	65	444	838	758	491	208	47	27	28	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	1,111	39.0	53.00	-	-	77	300	326	239	122	24	22	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	1,811	37.5	49.50	12	65	367	538	432	252	86	23	5	27	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Public utilities * -----	269	36.0	54.00	-	-	10	69	73	74	32	5	1	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Wholesale trade -----	253	39.0	54.50	-	-	48	40	75	24	22	16	2	22	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade <sup>2</sup> -----	64	38.5	47.50	5	5	13	7	26	4	2	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	1,049	37.0	47.00	7	59	293	363	227	85	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		

<sup>1</sup> Hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.<sup>2</sup> Excludes limited-price variety stores.

\* 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 earnings<sup>1</sup> for selected occupations studied on an area basis in Newark-Jersey City, N. J., by industry division, December 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 \$ 55.00	\$ 55.00 and under 60.00	\$ 60.00 65.00	\$ 65.00 70.00	\$ 70.00 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	\$ 105.00 110.00	\$ 110.00 115.00	\$ 115.00 120.00	\$ 120.00 125.00	\$ 125.00 130.00	\$ 130.00 135.00	\$ 135.00 140.00	\$ 140.00 145.00	\$ 145.00 150.00	\$ 150.00 155.00 and over	
<b>Men</b>																									
Draftsmen, leader .....	193	39.5	\$ 129.50	-	-	-	-	-	-	-	3	2	7	6	54	5	11	15	7	19	31	2	3	28	
Manufacturing .....	125	39.0	123.50	-	-	-	-	-	-	-	3	2	7	6	54	5	5	8	2	3	7	2	2	*19	
Draftsmen, senior .....	851	39.0	100.00	-	-	2	7	9	72	77	106	81	77	150	75	58	33	18	14	28	13	11	-	20	-
Manufacturing .....	662	39.5	99.00	-	-	1	5	7	69	50	89	73	56	133	61	24	19	13	8	14	9	11	-	20	-
Nonmanufacturing .....	189	38.5	103.00	-	-	1	2	2	3	27	17	8	21	17	14	34	14	5	6	14	4	-	-	-	-
Draftsmen, junior .....	556	39.5	71.50	15	26	106	151	60	93	56	15	4	4	9	17	-	-	-	-	-	-	-	-	-	-
Manufacturing .....	463	39.5	70.50	11	22	96	137	48	72	51	14	4	4	3	1	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing .....	93	39.0	78.50	4	4	10	14	12	21	5	1	-	-	6	16	-	-	-	-	-	-	-	-	-	-
Tracers .....	69	39.0	58.00	5	47	14	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Manufacturing .....	69	39.0	58.00	5	47	14	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Women</b>																									
Nurses, industrial (registered) .....	315	39.0	74.50	1	9	68	38	41	64	27	30	25	9	1	2	-	-	-	-	-	-	-	-	-	-
Manufacturing .....	269	39.5	74.50	1	5	59	35	38	52	22	25	21	8	1	2	-	-	-	-	-	-	-	-	-	-

<sup>1</sup> Hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.<sup>2</sup> Workers were distributed as follows: 17 at \$155 to \$165; 2 at \$170 to \$185.Occupational Wage Survey, Newark-Jersey City, N. J., December 1955  
U. S. DEPARTMENT OF LABOR  
Bureau of Labor Statistics

Table A-3: Maintenance and Powerplant Occupations

(Average hourly earnings<sup>1</sup> for men in selected occupations on an area basis  
in Newark-Jersey City, N. J., by industry division, December 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF--																											
			Under \$ 1.10	\$ 1.10 and under 1.20	1.20	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.00	3.10	3.20	3.30	3.40	3.50 and over		
Carpenters, maintenance	764	2.43	-	-	-	-	-	7	1	34	63	43	47	79	80	67	78	85	57	86	1	10	17	3	-	6	-			
Manufacturing	636	2.39	-	-	-	-	-	-	1	34	61	41	46	69	67	60	49	77	43	86	-	1	1	3	-	-	-			
Nonmanufacturing	128	2.64	-	-	-	-	-	7	-	-	2	2	1	10	13	7	29	8	14	-	1	9	16	3	-	6	-			
Public utilities *	50	2.49	-	-	-	-	-	-	-	-	-	1	1	6	6	3	25	8	-	-	-	-	-	-	-	-	-			
Electricians, maintenance	1,293	2.51	-	-	-	-	-	2	9	13	27	61	74	170	170	119	270	124	35	89	1	22	7	29	-	66	5			
Manufacturing	1,130	2.48	-	-	-	-	-	2	9	13	24	60	70	162	153	108	258	79	30	88	-	1	7	27	-	34	5			
Nonmanufacturing	163	2.77	-	-	-	-	-	-	-	-	3	1	4	8	17	11	12	45	5	1	1	21	-	2	-	32	-			
Engineers, stationary	763	2.52	3	3	5	-	7	7	4	3	17	82	38	41	28	58	56	76	45	39	136	12	11	19	5	16	52			
Manufacturing	466	2.54	-	-	-	-	-	-	-	-	64	31	32	21	51	35	36	33	37	40	12	8	9	5	-	52	-			
Nonmanufacturing	297	2.48	3	3	5	-	7	7	4	3	17	18	7	9	7	21	40	12	2	96	-	3	10	-	16	-	-			
Firemen, stationary boiler	718	2.02	12	-	14	45	25	28	28	88	69	57	101	36	28	35	37	50	-	-	-	6	17	42	-	-	-			
Manufacturing	553	2.04	-	-	-	42	16	16	14	85	60	45	82	24	28	30	33	36	-	-	-	-	-	42	-	-	-			
Nonmanufacturing	165	1.95	12	-	14	3	9	12	14	3	9	12	19	12	-	5	4	14	-	-	-	6	17	-	-	-	-			
Public utilities *	26	2.07	-	-	-	-	-	-	-	-	8	4	-	8	-	-	-	-	-	-	-	-	-	-	-	-	-			
Helpers, trades, maintenance	1,268	1.93	5	-	-	6	25	98	156	103	286	84	36	99	353	1	13	-	-	-	2	1	-	-	-	-	-			
Manufacturing	1,048	1.95	5	-	-	2	8	85	145	75	199	80	31	78	336	1	-	-	-	-	2	1	-	-	-	-	-			
Nonmanufacturing	220	1.87	-	-	-	4	17	13	11	28	87	4	5	21	17	-	13	-	-	-	-	-	-	-	-	-	-			
Public utilities *	153	1.79	-	-	-	-	13	9	9	26	87	-	1	8	-	-	-	-	-	-	-	-	-	-	-	-	-			
Machine-tool operators, toolroom	666	2.37	-	-	-	-	-	2	-	6	3	20	67	152	124	112	113	45	8	5	4	2	3	-	-	-	-			
Manufacturing	666	2.37	-	-	-	-	-	2	-	6	3	20	67	152	124	112	113	45	8	5	4	2	3	-	-	-	-			
Machinists, maintenance	1,546	2.43	-	-	-	-	-	3	-	71	75	43	112	194	192	297	223	145	32	49	3	21	45	-	-	41	-			
Manufacturing	1,466	2.43	-	-	-	-	-	-	-	71	75	41	100	188	192	294	223	114	31	46	3	4	43	-	-	41	-			
Nonmanufacturing	80	2.60	-	-	-	-	-	3	-	-	-	2	12	6	-	3	-	31	1	3	-	17	2	-	-	-	-			
Mechanics, automotive (maintenance)	1,090	2.22	-	-	-	-	3	6	22	1	25	37	328	285	57	84	70	30	50	17	11	-	23	40	1	-	-			
Manufacturing	233	2.42	-	-	-	-	-	-	18	1	14	26	13	26	33	12	12	12	12	11	-	1	40	1	-	-	-			
Nonmanufacturing	857	2.16	-	-	-	-	3	6	4	-	24	23	302	272	31	51	58	18	38	5	-	22	-	-	-	-	-			
Wholesale trade	80	2.48	-	-	-	-	-	-	-	-	-	-	-	-	5	30	11	1	33	-	-	-	-	-	-	-	-			
Retail trade	62	2.28	-	-	-	-	-	-	-	-	-	-	20	3	14	13	4	4	4	-	-	-	-	-	-	-	-			
Mechanics, maintenance	2,296	2.38	-	-	-	-	2	6	8	39	70	129	243	177	125	286	395	451	126	4	57	8	2	164	2	2	-			
Manufacturing	2,085	2.41	-	-	-	-	-	2	6	51	105	232	148	124	272	389	430	107	-	53	-	-	164	2	-	-	-			
Nonmanufacturing	211	2.17	-	-	-	-	2	6	6	33	19	24	11	29	1	14	6	21	19	4	4	8	2	-	2	-	-			
Public utilities *	82	2.29	-	-	-	-	-	-	-	10	18	-	12	-	4	1	18	19	-	-	-	-	-	-	-	-	-			
Millwrights	420	2.39	-	-	-	-	-	-	-	13	25	23	19	48	51	50	108	67	3	-	-	1	12	-	-	-	-			
Manufacturing	399	2.37	-	-	-	-	-	-	-	13	25	23	19	48	50	47	107	67	-	-	-	-	-	-	-	-	-			
Oilers	349	2.01	-	-	-	7	-	18	28	54	70	74	21	2	10	16	9	-	-	-	-	-	40	-	-	-	-			
Manufacturing	333	1.99	-	-	-	7	-	15	28	54	66	74	21	2	10	16	9	-	-	-	-	-	31	-	-	-	-			
Painters, maintenance	580	2.30	-	-	-	9	3	17	1	38	5	25	20	69	97	66	45	85	72	4	10	-	-	13	1	-	-			
Manufacturing	416	2.31	-	-	-	-	3	8	1	10	5	23	9	67	63	56	25	81	65	-	-	-	-	-	-	-	-			
Nonmanufacturing	164	2.25	-	-	-	9	-	9	-	28	-	2	11	2	34	10	20	4	7	4	10	-	-	13	1	-	-			
Pipefitters, maintenance	1,022	2.56	-	-	-	-	-	-	2	-	12	17	17	38	86	113	112	160	185	59	139	1	18	-	63	-	-			
Manufacturing	950	2.54	-	-	-	-	-	-	2	-	12	17	15	38	86	113	108	157	162	54	139	-	-	-	47	-	-			
Nonmanufacturing	72	2.87	-	-	-	-	-	-	-	-	-	2	-	-	-	4	3	23	5	-	1	18	-	16	-	-	-			
Plumbers, maintenance	52	2.51	-	-	-	-	-	-	-	-	-	3	10	17	2	-	1	2	1	5	-	4	1	6	-	-	-			
Sheet-metal workers, maintenance	168	2.48	-	-	-	-	-	-	1	-	9	6	7	6	31	23	36	21	9	14	-	2	-	1	2	-	-			
Manufacturing	158	2.47	-	-	-	-	-	-	-	-	9	6	6	6	31	19	36	21	9	14	-	-	-	1	-	-	-			
Tool and die makers	1,643	2.53	-	-	-	-	-	-	-	-	26	58	46	132	112	330	332	160	280	42	77	22	16	-	10	-	-			
Manufacturing	1,529	2.53	-	-	-	-	-	-	-	-	26	58	46	132	101	314	295	150	248	42	69	22	16	-	10	-	-			

<sup>1</sup> Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.

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

Occupational Wage Survey, Newark-Jersey City, N. J., December 1955  
U. S. DEPARTMENT OF LABOR  
Bureau of Labor Statistics

Table A-4: Custodial and Material Movement Occupations

(Average hourly earnings<sup>1</sup> for selected occupations<sup>2</sup> studied on an area basis  
in Newark-Jersey City, N. J., by industry division, December 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																													
			Under \$0.70	\$0.70 and under .80	0.80	0.90	1.00	1.10	1.20	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.00	3.10	and over			
Elevator operators, passenger (men) -----	347	1.38	21	54	-	3	10	13	8	2	25	76	88	-	40	3	3	-	1	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	317	1.34	21	54	-	3	8	11	8	-	25	76	87	-	20	3	-	-	1	-	-	-	-	-	-	-	-	-	-	-		
Finance ** -----	187	1.52	-	-	-	3	3	7	7	-	20	76	71	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Elevator operators, passenger (women) -----	98	1.08	3	13	14	9	14	8	23	2	8	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	96	1.07	3	13	14	9	14	8	23	2	8	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Retail trade <sup>3</sup> -----	67	1.04	-	5	14	9	13	5	21	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Guards -----	1,118	1.84	-	-	-	-	-	15	36	31	23	38	146	127	214	227	92	65	36	67	1	-	-	-	-	-	-	-	-	-		
Manufacturing -----	867	1.86	-	-	-	-	-	5	24	14	20	32	113	117	204	111	89	58	36	44	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	251	1.80	-	-	-	-	-	10	12	17	3	6	33	10	10	116	3	7	-	23	1	-	-	-	-	-	-	-	-	-	-	
Finance ** -----	55	1.54	-	-	-	-	-	10	-	8	-	6	22	6	2	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	
Janitors, porters, and cleaners (men) -----	4,423	1.60	12	31	26	28	115	171	280	383	430	444	992	555	505	69	98	16	116	150	1	-	1	-	-	-	-	-	-	-	-	
Manufacturing -----	2,861	1.66	-	-	-	13	45	85	122	180	242	217	838	432	356	56	74	7	44	150	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	1,562	1.49	12	31	26	15	70	86	158	203	188	227	154	123	149	13	24	9	72	-	1	-	1	-	-	-	-	-	-	-	-	
Public utilities * -----	423	1.71	-	-	-	-	-	-	16	10	24	76	85	55	130	4	12	7	2	-	1	-	1	-	-	-	-	-	-	-	-	
Wholesale trade -----	100	1.54	-	-	-	-	-	-	31	10	14	16	6	6	5	-	-	2	10	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade <sup>3</sup> -----	246	1.28	-	9	9	11	39	29	23	47	52	9	3	1	6	-	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ** -----	379	1.46	-	-	-	-	7	10	37	85	76	102	37	4	8	9	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Janitors, porters, and cleaners (women) -----	1,234	1.29	22	11	7	3	110	146	374	229	99	125	38	63	3	3	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	418	1.45	-	-	-	-	44	9	11	100	45	109	38	57	3	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	816	1.21	22	11	7	3	66	137	363	129	54	16	-	6	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade <sup>3</sup> -----	77	1.08	-	10	7	-	14	10	36	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ** -----	493	1.21	-	-	-	-	13	94	309	76	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Laborers, material handling -----	8,840	1.92	-	-	39	50	53	59	198	100	730	404	695	970	558	1,812	1,280	699	90	72	94	69	68	132	642	-	-	-	-	26		
Manufacturing -----	5,492	1.93	-	-	-	-	-	39	113	79	680	341	654	867	373	738	243	249	86	72	30	69	59	132	642	-	-	-	-	26		
Nonmanufacturing -----	3,348	1.92	-	-	39	50	53	20	85	21	50	63	41	103	185	1,074	1,037	450	4	-	64	-	9	-	-	-	-	-	-	-		
Public utilities * -----	1,501	2.02	-	-	-	-	-	-	-	-	-	2	2	20	548	824	50	-	-	-	55	-	-	-	-	-	-	-	-	-		
Wholesale trade -----	1,165	1.92	-	-	-	-	16	12	64	-	48	27	9	63	100	317	140	351	-	9	-	9	-	-	-	-	-	-	-	-		
Retail trade <sup>3</sup> -----	577	1.67	-	-	39	50	27	8	21	2	14	18	13	57	204	70	29	4	-	-	-	-	-	-	-	-	-	-	-	-		
Order fillers -----	1,845	1.88	-	-	-	-	2	78	18	28	77	49	84	197	244	191	584	227	24	6	22	-	7	1	-	-	-	1	5			
Manufacturing -----	731	1.81	-	-	-	-	-	30	10	19	35	18	68	177	111	83	85	60	13	6	2	-	7	1	-	-	-	1	5			
Nonmanufacturing -----	1,114	1.92	-	-	-	-	2	48	8	9	42	31	16	20	133	108	499	167	11	-	20	-	-	-	-	-	-	-	-			
Wholesale trade -----	518	1.84	-	-	-	-	-	48	-	4	36	27	9	-	130	22	152	70	-	-	20	-	-	-	-	-	-	-	-	-		
Retail trade <sup>3</sup> -----	515	2.02	-	-	-	-	-	-	3	4	6	-	2	1	-	86	305	97	11	-	-	-	-	-	-	-	-	-	-	-		
Packers, shipping (men) -----	1,826	1.71	-	-	-	-	29	85	33	186	205	248	87	270	227	227	98	31	8	14	14	11	10	2	-	-	-	30	11			
Manufacturing -----	1,522	1.74	-	-	-	-	10	81	28	122	203	115	77	267	211	179	98	31	8	14	14	11	10	2	-	-	-	30	11			
Nonmanufacturing -----	304	1.54	-	-	-	-	19	4	5	64	2	133	10	3	16	48	-	-	-	-	-	-	-	-	-	-	-	-	-			
Wholesale trade -----	256	1.58	-	-	-	-	-	-	-	64	-	132	-	-	12	48	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Packers, shipping (women) -----	539	1.31	-	-	7	87	107	20	7	12	139	83	30	11	15	14	-	7	-	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing -----	365	1.32	-	-	-	79	76	14	3	9	26	83	30	9	15	14	-	7	-	-	-	-	-	-	-	-	-	-	-	-		

See footnotes at end of table.

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

\*\* Finance, insurance, and real estate.

Occupational Wage Survey, Newark-Jersey City, N. J., December 1955  
U.S. DEPARTMENT OF LABOR  
Bureau of Labor Statistics

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

(Average hourly earnings<sup>1</sup> for selected occupations<sup>2</sup> studied on an area basis in Newark-Jersey City, N. J., by industry division, December 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																											
			Under \$0.70	\$0.70 and under .80	\$0.80 .90	\$0.90 1.00	\$1.00 1.10	\$1.10 1.20	\$1.20 1.30	\$1.30 1.40	\$1.40 1.50	\$1.50 1.60	\$1.60 1.70	\$1.70 1.80	\$1.80 1.90	\$1.90 2.00	\$2.00 2.10	\$2.10 2.20	\$2.20 2.30	\$2.30 2.40	\$2.40 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 and over		
Receiving clerks	533	1.91	-	-	-	-	7	1	-	27	22	26	48	43	118	36	60	55	17	19	7	34	5	4	3	-	-	-	1	
Manufacturing	413	1.89	-	-	-	-	-	-	27	12	18	39	36	116	17	46	49	15	18	6	10	-	-	3	-	-	-	1		
Nonmanufacturing	120	1.99	-	-	-	-	7	1	-	10	8	9	7	2	19	14	6	2	1	1	24	5	4	-	-	-	-	-		
Public utilities *	40	2.40	-	-	-	-	-	-	-	-	-	-	1	1	6	2	1	-	-	-	20	5	4	-	-	-	-	-		
Retail trade <sup>3</sup>	52	1.82	-	-	-	-	1	1	-	6	4	5	6	1	13	8	5	2	-	-	-	-	-	-	-	-	-	-		
Shipping clerks	444	1.99	-	-	-	-	-	-	5	27	15	67	55	15	60	72	17	22	20	-	26	15	10	5	10	2	1			
Manufacturing	386	1.93	-	-	-	-	-	-	5	27	14	67	54	14	48	67	16	22	20	-	10	-	5	5	10	1	1			
Shipping and receiving clerks	498	1.91	-	-	-	-	3	-	-	21	29	41	24	91	129	90	25	34	1	7	3	-	-	-	-	-	-			
Manufacturing	290	1.91	-	-	-	-	-	-	-	21	17	12	-	68	99	29	18	26	-	-	-	-	-	-	-	-	-			
Nonmanufacturing	208	1.91	-	-	-	-	3	-	-	-	12	29	24	23	30	61	7	8	1	7	3	-	-	-	-	-	-			
Wholesale trade	64	1.87	-	-	-	-	-	-	-	-	4	12	8	15	15	1	-	4	1	1	3	-	-	-	-	-	-			
Truckdrivers <sup>4</sup>	6,650	2.42	-	-	-	-	-	7	5	58	101	116	154	555	73	440	889	390	725	1,539	108	481	3	38	2	155	811			
Manufacturing <sup>5</sup>	2,446	2.76	-	-	-	-	-	-	-	35	23	31	40	39	62	71	118	215	650	71	95	6	-	28	-	155	807			
Nonmanufacturing	4,204	2.23	-	-	-	-	-	7	5	23	78	85	114	516	11	369	771	175	75	1,468	13	475	3	10	2	-	4			
Public utilities *	1,711	2.33	-	-	-	-	-	-	-	1	7	3	1	-	8	31	408	90	11	1,107	13	12	3	10	2	-	4			
Wholesale trade	1,448	2.25	-	-	-	-	-	-	2	12	69	63	-	-	-	333	363	30	58	55	-	463	-	-	-	-	-			
Truckdrivers, medium (1 1/2 to and including 4 tons)	2,744	2.50	-	-	-	-	-	-	-	23	74	14	41	90	43	394	677	238	322	34	108	36	3	11	2	3	631			
Manufacturing <sup>6</sup>	1,369	2.88	-	-	-	-	-	-	-	20	14	11	32	17	40	32	66	106	305	-	95	-	-	1	-	3	627			
Nonmanufacturing	1,375	2.12	-	-	-	-	-	-	-	3	60	3	9	73	3	362	611	132	17	34	13	36	3	10	2	-	4			
Public utilities * <sup>8</sup>	574	2.21	-	-	-	-	-	-	-	-	-	-	-	-	-	24	406	74	11	15	13	12	3	10	2	-	4			
Wholesale trade	648	2.07	-	-	-	-	-	-	-	3	60	-	-	-	-	333	205	4	-	19	-	24	-	-	-	-	-			
Truckdrivers, heavy (over 4 tons, trailer type)	2,006	2.53	-	-	-	-	-	-	-	-	-	-	2	24	2	3	21	25	81	1,427	-	184	-	21	-	140	76			
Manufacturing <sup>6</sup>	390	2.94	-	-	-	-	-	-	-	-	-	-	2	20	2	3	12	25	55	29	-	5	-	21	-	140	76			
Nonmanufacturing	1,616	2.43	-	-	-	-	-	-	-	-	-	-	-	-	4	-	9	-	26	1,398	-	179	-	-	-	-	-			
Public utilities *	1,092	2.41	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,092	-	-	-	-	-	-	-			
Wholesale trade	250	2.56	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9	-	26	36	-	179	-	-	-	-	-			
Truckdrivers, heavy (over 4 tons, other than trailer type)	549	2.17	-	-	-	-	-	-	-	14	16	76	10	1	3	15	157	64	71	36	-	80	-	6	-	-	-			
Manufacturing	137	2.17	-	-	-	-	-	-	-	5	5	6	6	1	3	8	18	40	39	-	-	-	-	6	-	-	-			
Nonmanufacturing	412	2.17	-	-	-	-	-	-	-	9	11	70	4	-	-	7	139	24	32	36	-	80	-	-	-	-	-			
Wholesale trade	347	2.19	-	-	-	-	-	-	-	9	9	54	-	-	-	-	139	24	32	-	80	-	-	-	-	-	-			
Truckers, power (forklift)	1,775	2.02	-	-	-	-	-	-	6	46	12	83	287	245	149	332	301	135	52	15	-	-	18	94	-	-	-			
Manufacturing	1,264	1.99	-	-	-	-	-	-	6	43	12	83	286	190	149	119	130	71	48	15	-	-	18	94	-	-	-			
Nonmanufacturing	511	2.08	-	-	-	-	-	-	-	3	-	-	1	55	-	213	171	64	4	-	-	-	-	-	-	-	-			
Public utilities *	294	2.09	-	-	-	-	-	-	-	-	-	-	-	-	-	170	124	-	-	-	-	-	-	-	-	-	-			
Wholesale trade	94	1.95	-	-	-	-	-	-	-	3	-	-	-	42	-	31	18	-	-	-	-	-	-	-	-	-	-			
Retail trade <sup>3</sup>	123	2.13	-	-	-	-	-	-	-	-	-	-	1	13	-	12	29	64	4	-	-	-	-	-	-	-	-			

See footnotes at end of table.  
 \* Transportation (excluding railroads), communication, and other public utilities.  
 \*\* Finance, insurance, and real estate.

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

(Average hourly earnings<sup>1</sup> for selected occupations<sup>2</sup> studied on an area basis in Newark-Jersey City, N. J., by industry division, December 1955)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF--																											
			Under \$ 0.70	\$ 0.70 and under .80	0.80	0.90	1.00	1.10	1.20	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.00	3.10 and over		
Truckers, power (other than forklift) -----	242	1.82	-	-	-	-	-	-	-	6	30	38	21	12	41	32	20	20	10	4	7	1	-	-	-	-	-	-	-	
Manufacturing -----	230	1.79	-	-	-	-	-	-	-	6	30	38	21	12	41	32	20	18	2	2	7	1	-	-	-	-	-	-		
Watchmen -----	1,245	1.53	-	37	21	10	103	56	63	88	136	207	176	54	142	50	10	57	33	-	2	-	-	-	-	-	-	-		
Manufacturing -----	777	1.57	-	34	21	-	42	29	27	53	100	54	140	24	127	35	4	55	32	-	-	-	-	-	-	-	-	-		
Nonmanufacturing -----	468	1.45	-	3	-	10	61	27	36	35	36	153	36	30	15	15	6	2	1	-	2	-	-	-	-	-	-			
Public utilities * -----	179	1.57	-	-	-	6	-	6	6	3	4	118	5	6	7	15	-	1	-	-	2	-	-	-	-	-	-			
Wholesale trade -----	93	1.37	-	-	-	-	35	-	-	4	24	12	4	4	6	-	2	1	1	-	-	-	-	-	-	-	-			
Finance ** -----	69	1.49	-	-	-	-	6	1	2	12	3	22	19	2	-	-	2	-	-	-	-	-	-	-	-	-	-			

<sup>1</sup> Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.<sup>2</sup> Data limited to men workers except where otherwise indicated.<sup>3</sup> Excludes limited-price variety stores.<sup>4</sup> Includes all drivers regardless of size and type of truck operated. Drivers of more than 1 type of truck, formerly classified to the major type of truck operated, are now included only in the general average for truckdrivers. Data for individual types may therefore not be strictly comparable to the earlier studies.<sup>5</sup> Over a third of the workers (almost all those at \$3 and over) were paid under bonus plans.<sup>6</sup> Almost half of the workers (almost all those at \$3 and over) were paid under bonus plans.<sup>7</sup> Workers were distributed as follows: 45 at \$3.10 to \$3.40; 274 at \$3.40 to \$3.70; 281 at \$3.70 to \$4; 27 at \$4 and over.<sup>8</sup> Over a fifth of the workers were paid under bonus plans.<sup>9</sup> Workers were distributed as follows: 12 at \$3.70 to \$4; 28 at \$4 to \$4.30; 36 at \$4.30 and over.

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

\*\* Finance, insurance, and real estate.

## B: Establishment Practices and Supplementary Wage Provisions

### Table B-1: Shift Differential Provisions <sup>1</sup>

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
<b>Total</b> .....	88.8	78.6	14.1	4.1
<b>With shift pay differential</b> .....	88.8	78.5	14.1	4.1
Uniform cents (per hour) .....	38.7	34.7	6.2	3.3
4 cents .....	.7	-	.1	-
5 cents .....	10.7	.4	1.4	-
6 or 6½ cents .....	3.7	.7	.5	.1
7 cents .....	2.6	1.1	.4	-
8 cents .....	1.1	-	.3	-
9 or 9½ cents .....	1.5	.9	.3	.1
10 or 10⅓ cents .....	11.8	14.4	2.0	.9
11, 11⅓, or 11½ cents .....	3.5	1.1	.7	.2
12 or 12½ cents .....	2.0	5.2	.3	.6
14 cents .....	-	1.2	-	.2
15 cents .....	.4	4.4	.1	.2
16 or 16½ cents .....	-	2.0	-	.2
17 or 17⅒ cents .....	-	2.6	-	.8
21½ or 22½ cents .....	.6	.6	†	†
Uniform percentage .....	47.3	40.6	7.3	.5
2 percent .....	.7	.7	.1	†
5 percent .....	5.2	-	.8	-
7 or 7½ percent .....	3.2	2.4	.6	-
8 percent .....	.9	-	†	-
9 percent .....	-	.4	-	†
10 percent .....	37.3	33.7	5.9	.4
12 percent .....	-	.9	-	†
13 percent .....	-	1.0	-	-
15 percent .....	-	1.6	-	†
Other .....	2.8	3.1	.5	.3
<b>No shift pay differential</b> .....	-	.2	-	†

<sup>1</sup> 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.

† Less than 0.05 percent.

Occupational Wage Survey, Newark-Jersey City, N. J., December 1955  
U.S. DEPARTMENT OF LABOR  
-Bureau of Labor Statistics

Table B-2: Minimum Entrance Rates for Women Office Workers<sup>1</sup>

Minimum rate (weekly salary)	Number of establishments with specified minimum hiring rate in—										Number of establishments with specified minimum hiring rate in—											
	All indus- tries	Manufacturing					Nonmanufacturing					All indus- tries	Manufacturing					Nonmanufacturing				
		Based on standard weekly hours <sup>2</sup> of—											Based on standard weekly hours <sup>2</sup> of—									
		All sched- ules	35	37½	38¾	40	All sched- ules	35	37½	40	All sched- ules		35	37½	38¾	40	All sched- ules	35	37½	40		
Establishments studied .....	271	141	xxx	xxx	xxx	xxx	130	xxx	xxx	xxx	271	141	xxx	xxx	xxx	xxx	130	xxx	xxx	xxx		
	FOR INEXPERIENCED TYPISTS										FOR OTHER INEXPERIENCED CLERICAL WORKERS											
Establishments having a specified minimum .....	157	93	8	16	7	55	64	8	17	29	165	96	8	18	6	57	69	9	18	32		
\$30.00 and under \$32.50 .....	5	-	-	-	-	-	5	1	1	1	6	-	-	-	-	-	6	1	1	2		
\$32.50 and under \$35.00 .....	1	-	-	-	-	-	1	-	-	1	1	-	-	-	-	-	1	-	-	1		
\$35.00 and under \$37.50 .....	2	1	-	-	-	-	1	-	-	-	5	3	-	-	-	2	2	1	-	-		
\$37.50 and under \$40.00 .....	8	4	1	2	-	1	4	-	2	-	9	4	2	2	-	-	5	-	2	-		
\$40.00 and under \$42.50 .....	48	25	2	7	2	13	23	3	6	11	58	28	3	8	2	14	30	4	10	14		
\$42.50 and under \$45.00 .....	13	6	1	-	1	2	7	2	3	2	12	8	1	-	1	4	4	1	1	2		
\$45.00 and under \$47.50 .....	28	23	3	3	1	13	5	2	-	3	28	22	-	5	1	13	6	2	2	1		
\$47.50 and under \$50.00 .....	13	8	-	3	2	3	5	-	2	2	13	10	1	2	2	5	3	-	1	2		
\$50.00 and under \$52.50 .....	18	12	-	1	1	10	6	-	2	3	12	7	-	1	-	6	5	-	-	4		
\$52.50 and under \$55.00 .....	7	4	1	-	-	3	3	-	1	2	6	3	1	-	-	2	3	-	1	2		
\$55.00 and under \$57.50 .....	6	4	-	-	-	4	2	-	-	2	6	4	-	-	-	4	2	-	-	2		
\$57.50 and under \$60.00 .....	4	3	-	-	-	3	1	-	-	1	3	2	-	-	-	2	1	-	-	1		
\$60.00 and under \$62.50 .....	2	2	-	-	-	2	-	-	-	-	3	3	-	-	-	3	-	-	-	-		
\$62.50 and under \$65.00 .....	1	1	-	-	-	1	-	-	-	-	1	1	-	-	-	1	-	-	-	-		
\$65.00 and over .....	1	-	-	-	-	-	1	-	-	1	2	1	-	-	-	1	1	-	-	1		
Establishments having no specified minimum .....	49	20	xxx	xxx	xxx	xxx	29	xxx	xxx	xxx	58	26	xxx	xxx	xxx	xxx	32	xxx	xxx	xxx		
Establishments which did not employ workers in this category .....	64	28	xxx	xxx	xxx	xxx	36	xxx	xxx	xxx	47	19	xxx	xxx	xxx	xxx	28	xxx	xxx	xxx		
Data not available .....	1	-	xxx	xxx	xxx	xxx	1	xxx	xxx	xxx	1	-	xxx	xxx	xxx	xxx	1	xxx	xxx	xxx		

<sup>1</sup> Lowest salary rate formally established for hiring inexperienced workers for typing or other clerical jobs.<sup>2</sup> 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.

Table B-3: Scheduled Weekly Hours

Weekly hours	PERCENT OF OFFICE WORKERS <sup>1</sup> EMPLOYED IN—							PERCENT OF PLANT WORKERS EMPLOYED IN—					
	All industries <sup>2</sup>	Manufacturing	Public utilities*	Wholesale trade	Retail trade <sup>3</sup>	Finance**	Services	All industries <sup>4</sup>	Manufacturing	Public utilities*	Wholesale trade	Retail trade <sup>3</sup>	Services
All workers	100	100	100	100	100	100		100	100	100	100	100	
Under 35 hours	†	†	-	-	-	-		†	-	-	-	-	
35 hours	16	7	74	4	8	17		6	8	-	†	-	
36 <sup>1</sup> / <sub>4</sub> hours	4	4	-	11	-	5		†	†	-	-	-	
Over 36 <sup>1</sup> / <sub>4</sub> and under 37 <sup>1</sup> / <sub>2</sub> hours	3	5	†	-	-	3		-	-	-	-	-	
37 <sup>1</sup> / <sub>2</sub> hours	28	14	†	23	22	62		3	3	-	†	3	
Over 37 <sup>1</sup> / <sub>2</sub> and under 38 <sup>3</sup> / <sub>4</sub> hours	3	†	-	-	3	7		†	-	-	-	3	
38 <sup>3</sup> / <sub>4</sub> hours	8	17	†	5	-	5		-	-	-	-	-	
Over 38 <sup>3</sup> / <sub>4</sub> and under 40 hours	†	-	-	-	-	-		-	-	-	-	-	
40 hours	35	50	24	57	67	†		78	78	99	95	67	
Over 40 and under 45 hours	†	-	-	-	†	-		†	-	†	3	†	
45 hours	-	-	-	-	-	-		3	†	-	-	22	
47 hours	-	-	-	-	-	-		†	†	-	-	-	
48 hours	†	†	-	-	-	-		4	4	-	-	3	
Over 48 hours	-	-	-	-	-	-		4	5	-	-	†	

<sup>1</sup> Data relate to women workers only.

<sup>2</sup> Includes data for services in addition to those industry divisions shown separately.

<sup>3</sup> Excludes limited-price variety stores.

<sup>4</sup> Includes data for real estate and services in addition to those industry divisions shown separately.

† Less than 2.5 percent.

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

\*\* Finance, insurance, and real estate.

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Table B-4: Paid Holidays<sup>1</sup>

Item	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT WORKERS EMPLOYED IN--					
	All industries <sup>2</sup>	Manufacturing	Public utilities *	Wholesale trade	Retail trade <sup>3</sup>	Finance **	Services	All industries <sup>4</sup>	Manufacturing	Public utilities *	Wholesale trade	Retail trade <sup>3</sup>	Services
All workers .....	100	100	100	100	100	100		100	100	100	100	100	
Workers in establishments providing paid holidays .....	99	100	100	100	97	100		98	99	99	96	93	
Less than 6 holidays .....	†	†	†	-	†	-		†	†	†	-	5	
6 holidays .....	6	9	†	12	7	-		15	17	†	28	10	
Full days only .....	4	5	†	8	7	-		11	12	†	22	9	
Plus 1 or more half days <sup>5</sup> .....	†	4	†	4	-	-		4	5	-	6	†	
7 holidays .....	26	42	†	25	57	6		42	42	19	15	73	
Full days only .....	22	37	†	16	55	4		35	36	19	10	47	
Plus 1 or more half days <sup>5</sup> .....	4	6	-	8	†	†		7	6	-	5	26	
8 holidays .....	16	31	†	†	†	-		20	26	-	-	†	
Full days only .....	13	26	†	†	†	-		16	20	-	-	†	
Plus 1 or more half days <sup>5</sup> .....	3	5	†	-	-	-		5	6	-	-	-	
9 holidays .....	11	8	49	16	4	†		8	6	22	15	3	
Full days only .....	11	8	49	16	4	†		7	5	22	15	3	
Plus 1 half day .....	†	†	-	-	-	-		†	†	-	-	-	
10 holidays .....	†	†	-	7	-	-		†	†	-	6	-	
Full days only .....	†	†	-	6	-	-		†	†	-	6	-	
Plus 1 half day .....	†	†	-	†	-	-		†	†	-	-	-	
11 holidays .....	6	5	5	22	28	-		6	5	17	25	-	
Full days only .....	5	3	5	22	15	-		5	4	17	25	-	
Plus 1 or more half days <sup>5</sup> .....	†	†	-	-	13	-		†	†	-	-	-	
12 holidays .....	33	†	41	16	-	92		4	-	36	9	-	
Full days only .....	31	†	41	16	-	84		4	-	36	9	-	
Plus 1 half day .....	†	-	-	-	-	8		-	-	-	-	-	
Workers in establishments providing no paid holidays .....	†	-	-	-	3	-		†	†	†	4	7	

<sup>1</sup> Estimates relate to full-day holidays provided annually, as in earlier studies. These are further divided between workers who receive merely the indicated number of full-day holidays, and those who receive 1 or more half holidays in addition.

<sup>2</sup> Includes data for services in addition to those industry divisions shown separately.

<sup>3</sup> Excludes limited-price variety stores.

<sup>4</sup> Includes data for services and real estate in addition to those industry divisions shown separately.

<sup>5</sup> All or predominantly all workers received 1 or 2 half days.

† 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 Vacations

Vacation policy	PERCENT OF OFFICE WORKERS EMPLOYED IN--						PERCENT OF PLANT WORKERS EMPLOYED IN--						
	All industries <sup>1</sup>	Manufacturing	Public utilities *	Wholesale trade	Retail trade <sup>2</sup>	Finance **	Services	All industries <sup>3</sup>	Manufacturing	Public utilities *	Wholesale trade	Retail trade <sup>2</sup>	Services
All workers -----	100	100	100	100	100	100		100	100	100	100	100	
<b>METHOD OF PAYMENT</b>													
Workers in establishments providing paid vacations -----	100	100	100	100	100	100		100	<sup>4</sup> 100	100	100	100	
Length-of-time payment -----	99	99	100	100	100	100		92	90	100	100	98	
Percentage payment -----	†	†	-	-	-	-		6	8	-	-	†	
Flat-sum payment -----	-	-	-	-	-	-		†	†	-	-	-	
Workers in establishments providing no paid vacations -----	-	-	-	-	-	-		-	-	-	-	-	
<b>AMOUNT OF VACATION PAY</b>													
<u>After 1 year of service</u>													
Under 1 week -----	-	-	-	-	-	-		†	†	-	-	-	
1 week -----	7	9	†	10	32	-		67	77	20	35	27	
Over 1 and under 2 weeks -----	†	†	†	-	-	-		4	5	†	-	-	
2 weeks -----	92	90	99	88	60	100		25	15	63	64	65	
Over 2 and under 3 weeks -----	†	-	-	†	9	-		†	-	13	†	8	
3 weeks -----	†	†	-	-	-	-		†	†	3	-	-	
<u>After 2 years of service</u>													
1 week -----	†	3	-	4	5	-		30	33	18	10	6	
Over 1 and under 2 weeks -----	†	3	-	-	-	-		26	34	-	6	-	
2 weeks -----	95	94	100	94	87	100		41	31	66	83	86	
Over 2 and under 3 weeks -----	†	-	-	†	9	-		†	-	13	†	8	
3 weeks -----	†	†	-	-	-	-		†	†	3	-	-	
<u>After 3 years of service</u>													
1 week -----	†	†	-	4	†	-		15	19	-	-	†	
Over 1 and under 2 weeks -----	†	†	-	-	-	-		22	29	-	-	-	
2 weeks -----	96	96	100	95	90	100		60	51	84	99	92	
Over 2 and under 3 weeks -----	†	-	-	†	9	-		†	-	13	†	8	
3 weeks -----	†	†	-	-	-	-		†	†	3	-	-	
<u>After 5 years of service</u>													
Under 2 weeks -----	†	†	-	-	-	-		3	4	-	-	-	
2 weeks -----	79	93	98	93	63	47		84	86	79	76	66	
Over 2 and under 3 weeks -----	14	†	-	†	22	42		6	5	13	†	15	
3 weeks -----	7	6	†	6	15	11		7	6	8	23	18	

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-5: Paid Vacations - Continued

Vacation policy	PERCENT OF OFFICE WORKERS EMPLOYED IN--							PERCENT OF PLANT WORKERS EMPLOYED IN--					
	All industries <sup>1</sup>	Manufacturing	Public utilities*	Wholesale trade	Retail trade <sup>2</sup>	Finance**	Services	All industries <sup>3</sup>	Manufacturing	Public utilities*	Wholesale trade	Retail trade <sup>2</sup>	Services
All workers -----	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 -----	†	-	-	-	-	-		†	†	-	-	-	
2 weeks -----	58	69	90	70	54	26		66	68	62	53	65	
Over 2 and under 3 weeks -----	16	6	-	†	-	46		11	13	13	7	-	
3 weeks -----	25	25	10	26	37	29		20	17	25	40	27	
Over 3 and under 4 weeks -----	†	-	-	-	9	-		†	-	-	-	8	
4 weeks and over -----	†	†	-	3	-	-		†	†	-	-	-	
<u>After 15 years of service</u>													
Under 2 weeks -----	†	-	-	-	-	-		†	†	-	-	-	
2 weeks -----	15	14	6	14	48	12		20	16	7	10	48	
Over 2 and under 3 weeks -----	4	†	-	†	-	14		†	†	13	†	-	
3 weeks -----	78	83	94	82	40	70		73	78	80	88	40	
Over 3 and under 4 weeks -----	†	-	-	-	-	4		-	-	-	-	-	
4 weeks and over -----	†	3	-	3	12	-		3	3	-	†	12	
<u>After 20 years of service</u>													
Under 2 weeks -----	†	-	-	-	-	-		†	†	-	-	-	
2 weeks -----	13	13	6	14	48	8		19	15	7	10	48	
Over 2 and under 3 weeks -----	†	†	-	†	-	-		†	†	13	†	-	
3 weeks -----	69	82	91	82	17	44		72	79	78	88	21	
4 weeks and over -----	17	4	†	3	35	48		6	4	†	†	31	
<u>After 25 years of service</u>													
Under 2 weeks -----	†	-	-	-	-	-		†	†	-	-	-	
2 weeks -----	12	13	6	11	48	8		18	14	7	8	48	
Over 2 and under 3 weeks -----	†	†	-	†	-	-		†	†	13	†	-	
3 weeks -----	56	69	85	65	11	29		62	69	62	81	17	
4 weeks and over -----	31	18	9	22	41	63		16	15	18	10	34	

<sup>1</sup> Includes data for services in addition to those industry divisions shown separately.

<sup>2</sup> Excludes limited-price variety stores.

<sup>3</sup> Includes data for real estate, and services in addition to those industry divisions shown separately.

<sup>4</sup> Approximately 1 percent were in establishments that did not provide vacations until after 3 years of service.

† Less than 2.5 percent.

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

\*\* Finance, insurance, and real estate.

Table B-6: Health, Insurance, and Pension Plans

Type of plan	PERCENT OF OFFICE WORKERS EMPLOYED IN—							PERCENT OF PLANT WORKERS EMPLOYED IN—					
	All Industries <sup>1</sup>	Manufacturing	Public utilities *	Wholesale trade	Retail trade <sup>2</sup>	Finance**	Services	All Industries <sup>3</sup>	Manufacturing	Public utilities *	Wholesale trade	Retail trade <sup>2</sup>	Services
All workers .....	100	100	100	100	100	100		100	100	100	100	100	
Workers in establishments providing:													
Life insurance .....	93	95	<sup>4</sup> 95	97	80	92		92	94	<sup>4</sup> 98	96	74	
Accidental death and dismemberment insurance .....	35	47	<sup>4</sup> 5	<sup>4</sup> 83	<sup>4</sup> 29	18		47	50	<sup>4</sup> 28	<sup>4</sup> 65	<sup>4</sup> 22	
Sickness and accident insurance or sick leave or both <sup>5</sup> .....	83	90	96	75	76	69		75	77	88	66	66	
Sickness and accident insurance .....	<sup>4</sup> 41	<sup>4</sup> 62	<sup>4</sup> 5	54	51	<sup>4</sup> 17		59	66	<sup>4</sup> 19	53	48	
Sick leave (full pay and no waiting period) .....	54	53	46	54	41	<sup>4</sup> 62		15	11	32	18	35	
Sick leave (partial pay or waiting period) .....	13	<sup>4</sup> 13	<sup>4</sup> 49	3	9	-		15	14	42	7	14	
Hospitalization insurance .....	75	82	16	85	89	82		82	87	48	84	79	
Surgical insurance .....	73	81	16	81	80	79		81	86	48	78	70	
Medical insurance .....	53	54	12	66	64	65		55	59	32	62	55	
Catastrophe insurance .....	6	3	-	10	19	12		5	4	-	8	14	
Retirement pension .....	83	81	94	59	<sup>4</sup> 55	92		70	74	85	53	59	
No health, insurance, or pension plan .....	†	†	†	-	†	-		†	†	-	-	5	

<sup>1</sup> Includes data for services in addition to those industry divisions shown separately.

<sup>2</sup> Excludes limited-price variety stores.

<sup>3</sup> Includes data for real estate and services in addition to those industry divisions shown separately.

<sup>4</sup> Not comparable with results in earlier surveys due to changes in classification of provisions.

<sup>5</sup> Unduplicated total of workers receiving sick leave or sickness and accident insurance shown separately below.

† Less than 2.5 percent.

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

\*\* Finance, insurance, and real estate.

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## 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.

### Office

#### BILLER, 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 paychecks 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 handwritten matter, using a mimeograph or ditto machine. Makes necessary adjustment such as for ink and paper feed counter and cylinder speed. Is not required to prepare stencil or ditto master. May keep file of used stencils or ditto masters. May sort, collate, and staple completed material.

KEY-PUNCH OPERATOR

Under general supervision and with no supervisory responsibilities, records accounting and statistical data on tabulating cards by punching a series of holes in the cards in a specified sequence, using 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 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

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-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 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, buses, 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 (combination of sizes listed separately)  
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.