

Occupational Wage Survey

**LOS ANGELES-LONG BEACH,
CALIFORNIA**

MARCH 1959

Bulletin No. 1240-15

UNITED STATES DEPARTMENT OF LABOR
James P. Mitchell, Secretary

BUREAU OF LABOR STATISTICS
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Preface

The Community Wage Survey Program

The Bureau of Labor Statistics regularly conducts areawide wage surveys in a number of important industrial centers. The studies, made from late fall to early spring, relate to occupational earnings and related supplementary benefits. A preliminary report is available on completion of the study in each area, usually in the month following the payroll period studied. This bulletin provides additional data not included in the earlier report. A consolidated analytical bulletin summarizing the results of all of the year's surveys is issued after completion of the final area bulletin for the current round of surveys.

This report was prepared in the Bureau's regional office in San Francisco, Calif., by William P. O'Connor, under the direction of John L. Dana, Regional Wage and Industrial Relations Analyst.

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* NOTE: Similar tabulations for most of these items are available in the Los Angeles-Long Beach area reports for January 1952, February 1953, and March of each year since 1954. The 1954 report (BLS Bull. 1157-3) presents, in addition, data on rate of pay for holiday work; and both the 1954 and 1958 reports, data on overtime pay provisions, wage structure characteristics, and labor-management agreements. The 1955 report also included 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 Los Angeles-Long Beach area are also available for auto dealer repair shops (May 1958), men's and boys' suits and coats (March 1958), and banking (July 1958). A report on occupational earnings is also available for the machinery industries (January 1959). Data for supplementary wage practices were included in the machinery industries report of January 1958. 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 and helpers.

Occupational Wage Survey—Los Angeles-Long Beach, Calif.

Introduction

This area is one of several important industrial centers in which the U. S. Department of Labor's Bureau of Labor Statistics has conducted surveys of occupational earnings and related wage benefits on an areawide basis. In this area, data were obtained by personal visits of Bureau field agents¹ 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.² 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. 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, 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.

¹ Data were obtained by mail from some of the smaller establishments for which visits by Bureau field agents in the last previous survey indicated employment in relatively few of the occupations studied. Unusual changes reported by mail were verified with employers.

² See table on page 2 for minimum-size establishment covered.

Occupational employment and earnings 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.

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 working supervisors and nonsupervisory workers performing clerical or related functions, and excludes administrative, executive, and professional personnel. "Plant workers" include working foremen and all nonsupervisory workers (including leadmen and trainees) engaged in nonoffice functions. Administrative, executive, and professional 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,³ presented in terms of total plant worker employment, and (b) effective practice, presented on the basis of workers

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

actually employed on 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. In establishments in which some late-shift hours are paid at normal rates, a differential was recorded only if it applied to a majority of the shift hours.

Minimum entrance rates (table B-2) relate only to the establishments visited. They are presented on an establishment, rather than on an employment basis. 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. Scheduled hours are treated statistically on the basis that these are applicable to all plant or office workers if a majority are covered.⁴ Because of rounding, sums of individual items in these tabulations do not necessarily equal totals.

⁴ Scheduled weekly hours for office workers (first section of table B-3) in surveys made prior to late 1957 and early 1958 were presented in terms of the proportion of women office workers employed in offices with the indicated weekly hours for women workers.

The first part of the paid holidays table presents the number of whole and half holidays actually provided. The second part combines whole and half holidays to show total holiday time.

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 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, 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.

Table 1. Establishments and workers within scope of survey and number studied in Los Angeles-Long Beach, Calif., ¹ by major industry division, ² March 1959

Industry division	Minimum employment in establishments in scope of study	Number of establishments		Workers in establishments			
		Within scope of study ³	Studied	Within scope of study			Studied
				Total ⁴	Office	Plant	
All divisions		2,390	317	934,000	195,800	535,900	442,440
Manufacturing	101	982	113	543,000	87,800	338,600	262,670
Nonmanufacturing	-	1,408	204	390,700	108,000	197,300	179,770
Transportation (excluding railroads), communication, and other public utilities ⁵	101	95	25	88,100	18,600	49,500	67,470
Wholesale trade	51	430	49	60,600	17,300	24,300	15,250
Retail trade (excluding department stores)	101	211	25	90,700	(⁶)	(⁶)	23,550
Finance, insurance, and real estate	51	255	42	72,400	49,900	73,900	41,460
Services (excluding motion pictures) ⁷	51	376	47	59,900	11,900	31,000	17,450
Motion pictures ⁸	51	41	16	19,000	2,900	12,100	14,590

¹ Los Angeles-Long Beach Metropolitan Area (Los Angeles and Orange 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 the survey.

² The 1957 revised edition of the Standard Industrial Classification Manual was used in classifying establishments by industry division. Major changes from the earlier edition used in previous surveys are the transfer of milk pasteurization plants and ready mixed concrete establishments from trade (wholesale or retail) to manufacturing, and the transfer of radio and television broadcasting from services to the transportation, communication, and other public utilities division.

³ 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.

⁴ Includes executive, professional, and other workers excluded from the separate office and plant categories.

⁵ Also excludes taxicabs, and services incidental to water transportation. Los Angeles' electric utilities and most of its local transit are municipally operated and, therefore, excluded by definition from the scope of the studies.

⁶ 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.

⁷ Estimate relates to real estate establishments only.

⁸ Hotels; personal services; business services; automobile repair shops; motion-picture distribution and motion-picture theaters; nonprofit membership organizations; and engineering and architectural services.

⁹ Motion-picture production and services independent of motion-picture production but allied thereto.

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,⁵ 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 plans⁶ which provide

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

⁶ An establishment was considered as having a formal plan if it established at least the minimum number of days of sick leave that could be expected by each employee. Such a plan need not be written, but informal sick-leave allowances, determined on an individual basis, were excluded.

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 benefits.

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.

Wage Trends for Selected Occupational Groups

The table below presents indexes of salaries of office clerical workers and industrial nurses, and of average earnings of selected plant worker groups.

For office clerical workers and industrial nurses, 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, they 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. The office clerical data are based on women in the following 18 jobs: 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; and typists, class A and B. The industrial nurse data are based on women industrial nurses. Men in the following 10 skilled maintenance jobs and 3 unskilled jobs were included in the plant worker data: Skilled—carpenters; electricians; machinists; mechanics; mechanics, automotive; millwrights; painters; pipefitters; sheet-metal workers; and tool and die makers; unskilled—janitors, porters, and cleaners; laborers, material handling; and watchmen.

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 1953 and 1954 employment in the job. These weighted earnings for individual

occupations were then totaled 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) changes in the labor force such as labor turnover, force expansions, force reductions, and changes in the proportion of workers employed by establishments with different pay levels. Changes in the labor force can cause increases or decreases in the occupational averages without actual wage changes. For example, a force expansion might increase the proportion of lower paid workers in a specific occupation and result in a drop in the average, whereas a reduction in the proportion of lower paid workers would have the opposite effect. The movement of a high-paying establishment out of an area could cause the average earnings 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 data. 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 1953 to 1958 for workers in 17 major labor markets appeared in BLS Bull. 1224-20, Wages and Related Benefits, 19 Labor Markets, Winter 1957-58.

Table 2. Indexes of standard weekly salaries and straight-time hourly earnings for selected occupational groups in Los Angeles-Long Beach, Calif., March 1959 and March 1958, and percents of increase for selected periods

Industry and occupational group	Indexes (February 1953 = 100)		Percent increases from—					
	March 1959	March 1958	March 1958 to March 1959	March 1957 to March 1958	March 1956 to March 1957	March 1955 to March 1956	March 1954 to March 1955	February 1953 to March 1954
All industries:								
Office clerical (women)	130.2	124.4	4.6	3.3	6.2	4.7	3.6	4.6
Industrial nurses (women)	130.2	125.5	3.7	5.1	6.0	4.3	2.5	5.4
Skilled maintenance (men)	132.5	125.7	5.3	5.3	4.0	5.6	3.0	5.5
Unskilled plant (men)	132.3	¹ 125.9	5.1	¹ 5.3	5.3	3.4	3.6	6.0
Manufacturing:								
Office clerical (women)	131.1	125.5	4.5	4.4	5.8	4.3	3.6	5.2
Industrial nurses (women)	132.4	127.0	4.3	5.6	5.3	4.3	2.5	6.8
Skilled maintenance (men)	132.7	126.4	5.0	5.5	4.0	5.8	2.9	5.8
Unskilled plant (men)	129.5	124.3	4.2	5.4	4.4	3.9	3.5	4.9

¹ Revised estimate.

A: Occupational Earnings

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Table A-1. Office Occupations

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis,
by industry division, Los Angeles-Long Beach, Calif., March 1959)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--																		
		Weekly hours (Standard)	Weekly earnings (Standard)	\$ 40.00 and under 45.00	\$ 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 and over	
<u>Men</u>																						
Clerks, accounting, class A	1,017	39.5	\$ 100.00	-	-	-	-	-	11	5	28	79	139	191	98	118	174	36	28	15	95	
Manufacturing	573	40.0	102.00	-	-	-	-	-	6	-	14	48	85	58	53	93	97	22	11	8	278	
Nonmanufacturing	44	39.5	97.50	-	-	-	-	-	5	5	14	31	54	133	45	25	77	14	17	7	17	
Public utilities*	86	40.0	97.00	-	-	-	-	-	-	-	-	3	8	43	6	7	10	1	8	-	-	
Wholesale trade	171	39.5	98.00	-	-	-	-	-	-	-	-	8	27	61	2	12	54	-	7	-	-	
Finance †	92	39.0	87.00	-	-	-	-	-	5	5	14	19	17	9	11	4	8	-	-	-	-	
Motion pictures	47	40.0	114.50	-	-	-	-	-	-	-	-	-	2	1	6	2	5	13	2	7	9	
Clerks, accounting, class B	268	39.5	81.00	-	-	-	1	12	69	16	44	18	13	30	52	12	-	1	-	-	-	
Manufacturing	166	40.0	79.00	-	-	-	-	1	59	2	35	17	13	20	17	2	-	-	-	-	-	
Nonmanufacturing	102	39.5	85.00	-	-	-	1	11	10	14	9	1	-	10	35	10	-	1	-	-	-	
Clerks, order	1,715	40.0	94.00	-	-	-	-	7	25	4	156	147	386	389	209	94	153	15	55	20	55	
Manufacturing	516	40.0	94.50	-	-	-	-	-	4	-	73	23	46	196	50	27	55	10	17	-	15	
Nonmanufacturing	1,199	40.0	93.50	-	-	-	-	7	21	4	83	124	340	193	159	67	98	5	38	20	40	
Wholesale trade	1,103	40.0	93.50	-	-	-	-	7	21	4	83	64	340	193	159	67	62	5	38	20	40	
Clerks, payroll	318	40.0	103.50	-	-	-	-	1	6	-	10	33	21	33	13	33	57	37	24	29	21	
Manufacturing	182	40.0	102.50	-	-	-	-	-	1	-	4	29	16	15	6	19	33	34	7	4	14	
Nonmanufacturing	136	39.5	105.00	-	-	-	-	1	5	-	6	4	5	18	7	14	24	3	17	25	7	
Motion pictures	54	40.0	119.50	-	-	-	-	-	-	-	-	-	-	-	1	1	6	3	11	25	7	
Office boys	642	39.5	62.50	1	45	55	182	137	109	76	19	12	4	2	-	-	-	-	-	-	-	
Manufacturing	240	40.0	65.50	-	2	6	73	23	71	48	10	3	4	-	-	-	-	-	-	-	-	
Nonmanufacturing	402	39.0	60.50	1	43	49	109	114	38	28	9	9	-	2	-	-	-	-	-	-	-	
Public utilities*	38	37.0	60.00	-	-	19	6	4	1	4	1	3	-	-	-	-	-	-	-	-	-	
Wholesale trade	71	39.5	62.00	-	-	14	8	38	3	-	7	1	-	-	-	-	-	-	-	-	-	
Finance †	182	39.0	56.50	1	43	15	71	38	6	8	-	-	-	-	-	-	-	-	-	-	-	
Motion pictures	70	40.0	69.00	-	-	-	-	24	25	13	1	5	-	2	-	-	-	-	-	-	-	
Tabulating-machine operators	1,217	39.5	92.50	-	-	-	-	3	22	51	79	117	205	285	170	139	82	19	26	6	13	
Manufacturing	594	40.0	94.00	-	-	-	-	-	2	7	16	55	136	149	83	84	46	13	3	-	-	
Nonmanufacturing	623	39.5	91.50	-	-	-	-	3	20	44	63	62	69	136	87	55	36	6	23	6	13	
Public utilities*	92	40.0	92.00	-	-	-	-	-	-	5	2	5	8	53	9	5	5	-	-	-	-	
Wholesale trade	202	39.5	91.00	-	-	-	-	-	4	20	8	17	28	46	45	26	4	-	-	-	4	
Finance †	225	39.0	85.50	-	-	-	-	3	16	19	51	35	30	23	18	11	3	-	15	1	-	
Motion pictures	55	40.0	112.00	-	-	-	-	-	-	-	-	-	2	3	3	9	10	6	8	5	9	
<u>Women</u>																						
Billers, machine (billing machine)	767	40.0	72.00	-	-	3	83	193	149	99	40	38	3	152	7	-	-	-	-	-	-	
Manufacturing	162	39.5	68.00	-	-	-	28	21	43	47	15	1	2	4	1	-	-	-	-	-	-	
Nonmanufacturing	605	40.0	73.00	-	-	3	55	172	106	52	25	37	1	143	6	-	-	-	-	-	-	
Wholesale trade	120	39.5	80.00	-	-	-	4	17	21	-	4	28	-	46	-	-	-	-	-	-	-	
Billers, machine (bookkeeping machine)	155	39.5	74.00	-	-	-	16	12	27	39	15	22	15	7	-	1	-	1	-	-	-	
Manufacturing	75	39.5	77.50	-	-	-	-	-	7	23	13	22	3	7	-	-	-	-	-	-	-	
Nonmanufacturing	80	39.5	70.00	-	-	-	16	12	20	16	2	-	12	-	-	1	-	1	-	-	-	

See footnotes at end of table.

Table A-1. Office Occupations—Continued

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis,
by industry division, Los Angeles-Long Beach, Calif., March 1959)

Sex, occupation, and industry division	Number workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																		
		Weekly hours (Standard)	Weekly earnings (Standard)	\$ 40.00 and under 45.00	\$ 45.00 50.00	\$ 50.00 55.00	\$ 55.00 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 and over	
Women—Continued																						
Bookkeeping-machine operators, class A	524	40.0	85.50	-	-	-	-	2	10	22	94	166	50	76	60	21	18	-	5	-	-	
Manufacturing	241	40.0	87.00	-	-	-	-	-	8	-	27	81	42	31	32	3	17	-	-	-	-	
Nonmanufacturing	283	40.0	84.50	-	-	-	-	2	2	22	67	85	8	45	28	18	1	-	5	-	-	
Wholesale trade	122	40.0	89.00	-	-	-	-	-	-	-	7	46	-	43	8	18	-	-	-	-	-	
Bookkeeping-machine operators, class B	3,486	40.0	64.00	-	98	547	732	926	333	244	267	108	102	58	39	27	1	4	-	-	-	
Manufacturing	444	40.0	80.00	-	-	-	21	27	27	41	100	91	55	51	6	25	-	-	-	-	-	
Nonmanufacturing	3,042	40.0	62.00	-	98	547	711	899	306	203	167	17	47	7	33	2	1	4	-	-	-	
Wholesale trade	260	39.5	75.00	-	-	7	20	5	68	46	45	6	35	-	28	-	-	-	-	-	-	
Finance†	2,481	40.0	59.50	-	98	540	687	825	193	81	48	9	-	-	-	-	-	-	-	-	-	
Clerks, accounting, class A	1,920	39.5	86.50	-	-	-	1	22	61	166	300	328	323	374	133	84	69	26	6	17	10	
Manufacturing	985	40.0	87.50	-	-	-	-	-	61	127	199	198	246	39	58	48	9	-	-	-	-	
Nonmanufacturing	935	39.5	85.50	-	-	-	1	22	61	105	173	129	125	128	94	26	21	17	6	17	10	
Public utilities*	116	40.0	88.50	-	-	-	-	-	-	3	15	28	17	23	25	1	-	-	-	4	-	
Wholesale trade	202	39.5	82.00	-	-	-	-	-	37	31	28	24	30	22	7	17	2	4	-	-	-	
Finance†	245	39.5	78.50	-	-	-	1	20	18	22	76	46	42	15	2	3	5	-	-	-	-	
Services (excluding motion pictures)	193	39.0	82.50	-	-	-	-	2	-	40	42	25	31	47	1	-	-	-	-	-	-	
Motion pictures	65	40.0	115.50	-	-	-	-	-	-	-	-	-	-	1	7	5	10	13	6	13	10	
Clerks, accounting, class B	3,716	39.5	71.50	9	21	44	263	605	805	674	630	349	165	79	42	19	2	6	2	1	-	
Manufacturing	1,479	40.0	75.00	-	-	4	4	183	293	312	325	118	145	59	22	14	-	-	-	-	-	
Nonmanufacturing	2,237	39.5	69.00	9	21	40	259	422	512	362	305	231	20	20	20	5	2	6	2	1	-	
Public utilities*	617	40.0	70.50	-	-	-	15	141	187	87	73	114	-	-	-	-	-	-	-	-	-	
Wholesale trade	350	40.0	74.00	-	-	-	2	10	53	126	110	38	4	7	-	-	-	-	-	-	-	
Finance†	824	39.0	62.50	9	21	40	236	251	152	87	24	4	-	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	296	38.0	72.50	-	-	-	2	8	117	54	64	44	1	6	-	-	-	-	-	-	-	
Clerks, file, class A	457	39.5	71.50	-	-	38	70	76	31	76	43	26	66	17	7	4	-	3	-	-	-	
Manufacturing	127	40.0	81.00	-	-	-	-	-	-	55	3	12	49	2	6	-	-	-	-	-	-	
Nonmanufacturing	330	39.0	67.50	-	-	38	70	76	31	21	40	14	17	15	1	4	-	3	-	-	-	
Finance†	205	38.5	62.50	-	-	38	61	34	25	15	28	2	-	2	-	-	-	-	-	-	-	
Services (excluding motion pictures)	50	40.0	66.00	-	-	-	9	24	3	3	11	-	-	-	-	-	-	-	-	-	-	
Clerks, file, class B	3,133	39.0	58.00	218	507	790	389	449	169	311	203	80	13	3	1	-	-	-	-	-	-	
Manufacturing	869	40.0	68.00	-	2	70	76	159	109	290	149	12	-	2	-	-	-	-	-	-	-	
Nonmanufacturing	2,264	38.5	54.50	218	505	720	313	290	60	21	54	68	13	1	1	-	-	-	-	-	-	
Public utilities*	153	40.0	73.50	-	-	-	2	47	8	8	31	59	3	-	-	-	-	-	-	-	-	
Wholesale trade	220	40.0	60.00	-	10	45	51	73	28	11	-	2	-	-	-	-	-	-	-	-	-	
Finance†	1,525	38.0	51.50	218	433	516	193	140	14	1	10	-	-	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	285	39.5	54.00	-	47	142	58	18	10	-	10	-	-	-	-	-	-	-	-	-	-	
Clerks, order	728	39.5	81.00	-	-	17	19	52	90	53	79	140	25	158	54	16	18	-	2	-	-	
Manufacturing	315	40.0	80.00	-	-	-	-	42	30	18	62	72	21	48	4	-	18	-	-	-	-	
Nonmanufacturing	413	39.5	82.00	-	-	17	19	10	60	40	17	68	4	110	50	16	-	-	2	-	-	
Wholesale trade	300	39.0	84.50	-	-	-	1	8	45	26	12	68	4	80	50	4	-	-	2	-	-	

See footnote at end of table.

Table A-1. Office Occupations—Continued

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis,
by industry division, Los Angeles-Long Beach, Calif., March 1959)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--																		
		Weekly hours (Standard)	Weekly earnings (Standard)	\$40.00 and under 45.00	\$45.00 50.00	\$50.00 55.00	\$55.00 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 and over	
Women--Continued																						
Clerks, payroll	1,374	39.5	\$ 82.50	-	-	-	6	72	172	110	280	227	146	166	64	82	24	13	-	8	4	
Manufacturing	751	40.0	83.50	-	-	-	-	28	89	44	166	132	74	97	38	55	16	12	-	-	-	
Nonmanufacturing	623	39.5	81.00	-	-	-	6	44	83	66	114	95	72	69	26	27	8	1	-	8	4	
Public utilities*	69	39.0	91.00	-	-	-	-	4	-	1	-	11	7	28	9	2	7	-	-	-	-	
Wholesale trade	80	39.5	84.50	-	-	-	-	2	7	2	11	27	4	18	2	7	-	-	-	-	-	
Finance†	144	39.0	75.50	-	-	-	3	14	44	9	28	16	24	1	4	-	1	-	-	-	-	
Services (excluding motion pictures)	154	39.5	75.00	-	-	-	2	14	32	36	26	14	23	3	1	3	-	-	-	-	-	
Motion pictures	26	40.0	113.00	-	-	-	-	-	-	-	-	-	2	4	-	7	-	1	-	8	4	
Comptometer operators	2,325	39.5	80.50	-	-	4	42	226	292	219	290	283	467	196	288	9	3	3	3	-	-	
Manufacturing	1,024	40.0	83.50	-	-	-	8	13	52	109	108	187	363	138	46	-	-	-	-	-	-	
Nonmanufacturing	1,301	39.5	78.00	-	-	4	34	213	240	110	182	96	104	58	242	9	3	3	3	-	-	
Public utilities*	72	40.0	77.00	-	-	-	4	14	16	3	4	4	6	8	13	-	-	-	-	-	-	
Wholesale trade	426	39.5	79.50	-	-	-	2	12	74	66	91	53	71	30	27	-	-	-	-	-	-	
Services (excluding motion pictures)	285	39.0	64.00	-	-	-	2	177	85	12	9	-	-	-	-	-	-	-	-	-	-	
Duplicating-machine operators (Mimeograph or Ditto)	247	39.5	69.00	-	5	14	23	30	47	52	52	16	8	-	-	-	-	-	-	-	-	
Manufacturing	118	40.0	74.00	-	-	-	-	2	24	31	45	13	3	-	-	-	-	-	-	-	-	
Nonmanufacturing	129	39.0	64.50	-	5	14	23	28	23	21	7	3	5	-	-	-	-	-	-	-	-	
Finance†	67	39.0	59.50	-	5	14	21	7	13	7	-	-	-	-	-	-	-	-	-	-	-	
Key-punch operators	2,916	39.5	77.50	-	-	31	117	236	356	436	576	379	343	333	79	23	3	3	1	-	-	
Manufacturing	1,394	40.0	79.50	-	-	-	6	14	125	252	356	284	134	192	23	8	-	-	-	-	-	
Nonmanufacturing	1,522	39.5	75.00	-	-	31	111	222	231	184	220	95	209	141	56	15	3	3	1	-	-	
Public utilities*	263	40.0	74.50	-	-	-	39	28	56	30	24	18	18	29	21	-	-	-	-	-	-	
Wholesale trade	479	39.5	81.50	-	-	-	2	6	30	67	122	38	144	53	13	4	-	-	-	-	-	
Finance†	510	39.0	66.00	-	-	31	69	162	115	56	51	26	-	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	87	39.5	73.50	-	-	-	1	6	20	26	18	3	13	-	-	-	-	-	-	-	-	
Motion pictures	71	40.0	93.50	-	-	-	-	-	-	-	-	9	22	12	10	11	3	3	1	-	-	
Office girls	953	39.5	59.50	33	77	218	197	209	68	90	21	29	4	7	-	-	-	-	-	-	-	
Manufacturing	353	40.0	62.50	24	-	54	51	98	29	69	16	6	-	6	-	-	-	-	-	-	-	
Nonmanufacturing	600	39.0	57.50	9	77	164	146	111	39	21	5	23	4	1	-	-	-	-	-	-	-	
Public utilities*	107	40.0	65.00	-	-	-	23	45	14	14	4	7	-	-	-	-	-	-	-	-	-	
Wholesale trade	76	39.5	60.00	-	12	19	16	7	6	6	-	10	-	-	-	-	-	-	-	-	-	
Finance†	341	38.5	54.00	9	62	122	100	39	9	-	-	-	-	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	54	39.0	59.00	-	3	20	7	14	6	1	1	2	-	-	-	-	-	-	-	-	-	
Secretaries	11,034	39.5	90.50	-	-	-	31	56	319	308	1021	1711	1964	2262	1096	899	582	395	219	102	69	
Manufacturing	5,394	40.0	91.50	-	-	-	-	-	126	128	324	800	1185	1256	540	437	267	150	93	58	30	
Nonmanufacturing	5,640	39.0	90.00	-	-	-	31	56	193	180	697	911	779	1006	556	462	315	245	126	44	39	
Public utilities*	640	38.5	96.00	-	-	-	-	-	2	3	34	62	67	180	88	83	24	71	21	3	2	
Wholesale trade	954	40.0	90.50	-	-	-	-	2	48	33	116	99	107	251	93	91	69	12	25	4	4	
Finance†	1,828	39.0	85.00	-	-	-	20	43	95	81	312	375	333	299	103	59	77	2	8	20	1	
Services (excluding motion pictures)	1,547	39.0	88.50	-	-	-	11	8	36	54	193	342	216	217	215	124	81	25	20	-	5	
Motion pictures	351	40.0	108.50	-	-	-	-	-	-	-	-	9	8	12	49	53	33	115	32	17	23	
Stenographers, general	8,583	39.5	78.50	-	7	11	145	584	938	1334	1787	1609	1148	420	395	81	29	80	11	-	4	
Manufacturing	4,193	40.0	82.00	-	-	-	-	81	195	508	867	1175	835	218	240	11	7	54	2	-	-	
Nonmanufacturing	4,390	39.5	75.50	-	7	11	145	503	743	826	920	434	313	202	155	70	22	26	9	-	4	
Public utilities*	545	39.5	82.00	-	-	-	-	29	65	46	69	86	83	104	63	-	-	-	-	-	-	
Wholesale trade	606	40.0	78.00	-	-	-	2	30	106	135	103	93	42	60	24	10	1	-	-	-	-	
Finance†	1,855	39.5	72.00	-	7	10	115	255	364	356	438	190	105	15	-	-	-	-	-	-	-	
Services (excluding motion pictures)	758	38.0	70.50	-	-	1	28	182	166	182	147	16	12	4	4	4	-	4	4	-	4	
Motion pictures	227	40.0	98.00	-	-	-	-	-	-	-	14	13	27	15	56	54	21	22	5	-	-	

See footnotes at end of table.

Table A-1. Office Occupations—Continued

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis,
by industry division, Los Angeles-Long Beach, Calif., March 1959)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																		
		Weekly hours (Standard)	Weekly earnings (Standard)	\$ 40.00 and under 45.00	\$ 45.00 50.00	\$ 50.00 55.00	\$ 55.00 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 and over	
Women—Continued																						
Stenographers, technical	697	40.0	\$ 89.00	-	-	-	-	3	17	49	111	155	88	45	60	49	93	17	5	-	5	
Manufacturing	318	40.0	94.00	-	-	-	-	2	8	26	35	28	19	25	47	35	82	11	-	-	-	
Nonmanufacturing	379	39.5	84.50	-	-	-	-	1	9	23	76	127	69	20	13	14	11	6	5	-	5	
Services (excluding motion pictures)	266	39.5	81.00	-	-	-	-	-	9	18	52	114	60	13	-	-	-	-	-	-	-	
Motion pictures	48	40.0	109.00	-	-	-	-	-	-	-	-	-	1	-	6	14	11	6	5	-	5	
Switchboard operators	1,944	39.5	73.50	-	150	87	79	189	294	191	284	179	294	113	60	12	6	6	-	-	-	
Manufacturing	584	40.0	82.00	-	-	-	-	7	47	40	107	114	173	81	15	-	-	-	-	-	-	
Nonmanufacturing	1,360	39.0	69.50	-	150	87	79	182	247	151	177	65	121	32	45	12	6	6	-	-	-	
Public utilities*	214	39.0	80.00	-	-	-	-	10	26	29	36	23	82	-	8	-	-	-	-	-	-	
Wholesale trade	152	39.5	77.00	-	-	-	2	9	20	35	37	21	6	20	2	-	-	-	-	-	-	
Finance†	393	39.0	67.50	-	-	22	20	124	90	54	64	17	2	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	434	39.0	58.50	-	150	65	42	39	74	33	19	-	12	-	-	-	-	-	-	-	-	
Motion pictures	91	39.0	96.00	-	-	-	-	-	-	-	1	4	19	8	35	12	6	6	-	-	-	
Switchboard operator-receptionists	1,662	40.0	73.50	-	2	28	90	228	316	314	217	206	135	94	16	8	8	-	-	-	-	
Manufacturing	846	40.0	73.50	-	-	13	28	93	185	182	150	80	62	41	3	1	8	-	-	-	-	
Nonmanufacturing	816	39.5	73.50	-	2	15	62	135	131	132	67	126	73	53	13	7	-	-	-	-	-	
Public utilities*	51	40.0	89.50	-	-	-	-	1	-	-	2	-	20	28	-	-	-	-	-	-	-	
Wholesale trade	326	39.5	75.50	-	-	-	-	52	53	83	26	52	31	15	7	7	-	-	-	-	-	
Finance†	171	39.0	66.00	-	2	15	30	49	25	13	2	35	-	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	156	40.0	66.00	-	-	-	32	29	53	31	11	-	-	-	-	-	-	-	-	-	-	
Tabulating-machine operators	385	39.5	88.50	-	-	-	-	3	11	14	52	73	50	99	19	39	13	4	8	-	-	
Manufacturing	166	40.0	89.50	-	-	-	-	-	-	6	26	21	16	60	14	22	1	-	-	-	-	
Nonmanufacturing	219	39.5	88.00	-	-	-	-	3	11	8	26	52	34	39	5	17	12	4	8	-	-	
Finance†	52	39.0	85.50	-	-	-	-	2	2	1	14	3	10	13	3	1	1	-	2	-	-	
Transcribing-machine operators, general	650	39.0	69.00	-	9	30	71	125	129	96	105	34	41	8	2	-	-	-	-	-	-	
Manufacturing	101	40.0	68.50	-	-	-	-	40	24	26	3	2	3	3	-	-	-	-	-	-	-	
Nonmanufacturing	549	39.0	69.50	-	9	30	71	85	105	70	102	32	38	5	2	-	-	-	-	-	-	
Public utilities*	82	40.0	83.00	-	-	-	-	3	-	-	28	16	38	-	-	-	-	-	-	-	-	
Wholesale trade	64	40.0	73.00	-	-	-	-	-	20	16	25	-	-	-	-	-	-	-	-	-	-	
Finance†	285	38.5	64.50	-	9	30	59	54	42	35	40	16	-	-	-	-	-	-	-	-	-	
Typists, class A	2,689	39.5	74.00	-	1	66	100	342	480	480	560	207	283	71	41	44	14	-	-	-	-	
Manufacturing	1,242	40.0	78.50	-	-	-	-	31	158	241	396	87	245	24	28	18	14	-	-	-	-	
Nonmanufacturing	1,447	39.0	70.00	-	1	66	100	311	322	239	164	120	38	47	13	26	-	-	-	-	-	
Wholesale trade	180	40.0	73.50	-	-	-	-	19	53	54	16	5	16	17	-	-	-	-	-	-	-	
Finance†	915	38.5	68.00	-	1	66	95	194	199	150	112	80	8	10	-	-	-	-	-	-	-	
Services (excluding motion pictures)	119	39.5	73.50	-	-	-	-	27	17	18	27	30	-	-	-	-	-	-	-	-	-	
Motion pictures	64	40.0	95.50	-	-	-	-	-	-	-	3	3	8	11	13	26	-	-	-	-	-	
Typists, class B	7,571	39.0	62.50	390	351	737	1402	2174	1137	651	265	174	263	22	4	1	-	-	-	-	-	
Manufacturing	2,232	40.0	69.00	-	12	113	215	420	482	434	211	149	189	7	-	-	-	-	-	-	-	
Nonmanufacturing	5,339	38.5	59.50	390	339	624	1187	1754	655	217	54	25	74	15	4	1	-	-	-	-	-	
Public utilities*	136	39.0	71.50	-	-	-	7	23	27	33	29	8	9	-	-	-	-	-	-	-	-	
Wholesale trade	521	40.0	65.50	-	-	14	83	227	111	28	6	6	46	-	-	-	-	-	-	-	-	
Finance†	3,597	38.5	57.00	390	330	537	851	1013	360	106	10	-	-	-	-	-	-	-	-	-	-	
Services (excluding motion pictures)	939	38.5	61.00	-	9	73	209	482	132	25	6	-	3	-	-	-	-	-	-	-	-	
Motion pictures	25	40.0	82.00	-	-	-	-	-	-	5	3	11	4	1	-	1	-	-	-	-	-	

¹ Standard hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.² Workers were distributed as follows: 38 at \$125 to \$130; 30 at \$130 to \$135; and 10 at \$135 and over.³ All workers were at \$35 and under \$40.

* 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 for selected occupations studied on an area basis, by industry division, Los Angeles-Long Beach, Calif., March 1959)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--																		
		Weekly 1 hours (Standard)	Weekly 1 earnings (Standard)	\$ 75.00 and under 80.00	\$ 80.00	\$ 85.00	\$ 90.00	\$ 95.00	\$ 100.00	\$ 105.00	\$ 110.00	\$ 115.00	\$ 120.00	\$ 125.00	\$ 130.00	\$ 135.00	\$ 140.00	\$ 145.00	\$ 150.00	\$ 155.00	\$ 160.00 and over	
				80.00	85.00	90.00	95.00	100.00	105.00	110.00	115.00	120.00	125.00	130.00	135.00	140.00	145.00	150.00	155.00	160.00	over	
Men																						
Draftsmen, leader	318	40.0	\$ 142.00	-	1	-	-	7	5	4	5	14	19	51	48	26	29	-	17	16	* 76	
Manufacturing	280	40.0	139.50	-	1	-	-	7	5	4	5	14	19	51	47	24	29	-	17	6	* 51	
Draftsmen, senior	2,783	40.0	112.50	4	41	29	238	233	353	301	402	458	225	117	192	62	76	6	2	2	42	
Manufacturing	2,504	40.0	111.00	4	39	29	225	221	349	293	394	437	195	105	123	32	12	-	2	2	42	
Nonmanufacturing	279	40.0	126.50	-	2	-	13	12	4	8	8	21	30	12	69	30	64	6	-	-	-	
Public utilities *	47	40.0	124.50	-	2	-	-	-	-	-	8	10	3	4	7	4	9	-	-	-	-	
Draftsmen, junior	1,138	40.0	90.00	* 175	141	196	229	215	152	11	7	12	-	-	-	-	-	-	-	-	-	
Manufacturing	1,102	40.0	90.00	175	139	182	229	215	144	6	-	12	-	-	-	-	-	-	-	-	-	
Women																						
Nurses, industrial (registered)	512	40.0	97.00	19	25	77	81	54	192	24	27	1	12	-	-	-	-	-	-	-	-	
Manufacturing	444	40.0	98.00	5	18	69	75	42	184	19	20	1	11	-	-	-	-	-	-	-	-	
Nonmanufacturing	68	39.5	93.00	14	7	8	6	12	8	5	7	-	1	-	-	-	-	-	-	-	-	

¹ Standard hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.² Workers were distributed as follows: 33 at \$160 to \$170; 10 at \$170 to \$180; 29 at \$180 to \$190; and 4 at \$190 and over.³ Workers were distributed as follows: 8 at \$165 to \$170; and 43 at \$170 and over.⁴ Includes 25 workers at \$65 to \$70; and 32 at \$70 to \$75.

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

Table A-3. Maintenance and Powerplant Occupations

(Average straight-time hourly earnings for men in selected occupations studied on an area basis, by industry division, Los Angeles-Long Beach, Calif., March 1959)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																	
			Under \$ 1.90	\$ 1.90 and under 2.00	\$ 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
			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	over
Carpenters, maintenance	1,007	2.80	-	-	-	1	18	31	43	90	78	294	155	115	40	12	69	59	-	^a 2
Manufacturing	730	2.74	-	-	-	-	16	21	34	64	66	263	123	95	34	12	2	-	-	-
Nonmanufacturing	277	2.98	-	-	-	1	2	10	9	26	12	31	32	20	6	-	67	59	-	2
Public utilities *	59	3.00	-	-	-	-	-	-	2	-	5	2	23	2	6	-	2	15	-	2
Motion pictures	49	3.35	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5	44	-	-
Electricians, maintenance	2,228	2.97	-	-	-	-	4	17	75	117	139	132	198	244	983	61	33	102	30	93
Manufacturing	1,852	2.94	-	-	-	-	4	14	69	89	127	87	197	237	861	60	-	-	30	77
Nonmanufacturing	376	3.08	-	-	-	-	-	3	6	28	12	45	1	7	122	1	33	102	-	^a 16
Motion pictures	141	3.36	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27	98	-	16
Engineers, stationary	813	2.93	-	-	2	2	-	5	5	70	159	95	90	14	121	73	74	30	-	73
Manufacturing	600	2.97	-	-	-	-	-	3	4	10	128	66	71	14	113	60	60	-	-	^a 71
Nonmanufacturing	213	2.82	-	-	2	2	-	2	1	60	31	29	19	-	8	13	14	30	-	2
Services (excluding motion pictures)	116	2.69	-	-	2	2	-	-	-	59	6	20	1	-	7	13	-	6	-	-
Motion pictures	32	3.35	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	24	-	2

See footnotes at end of table.

Table A-3. Maintenance and Powerplant Occupations—Continued

(Average straight-time hourly earnings for men in selected occupations studied on an area basis,
by industry division, Los Angeles-Long Beach, Calif., March 1959)

Occupation and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																	
			Under \$1.90	\$1.90 and under 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 3.20	\$3.20 3.30	\$3.30 3.40	\$3.40 3.50	\$3.50 and over
Firemen, stationary boiler -----	152	2.53	-	-	-	25	-	34	-	45	20	4	-	-	24	-	-	-	-	-
Manufacturing -----	92	2.67	-	-	-	-	-	15	-	29	20	4	-	-	24	-	-	-	-	-
Helpers, trades, maintenance -----	1,795	2.30	156	121	331	146	51	80	40	835	35	-	-	-	-	-	-	-	-	-
Manufacturing -----	1,664	2.30	153	110	309	144	45	32	34	835	2	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	131	2.33	3	11	22	2	6	48	6	-	33	-	-	-	-	-	-	-	-	-
Machine-tool operators (toolroom) -----	1,795	2.82	-	-	-	-	-	-	7	25	336	138	399	212	221	4	30	-	-	-
Manufacturing -----	1,372	2.82	-	-	-	-	-	-	7	25	336	138	399	212	221	4	30	-	-	-
Machinists, maintenance -----	1,434	2.94	-	-	-	-	-	6	23	26	85	266	160	316	282	157	6	43	-	64
Manufacturing -----	1,366	2.93	-	-	-	-	-	4	23	22	85	263	159	307	267	157	4	11	-	64
Nonmanufacturing -----	68	3.13	-	-	-	-	-	2	-	4	-	3	1	9	15	-	2	32	-	-
Public utilities * -----	28	2.99	-	-	-	-	-	-	-	-	-	3	1	9	15	-	-	-	-	-
Motion pictures -----	34	3.36	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	32	-	-
Mechanics, automotive (maintenance) -----	2,793	2.76	1	-	7	5	17	41	91	134	225	587	1312	275	33	26	12	16	-	11
Manufacturing -----	656	2.80	-	-	-	-	12	13	14	56	120	38	102	258	21	20	-	-	-	-
Nonmanufacturing -----	2,137	2.75	1	-	7	5	5	26	77	78	105	549	1210	17	12	6	12	16	-	11
Public utilities * -----	1,853	2.75	-	-	-	5	5	15	50	15	79	501	1181	2	-	-	-	-	-	-
Wholesale trade -----	102	2.75	-	-	-	-	-	5	4	40	-	17	5	11	8	-	8	4	-	-
Services (excluding motion pictures) -----	50	2.73	1	-	7	-	-	2	-	5	-	5	20	-	4	6	-	-	-	-
Mechanics, maintenance -----	1,988	2.75	-	-	-	-	-	51	126	292	192	586	407	107	116	111	-	-	-	-
Manufacturing -----	1,926	2.75	-	-	-	-	-	50	126	273	180	558	406	106	116	111	-	-	-	-
Nonmanufacturing -----	62	2.66	-	-	-	-	-	1	-	19	12	28	1	1	-	-	-	-	-	-
Millwrights -----	325	2.91	-	-	-	-	-	-	-	-	33	8	36	155	91	-	2	-	-	-
Manufacturing -----	325	2.91	-	-	-	-	-	-	-	-	33	8	36	155	91	-	2	-	-	-
Oilers -----	556	2.27	-	38	29	154	133	123	12	39	6	-	-	22	-	-	-	-	-	-
Manufacturing -----	554	2.27	-	38	29	154	131	123	12	39	6	-	-	22	-	-	-	-	-	-
Painters, maintenance -----	796	2.71	-	-	-	3	6	31	124	133	106	135	53	113	17	41	11	15	8	-
Manufacturing -----	596	2.70	-	-	-	-	6	28	101	90	80	83	50	105	17	36	-	-	-	-
Nonmanufacturing -----	200	2.74	-	-	-	3	-	3	23	43	26	52	3	8	-	5	11	15	8	-
Public utilities * -----	57	2.85	-	-	-	-	-	1	3	1	3	30	1	3	-	5	8	2	-	-
Pipefitters, maintenance -----	535	2.93	-	-	-	-	-	-	-	2	14	86	71	248	41	54	-	-	4	15
Manufacturing -----	528	2.93	-	-	-	-	-	-	-	2	11	86	71	248	41	54	-	-	-	15
Plumbers -----	280	2.84	-	-	-	1	-	-	2	16	20	87	101	21	3	-	8	12	-	9
Manufacturing -----	240	2.80	-	-	-	-	-	-	2	8	19	86	99	21	3	-	8	12	-	2
Motion pictures -----	27	3.40	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8	12	-	7
Sheet-metal workers, maintenance -----	152	2.95	-	-	-	-	-	1	2	3	23	49	7	10	5	18	1	5	-	28
Manufacturing -----	146	2.93	-	-	-	-	-	1	2	3	23	49	7	10	5	18	-	-	-	28
Tool and die makers -----	2,678	3.00	-	-	-	-	2	-	23	-	94	143	208	758	1027	242	104	38	20	19
Manufacturing -----	2,669	2.99	-	-	-	-	2	-	23	-	94	143	208	758	1027	242	104	38	20	10

¹ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.² All workers were at \$3.50 to \$3.60.³ Workers were distributed as follows: 64 at \$3.50 to \$3.60; 7 at \$3.80 to \$3.90.^{*} Transportation (excluding railroads), communication, and other public utilities.

Table A-4. Custodial and Material Movement Occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis,
by industry division, Los Angeles-Long Beach, Calif., March 1959)

Occupation ¹ and industry division	Number of workers	Average hourly earnings	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF--																							
			Under \$1.20	\$1.20 and under 1.30	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	
			\$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		
Elevator operators, passenger (men) -----	296	1.48	42	51	10	25	62	31	55	9	6	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	287	1.46	42	51	10	25	62	31	55	-	6	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance † -----	100	1.55	-	-	-	18	55	15	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services (excluding motion pictures) -----	162	1.36	42	51	10	2	2	12	43	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Elevator operators, passenger (women) -----	432	1.49	90	15	28	42	166	60	6	15	-	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	404	1.47	90	13	26	42	166	60	3	-	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance † -----	218	1.55	-	4	6	42	166	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services (excluding motion pictures) -----	92	1.22	80	9	-	-	-	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Guards -----	2,737	2.25	-	-	-	5	7	55	37	88	186	144	217	592	750	503	108	38	7	-	-	-	-	-	-	-
Manufacturing -----	2,117	2.26	-	-	-	-	-	22	6	46	135	137	180	556	620	308	101	6	-	-	-	-	-	-	-	-
Nonmanufacturing -----	620	2.22	-	-	-	5	7	33	31	42	51	7	37	36	130	195	7	32	7	-	-	-	-	-	-	-
Finance † -----	125	1.77	-	-	-	5	7	27	31	42	9	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-
Motion pictures -----	302	2.42	-	-	-	-	-	-	-	-	-	4	35	-	30	195	7	31	-	-	-	-	-	-	-	-
Janitors, porters, and cleaners (men) -----	11,945	1.82	109	576	205	462	1417	1534	907	1406	2043	1032	1105	775	275	27	53	-	19	-	-	-	-	-	-	-
Manufacturing -----	5,195	1.99	-	17	25	40	149	200	393	691	977	901	857	708	174	17	46	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	6,750	1.69	109	559	180	422	1268	1334	514	715	1066	131	248	67	101	10	7	-	19	-	-	-	-	-	-	-
Public utilities * -----	515	1.96	-	-	-	1	9	26	9	202	112	55	28	33	34	6	-	-	-	-	-	-	-	-	-	-
Wholesale trade -----	315	1.92	-	1	4	-	23	45	29	56	33	41	24	25	27	-	7	-	-	-	-	-	-	-	-	-
Finance † -----	1,431	1.55	-	36	24	268	832	171	29	51	10	-	-	-	10	-	-	-	-	-	-	-	-	-	-	-
Services (excluding motion pictures) -----	2,769	1.65	108	162	59	62	376	1012	446	385	122	-	-	9	5	4	-	-	19	-	-	-	-	-	-	-
Motion pictures -----	256	2.15	-	-	-	-	-	-	-	-	-	35	196	-	25	-	-	-	-	-	-	-	-	-	-	-
Janitors, porters, and cleaners (women) -----	2,516	1.58	33	8	94	674	1038	271	60	32	121	92	87	-	6	-	-	-	-	-	-	-	-	-	-	-
Manufacturing -----	374	1.85	-	6	4	12	18	58	40	20	116	74	20	-	6	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	2,142	1.53	33	2	90	662	1020	213	20	12	5	18	67	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance † -----	915	1.47	-	2	36	595	266	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services (excluding motion pictures) -----	1,009	1.54	8	-	35	59	722	161	12	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Motion pictures -----	84	2.13	-	-	-	-	-	-	-	-	-	18	66	-	-	-	-	-	-	-	-	-	-	-	-	-
Laborers, material handling -----	8,919	2.21	1	1	20	-	78	45	248	526	962	987	1006	1121	2096	1322	242	50	88	42	84	-	-	-	-	
Manufacturing -----	3,176	2.15	-	-	-	-	77	25	242	278	50	576	631	495	234	383	47	50	88	-	-	-	-	-	-	-
Nonmanufacturing -----	5,743	2.24	1	1	20	-	1	20	6	248	912	411	375	626	1862	939	195	-	-	42	34	-	-	-	-	
Public utilities * -----	1,575	2.36	-	-	-	-	-	-	-	-	13	6	12	27	1147	370	-	-	-	-	-	-	-	-	-	-
Wholesale trade -----	2,082	2.34	-	-	20	-	-	-	1	4	17	101	313	183	635	569	113	-	-	42	84	-	-	-	-	
Order fillers (men) -----	3,574	2.22	-	-	-	-	42	14	61	158	288	139	572	1211	338	455	195	101	-	-	-	-	-	-	-	-
Manufacturing -----	648	2.09	-	-	-	-	-	-	27	16	213	30	174	80	105	-	3	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	2,926	2.24	-	-	-	-	42	14	34	142	75	109	398	1131	233	455	192	101	-	-	-	-	-	-	-	-
Wholesale trade -----	1,702	2.23	-	-	-	-	42	-	11	6	75	88	342	588	233	190	26	101	-	-	-	-	-	-	-	-
Order fillers (women) -----	312	1.84	-	-	-	-	16	34	110	12	111	29	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Packers, shipping (men) -----	1,434	2.11	-	-	10	-	21	21	42	88	87	204	360	436	155	10	-	-	-	-	-	-	-	-	-	-
Manufacturing -----	642	2.07	-	-	-	-	21	21	-	80	38	80	202	196	-	4	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	792	2.14	-	-	10	-	-	-	42	8	49	124	158	240	155	6	-	-	-	-	-	-	-	-	-	-
Wholesale trade -----	744	2.15	-	-	-	-	-	-	42	8	48	123	150	234	133	6	-	-	-	-	-	-	-	-	-	-
Packers, shipping (women) -----	345	1.89	-	-	-	2	7	19	28	70	193	26	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Manufacturing -----	273	1.93	-	-	-	-	-	-	-	56	191	26	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Receiving clerks -----	1,227	2.33	-	15	5	-	5	21	2	21	8	49	133	347	80	325	81	27	79	1	3	15	6	4	-	-
Manufacturing -----	566	2.32	-	-	-	-	-	2	2	2	7	48	105	193	57	40	61	22	2	-	-	15	6	4	-	-
Nonmanufacturing -----	661	2.34	-	15	5	-	5	19	-	19	1	1	28	154	23	285	20	5	77	1	3	-	-	-	-	-
Wholesale trade -----	412	2.30	-	-	-	-	-	19	-	19	-	-	28	131	10	199	2	1	1	-	2	-	-	-	-	-

See footnotes at end of table.

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

(Average straight-time hourly earnings for selected occupations studied on an area basis, by industry division, Los Angeles-Long Beach, Calif., March 1959)

Occupation ¹ and industry division	Number of workers	Average hourly earnings ²	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																	
			Under \$1.20	\$1.20 and under 1.30	\$1.30 to 1.40	\$1.40 to 1.50	\$1.50 to 1.60	\$1.60 to 1.70	\$1.70 to 1.80	\$1.80 to 1.90	\$1.90 to 2.00	\$2.00 to 2.10	\$2.10 to 2.20	\$2.20 to 2.30	\$2.30 to 2.40	\$2.40 to 2.50	\$2.50 to 2.60	\$2.60 to 2.70	\$2.70 to 2.80	\$2.80 to 2.90
			\$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
Shipping clerks -----	708	2.32	-	-	-	-	-	-	4	1	1	103	128	61	110	142	122	30	1	-
Manufacturing -----	357	2.22	-	-	-	-	-	-	4	-	-	94	112	16	45	34	49	3	-	-
Nonmanufacturing -----	351	2.42	-	-	-	-	-	-	1	1	9	16	45	65	108	73	27	1	-	-
Wholesale trade -----	243	2.39	-	-	-	-	-	-	1	1	9	16	45	39	43	61	27	1	-	-
Shipping and receiving clerks -----	694	2.38	-	-	-	-	-	1	-	-	19	45	82	54	229	73	39	97	-	-
Manufacturing -----	416	2.36	-	-	-	-	-	1	-	-	23	32	54	201	2	39	36	-	-	25
Nonmanufacturing -----	278	2.42	-	-	-	-	-	-	-	18	22	50	-	28	71	-	61	-	-	28
Wholesale trade -----	184	2.53	-	-	-	-	-	-	-	-	20	-	-	28	48	-	60	-	-	28
Truckdrivers ⁴ -----	13,302	2.54	-	-	-	22	-	12	68	96	224	249	277	460	1253	3489	2641	1469	1588	611
Manufacturing -----	3,680	2.52	-	-	-	-	-	12	21	74	44	151	199	257	406	449	517	732	457	54
Nonmanufacturing -----	9,622	2.54	-	-	-	22	-	-	47	22	180	98	78	203	847	3040	2124	737	1131	557
Public utilities* -----	5,399	2.50	-	-	-	-	-	-	5	8	6	1	16	24	430	2702	1640	240	7	320
Wholesale trade -----	2,699	2.58	-	-	-	-	-	-	14	170	86	60	149	413	124	424	100	603	96	460
Motion pictures -----	558	2.74	-	-	-	-	-	-	-	-	-	-	-	-	-	-	136	379	-	23
Truckdrivers, light (under 1½ tons) -----	1,197	2.30	-	-	-	22	-	12	22	41	156	88	125	160	112	152	88	8	6	205
Manufacturing -----	693	2.23	-	-	-	-	-	12	21	24	38	61	118	119	112	92	82	8	6	-
Nonmanufacturing -----	504	2.39	-	-	-	22	-	-	1	17	118	27	7	41	-	60	6	-	205	-
Truckdrivers, medium (1½ to and including 4 tons) -----	4,386	2.48	-	-	-	-	-	-	42	-	66	82	59	193	686	1784	232	773	217	136
Manufacturing -----	1,213	2.55	-	-	-	-	-	-	-	-	6	22	57	94	52	235	54	533	44	-
Nonmanufacturing -----	3,173	2.45	-	-	-	-	-	-	42	-	60	60	2	99	634	1549	178	240	173	136
Public utilities* -----	2,007	2.48	-	-	-	-	-	-	-	-	-	-	2	-	320	1363	2	240	-	80
Wholesale trade -----	911	2.44	-	-	-	-	-	-	-	-	60	60	-	70	310	32	155	-	168	56
Truckdrivers, heavy (over 4 tons, trailer type) -----	3,161	2.60	-	-	-	-	-	-	-	-	33	84	20	148	740	653	422	599	212	4
Manufacturing -----	1,061	2.67	-	-	-	-	-	-	-	50	-	23	24	20	51	54	159	105	356	28
Nonmanufacturing -----	2,100	2.56	-	-	-	-	-	-	-	-	10	60	-	97	686	494	317	243	184	4
Public utilities* -----	1,123	2.51	-	-	-	-	-	-	-	-	-	-	-	-	643	445	-	35	-	9
Wholesale trade -----	490	2.54	-	-	-	-	-	-	-	-	-	60	-	97	43	21	100	129	40	-
Truckdrivers, heavy (over 4 tons, other than trailer type) -----	1,731	2.58	-	-	-	-	-	-	-	2	22	-	24	186	183	766	108	366	50	-
Manufacturing -----	509	2.53	-	-	-	-	-	-	-	-	22	-	24	100	14	195	80	48	26	-
Nonmanufacturing -----	1,222	2.60	-	-	-	-	-	-	-	2	-	-	-	86	169	571	28	318	24	-
Public utilities* -----	523	2.50	-	-	-	-	-	-	-	-	-	-	-	80	120	323	-	-	-	24
Wholesale trade -----	609	2.66	-	-	-	-	-	-	-	-	-	-	-	6	49	248	-	306	-	-
Truckers, power (forklift) -----	3,779	2.37	-	-	-	-	-	75	7	42	130	311	699	312	569	339	472	355	63	79
Manufacturing -----	2,703	2.30	-	-	-	-	-	75	7	42	130	311	658	185	420	299	222	66	34	64
Nonmanufacturing -----	1,076	2.55	-	-	-	-	-	-	-	-	-	-	41	127	149	40	250	289	29	15
Public utilities* -----	211	2.54	-	-	-	-	-	-	-	-	-	-	-	1	-	40	126	20	24	-
Wholesale trade -----	583	2.54	-	-	-	-	-	-	-	-	-	-	40	103	143	-	28	132	5	-
Truckers, power (other than forklift) -----	660	2.32	-	-	-	-	-	4	-	7	127	82	75	122	18	165	55	5	-	-
Manufacturing -----	473	2.22	-	-	-	-	-	4	-	7	127	78	75	122	18	42	-	-	-	-
Watchmen -----	728	1.86	10	32	16	38	230	51	21	55	14	26	46	57	34	26	30	-	42	-
Manufacturing -----	493	1.96	-	-	-	20	179	23	7	32	14	18	31	57	24	16	30	-	42	-
Nonmanufacturing -----	235	1.65	10	32	16	18	51	28	14	23	-	8	15	-	10	10	-	-	-	-
Finance† -----	99	1.54	-	8	4	14	42	23	3	5	-	-	-	-	-	-	-	-	-	-

¹ Data limited to men workers except where otherwise indicated.² Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.³ All workers were at \$1 and under \$1.10.⁴ All workers were at \$1.10 to \$1.20.⁵ All workers were at \$3.30 to \$3.40.⁶ Includes all drivers regardless of size and type of truck operated.

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

† Finance, insurance, and real estate.

B: Establishment Practices and Supplementary Wage Provisions

13

Table B-1. Shift Differentials

(Percent of manufacturing plant workers in establishments having formal provisions for shift work, and in establishments actually operating late shifts by type and amount of differential, Los Angeles-Long Beach, Calif., March 1959)

Shift differential	In establishments having formal provisions ¹ for—		In establishments actually operating—	
	Second shift work	Third or other shift work	Second shift	Third or other shift
Total	94.5	83.8	20.3	3.8
With shift pay differential	94.5	83.8	20.3	3.8
Uniform cents (per hour)	71.0	30.5	15.5	1.9
4 cents	.3	-	.1	-
5 cents	5.9	.1	.7	-
6 cents	3.8	1.8	1.0	.3
7 1/2 cents	.7	1.2	.1	.1
8 cents	2.8	-	.5	-
9 cents	.3	2.3	.1	.4
10 cents	22.7	10.1	3.9	.3
12 cents	26.1	2.0	6.8	.2
13 cents	2.9	.3	.7	(²)
13 3/4 or 14 1/2 cents	.7	-	.3	-
15 cents	1.7	7.0	.6	(²)
16 cents	-	1.6	-	.2
18 cents	2.4	1.1	.7	.1
20 cents	.6	1.6	(²)	.1
Over 20 cents	-	1.4	-	.1
Uniform percentage	13.7	7.0	2.8	.3
5 percent	4.7	1.4	.8	-
6 percent	3.2	-	1.4	-
10 percent	5.8	5.7	.7	.3
Full day's pay for reduced hours	.7	.9	-	-
Full day's pay for reduced hours, plus cents differential	4.3	33.9	1.2	1.2
Paid lunch period, plus cents differential	2.8	2.8	.5	.2
Other formal pay differential	2.1	8.7	.3	.2
No shift pay differential	-	-	-	-

¹ Includes establishments currently operating late shifts, and establishments with formal provisions covering late shifts even though they were not currently operating late shifts.

² Less than 0.05 percent.

Table B-2. Minimum Entrance Salaries for Women Office Workers

(Distribution of establishments studied in all industries and in industry divisions by minimum entrance salary for selected categories of inexperienced women office workers, Los Angeles-Long Beach, Calif., March 1959)

Minimum weekly salary ¹	Inexperienced typists							Other inexperienced clerical workers ²						
	All industries	Manufacturing		Nonmanufacturing				All industries	Manufacturing		Nonmanufacturing			
		Based on standard weekly hours ³ of—							Based on standard weekly hours ³ of—					
		All schedules	40	All schedules	37½	38¾	40		All schedules	40	All schedules	37½	38¾	40
Establishments studied	317	113	xxx	204	xxx	xxx	xxx	317	113	xxx	204	xxx	xxx	xxx
Establishments having a specified minimum	162	66	63	96	13	8	68	166	65	63	101	14	8	71
\$40.00 and under \$42.50	2	-	-	2	1	-	1	2	-	-	2	1	-	1
\$42.50 and under \$45.00	1	-	-	1	-	-	1	7	2	2	5	-	-	2
\$45.00 and under \$47.50	4	1	1	3	-	-	1	4	1	1	3	1	1	1
\$47.50 and under \$50.00	6	1	1	5	-	1	4	12	-	-	12	1	1	10
\$50.00 and under \$52.50	16	3	3	13	3	3	6	16	3	3	13	2	2	8
\$52.50 and under \$55.00	15	3	3	12	2	-	9	17	7	7	10	2	1	5
\$55.00 and under \$57.50	15	7	6	8	1	1	5	20	9	8	11	2	1	6
\$57.50 and under \$60.00	31	14	14	17	2	1	13	21	10	10	11	2	-	9
\$60.00 and under \$62.50	16	9	9	7	1	-	5	14	7	7	7	-	-	7
\$62.50 and under \$65.00	7	4	4	3	1	-	2	7	4	4	3	1	-	2
\$65.00 and under \$67.50	1	1	1	-	-	-	-	2	1	1	1	-	-	1
\$67.50 and under \$70.00	7	6	6	1	-	-	1	10	9	9	1	-	1	-
\$70.00 and under \$72.50	11	7	7	4	-	2	2	9	6	6	3	-	1	2
\$72.50 and under \$75.00	8	4	4	4	-	-	4	6	3	3	3	-	-	3
\$75.00 and under \$77.50	6	4	4	2	-	-	2	5	2	2	3	1	-	2
\$77.50 and under \$80.00	3	-	-	3	-	-	3	7	-	-	7	1	-	6
\$80.00 and under \$82.50	4	-	-	4	-	-	4	2	1	-	1	-	-	1
\$82.50 and under \$85.00	5	-	-	5	2	-	3	5	-	-	5	-	-	5
\$85.00 and under \$87.50	1	1	-	-	-	-	-	-	-	-	-	-	-	-
\$87.50 and under \$90.00	3	1	-	2	-	-	2	-	-	-	-	-	-	-
Establishments having no specified minimum	60	18	xxx	42	xxx	xxx	xxx	63	18	xxx	45	xxx	xxx	xxx
Establishments which did not employ workers in this category	95	29	xxx	66	xxx	xxx	xxx	88	30	xxx	58	xxx	xxx	xxx

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

² Rates applicable to messengers, office girls, or similar subclerical jobs are not considered.

³ 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

(Percent distribution of office and plant workers in all industries and in industry divisions by scheduled weekly hours of first-shift workers, Los Angeles-Long Beach, Calif., March 1959)

Weekly hours	OFFICE WORKERS ¹							PLANT WORKERS						
	All industries ²	Manufacturing	Public utilities*	Wholesale trade	Finance†	Services (excluding motion pictures)	Motion pictures ²	All industries ³	Manufacturing	Public utilities*	Wholesale trade	Services (excluding motion pictures)	Motion pictures ²	
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100	100
35 hours	1	(⁴)	7	-	(⁴)	5	-	(⁴)	1	-	-	-	-	-
Over 35 and under 36¼ hours	(⁴)	-	-	-	1	-	-	(⁴)	(⁴)	-	-	-	-	-
36¼ hours	1	-	-	1	3	4	-	1	-	-	-	-	-	-
37½ hours	7	1	1	8	18	24	-	1	1	-	3	2	-	-
Over 37½ and under 38¾ hours	1	-	-	-	5	-	-	-	-	-	-	-	-	-
38¾ hours	4	-	1	8	11	-	-	(⁴)	-	-	2	-	-	-
40 hours	85	98	92	84	62	65	100	94	94	100	91	91	99	
42 hours	(⁴)	-	-	-	-	(⁴)	-	1	2	-	-	-	-	-
Over 42 and under 44 hours	(⁴)	(⁴)	-	-	-	(⁴)	-	(⁴)	-	-	2	-	-	-
44 hours	(⁴)	(⁴)	-	-	-	(⁴)	-	(⁴)	-	-	3	-	-	-
45 hours	(⁴)	-	-	-	-	(⁴)	-	1	1	-	-	1	1	
48 hours	-	-	-	-	-	-	-	1	-	-	-	6	-	-

¹ Includes data for retail trade (except department stores) in addition to those industry divisions shown separately.

² Limited to establishments primarily engaged in the production of motion pictures (Group 7811) and establishments primarily engaged in performing services independent of motion-picture production but allied thereto (Group 7821) as defined in the Standard Industrial Classification Manual (1957 Edition) prepared by the Bureau of the Budget.

³ Includes data for retail trade (except department stores) and real estate in addition to those industry divisions shown separately.

⁴ Less than 0.5 percent.

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

† Finance, insurance, and real estate.

Table B-4. Paid Holidays

(Percent distribution of office and plant workers in all industries and in industry divisions by number of paid holidays provided annually, Los Angeles-Long Beach, Calif., March 1959)

Item	OFFICE WORKERS ¹							PLANT WORKERS					
	All industries ¹	Manufacturing	Public utilities*	Wholesale trade	Finance†	Services (excluding motion pictures)	Motion pictures ²	All industries ³	Manufacturing	Public utilities*	Wholesale trade	Services (excluding motion pictures)	Motion pictures ²
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100
Workers in establishments providing paid holidays	99	100	100	100	100	99	100	94	98	96	100	62	100
Workers in establishments providing no paid holidays	(4)	-	-	-	-	(4)	-	6	2	4	-	38	-
Number of days													
Less than 6 holidays	(4)	(4)	-	-	-	3	-	3	2	2	-	6	-
6 holidays	14	11	3	23	4	41	100	18	16	4	15	36	100
6 holidays plus 1 half day	1	1	-	6	(4)	(4)	-	1	1	-	3	3	-
6 holidays plus 2 half days	2	3	-	1	-	(4)	-	3	5	-	2	-	-
7 holidays	43	64	5	25	34	26	(4)	42	56	13	32	15	-
7 holidays plus 1 half day	10	3	-	4	28	1	-	3	5	-	4	-	-
7 holidays plus 2 half days	1	1	-	2	-	-	-	1	1	-	3	-	-
8 holidays	21	15	91	33	4	18	-	21	11	78	36	(4)	-
8 holidays plus 1 half day	1	(4)	-	-	4	-	-	-	-	-	-	-	-
8 holidays plus 2 half days	1	-	-	2	2	-	-	(4)	-	-	2	-	-
8 holidays plus 3 half days	(4)	-	-	-	(4)	-	-	-	-	-	-	-	-
9 holidays	3	1	-	2	9	9	-	1	1	-	1	-	-
9 holidays plus 1 half day	1	-	-	-	-	-	-	(4)	-	-	-	2	-
9 holidays plus 2 half days	(4)	-	-	-	1	-	-	-	-	-	-	-	-
9 holidays plus 3 half days	1	-	-	-	2	-	-	-	-	-	-	-	-
10 holidays	1	(4)	-	1	4	-	-	(4)	1	-	3	-	-
11 holidays	2	-	-	-	7	-	-	-	-	-	-	-	-
11 holidays plus 1 half day	(4)	-	-	-	1	-	-	-	-	-	-	-	-
11 holidays plus 2 half days	1	-	-	-	2	-	-	-	-	-	-	-	-
Total holiday time⁵													
12 or more days	1	-	-	-	2	-	-	-	-	-	-	-	-
11 1/2 or more days	1	-	-	-	3	-	-	-	-	-	-	-	-
11 or more days	2	-	-	-	10	-	-	-	-	-	-	-	-
10 1/2 or more days	3	-	-	-	12	-	-	-	-	-	-	-	-
10 or more days	4	(4)	-	1	17	-	-	(4)	1	-	3	-	-
9 1/2 or more days	5	(4)	-	1	17	9	-	1	1	-	3	2	-
9 or more days	8	1	-	5	27	9	-	1	1	-	6	2	-
8 1/2 or more days	9	1	-	5	31	9	-	1	1	-	6	2	-
8 or more days	31	18	91	40	35	27	-	23	13	78	45	2	-
7 1/2 or more days	41	21	91	44	62	29	-	26	18	78	49	2	-
7 or more days	85	88	97	71	96	56	(4)	72	80	91	82	17	-
6 1/2 or more days	86	89	97	77	96	56	(4)	73	81	91	85	20	-
6 or more days	99	100	100	100	100	97	100	91	97	95	100	56	100
5 1/2 or more days	99	100	100	100	100	97	100	91	97	95	100	56	100
5 or more days	99	100	100	100	100	97	100	92	98	95	100	59	100
2 or more days	99	100	100	100	100	99	100	93	98	96	100	62	100
1 or more days	99	100	100	100	100	99	100	94	98	96	100	62	100

¹ Includes data for retail trade (except department stores) in addition to those industry divisions shown separately.² Limited to establishments primarily engaged in the production of motion pictures (Group 7811) and establishments primarily engaged in performing services independent of motion-picture production but allied thereto (Group 7821) as defined in the Standard Industrial Classification Manual (1957 edition) prepared by the Bureau of the Budget.³ Includes data for retail trade (except department stores) and real estate in addition to those industry divisions shown separately.⁴ Less than 0.5 percent.⁵ All combinations of full and half days that add to the same amount are combined; for example, the proportion of workers receiving a total of 7 days includes those with 7 full days and no half days, 6 full days and 2 half days, 5 full days and 4 half days, and so on. Proportions were then cumulated.

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

† Finance, insurance, and real estate.

Table B-5. Paid Vacations

(Percent distribution of office and plant workers in all industries and in industry divisions by vacation pay provisions, Los Angeles-Long Beach, Calif., March 1959)

Vacation policy	OFFICE WORKERS:							PLANT WORKERS					
	All industries 1	Manufacturing	Public utilities*	Wholesale trade	Finance †	Services (excluding motion pictures)	Motion pictures 2	All industries 3	Manufacturing	Public utilities*	Wholesale trade	Services (excluding motion pictures)	Motion pictures 2
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
Method of payment													
Workers in establishments providing paid vacations -----	100	100	100	100	100	100	100	99	100	100	100	86	100
Length-of-time payment -----	90	79	96	100	100	100	100	85	82	89	100	86	16
Percentage payment -----	10	21	4	-	-	-	-	14	18	11	-	-	84
Workers in establishments providing no paid vacations -----	-	-	-	-	-	-	-	1	-	-	-	14	-
Amount of vacation pay*													
<u>After 6 months of service</u>													
Under 1 week -----	2	4	1	2	(⁵)	-	-	10	13	7	15	-	-
1 week -----	44	38	51	43	55	39	92	17	13	42	18	14	100
Over 1 and under 2 weeks -----	1	-	-	3	2	-	3	(⁵)	-	-	2	-	-
2 weeks -----	6	-	-	-	20	13	(⁵)	(⁵)	-	3	-	2	-
<u>After 1 year of service</u>													
1 week -----	21	15	84	30	(⁵)	24	4	60	56	63	67	54	-
Over 1 and under 2 weeks -----	1	2	1	-	-	-	-	6	6	21	-	-	-
2 weeks -----	75	78	15	70	100	61	96	30	34	13	33	26	100
Over 2 and under 3 weeks -----	1	1	-	-	-	-	-	1	2	-	-	-	-
3 weeks -----	2	4	-	-	-	-	-	2	2	3	-	-	-
4 weeks -----	1	-	-	-	-	13	-	(⁵)	-	-	-	2	-
<u>After 2 years of service</u>													
1 week -----	3	4	6	3	-	13	-	19	25	6	8	30	-
Over 1 and under 2 weeks -----	(⁵)	(⁵)	1	-	-	(⁵)	-	5	5	20	-	2	-
2 weeks -----	93	90	92	97	100	73	100	70	63	70	92	53	100
Over 2 and under 3 weeks -----	1	2	-	-	-	-	-	2	4	1	-	-	-
3 weeks -----	2	4	-	-	-	-	-	2	3	3	-	-	-
Over 3 and under 4 weeks -----	(⁵)	(⁵)	-	-	-	-	-	1	1	-	-	-	-
4 weeks -----	1	-	-	-	-	13	-	(⁵)	-	-	-	2	-
<u>After 3 years of service</u>													
1 week -----	(⁵)	1	-	-	-	1	-	3	4	-	-	7	-
Over 1 and under 2 weeks -----	(⁵)	-	1	-	-	-	-	4	5	2	-	-	-
2 weeks -----	94	91	99	98	100	77	100	86	81	93	95	77	100
Over 2 and under 3 weeks -----	1	2	-	-	-	10	-	3	4	1	-	-	-
3 weeks -----	3	6	-	2	-	-	-	4	5	3	5	-	-
Over 3 and under 4 weeks -----	(⁵)	(⁵)	-	-	-	-	-	1	1	-	-	-	-
4 weeks -----	1	-	-	-	-	13	-	(⁵)	-	-	-	2	-

See footnotes at end of table.

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

(Percent distribution of office and plant workers in all industries and in industry divisions by vacation pay provisions, Los Angeles-Long Beach, Calif., March 1959)

Vacation policy	OFFICE WORKERS:							PLANT WORKERS					
	All industries ¹	Manufacturing	Public utilities*	Wholesale trade	Finance†	Services (excluding motion pictures)	Motion pictures ²	All industries ³	Manufacturing	Public utilities*	Wholesale trade	Services (excluding motion pictures)	Motion pictures ²
Amount of vacation pay⁴—Continued													
<u>After 5 years of service</u>													
1 week -----	(⁵)	(⁵)	-	-	-	1	-	1	1	-	-	4	-
2 weeks -----	86	88	94	83	86	71	100	79	83	93	81	81	100
Over 2 and under 3 weeks -----	4	2	1	3	8	10	-	4	6	3	2	-	-
3 weeks -----	8	9	6	14	7	5	-	13	8	-	17	-	-
Over 3 and under 4 weeks -----	1	1	-	-	-	-	-	1	2	-	-	-	-
4 weeks -----	1	-	-	-	-	13	-	(⁵)	-	3	-	2	-
<u>After 10 years of service</u>													
1 week -----	(⁵)	(⁵)	-	-	-	1	-	1	1	-	-	4	-
2 weeks -----	63	65	65	45	66	56	100	60	65	71	49	64	100
Over 2 and under 3 weeks -----	4	3	1	3	9	-	-	6	8	5	2	-	-
3 weeks -----	31	30	34	52	25	30	-	28	21	20	50	17	-
Over 3 and under 4 weeks -----	1	2	-	-	-	-	-	3	5	-	-	-	-
4 weeks -----	1	-	-	-	-	13	-	1	-	3	-	2	-
<u>After 15 years of service</u>													
1 week -----	(⁵)	(⁵)	-	-	-	1	-	1	1	-	-	4	-
2 weeks -----	13	8	1	21	13	39	8	16	12	2	16	59	3
Over 2 and under 3 weeks -----	(⁵)	-	1	-	1	-	-	1	2	2	-	-	-
3 weeks -----	82	85	99	78	84	47	92	75	78	92	81	22	97
Over 3 and under 4 weeks -----	2	5	-	-	-	-	-	3	5	1	-	-	-
4 weeks -----	2	1	-	1	1	13	-	3	2	3	3	2	-
<u>After 20 years of service</u>													
1 week -----	(⁵)	(⁵)	-	-	-	1	-	1	1	-	-	4	-
2 weeks -----	12	8	1	20	10	39	8	16	12	2	14	59	3
Over 2 and under 3 weeks -----	(⁵)	-	1	-	-	-	-	1	2	2	-	-	-
3 weeks -----	72	69	99	70	76	47	92	69	70	92	77	22	97
Over 3 and under 4 weeks -----	2	5	-	-	-	-	-	3	5	1	-	-	-
4 weeks -----	14	18	-	10	14	13	-	10	10	3	8	2	-
<u>After 25 years of service</u>													
1 week -----	(⁵)	(⁵)	-	-	-	1	-	1	1	-	-	4	-
2 weeks -----	12	8	1	20	10	39	8	16	12	2	14	59	3
Over 2 and under 3 weeks -----	(⁵)	-	1	-	-	-	-	1	2	2	-	-	-
3 weeks -----	63	65	71	55	69	26	92	63	65	76	71	20	97
Over 3 and under 4 weeks -----	2	6	-	-	-	-	-	4	7	1	-	-	-
4 weeks -----	22	21	28	26	21	34	-	14	14	19	15	4	-

¹ Includes data for retail trade (except department stores) in addition to those industry divisions shown separately.² Limited to establishments primarily engaged in the production of motion pictures (Group 7811) and establishments primarily engaged in performing services independent of motion-picture production but allied thereto (Group 7821) as defined in the Standard Industrial Classification Manual (1957 edition) prepared by the Bureau of the Budget.³ Includes data for retail trade (except department stores) and real estate in addition to those industry divisions shown separately.⁴ Periods of service were arbitrarily chosen and do not necessarily reflect the individual provisions for progressions. For example, the changes in proportions indicated at 10 years' service include changes in provisions occurring between 5 and 10 years.⁵ Less than 0.5 percent.

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

† Finance, insurance, and real estate.

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

(Percent of office and plant workers in all industries and in industry divisions employed in establishments providing health, insurance, or pension benefits, Los Angeles-Long Beach, Calif., March 1959)

Type of benefit	OFFICE WORKERS:							PLANT WORKERS					
	All industries ¹	Manufacturing	Public utilities*	Wholesale trade	Finance †	Services (excluding motion pictures)	Motion pictures ²	All industries ³	Manufacturing	Public utilities*	Wholesale trade	Services (excluding motion pictures)	Motion pictures ²
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100
Workers in establishments providing:													
Life insurance	98	99	99	95	97	95	95	94	97	98	89	78	100
Accidental death and dismemberment insurance	65	87	58	58	30	67	82	76	86	68	61	51	94
Sickness and accident insurance or sick leave or both ⁴	79	87	93	74	66	55	96	64	66	82	71	12	41
Sickness and accident insurance	33	43	18	35	22	25	46	31	38	18	40	4	41
Sick leave (full pay and no waiting period)	68	73	79	56	63	54	96	32	35	64	35	7	-
Sick leave (partial pay or waiting period)	4	2	11	5	1	-	-	11	7	11	26	5	-
Hospitalization insurance	90	96	47	92	93	92	53	92	99	47	88	80	100
Surgical insurance	89	96	47	86	93	92	53	92	99	47	88	80	100
Medical insurance	74	77	45	67	84	76	34	80	85	44	77	77	84
Catastrophe insurance	50	67	33	37	37	51	25	31	43	21	19	9	6
Retirement pension	83	83	98	62	90	70	96	70	66	96	57	38	100
No health, insurance, or pension plan	(⁵)	(⁵)	1	(⁵)	-	2	-	1	-	-	-	20	-

¹ Includes data for retail trade (except department stores) in addition to those industry divisions shown separately.² Limited to establishments primarily engaged in the production of motion pictures (Group 7811) and establishments primarily engaged in performing services independent of motion-picture production but allied thereto (Group 7821) as defined in the Standard Industrial Classification Manual (1957 edition) prepared by the Bureau of the Budget.³ Includes data for retail trade (except department stores) and real estate in addition to those industry divisions shown separately.⁴ Unduplicated total of workers receiving sick leave or sickness and accident insurance shown separately below. Sick-leave plans are limited to those which definitely establish at least the minimum number of days' pay that can be expected by each employee. Informal sick-leave allowances determined on an individual basis are excluded.⁵ Less than 0.5 percent.

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

† Finance, insurance, and real estate.

Appendix : Occupational 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:

Billers, 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.

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

Occupational Wage Surveys

Occupational wage surveys are being conducted in 21 major labor markets during late 1958 and early 1959. These bulletins, numbered 1240-1 through 1240-21, when available, may be purchased from the Superintendent of Documents, Government Printing Office, Washington 25, D. C., or from any of the BLS regional sales offices shown below.

A summary bulletin (1240-22) containing data for all labor markets, except Lawrence, Mass., combined with additional analysis will be issued early in 1960.

Bulletins for the areas listed below are now available.

Seattle, Wash., August 1958 — BLS Bull. 1240-1, price 25 cents
 Baltimore, Md., August 1958 — BLS Bull. 1240-2, price 25 cents
 Buffalo (Erie and Niagara Counties), N. Y., September 1958 —
 BLS Bull. 1240-3, price 25 cents
 St. Louis, Mo., October 1958 — BLS Bull. 1240-4, price 15 cents
 Dallas, Tex., October 1958 — BLS Bull. 1240-5, price 25 cents
 Boston, Mass., October 1958 — BLS Bull. 1240-6, price 25 cents
 Denver, Colo., December 1958 — BLS Bull. 1240-7, price 20 cents
 Philadelphia, Pa., November 1958 — BLS Bull. 1240-8, price 30 cents

Newark-Jersey City, N. J., December 1958 —
 BLS Bull. 1240-9, price 20 cents
 Memphis, Tenn., January 1959 — BLS Bull. 1240-10, price 20 cents
 Minneapolis-St. Paul, Minn., January 1959 —
 BLS Bull. 1240-11, price 20 cents
 Detroit, Mich., January 1959 — BLS Bull. 1240-12, price 25 cents
 San Francisco-Oakland, Calif., January 1959 —
 BLS Bull. 1240-13, price 25 cents



