

Occupational Wage Survey

PHILADELPHIA, PENNSYLVANIA—NEW JERSEY

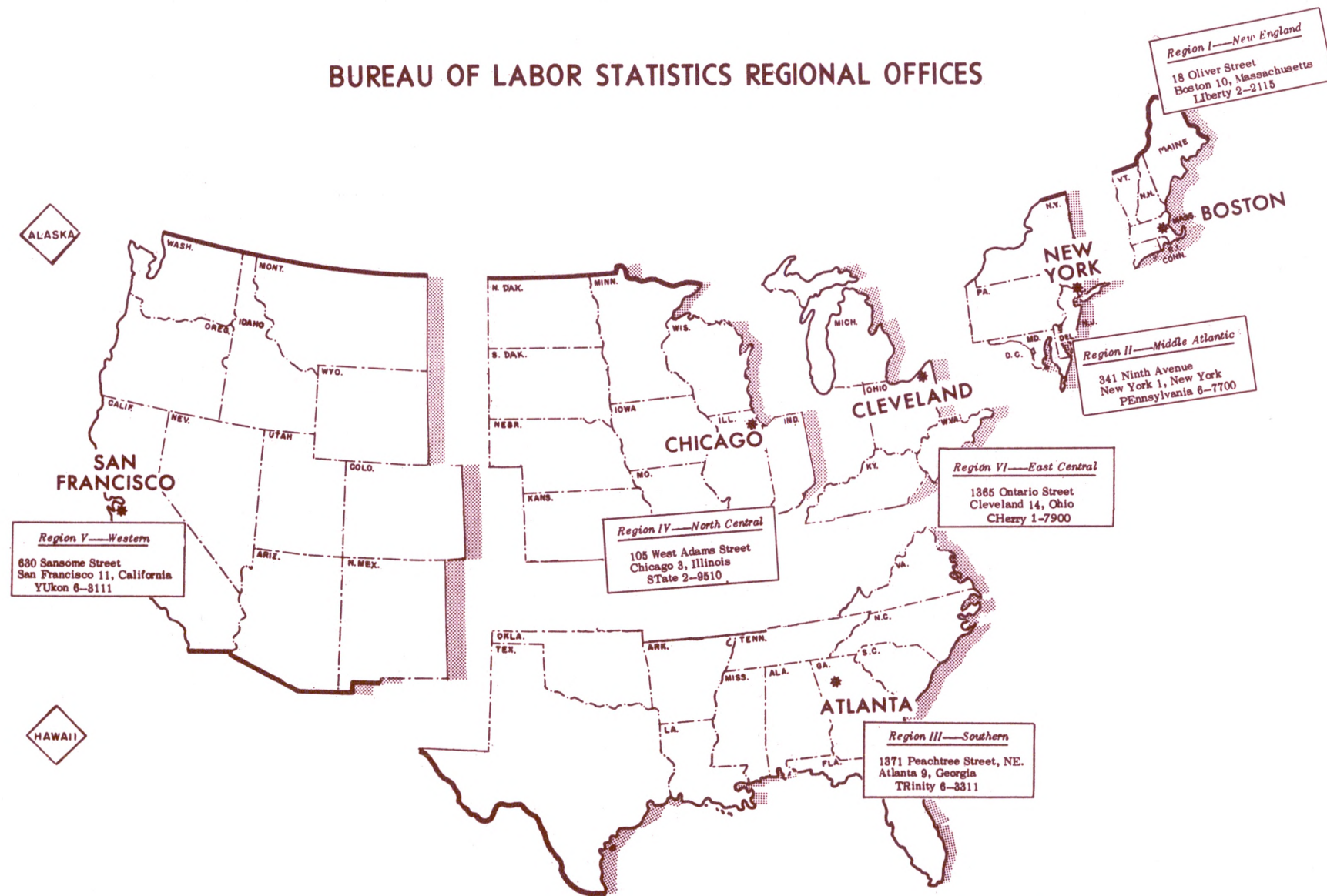
NOVEMBER 1962

Bulletin No. 1345-31

UNITED STATES DEPARTMENT OF LABOR
W. Willard Wirtz, Secretary

BUREAU OF LABOR STATISTICS
Ewan Clague, Commissioner

BUREAU OF LABOR STATISTICS REGIONAL OFFICES



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For sale by the Superintendent of Documents, U.S. Government Printing Office, Washington 25, D.C. - Price 30 cents

Preface

The Labor Market Occupational Wage Survey Program

Eighty-two labor markets currently are included in the Bureau of Labor Statistics program of annual occupational wage surveys in major labor markets. These studies provide data on occupational earnings and related supplementary benefits. Information on related supplementary benefits is obtained biennially in most of the labor markets.

A preliminary report which presents earnings trends for selected occupational groups and average earnings in selected jobs is released within a month after the completion of the study in each area. This bulletin provides additional data not included in the preliminary report.

A two-part summary bulletin is issued after the completion of all of the area bulletins for a round of surveys (for the current round of surveys, the first part of this bulletin will be available late in 1963 and the second part early in 1964). The first part presents individual labor market data. The second part presents data relating to all metropolitan areas in the United States.

This bulletin was prepared in the Bureau's regional office in New York, N.Y., by Robert Findlay, under the direction of Harold A. Barletta. The study was under the general direction of Frederick W. Mueller, Assistant Regional Director for Wages and Industrial Relations.

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* NOTE: Similar tabulations are available for other major areas. (See inside back cover.)

Current reports on occupational earnings and supplementary wage practices in the Philadelphia area are also available for machinery industries (May 1962), women's and misses' coats and suits (August 1962), and wool textiles (June 1962). 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.

A Statement Regarding Change in Geographic Coverage

The geographic coverage of the Philadelphia Occupational Wage Survey has been expanded this year by the Bureau to include the entire Standard Metropolitan Statistical Area. The area consists of five Pennsylvania Counties (Bucks, Chester, Delaware, Montgomery, and Philadelphia), and three New Jersey Counties (Burlington, Camden, and Gloucester). In prior years, the survey was restricted to Camden, Delaware, and Philadelphia Counties.

Limits of Standard Metropolitan Statistical Areas (SMSA) are established by the Bureau of the Budget to enable all Federal statistical agencies to use the same boundaries in publishing data. The expansion of the coverage of the Philadelphia survey to the SMSA eliminates an exception to this objective.

The newly added counties in the Philadelphia area, hereinafter described as the Five Outer Counties, have a different mixture of business activity from the previously surveyed Three Inner Counties. Manufacturing employment is relatively more important in the Five Outer Counties. The additional counties are distinguished by a heavy concentration of primary metals and rubber industries. They also have a higher percentage of concentration in electrical machinery and petroleum refining than do the Three Inner Counties.

Nonmanufacturing industries within scope of the survey (table 1) account for only about a fifth of the employment in the

Five Outer Counties as contrasted with nearly a half in the Three Inner Counties. About half of the nonmanufacturing workers in the Five Outer Counties are employed by firms which carry on their activities in both the Inner and Outer Counties.

In recognition of the above factors, this report presents occupational wage data in manufacturing and nonmanufacturing for all eight counties combined. Wherever the data permit, the occupational earnings tables further break the manufacturing information into two segments: (1) Three Inner Counties, and (2) Five Outer Counties. The Three Inner Counties are identical to those for which all data were published in previous years.

The B-series tables present information on establishment practices and supplementary wage provisions for the SMSA; the effect of the additional five counties on the data was insufficient to warrant separate tabulations.

The salary and earnings indexes shown in tables 2 and 3 of the introduction are based on data for the Three Inner Counties only. Next year, the indexes will reflect wage changes for the full eight-county SMSA. These changes will then be linked to the current indexes to assure continuity.

Further information regarding the change in geographic coverage may be obtained from the Bureau's regional office in New York, N. Y.

Occupational Wage Survey—Philadelphia, Pa.—N.J.

Introduction

This area is 1 of 82 labor markets in which the U.S. Department of Labor's Bureau of Labor Statistics conducts surveys of occupational earnings and related wage benefits on an areawide basis. In this area, data were obtained by personal visits of Bureau field economists¹ to representative establishments within six broad industry divisions: Manufacturing; transportation, communication, and other public utilities; wholesale trade; retail trade; finance, insurance, and real estate; and services. Major industry groups excluded from these studies are government operations and the construction and extractive industries. Establishments having fewer than a prescribed number of workers are omitted because they tend to furnish insufficient employment in the occupations studied to warrant inclusion. Separate tabulations are provided for each of the broad industry divisions which meet publication criteria.

These surveys are conducted on a sample basis because of the unnecessary cost involved in surveying all establishments. To obtain optimum 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, and are of the following types: (a) Office clerical; (b) professional and technical; (c) maintenance and powerplant; and (d) custodial and material movement. Occupational classification is based on a uniform set of job descriptions designed to take account of interestablishment variation in duties within the same job. The occupations selected for study are listed and described in the appendix. Earnings data for some of the occupations listed and described are not presented in the A-series tables because either (1) employment in the occupation is too small to provide enough data to merit presentation, or (2) there is possibility of disclosure of individual establishment data.

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

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, 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.

Differences in pay levels for selected occupations in which both men and women are commonly employed are largely due to (1) differences in the distribution of the sexes among industries and establishments; (2) differences in specific duties performed, although the occupations are appropriately classified within the same survey job description; and (3) differences in length of service or merit review when individual salaries are adjusted on this basis. Longer average service of men would result in higher average pay when both sexes are employed within the same rate range. Job descriptions used in classifying employees in these surveys are usually more generalized than those used in individual establishments to allow for minor differences among establishments in specific duties performed.

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 (in the B-series tables) on selected establishment practices and supplementary benefits as they relate to office and plant workers. The concept "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.

Minimum entrance salaries (table B-1) relate only to the establishments visited. They are presented in terms of establishments with formal minimum entrance salary policies.

Shift differential data (table B-2) are limited to manufacturing industries. This information is presented both in terms of (a) establishment policy,² presented in terms of total plant worker employment, and (b) effective practice, presented in terms of workers actually employed on the specified shift at the time of the survey. In establishments having varied differentials, the amount applying to a majority was used or, if no amount applied to a majority, the classification "other" was used. 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.

The scheduled hours (table B-3) of a majority of the first-shift workers in an establishment are tabulated as applying to all of the plant or office workers of that establishment. Paid holidays; paid vacations; and health, insurance, and pension plans (tables B-4 through B-6) 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. Sums of individual items in tables B-2 through B-6 may not equal totals because of rounding.

Data on paid holidays (table B-4) are limited to data on holidays granted annually on a formal basis; i. e., (1) are provided for in written form, or (2) have been established by custom. Holidays ordinarily granted are included even though they may fall on a nonworkday, even if the worker is not granted another day off. The first part of the paid holidays table presents the number of whole and half holidays actually granted. The second part combines whole and half holidays to show total holiday time.

The summary of vacation plans (table B-5) is limited to formal policies, excluding informal arrangements 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 pay, payments not on a time basis were converted to a time basis; 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 (table B-6) for which at least a part of the cost is borne by the employer, excepting only legal requirements such as workmen's compensation, social security, and railroad retirement. Such plans include those underwritten by a commercial insurance company and those provided through a union fund or paid directly by the employer out of current operating funds or from a fund set aside for this purpose. Death benefits are included as a form of life insurance.

Sickness and accident insurance is limited to that type of insurance under which predetermined cash payments are made directly to the insured on a weekly or monthly basis during illness or accident disability. Information is presented for all such plans to which the employer contributes. However, in New York and New Jersey, which have enacted temporary disability insurance laws which require employer contributions,³ 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 plans⁴ which provide full pay or a proportion of the worker's pay during absence from work because of illness. Separate tabulations are presented according to (1) plans which provide full pay and no waiting period, and (2) plans which provide 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.

² 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. An establishment was considered as having formal provisions if it (1) had operated late shifts during the 12 months prior to the survey, or (2) had provisions in written form for operating late shifts.

³ The temporary disability laws in California and Rhode Island do not require employer contributions.

⁴ 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.

Table 1. Establishments and workers within scope of survey and number studied in Philadelphia, Pa.—N.J.,¹ by major industry division,² November 1962

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	Total ⁴
All divisions -----		1,826	390	687,700	130,500	421,700	412,780
Manufacturing -----	100	893	184	410,400	51,900	282,400	234,290
Three Inner Counties ¹ -----	100	623	130	296,600	40,500	200,400	176,620
Five Outer Counties ¹ -----	100	270	54	113,800	11,400	82,000	57,670
Nonmanufacturing -----	-	933	206	277,300	78,600	139,300	178,490
Transportation, communication, and other public utilities ⁵ -----	100	84	35	77,200	18,600	41,800	67,550
Wholesale trade -----	50	285	41	37,700	11,900	15,000	7,620
Retail trade -----	100	122	37	80,000	10,900	60,900	62,340
Finance, insurance, and real estate -----	50	206	47	51,700	32,400	2,600	31,410
Services ⁷ -----	50	236	46	30,700	4,800	19,000	9,570

¹ The Philadelphia Standard Metropolitan Statistical Area consists of Three Inner Counties of Delaware and Philadelphia Counties, Pa., and Camden County, N.J.; and Five Outer Counties of Bucks, Chester, and Montgomery Counties, Pa., and Burlington and Gloucester Counties, N.J. See comments on p. iv.

² The 1957 revised edition of the Standard Industrial Classification Manual was used in classifying establishments by industry division.

³ Includes all establishments with total employment at or above the minimum 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 Taxicabs and services incidental to water transportation were excluded.

⁶ Estimate relates to real estate establishments only. Workers from the entire industry division are represented in the Series A tables, but from the real estate portion only in "all industry" estimates in the Series B tables.

⁷ Hotels; personal services; business services; automobile repair shops; motion pictures; nonprofit membership organizations; and engineering and architectural services.

Wage Trends for Selected Occupational Groups

Presented in table 2 are percentages of change in average salaries of office clerical workers and industrial nurses, and in average earnings of selected plant worker groups.

For office clerical workers and industrial nurses, the percentages of change 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 average straight-time hourly earnings, excluding premium pay for overtime and for work on weekends, holidays, and late shifts. The percentages 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 men and women in the following 19 jobs: Bookkeeping-machine operators, class B; clerks, accounting, class A and B; clerks, file, class A, B, and C; clerks, order; clerks, payroll; Comptometer operators; keypunch operators, class A and B; office boys and girls; secretaries; stenographers, general; stenographers, senior; switchboard operators; tabulating-machine operators, class B; and typists, class A and B. The industrial nurse data are based on men and women industrial nurses. Men in the following 8 skilled maintenance jobs and 2 unskilled jobs are included in the plant worker data: Skilled—carpenters; electricians; machinists; mechanics; mechanics, automotive; painters; pipefitters; and tool and die makers; unskilled—janitors, porters, and cleaners; and laborers, material handling.

Average weekly salaries or average hourly earnings were computed for each of the selected occupations. The average sal-

aries or hourly earnings were then multiplied by employment in each of the jobs during the period surveyed in 1961. These weighted earnings for individual occupations were then totaled to obtain an aggregate for each occupational group. Finally, the ratio (expressed as a percentage) of the group aggregate for the one year to the aggregate for the other year was computed and the difference between the result and 100 is the percentage of change from the one period to the other.

The percentages of change 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 average wages due to changes in the labor force resulting from labor turnover, force expansions, force reductions, and changes in the proportions 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 lower the average, whereas a reduction in the proportion of lower paid workers would have the opposite effect. Similarly, 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 establishments in the area.

The use of constant employment weights eliminates the effect of changes in the proportion of workers represented in each job included in the data. The percentages of change are not influenced by changes in standard work schedules or in premium pay for overtime, since they are based on pay for straight-time hours.

The above text represents the method used in computing a new trend series (table 2). This series, initiated with the expansion of the labor market wage survey program to 80 Standard Metropolitan Statistical Areas, will replace the old series (1953 base) shown in table 3. Changes in the jobs surveyed and job descriptions since the start of the old series called for a reexamination of the jobs and job groupings for which trends were to be computed.

The new series covers the same job groupings as the earlier series with the following exceptions: The clerical and industrial nurse groups, formerly restricted to women, now include both men and women. Changes were also made in the jobs included within job groupings in order that an identical list could be employed in all areas.

Table 2. Percents of increase in standard weekly salaries and straight-time hourly earnings for selected occupational groups in Philadelphia, Pa.-N. J., for selected periods

Industry and occupational group	November 1961 to November 1962	November 1960 to November 1961	November 1959 to November 1960
All industries:			
Office clerical (men and women)	2.8	3.1	3.5
Industrial nurses (men and women)	3.1	3.2	2.8
Skilled maintenance (men)	2.8	3.5	2.2
Unskilled plant (men)	2.8	3.0	2.3
Manufacturing:			
Office clerical (men and women)	2.1	3.2	3.6
Industrial nurses (men and women)	3.1	3.2	2.8
Skilled maintenance (men)	3.1	3.4	1.9
Unskilled plant (men)	2.2	3.5	1.8

Table 3. Indexes of standard weekly salaries and straight-time hourly earnings for selected occupational groups in Philadelphia, Pa.-N. J., November 1962 and November 1961

(October 1952 = 100)

Industry and occupational group	November 1962	November 1961
All industries:		
Office clerical (women)	151.7	147.2
Industrial nurses (women)	156.4	151.7
Skilled maintenance (men)	152.7	148.6
Unskilled plant (men)	151.9	147.6
Manufacturing:		
Office clerical (women)	150.8	146.6
Industrial nurses (women)	155.8	150.3
Skilled maintenance (men)	150.9	146.5
Unskilled plant (men)	149.3	146.3

A: Occupational Earnings

Table A-1. Office Occupations—Men and Women

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis by industry division, Philadelphia, Pa.—N. J., November 1962)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																											
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$45.00	\$45.00 and under 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	125.00-130.00	130.00-135.00	135.00-140.00	140.00-145.00	145.00-150.00	150.00-155.00	155.00-160.00	160.00 and over			
				45.00	50.00	55.00	60.00	65.00	70.00	75.00	80.00	85.00	90.00	95.00	100.00	105.00	110.00	115.00	120.00	125.00	130.00	135.00	140.00	145.00	150.00	155.00	160.00	over			
Men																															
Clerks, accounting, class A -----	776	38.0	\$100.00	-	-	1	9	6	16	23	61	47	89	73	80	67	54	57	37	66	39	20	15	3	6	3	1	3			
Manufacturing -----	364	39.5	105.00	-	-	-	-	6	5	19	20	10	27	19	30	44	31	28	18	42	28	20	12	2	2	1	-	-			
Three Inner Counties -----	231	39.0	98.00	-	-	-	-	6	5	19	19	8	25	13	24	24	21	26	10	16	5	3	3	2	1	1	-	-			
Five Outer Counties -----	133	40.0	116.50	-	-	-	-	-	-	-	1	2	6	2	6	20	10	2	8	26	23	17	9	-	1	-	-	-			
Nonmanufacturing -----	412	36.5	96.00	-	-	1	9	-	11	4	41	37	62	54	50	23	23	29	19	24	11	-	3	1	4	2	1	3			
Public utilities ² -----	32	39.0	122.50	-	-	-	-	-	-	-	2	-	-	3	-	-	4	2	2	2	11	-	-	-	-	2	1	3			
Wholesale trade -----	189	37.0	99.50	-	-	-	-	-	-	-	-	15	39	26	39	15	6	17	6	22	-	-	-	-	4	-	-	-			
Finance ³ -----	139	35.0	87.00	-	-	-	2	-	11	1	39	15	14	17	5	4	10	10	11	-	-	-	-	-	-	-	-	-			
Clerks, accounting, class B -----	620	38.5	88.00	-	-	14	48	56	56	19	63	33	33	27	7	37	192	10	8	15	2	-	-	-	-	-	-	-			
Manufacturing -----	341	39.5	92.50	-	-	-	30	24	24	10	16	7	19	15	7	17	157	4	8	2	1	-	-	-	-	-	-	-			
Three Inner Counties -----	166	38.5	76.00	-	-	-	30	23	24	10	16	6	18	15	1	17	2	-	1	2	1	-	-	-	-	-	-	-			
Nonmanufacturing -----	279	37.5	82.00	-	-	14	18	32	32	9	47	26	14	12	-	20	35	6	-	13	1	-	-	-	-	-	-	-			
Public utilities ² -----	41	39.5	105.50	-	-	-	-	-	7	-	-	1	-	-	-	8	6	6	-	13	-	-	-	-	-	-	-	-			
Wholesale trade -----	142	36.5	81.00	-	-	-	12	12	12	-	39	23	14	-	-	12	18	-	-	-	-	-	-	-	-	-	-	-			
Finance ³ -----	69	38.5	75.50	-	-	6	4	19	11	1	6	-	-	11	-	-	11	-	-	-	-	-	-	-	-	-	-	-			
Clerks, file, class B -----	78	39.5	64.00	-	-	23	12	14	11	4	9	2	-	-	-	-	-	1	2	-	-	-	-	-	-	-	-	-			
Clerks, order -----	322	38.5	103.50	-	-	-	-	8	-	30	10	8	14	29	35	25	24	26	17	74	8	7	4	2	1	-	-	-			
Manufacturing -----	134	39.5	101.50	-	-	-	-	-	23	1	8	8	21	3	14	3	7	11	17	8	3	4	2	1	-	-	-	-			
Three Inner Counties -----	91	39.5	94.50	-	-	-	-	-	23	1	7	8	20	2	4	-	6	1	13	5	-	1	-	-	-	-	-	-			
Nonmanufacturing -----	188	38.0	105.00	-	-	-	8	-	7	9	-	6	8	32	11	21	19	6	57	-	4	-	-	-	-	-	-	-			
Wholesale trade -----	171	38.5	105.50	-	-	-	-	7	-	6	8	-	6	7	31	3	18	19	6	57	-	3	-	-	-	-	-	-			
Clerks, payroll -----	251	39.0	97.50	-	-	-	23	21	14	3	4	8	5	28	29	14	24	15	-	21	22	2	6	-	6	-	-	6			
Manufacturing -----	188	39.5	102.00	-	-	-	7	21	9	1	-	3	4	25	26	8	15	9	-	18	22	2	6	-	6	-	-	6			
Three Inner Counties -----	116	39.0	92.50	-	-	-	7	20	9	1	-	3	2	25	8	5	7	6	-	-	17	1	3	-	2	-	-	-			
Five Outer Counties -----	72	40.0	118.00	-	-	-	1	-	-	-	-	-	2	-	18	3	8	3	-	18	5	1	3	-	4	-	-	6			
Nonmanufacturing -----	63	38.5	84.50	-	-	-	16	-	5	2	4	5	1	3	3	6	9	6	-	3	-	-	-	-	-	-	-	-			
Duplicating-machine operators (Mimeograph or Ditto) -----	66	38.5	68.50	-	1	7	5	15	5	19	4	2	-	7	-	1	-	-	-	-	-	-	-	-	-	-	-	-			
Office boys -----	855	38.0	61.00	25	106	168	197	110	65	49	35	8	28	46	1	17	-	-	-	-	-	-	-	-	-	-	-	-			
Manufacturing -----	330	39.5	62.50	6	34	58	56	48	37	44	23	6	11	5	-	2	-	-	-	-	-	-	-	-	-	-	-	-			
Three Inner Counties -----	281	39.0	61.00	6	34	58	54	35	21	37	17	6	10	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Nonmanufacturing -----	525	37.5	60.50	19	72	110	141	62	28	5	12	2	17	41	1	15	-	-	-	-	-	-	-	-	-	-	-	-			
Wholesale trade -----	129	37.0	61.00	-	-	9	61	35	12	-	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Finance ³ -----	184	37.0	53.00	16	32	62	45	16	8	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Services -----	75	38.0	52.50	-	28	16	20	5	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Secretaries -----	78	39.0	118.50	-	-	-	-	-	-	-	1	4	1	19	-	2	2	2	17	2	3	8	1	5	3	2	-	6			
Tabulating-machine operators, class A -----	415	39.0	106.50	-	-	-	-	-	-	4	15	13	17	46	46	51	63	56	24	24	15	12	20	-	6	1	1	-	1		
Manufacturing -----	266	39.5	108.50	-	-	-	-	-	-	-	3	1	9	39	36	34	40	27	17	13	15	7	16	-	6	1	1	-	1		
Three Inner Counties -----	213	39.5	108.00	-	-	-	-	-	-	-	3	1	8	32	33	29	25	18	13	7	14	7	16	-	5	1	1	-	-		
Five Outer Counties -----	53	40.0	110.00	-	-	-	-	-	-	-	-	-	1	7	3	5	15	9	4	6	1	-	-	-	-	1	-	-	1		
Nonmanufacturing -----	149	38.0	102.50	-	-	-	-	-	-	4	12	12	8	7	10	17	23	29	7	11	-	5	4	-	-	-	-	-			
Public utilities ² -----	35	40.0	116.50	-	-	-	-	-	-	-	-	2	-	-	-	2	-	15	3	7	-	2	4	-	-	-	-	-			
Finance ³ -----	62	37.0	90.50	-	-	-	-	-	-	4	12	8	7	6	8	7	7	-	-	2	-	1	-	-	-	-	-	-			

See footnotes at end of table.

Table A-1. Office Occupations—Men and Women—Continued

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N. J., November 1962)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																										
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$45.00	\$45.00 and under \$50.00	\$50.00 and under \$55.00	\$55.00 and under \$60.00	\$60.00 and under \$65.00	\$65.00 and under \$70.00	\$70.00 and under \$75.00	\$75.00 and under \$80.00	\$80.00 and under \$85.00	\$85.00 and under \$90.00	\$90.00 and under \$95.00	\$95.00 and under \$100.00	\$100.00 and under \$105.00	\$105.00 and under \$110.00	\$110.00 and under \$115.00	\$115.00 and under \$120.00	\$120.00 and under \$125.00	\$125.00 and under \$130.00	\$130.00 and under \$135.00	\$135.00 and under \$140.00	\$140.00 and under \$145.00	\$145.00 and under \$150.00	\$150.00 and under \$155.00	\$155.00 and under \$160.00	\$160.00 and over		
Men—Continued																														
Tabulating-machine operators, class B	817	38.5	\$87.00	-	-	-	20	39	58	61	79	95	108	69	115	76	50	28	13	2	2	-	-	2	-	-	-	-	-	-
Manufacturing	396	39.5	91.50	-	-	-	-	8	7	23	27	63	74	51	35	32	37	20	13	2	2	-	-	2	-	-	-	-	-	
Three Inner Counties	274	39.5	88.00	-	-	-	-	8	6	19	25	57	51	33	22	28	12	5	1	2	-	-	-	-	-	-	-	-	-	
Five Outer Counties	122	39.5	98.50	-	-	-	-	-	1	4	2	6	23	18	13	4	25	15	8	1	-	-	2	-	-	-	-	-	-	
Nonmanufacturing	421	38.0	83.00	-	-	-	20	31	51	38	52	32	34	18	80	44	13	8	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ²	85	40.0	98.50	-	-	-	-	-	-	2	2	-	1	-	50	18	4	8	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	84	38.0	89.50	-	-	-	-	-	6	4	8	10	11	12	16	15	2	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³	177	37.0	71.00	-	-	-	20	23	45	28	30	16	10	2	1	1	1	-	-	-	-	-	-	-	-	-	-	-	-	
Tabulating-machine operators, class C	378	38.5	72.50	-	3	28	34	48	34	59	35	82	35	6	14	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing	110	39.0	75.50	-	-	-	8	17	3	29	12	19	8	4	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties	87	39.0	75.50	-	-	-	8	4	3	29	12	19	7	2	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	268	38.0	71.00	-	3	28	26	31	31	30	23	63	27	2	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	123	38.0	79.00	-	-	-	6	12	4	2	12	59	24	2	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³	109	37.5	62.50	-	2	27	15	16	18	21	10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Women																														
Billers, machine (billing machine)	262	38.5	78.00	6	-	-	16	19	57	32	25	41	5	25	2	-	31	1	1	-	1	-	-	-	-	-	-	-	-	
Manufacturing	131	38.5	78.00	-	-	-	-	16	36	3	12	30	5	23	2	-	2	-	1	-	1	-	-	-	-	-	-	-	-	
Three Inner Counties	113	38.0	75.00	-	-	-	-	16	36	3	12	30	1	12	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	131	39.0	78.00	6	-	-	16	3	21	29	13	11	-	2	-	-	29	1	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ²	62	39.0	92.00	-	-	-	-	-	4	10	5	11	-	2	-	-	29	1	-	-	-	-	-	-	-	-	-	-	-	
Billers, machine (bookkeeping machine)	201	39.0	65.50	-	9	33	35	27	27	24	10	15	6	11	3	1	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	164	39.5	62.50	-	9	31	35	23	26	15	7	13	2	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade	159	39.5	62.50	-	9	31	35	22	24	15	5	13	2	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Bookkeeping-machine operators, class A	402	37.5	78.50	-	-	8	16	23	59	47	72	72	36	21	7	16	18	6	-	-	-	-	-	1	-	-	-	-	-	
Manufacturing	193	38.5	83.50	-	-	-	-	9	14	24	36	50	8	10	7	16	18	-	-	-	-	-	-	1	-	-	-	-	-	
Three Inner Counties	146	38.0	84.00	-	-	-	-	9	14	3	35	33	8	9	1	16	18	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	209	36.0	74.00	-	-	8	16	14	45	23	36	22	28	11	-	-	6	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	66	38.5	75.00	-	-	-	-	-	24	21	6	-	15	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³	107	34.0	74.00	-	-	-	14	10	15	1	23	22	11	11	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Bookkeeping-machine operators, class B	1,309	38.0	64.50	2	103	143	187	295	228	118	99	43	30	33	8	8	8	4	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing	346	38.0	70.50	2	6	12	15	34	116	49	55	22	11	12	8	4	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties	300	37.5	69.50	2	6	12	15	33	109	42	40	20	4	10	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing	963	38.5	62.50	-	97	131	172	261	112	69	44	21	19	21	-	4	8	4	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ²	41	37.5	68.50	-	-	-	7	7	13	6	6	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade	182	39.0	74.50	-	-	12	7	38	10	39	18	21	-	21	-	4	8	4	-	-	-	-	-	-	-	-	-	-	-	
Retail trade	82	38.5	66.00	-	5	4	12	15	22	3	9	-	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³	648	38.0	58.00	-	92	115	146	201	63	15	11	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, accounting, class A	1,384	38.0	85.00	-	-	1	51	39	133	144	160	187	176	154	78	91	76	34	18	14	14	4	5	1	4	-	-	-	-	
Manufacturing	641	39.0	87.50	-	-	-	18	7	52	79	66	69	73	85	43	36	60	9	14	10	11	3	5	1	-	-	-	-	-	
Three Inner Counties	523	38.5	86.50	-	-	-	18	7	52	78	50	52	68	50	35	20	47	8	9	10	10	3	5	1	-	-	-	-	-	
Five Outer Counties	118	39.0	92.50	-	-	-	-	-	-	1	16	17	5	35	8	16	13	1	5	-	1	-	-	-	-	-	-	-	-	
Nonmanufacturing	743	37.5	83.00	-	-	1	33	32	81	65	94	118	103	69	35	55	16	25	4	4	3	1	-	-	4	-	-	-	-	
Public utilities ²	82	38.5	88.50	-	-	-	-	-	-	2	3	43	12	11	1	3	-	-	-	4	3	-	-	-	-	-	-	-	-	
Wholesale trade	114	38.5	92.00	-	-	-	-	-	-	31	7	12	15	17	13	6	7	2	-	-	-	-	-	-	4	-	-	-	-	
Retail trade	183	38.5	80.00	-	1	20	10	18	17	18	26	25	15	9	22	-	1	-	-	-	1	-	-	-	-	-	-	-	-	
Finance ³	332	36.0	79.00	-	-	-	13	22	61	46	35	41	47	20	8	17	10	11	1	-	-	-	-	-	-	-	-	-	-	

See footnotes at end of table.

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis by industry division, Philadelphia, Pa.—N. J., November 1962)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--																											
		Weekly hours (Standard)	Weekly earnings (Standard)	Under \$45.00	\$45.00 and under \$50.00	\$50.00 to \$55.00	\$55.00 to \$60.00	\$60.00 to \$65.00	\$65.00 to \$70.00	\$70.00 to \$75.00	\$75.00 to \$80.00	\$80.00 to \$85.00	\$85.00 to \$90.00	\$90.00 to \$95.00	\$95.00 to \$100.00	\$100.00 to \$105.00	\$105.00 to \$110.00	\$110.00 to \$115.00	\$115.00 to \$120.00	\$120.00 to \$125.00	\$125.00 to \$130.00	\$130.00 to \$135.00	\$135.00 to \$140.00	\$140.00 to \$145.00	\$145.00 to \$150.00	\$150.00 to \$155.00	\$155.00 to \$160.00	\$160.00 and over			
Women--Continued																															
Clerks, accounting, class B -----	2,113	38.0	\$68.50	3	36	244	272	372	317	307	242	90	63	17	48	48	26	6	1	9	-	8	4	-	-	-	-	-	-	-	
Manufacturing -----	568	38.5	73.50	-	3	22	52	62	96	83	106	42	29	10	34	22	4	2	1	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	394	38.5	72.50	-	3	8	31	57	71	65	73	31	19	9	5	19	-	2	1	-	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	174	39.5	75.50	-	-	14	21	5	25	18	33	11	10	1	29	3	4	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	1,545	37.5	67.00	3	33	222	220	310	221	224	136	48	34	7	14	26	22	4	-	9	-	8	4	-	-	-	-	-	-	-	
Public utilities ² -----	200	38.0	80.00	-	-	13	20	34	24	42	7	14	1	3	11	20	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	208	38.0	76.00	-	-	31	-	28	12	55	14	27	8	-	9	12	-	-	-	-	-	8	4	-	-	-	-	-	-	-	
Retail trade -----	636	38.0	61.50	3	33	123	121	154	89	62	28	5	3	6	2	3	2	2	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	366	36.5	62.50	-	-	68	74	80	54	64	20	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Services -----	135	37.5	69.00	-	-	-	12	28	32	19	32	6	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, file, class A -----	441	37.5	72.50	-	-	24	54	80	70	47	24	46	48	33	6	4	3	-	1	1	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	179	38.5	77.50	-	-	17	14	17	18	11	17	22	19	33	2	4	3	-	1	1	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	164	38.5	76.50	-	-	17	14	17	15	10	17	22	16	28	2	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	262	37.0	69.00	-	-	7	40	63	52	36	7	24	29	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	73	37.5	73.50	-	-	-	16	9	2	12	-	16	15	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	136	37.0	68.00	-	-	-	13	43	42	18	4	2	13	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, file, class B -----	1,286	38.0	59.00	2	191	316	265	201	138	75	43	25	21	4	4	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	359	38.5	63.50	2	28	32	77	82	64	15	43	5	4	4	2	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	309	38.5	61.50	2	28	32	75	70	57	13	27	1	1	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	50	40.0	74.00	-	-	-	2	12	7	2	16	4	3	1	2	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	927	37.5	57.00	-	163	284	188	119	74	60	-	20	17	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	41	38.5	66.50	-	-	15	2	5	-	2	-	14	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	151	39.5	62.00	-	7	58	19	8	17	23	-	3	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade -----	113	39.0	55.00	-	36	22	23	10	22	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	530	37.0	54.00	-	117	186	137	75	13	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Services -----	92	37.5	65.50	-	3	3	7	21	22	33	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, file, class C -----	1,039	38.5	52.50	32	384	297	156	73	58	26	7	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	390	38.0	56.50	22	49	105	92	41	50	23	3	2	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	317	37.5	55.50	22	49	94	65	26	42	14	2	-	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	73	40.0	61.00	-	-	11	27	15	8	9	1	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	649	38.5	50.50	10	335	192	64	32	8	3	4	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	30	37.5	62.50	-	-	10	2	4	6	3	4	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade -----	170	39.5	47.50	10	119	32	7	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	426	38.0	50.00	-	210	148	54	12	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, order -----	716	38.5	69.00	-	29	79	91	88	78	158	59	37	16	58	7	8	1	2	-	-	1	-	-	4	-	-	-	-	-	-	
Manufacturing -----	291	38.5	77.00	-	-	22	3	18	29	56	47	37	16	44	7	8	1	2	-	-	1	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	209	38.0	76.00	-	-	22	3	18	29	40	22	3	13	44	6	8	-	1	-	-	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	82	40.0	80.00	-	-	-	-	-	-	16	25	34	3	-	1	1	-	-	-	1	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	425	39.0	63.50	-	29	57	88	70	49	102	12	-	-	14	-	-	-	-	-	-	-	-	4	-	-	-	-	-	-	-	
Wholesale trade -----	256	38.5	64.00	-	3	36	66	64	45	14	10	-	-	14	-	-	-	-	-	-	-	4	-	-	-	-	-	-	-	-	
Retail trade -----	133	39.5	61.00	-	22	21	22	6	4	56	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Clerks, payroll -----	1,114	38.5	77.50	-	3	62	52	126	94	140	172	97	150	57	68	38	16	9	18	3	2	-	1	2	4	-	-	-	-	-	
Manufacturing -----	766	38.5	79.00	-	-	51	39	52	37	102	143	61	104	51	59	25	13	7	16	3	2	-	1	-	-	-	-	-	-	-	
Three Inner Counties -----	574	38.5	78.50	-	-	21	39	46	30	81	109	55	67	43	35	14	7	7	16	3	1	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	192	39.5	79.00	-	-	30	-	6	7	21	34	6	37	8	24	11	6	-	-	-	1	-	1	-	-	-	-	-	-	-	
Nonmanufacturing -----	348	37.5	75.00	-	3	11	13	74	57	38	29	36	46	6	9	13	3	2	2	-	-	-	-	4	-	-	-	-	-	-	
Public utilities ² -----	44	38.5	79.00	-	-	3	11	3	7	5	3	1	2	-	7	-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	
Wholesale trade -----	77	37.0	88.00	-	-	-	-	-	12	3	-	15	27	-	8	6	2	-	-	-	-	-	4	-	-	-	-	-	-	-	
Retail trade -----	109	39.0	69.50	-	3	10	5	21	24	7	17	4	13	-	1	1	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	69	35.5	71.00	-	-	1	5	16	10	13	5	11	5	2	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	

See footnotes at end of table.

Table A-1. Office Occupations—Men and Women—Continued

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

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)	Under \$45.00	\$45.00 and under \$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-\$130.00	\$130.00-\$135.00	\$135.00-\$140.00	\$140.00-\$145.00	\$145.00-\$150.00	\$150.00-\$155.00	\$155.00-\$160.00	\$160.00 and over			
Women--Continued																															
Stenographers, senior -----	1,798	39.0	\$84.00	-	-	-	8	55	180	218	276	237	217	250	151	102	42	35	18	4	3	2	-	-	-	-	-	-	-	-	
Manufacturing -----	1,317	39.5	85.00	-	-	-	2	23	115	164	220	136	171	210	113	88	35	27	6	3	2	2	-	-	-	-	-	-	-	-	
Three Inner Counties -----	951	39.5	85.00	-	-	-	2	20	86	96	169	108	120	158	70	61	29	26	4	2	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	366	40.0	85.00	-	-	-	-	3	29	68	51	28	51	52	43	27	6	1	2	1	2	2	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	481	37.5	81.50	-	-	-	6	32	65	54	56	101	46	40	38	14	7	8	12	1	1	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	116	37.5	80.50	-	-	-	-	15	18	24	30	19	2	3	2	1	-	-	1	1	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	104	38.5	92.50	-	-	-	-	6	12	-	6	3	3	28	14	6	6	8	12	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	240	37.0	77.50	-	-	-	6	26	38	34	22	57	20	10	21	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Switchboard operators -----	1,235	38.5	73.00	9	16	141	89	107	159	152	155	119	107	54	74	39	6	5	1	2	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	377	39.0	81.00	-	-	-	10	20	20	57	57	67	70	43	18	8	3	1	1	2	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	313	38.5	81.50	-	-	-	8	20	17	36	47	52	63	43	16	4	3	1	1	2	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	64	39.5	78.50	-	-	-	2	-	3	21	10	15	7	-	2	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	858	38.5	69.50	9	16	141	79	87	139	95	98	52	37	11	56	31	3	4	-	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	123	39.0	91.00	-	-	-	1	-	1	22	8	7	9	52	19	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	118	37.5	79.50	-	-	-	-	2	34	14	15	21	12	2	3	12	-	3	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade -----	150	39.5	60.00	6	13	37	18	23	17	23	4	2	6	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	314	37.5	66.50	-	-	27	40	62	81	51	27	14	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Services -----	153	39.0	59.50	3	3	77	20	-	6	6	30	7	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Switchboard operator-receptionists -----	992	38.5	69.50	2	7	48	86	169	240	107	138	52	72	32	38	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	572	38.5	70.50	-	-	29	35	116	139	48	75	19	53	23	34	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	438	38.5	70.00	-	-	29	35	76	110	22	73	5	45	16	26	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Five Outer Counties -----	134	39.5	72.00	-	-	-	-	40	29	26	2	14	8	7	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	420	38.0	68.50	2	7	19	51	53	101	59	63	33	19	9	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	49	38.5	70.00	-	-	-	5	7	10	14	4	1	6	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	172	38.0	70.50	-	7	-	12	25	43	8	42	18	6	7	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Retail trade -----	59	38.5	61.00	2	-	8	14	6	16	12	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	53	35.0	67.50	-	-	11	-	11	6	7	9	8	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Services -----	87	38.5	68.50	-	-	-	20	4	26	18	7	6	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Tabulating-machine operators, class A -----	66	38.5	101.00	-	-	-	-	-	-	-	9	6	6	9	5	4	4	4	5	9	1	3	1	-	-	-	-	-	-	-	
Tabulating-machine operators, class B -----	245	38.5	82.50	-	-	-	3	21	19	34	29	16	28	60	22	2	5	1	4	-	1	-	-	-	-	-	-	-	-	-	
Manufacturing -----	73	39.5	88.50	-	-	-	-	3	-	15	3	3	9	24	5	2	3	1	4	-	1	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	172	38.0	80.00	-	-	-	3	18	19	19	26	13	19	36	17	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	58	38.0	89.50	-	-	-	-	5	2	-	-	1	7	24	17	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	95	37.5	75.50	-	-	-	3	12	8	19	26	10	6	11	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Tabulating-machine operators, class C -----	276	38.0	69.00	-	-	13	31	78	36	38	31	9	35	2	1	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	87	39.0	76.50	-	-	-	-	7	13	24	8	6	26	1	-	1	-	1	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	189	37.5	65.50	-	-	13	31	71	23	14	23	3	9	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Public utilities ² -----	113	37.0	66.50	-	-	-	15	51	20	10	9	3	3	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transcribing-machine operators, general -----	790	38.0	68.00	-	12	109	100	111	96	140	60	59	56	23	10	10	4	-	-	-	-	-	-	-	-	-	-	-	-	-	
Manufacturing -----	281	39.0	73.00	-	-	26	28	27	10	64	18	40	40	19	4	1	4	-	-	-	-	-	-	-	-	-	-	-	-	-	
Three Inner Counties -----	233	38.5	71.50	-	-	26	28	26	7	49	18	31	20	19	4	1	4	-	-	-	-	-	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	509	37.5	65.50	-	12	83	72	84	86	76	42	19	16	4	6	9	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale trade -----	119	38.5	73.00	-	-	2	4	18	12	39	17	10	12	3	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Finance ³ -----	283	37.0	61.50	-	10	54	61	47	58	34	11	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

See footnotes at end of table.

Table A-1. Office Occupations—Men and Women—Continued

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF—																									
		Weekly hours ¹ (Standard)	Weekly earnings ¹ (Standard)	Under \$45.00	\$45.00 and under 50.00	50.00 and under 55.00	55.00 and under 60.00	60.00 and under 65.00	65.00 and under 70.00	70.00 and under 75.00	75.00 and under 80.00	80.00 and under 85.00	85.00 and under 90.00	90.00 and under 95.00	95.00 and under 100.00	100.00 and under 105.00	105.00 and under 110.00	110.00 and under 115.00	115.00 and under 120.00	120.00 and under 125.00	125.00 and under 130.00	130.00 and under 135.00	135.00 and under 140.00	140.00 and under 145.00	145.00 and under 150.00	150.00 and under 155.00	155.00 and under 160.00	160.00 and over	
Women—Continued																													
Typists, class A	1,549	38.5	\$77.50	-	10	25	55	166	189	300	209	149	120	165	76	52	22	7	-	2	2	-	-	-	-	-	-	-	-
Manufacturing	793	39.5	81.50	-	-	16	10	40	75	128	106	96	87	136	72	13	9	1	-	2	2	-	-	-	-	-	-	-	-
Three Inner Counties	590	39.0	81.50	-	-	16	10	36	45	89	85	57	65	121	49	6	8	1	-	-	2	-	-	-	-	-	-	-	-
Five Outer Counties	203	40.0	81.50	-	-	-	-	4	30	39	21	39	22	15	23	7	1	-	-	2	-	-	-	-	-	-	-	-	-
Nonmanufacturing	756	37.5	73.50	-	10	9	45	126	114	172	103	53	33	29	4	39	13	6	-	-	-	-	-	-	-	-	-	-	-
Public utilities ²	146	39.0	89.50	-	-	-	-	15	6	3	21	4	17	18	4	39	13	6	-	-	-	-	-	-	-	-	-	-	-
Finance ³	279	37.0	64.50	-	4	9	45	77	68	61	8	4	3	-	-	-	-	6	-	-	-	-	-	-	-	-	-	-	-
Services	158	37.5	71.50	-	-	-	-	27	13	74	24	12	-	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Typists, class B	4,264	38.0	60.50	17	320	795	1065	775	628	333	140	91	16	26	39	10	4	1	4	-	-	-	-	-	-	-	-	-	-
Manufacturing	1,513	39.0	64.00	-	77	170	329	265	343	164	33	70	10	19	26	2	4	1	-	-	-	-	-	-	-	-	-	-	-
Three Inner Counties	1,211	39.0	62.50	-	77	139	308	216	237	133	25	57	7	9	2	-	1	-	-	-	-	-	-	-	-	-	-	-	-
Five Outer Counties	302	39.5	69.50	-	-	31	21	49	106	31	8	13	3	10	24	2	3	1	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing	2,751	37.5	59.00	17	243	625	736	510	285	169	107	21	6	7	13	8	-	-	4	-	-	-	-	-	-	-	-	-	-
Public utilities ²	81	38.5	79.50	-	-	1	4	4	15	13	13	2	4	4	13	8	-	-	-	-	-	-	-	-	-	-	-	-	-
Wholesale trade	398	39.5	63.00	-	6	45	132	94	26	37	48	2	2	2	-	-	-	-	4	-	-	-	-	-	-	-	-	-	-
Retail trade	386	38.5	57.50	7	49	127	70	38	41	33	20	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance ³	1,716	36.5	57.50	10	173	437	490	315	183	78	19	11	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services	170	38.5	60.50	-	15	15	40	59	20	8	7	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

¹ Standard hours reflect the workweek for which employees receive their regular straight-time salaries and the earnings correspond to these weekly hours.² Transportation, communication, and other public utilities.³ Finance, insurance, and real estate.

Table A-2. Professional and Technical Occupations—Men and Women

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis by industry division, Philadelphia, Pa.—N.J., November 1962)

Sex, occupation, and industry division	Number of workers	AVERAGE		NUMBER OF WORKERS RECEIVING STRAIGHT-TIME WEEKLY EARNINGS OF--																											
		Weekly hours (Standard)	Weekly earnings* (Standard)	Under \$55.00	\$55.00 and 60.00	\$60.00 65.00	\$65.00 70.00	\$70.00 75.00	\$75.00 80.00	\$80.00 85.00	\$85.00 90.00	\$90.00 95.00	\$95.00 100.00	\$100.00 105.00	\$105.00 110.00	\$110.00 115.00	\$115.00 120.00	\$120.00 125.00	\$125.00 130.00	\$130.00 135.00	\$135.00 140.00	\$140.00 150.00	\$150.00 160.00	\$160.00 170.00	\$170.00 180.00	\$180.00 190.00	\$190.00 200.00	\$200.00 and over			
Men																															
Draftsmen, leader -----	282	40.0	\$ 173.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	7	5	14	10	22	29	37	92	40	20			
Manufacturing -----	174	39.5	171.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	2	2	12	7	20	27	36	32	10	20			
Three Inner Counties -----	122	39.5	167.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6	-	1	6	19	26	28	29	7	3	20			
Five Outer Counties -----	52	40.0	180.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	2	11	1	1	1	8	3	3	20			
Draftsmen, senior -----	1,869	39.5	131.00	-	-	-	-	2	6	7	44	31	103	108	192	105	198	103	152	75	254	313	133	43	-	-	-	-			
Manufacturing -----	1,231	40.0	126.50	-	-	-	-	2	3	6	36	19	62	88	157	98	176	95	141	48	99	178	21	2	-	-	-	-			
Three Inner Counties -----	920	39.5	126.00	-	-	-	-	2	3	6	30	16	42	61	124	61	164	79	95	10	64	153	8	2	-	-	-	-			
Five Outer Counties -----	311	40.0	128.00	-	-	-	-	-	-	-	6	3	20	27	33	37	12	16	46	38	35	25	13	-	-	-	-	-			
Nonmanufacturing -----	638	39.5	140.00	-	-	-	-	3	1	8	12	41	20	35	7	22	8	11	27	155	135	112	41	-	-	-	-	-			
Services -----	546	40.0	142.00	-	-	-	-	3	1	8	12	34	17	16	3	10	2	7	19	138	130	106	40	-	-	-	-	-			
Draftsmen, junior -----	905	39.5	101.50	8	16	11	15	13	37	98	46	95	86	57	63	76	63	107	43	37	32	1	1	-	-	-	-	-			
Manufacturing -----	553	39.5	97.00	8	16	8	12	9	34	76	43	73	60	32	36	24	39	21	17	11	32	1	1	-	-	-	-	-			
Three Inner Counties -----	381	39.5	94.50	8	16	8	12	9	27	51	30	55	22	27	26	16	25	10	12	5	20	1	1	-	-	-	-	-			
Five Outer Counties -----	172	40.0	102.50	-	-	-	-	-	7	25	13	18	38	5	10	8	14	11	5	6	12	-	-	-	-	-	-	-			
Nonmanufacturing -----	352	39.5	109.00	-	-	3	3	4	3	22	3	22	26	25	27	52	24	86	26	26	-	-	-	-	-	-	-	-			
Services -----	282	40.0	109.50	-	-	3	2	2	3	20	3	14	23	23	7	44	12	74	26	26	-	-	-	-	-	-	-	-			
Tracers -----	121	39.0	63.50	18	51	8	9	7	10	12	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Women																															
Nurses, industrial (registered) -----	385	39.5	100.00	-	-	1	3	9	16	20	44	56	43	56	64	23	12	19	8	4	3	2	-	-	2	-	-	-			
Manufacturing -----	324	39.5	100.50	-	-	-	-	-	10	20	36	51	32	52	60	20	12	19	8	-	3	1	-	-	-	-	-	-			
Three Inner Counties -----	231	39.5	99.00	-	-	-	-	-	10	20	31	35	16	45	37	13	11	6	5	-	2	-	-	-	-	-	-	-			
Five Outer Counties -----	93	40.0	105.50	-	-	-	-	-	-	-	5	16	16	7	23	7	1	13	3	-	1	1	-	-	-	-	-	-			
Nonmanufacturing -----	61	38.5	95.00	-	-	1	3	9	6	-	8	5	11	4	4	3	-	-	-	4	-	1	-	-	2	-	-	-			
Tracers -----	72	38.0	66.50	1	12	31	10	5	4	5	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			

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: 4 at \$200 to \$210; 8 at 210 to \$220; and 8 at \$220 to \$230.

³ Workers were distributed as follows: 1 at \$45 to \$50; and 17 at \$50 to \$55.

Table A-3. Office, Professional, and Technical Occupations—Men and Women Combined

(Average straight-time weekly earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Occupation and industry division	Number of workers	Average weekly earnings ¹ (Standard)	Occupation and industry division	Number of workers	Average weekly earnings ¹ (Standard)	Occupation and industry division	Number of workers	Average weekly earnings ¹ (Standard)
<u>Office occupations</u>			<u>Office occupations—Continued</u>			<u>Office occupations—Continued</u>		
Billers, machine (billing machine)	264	\$78.00	Clerks, file, class B	1,364	\$59.00	Keypunch operators, class B	1,873	\$67.50
Manufacturing	131	78.00	Manufacturing	407	64.00	Manufacturing	850	69.00
Three Inner Counties	113	75.00	Three Inner Counties	352	62.50	Three Inner Counties	667	68.00
Nonmanufacturing	133	77.50	Five Outer Counties	55	75.50	Five Outer Counties	183	72.50
Public utilities ²	64	91.50	Nonmanufacturing	957	57.00	Nonmanufacturing	1,023	66.00
Billers, machine (bookkeeping machine)	201	65.50	Public utilities ²	43	68.00	Public utilities ²	227	71.00
Nonmanufacturing	164	62.50	Wholesale trade	163	61.00	Wholesale trade	174	72.00
Retail trade	159	62.50	Retail trade	113	55.00	Retail trade	125	65.50
Bookkeeping-machine operators, class A	412	78.50	Finance ³	543	54.00	Finance ³	432	61.00
Manufacturing	203	83.50	Services	95	65.00			
Three Inner Counties	146	84.00	Clerks, file, class C	1,064	53.00	Office boys and girls	1,158	59.50
Nonmanufacturing	209	74.00	Manufacturing	395	57.00	Manufacturing	437	62.00
Wholesale trade	66	75.00	Three Inner Counties	317	55.50	Three Inner Counties	368	60.00
Finance ³	107	74.00	Five Outer Counties	78	61.50	Nonmanufacturing	721	58.50
Bookkeeping-machine operators, class B	1,317	64.50	Nonmanufacturing	669	50.50	Wholesale trade	172	59.00
Manufacturing	347	71.00	Public utilities ²	30	62.50	Finance ³	268	53.00
Three Inner Counties	301	69.50	Retail trade	170	47.50	Services	97	53.50
Nonmanufacturing	970	62.50	Finance ³	443	50.00			
Public utilities ²	44	68.50	Clerks, order	1,038	79.50	Secretaries	8,376	94.00
Wholesale trade	182	74.50	Manufacturing	425	84.50	Manufacturing	4,632	97.50
Retail trade	82	66.00	Three Inner Counties	300	81.50	Three Inner Counties	3,716	98.00
Finance ³	652	58.00	Five Outer Counties	125	92.50	Five Outer Counties	916	95.00
Clerks, accounting, class A	2,160	90.50	Nonmanufacturing	613	76.00	Nonmanufacturing	3,744	90.00
Manufacturing	1,005	94.00	Wholesale trade	427	80.50	Public utilities ²	439	119.00
Three Inner Counties	754	90.00	Retail trade	150	65.50	Wholesale trade	974	92.00
Five Outer Counties	251	105.50	Clerks, payroll	1,365	81.50	Retail trade	275	82.50
Nonmanufacturing	1,155	87.50	Manufacturing	954	83.50	Finance ³	1,450	82.50
Public utilities ²	114	98.00	Three Inner Counties	690	81.00	Services	606	85.50
Wholesale trade	303	97.00	Five Outer Counties	264	89.50			
Retail trade	198	81.50	Nonmanufacturing	411	76.00	Stenographers, general	4,944	74.50
Finance ³	471	81.50	Public utilities ²	61	83.00	Manufacturing	2,697	75.00
Clerks, accounting, class B	2,733	73.00	Wholesale trade	98	85.50	Three Inner Counties	2,231	75.00
Manufacturing	909	80.50	Retail trade	122	72.00	Five Outer Counties	466	75.00
Three Inner Counties	560	73.50	Finance ³	77	72.00	Nonmanufacturing	2,247	74.00
Five Outer Counties	349	92.00	Comptometer operators	812	73.00	Public utilities ²	430	89.50
Nonmanufacturing	1,824	69.00	Manufacturing	227	79.00	Wholesale trade	571	78.00
Public utilities ²	241	84.50	Three Inner Counties	225	79.00	Retail trade	176	66.00
Wholesale trade	350	78.00	Nonmanufacturing	585	70.50	Finance ³	995	66.00
Retail trade	656	62.00	Wholesale trade	170	69.50	Services	75	73.50
Finance ³	435	64.50	Retail trade	346	67.50			
Services	142	68.50	Duplicating-machine operators	175	66.00	Stenographers, senior	1,806	84.50
Clerks, file, class A	481	73.50	(Mimeograph or Ditto)	102	63.00	Manufacturing	1,324	85.00
Manufacturing	204	78.50	Nonmanufacturing			Three Inner Counties	955	85.00
Three Inner Counties	188	77.50	Keypunch operators, class A	1,062	79.50	Five Outer Counties	369	85.00
Nonmanufacturing	277	70.00	Manufacturing	550	81.50	Nonmanufacturing	482	81.50
Wholesale trade	75	73.50	Three Inner Counties	445	81.50	Public utilities ²	117	81.00
Finance ³	141	68.00	Five Outer Counties	105	80.00	Wholesale trade	104	92.50
			Nonmanufacturing	512	77.50	Finance ³	240	77.50
			Finance ³	163	66.50			

See footnotes at end of table.

Table A-3. Office, Professional, and Technical Occupations—Men and Women Combined—Continued

(Average straight-time weekly earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N. J., November 1962)

Occupation and industry division	Number of workers	Average weekly earnings ¹ (Standard)	Occupation and industry division	Number of workers	Average weekly earnings ¹ (Standard)	Occupation and industry division	Number of workers	Average weekly earnings ¹ (Standard)
<u>Office occupations—Continued</u>			<u>Office occupations—Continued</u>			<u>Professional and technical occupations</u>		
Switchboard operators	1,243	\$73.00	Tabulating-machine operators, class C	654	\$71.00	Draftsmen, leader	282	\$173.50
Manufacturing	384	81.50	Manufacturing	197	76.00	Manufacturing	174	171.50
Three Inner Counties	316	81.50	Three Inner Counties	135	78.00	Three Inner Counties	122	167.50
Five Outer Counties	68	80.00	Nonmanufacturing	457	69.00	Five Outer Counties	52	180.50
Nonmanufacturing	859	69.50	Public utilities ²	120	68.00			
Public utilities ²	123	91.00	Wholesale trade	155	77.00			
Wholesale trade	118	79.50	Finance ³	152	62.00			
Retail trade	151	60.00						
Finance ³	314	66.50	Transcribing-machine operators, general	791	68.00	Draftsmen, senior	1,896	131.00
Services	153	59.50	Manufacturing	281	73.00	Manufacturing	1,258	126.50
Switchboard operator-receptionists	992	69.50	Three Inner Counties	233	71.50	Three Inner Counties	947	126.00
Manufacturing	572	70.50	Nonmanufacturing	510	65.50	Five Outer Counties	311	128.00
Three Inner Counties	438	70.00	Wholesale trade	119	73.00	Nonmanufacturing	638	140.00
Five Outer Counties	134	72.00	Finance ³	283	61.50	Services	546	142.00
Nonmanufacturing	420	68.50						
Public utilities ²	49	70.00	Typists, class A	1,581	77.50			
Wholesale trade	172	70.00	Manufacturing	801	81.50	Draftsmen, junior	941	101.50
Retail trade	59	61.00	Three Inner Counties	593	81.50	Manufacturing	578	96.50
Finance ³	53	67.50	Five Outer Counties	208	81.50	Three Inner Counties	400	94.00
Services	87	68.50	Nonmanufacturing	780	73.50	Five Outer Counties	178	102.00
Tabulating-machine operators, class A	481	105.50	Public utilities ²	158	90.50	Nonmanufacturing	363	109.00
Manufacturing	295	109.00	Finance ³	279	64.50	Services	292	109.00
Three Inner Counties	239	108.50	Services	158	71.50			
Five Outer Counties	56	109.50						
Nonmanufacturing	186	100.50	Typists, class B	4,304	61.00			
Public utilities ²	40	117.50	Manufacturing	1,517	64.00	Tracers	193	64.50
Finance ³	80	90.50	Three Inner Counties	1,214	62.50			
Tabulating-machine operators, class B	1,062	86.00	Five Outer Counties	303	69.50			
Manufacturing	469	91.00	Nonmanufacturing	2,787	59.00	Nurses, industrial (registered)	394	100.00
Three Inner Counties	322	89.00	Public utilities ²	95	78.00	Manufacturing	333	101.00
Five Outer Counties	147	95.50	Wholesale trade	410	63.00	Three Inner Counties	238	99.00
Nonmanufacturing	593	82.00	Retail trade	396	57.50	Five Outer Counties	95	106.00
Public utilities ²	143	94.50	Finance ³	1,716	57.50	Nonmanufacturing	61	95.00
Wholesale trade	95	87.00	Services	170	60.50			
Finance ³	272	72.50						

¹ Earnings relate to regular straight-time weekly salaries that are paid for standard workweeks.² Transportation, communication, and other public utilities.³ Finance, insurance, and real estate.

Table A-4. Maintenance and Powerplant Occupations

(Average straight-time hourly earnings for men in selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Occupation and industry division	Number of workers	Average hourly earnings ¹	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																									
			Under \$1.50	\$1.50 and under 1.60	\$1.60 1.70	\$1.70 1.80	\$1.80 1.90	\$1.90 2.00	\$2.00 2.10	\$2.10 2.20	\$2.20 2.30	\$2.30 2.40	\$2.40 2.50	\$2.50 2.60	\$2.60 2.70	\$2.70 2.80	\$2.80 2.90	\$2.90 3.00	\$3.00 3.10	\$3.10 3.20	\$3.20 3.30	\$3.30 3.40	\$3.40 3.50	\$3.50 3.60	\$3.60 3.70	\$3.70 3.80	\$3.80 3.90	\$3.90 and over
			1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.00	3.10	3.20	3.30	3.40	3.50	3.60	3.70	3.80	3.90	over
Carpenters, maintenance	1,041	\$3.03	-	-	-	3	2	3	1	3	15	26	50	52	124	55	82	101	152	50	27	161	24	3	2	4	11	90
Manufacturing	746	2.98	-	-	-	-	-	-	-	12	5	44	32	61	39	79	97	134	46	9	153	24	-	-	-	11	-	-
Three Inner Counties	511	2.98	-	-	-	-	-	-	-	12	1	38	6	43	32	53	91	64	21	9	129	1	-	-	-	11	-	-
Five Outer Counties	235	2.98	-	-	-	-	-	-	-	-	4	6	26	18	7	26	6	70	25	-	24	23	-	-	-	-	-	-
Nonmanufacturing	295	3.16	-	-	-	3	2	3	1	3	3	21	6	20	63	16	3	4	18	4	18	8	-	3	2	4	-	90
Public utilities ²	76	2.82	-	-	-	-	-	-	-	-	-	-	-	47	14	-	-	9	-	-	-	-	-	2	4	-	-	-
Retail trade	143	3.71	-	-	-	-	-	-	-	-	2	2	5	1	-	3	-	8	4	17	8	-	3	-	-	-	-	90
Electricians, maintenance	2,269	3.05	-	-	-	-	3	3	1	-	8	5	69	122	136	217	123	243	349	278	227	265	93	10	28	32	11	46
Manufacturing	1,995	3.05	-	-	-	-	-	-	-	5	2	67	73	128	165	117	219	339	276	190	265	86	3	16	1	11	32	-
Three Inner Counties	1,341	3.07	-	-	-	-	-	-	-	5	2	34	62	94	104	88	52	270	188	145	180	65	3	16	1	1	31	-
Five Outer Counties	654	3.02	-	-	-	-	-	-	-	-	33	11	34	61	29	167	69	88	45	85	21	-	-	-	-	10	1	-
Nonmanufacturing	274	3.05	-	-	-	3	3	1	-	3	3	2	49	8	52	6	24	10	2	37	-	7	7	12	31	-	14	-
Public utilities ²	105	3.15	-	-	-	-	-	-	-	-	-	-	5	47	3	-	7	-	3	-	5	-	9	26	-	-	-	-
Retail trade	82	3.39	-	-	-	-	-	-	-	-	-	1	2	1	5	3	2	3	-	34	-	2	7	3	5	-	4	14
Engineers, stationary	1,118	2.63	-	21	-	4	21	16	44	8	156	54	65	75	153	123	122	45	74	42	56	5	13	12	9	-	-	-
Manufacturing	764	2.71	-	-	-	-	2	-	1	144	35	43	63	68	96	110	39	47	41	50	-	13	3	9	-	-	-	-
Three Inner Counties	606	2.68	-	-	-	-	2	-	1	105	35	21	63	61	96	95	23	33	41	16	-	5	3	6	-	-	-	-
Five Outer Counties	158	2.80	-	-	-	-	-	-	-	39	-	22	-	7	-	15	16	14	-	34	-	8	-	3	-	-	-	-
Nonmanufacturing	354	2.46	-	21	-	4	21	14	44	7	12	19	22	12	85	27	12	6	27	1	6	5	-	9	-	-	-	-
Public utilities ²	87	2.80	-	-	-	4	2	-	-	4	-	2	4	25	10	3	4	14	-	6	-	-	9	-	-	-	-	-
Finance ⁵	162	2.32	-	21	-	6	2	32	3	8	1	15	8	43	12	1	2	7	1	-	-	-	-	-	-	-	-	-
Services	78	2.21	-	-	-	-	13	12	12	4	-	16	5	-	16	-	-	-	-	-	-	-	-	-	-	-	-	-
Firemen, stationary boiler	569	2.46	-	14	5	8	4	6	70	8	74	72	45	64	54	41	10	29	42	16	7	-	-	-	-	-	-	-
Manufacturing	496	2.50	-	6	-	-	4	3	70	8	37	72	44	59	53	41	10	29	37	16	7	-	-	-	-	-	-	-
Three Inner Counties	346	2.50	-	-	-	-	4	-	70	8	7	64	24	24	50	34	-	17	21	16	7	-	-	-	-	-	-	-
Five Outer Counties	150	2.52	-	6	-	-	3	-	-	30	8	20	35	3	7	10	12	16	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing	73	2.15	-	8	5	8	-	3	-	37	-	1	5	1	-	-	-	5	-	-	-	-	-	-	-	-	-	-
Helpers, maintenance trades	1,478	2.49	15	17	14	14	7	22	76	101	89	119	262	168	167	135	68	154	23	27	-	-	-	-	-	-	-	-
Manufacturing	1,093	2.53	1	11	10	8	6	18	66	67	62	99	58	137	166	131	68	154	4	27	-	-	-	-	-	-	-	-
Three Inner Counties	639	2.57	1	-	10	8	3	18	9	59	49	14	47	60	57	82	68	154	-	-	-	-	-	-	-	-	-	-
Five Outer Counties	454	2.49	-	11	-	-	3	-	57	8	13	85	11	77	109	49	-	-	4	27	-	-	-	-	-	-	-	-
Nonmanufacturing	385	2.35	14	6	4	6	1	4	10	34	27	20	204	31	1	4	-	19	-	-	-	-	-	-	-	-	-	-
Public utilities ²	283	2.48	-	-	-	-	-	-	1	-	14	17	204	28	-	-	-	19	-	-	-	-	-	-	-	-	-	-
Machine-tool operators, toolroom	469	2.93	-	-	-	-	-	-	-	8	19	30	37	10	19	141	42	30	16	66	33	4	3	3	-	-	8	-
Manufacturing	469	2.93	-	-	-	-	-	-	-	8	19	30	37	10	19	141	42	30	16	66	33	4	3	3	-	-	8	-
Three Inner Counties	393	2.97	-	-	-	-	-	-	-	-	19	30	26	-	5	109	41	30	16	66	33	4	3	3	-	-	8	-
Five Outer Counties	76	2.69	-	-	-	-	-	-	-	8	-	-	11	10	14	32	1	-	-	-	-	-	-	-	-	-	-	-
Machinists, maintenance	2,066	3.07	-	-	-	-	-	-	-	1	26	12	32	43	101	404	56	178	143	314	112	408	127	2	11	74	-	22
Manufacturing	1,752	3.07	-	-	-	-	-	-	-	1	26	12	32	43	101	198	51	178	130	314	112	408	122	-	1	1	-	22
Three Inner Counties	1,178	3.08	-	-	-	-	-	-	-	1	19	12	26	20	55	138	40	120	103	220	37	266	104	-	1	1	-	15
Five Outer Counties	574	3.06	-	-	-	-	-	-	-	7	-	6	23	46	60	11	58	27	94	75	142	18	-	-	-	-	7	-
Nonmanufacturing	314	3.05	-	-	-	-	-	-	-	-	-	-	-	-	206	5	-	13	-	-	-	5	2	10	73	-	-	-
Public utilities ²	314	3.05	-	-	-	-	-	-	-	-	-	-	-	-	206	5	-	13	-	-	-	5	2	10	73	-	-	-
Mechanics, automotive (maintenance)	1,164	2.89	-	-	-	-	-	-	7	15	6	19	11	23	89	260	178	174	181	79	15	41	21	40	-	2	3	-
Manufacturing	375	2.93	-	-	-	-	-	-	7	11	-	3	7	11	10	38	69	39	20	38	15	41	14	-	-	-	3	-
Three Inner Counties	246	2.87	-	-	-	-	-	-	-	11	-	3	7	7	10	72	33	20	31	2	15	31	4	-	-	-	-	-
Five Outer Counties	129	3.05	-	-	-	-	-	-	7	-	-	-	4	-	15	6	-	7	67	-	10	10	-	-	-	-	3	-
Nonmanufacturing	789	2.87	-	-	-	-	-	-	4	6	16	4	12	79	173	139	154	143	10	-	-	7	40	-	2	-	-	-
Public utilities ²	490	2.86	-	-	-	-	-	-	4	6	4	2	6	70	151	40	142	14	2	-	-	7	40	-	2	-	-	-
Wholesale trade	227	2.92	-	-	-	-	-	-	-	-	-	-	6	-	6	99	6	102	8	-	-	-	-	-	-	-	-	-

See footnotes at end of table.

Table A-4. Maintenance and Powerplant Occupations—Continued

(Average straight-time hourly earnings for men in selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Occupation and industry division	Number of workers	Average hourly earnings ¹	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																										
			Under \$1.50	\$1.50 and under 1.60	\$1.60 - 1.70	\$1.70 - 1.80	\$1.80 - 1.90	\$1.90 - 2.00	\$2.00 - 2.10	\$2.10 - 2.20	\$2.20 - 2.30	\$2.30 - 2.40	\$2.40 - 2.50	\$2.50 - 2.60	\$2.60 - 2.70	\$2.70 - 2.80	\$2.80 - 2.90	\$2.90 - 3.00	\$3.00 - 3.10	\$3.10 - 3.20	\$3.20 - 3.30	\$3.30 - 3.40	\$3.40 - 3.50	\$3.50 - 3.60	\$3.60 - 3.70	\$3.70 - 3.80	\$3.80 - 3.90	\$3.90 and over	
Mechanics, maintenance	2,936	\$2.92	-	-	-	-	-	-	19	56	41	47	206	122	202	215	281	344	547	426	116	193	109	6	-	2	2	2	2
Manufacturing	2,800	2.91	-	-	-	-	-	-	19	56	41	47	206	121	192	195	277	304	491	426	116	193	104	6	-	2	2	2	2
Three Inner Counties	1,831	2.91	-	-	-	-	-	-	13	56	11	36	110	58	185	167	267	82	221	311	55	187	64	4	-	-	2	2	2
Five Outer Counties	969	2.92	-	-	-	-	-	-	6	-	30	11	96	63	7	28	10	222	270	115	61	6	40	2	-	2	-	-	-
Nonmanufacturing	136	2.94	-	-	-	-	-	-	-	-	-	-	-	1	10	20	4	40	56	-	-	-	5	-	-	-	-	-	-
Millwrights	623	3.05	-	-	-	-	-	-	-	-	5	-	15	8	14	34	26	62	188	172	60	8	12	-	-	-	19	-	-
Manufacturing	622	3.05	-	-	-	-	-	-	-	-	5	-	15	8	14	33	26	62	188	172	60	8	12	-	-	-	19	-	-
Three Inner Counties	418	3.01	-	-	-	-	-	-	-	-	5	-	15	5	1	33	26	62	168	23	60	8	12	-	-	-	-	-	-
Oilers	596	2.36	13	27	4	46	21	12	35	34	31	43	74	92	12	66	57	15	-	14	-	-	-	-	-	-	-	-	-
Manufacturing	563	2.34	13	27	4	46	21	12	35	34	31	43	49	90	12	66	57	15	-	8	-	-	-	-	-	-	-	-	-
Three Inner Counties	391	2.29	13	20	4	46	10	-	30	31	27	25	43	38	3	61	29	9	-	2	-	-	-	-	-	-	-	-	-
Five Outer Counties	172	2.46	-	7	-	-	-	11	12	5	3	4	18	6	52	9	5	28	6	-	6	-	-	-	-	-	-	-	-
Painters, maintenance	565	2.82	-	14	7	4	4	13	13	16	7	10	27	32	61	35	60	55	44	14	40	53	25	1	28	1	1	-	-
Manufacturing	363	2.92	-	-	-	-	-	-	-	-	4	9	8	26	51	22	55	55	18	14	40	53	7	1	-	-	-	-	-
Three Inner Counties	246	2.95	-	-	-	-	-	-	-	-	1	9	1	15	34	10	49	26	18	14	22	40	7	-	-	-	-	-	-
Five Outer Counties	117	2.88	-	-	-	-	-	-	-	-	3	-	7	11	17	12	6	29	-	-	18	13	-	1	-	-	-	-	-
Nonmanufacturing	202	2.64	-	14	7	4	4	13	13	16	3	1	19	6	10	13	5	-	26	-	-	-	18	-	28	1	1	-	-
Public utilities ²	67	3.04	-	-	-	-	-	-	-	-	-	-	-	6	8	12	-	-	23	-	-	-	18	-	-	-	-	-	-
Finance ³	68	2.28	-	-	-	1	-	10	10	16	3	1	19	-	1	1	5	-	1	-	-	-	-	-	-	-	-	-	-
Pipefitters, maintenance	1,352	3.07	-	-	-	-	-	-	-	12	2	29	50	27	92	106	45	49	270	120	65	345	85	1	8	37	-	9	-
Manufacturing	1,234	3.07	-	-	-	-	-	-	-	12	2	29	50	27	92	45	45	49	258	120	65	345	80	-	-	6	-	9	-
Three Inner Counties	792	3.05	-	-	-	-	-	-	-	11	1	29	23	16	84	30	33	29	121	72	65	246	23	-	-	-	-	9	-
Five Outer Counties	442	3.09	-	-	-	-	-	-	-	1	1	-	27	11	8	15	12	20	137	48	-	99	57	-	-	6	-	-	-
Nonmanufacturing	118	3.16	-	-	-	-	-	-	-	-	-	-	-	-	-	61	-	-	12	-	-	-	5	1	8	31	-	-	-
Public utilities ²	118	3.16	-	-	-	-	-	-	-	-	-	-	-	-	-	61	-	-	12	-	-	-	5	1	8	31	-	-	-
Plumbers, maintenance	133	2.81	-	-	-	3	-	14	4	1	2	2	6	12	6	24	4	10	16	2	1	-	11	3	1	2	-	9	-
Manufacturing	57	2.85	-	-	-	-	-	7	-	-	-	-	2	4	-	3	6	1	9	12	1	-	11	1	-	-	-	-	-
Nonmanufacturing	76	2.78	-	-	-	3	-	7	4	1	2	-	2	12	3	18	3	1	4	1	1	-	-	2	1	2	-	-	9
Sheet-metal workers, maintenance	261	2.97	-	-	-	-	-	-	-	-	-	-	2	14	1	9	53	27	23	57	29	16	23	-	-	1	5	-	1
Manufacturing	222	2.97	-	-	-	-	-	-	-	-	-	-	2	14	1	9	24	27	23	55	29	16	22	-	-	-	-	-	-
Three Inner Counties	150	3.01	-	-	-	-	-	-	-	-	-	-	2	5	-	2	14	22	13	49	18	13	12	-	-	-	-	-	-
Five Outer Counties	72	2.90	-	-	-	-	-	-	-	-	-	-	-	9	1	7	10	5	10	6	11	3	10	-	-	-	-	-	-
Nonmanufacturing; Public utilities ²	37	2.92	-	-	-	-	-	-	-	-	-	-	-	-	-	29	-	-	2	-	-	-	-	-	1	5	-	-	-
Tool and die makers	1,511	3.25	-	-	-	-	-	-	-	-	-	-	10	11	12	40	53	102	165	159	160	347	327	50	56	-	1	18	-
Manufacturing	1,509	3.25	-	-	-	-	-	-	-	-	-	-	10	11	12	40	51	102	165	159	160	347	327	50	56	-	1	18	-
Three Inner Counties	1,162	3.28	-	-	-	-	-	-	-	-	-	-	10	11	12	35	18	43	123	96	114	289	286	50	56	-	1	18	-
Five Outer Counties	347	3.15	-	-	-	-	-	-	-	-	-	-	-	-	-	5	33	59	42	63	46	58	41	-	-	-	-	-	-

¹ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.² Transportation, communication, and other public utilities.³ All workers were at \$4.10 to \$4.20.⁴ Workers were distributed as follows: 9 at \$4.30 to \$4.40; and 5 at \$4.40 to \$4.50.⁵ Finance, insurance, and real estate.

Table A-5. Custodial and Material Movement Occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Occupation ¹ and industry division	Number of workers	Average hourly earnings ²	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																									
			Under \$1.00	\$1.00 and under 1.10	\$1.10 and 1.20	\$1.20 and 1.30	\$1.30 and 1.40	\$1.40 and 1.50	\$1.50 and 1.60	\$1.60 and 1.70	\$1.70 and 1.80	\$1.80 and 1.90	\$1.90 and 2.00	\$2.00 and 2.10	\$2.10 and 2.20	\$2.20 and 2.30	\$2.30 and 2.40	\$2.40 and 2.50	\$2.50 and 2.60	\$2.60 and 2.70	\$2.70 and 2.80	\$2.80 and 2.90	\$2.90 and 3.00	\$3.00 and 3.10	\$3.10 and 3.20	\$3.20 and 3.30	\$3.30 and 3.40	\$3.40 and over
			1.00	1.10	1.20	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.00	3.10	3.20	3.30	3.40	over
Elevator operators, passenger (men)----	542	\$1.77	-	9	24	8	5	5	100	46	99	121	23	7	1	67	11	2	2	12	-	-	-	-	-	-	-	-
Manufacturing -----	117	2.06	-	-	-	-	2	1	-	12	5	-	23	5	-	67	-	-	2	-	-	-	-	-	-	-	-	-
Three Inner Counties -----	117	2.06	-	-	-	-	2	1	-	12	5	-	23	5	-	67	-	-	2	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	425	1.69	-	9	24	8	3	4	100	34	94	121	-	2	1	-	11	2	-	12	-	-	-	-	-	-	-	-
Public utilities ³ -----	25	2.48	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11	2	-	12	-	-	-	-	-	-	-	-
Retail trade -----	62	1.58	-	-	-	6	1	3	23	2	3	1	-	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance ⁴ -----	291	1.72	-	-	-	2	2	1	70	5	91	120	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Elevator operators, passenger (women) -----	270	1.52	-	24	68	1	5	11	16	72	17	12	12	28	-	-	2	-	-	2	-	-	-	-	-	-	-	-
Nonmanufacturing -----	227	1.44	-	24	68	1	5	9	16	64	17	12	3	4	-	-	2	-	-	2	-	-	-	-	-	-	-	-
Retail trade -----	98	1.46	-	24	-	1	1	6	16	43	1	-	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Guards and watchmen -----	3,920	1.79	-	38	958	302	113	145	159	113	201	115	218	74	332	201	233	178	142	146	209	15	9	-	3	6	10	-
Manufacturing -----	1,935	2.18	-	11	37	38	43	45	66	33	104	27	157	36	330	179	187	175	142	77	209	11	9	-	3	6	10	-
Three Inner Counties -----	1,540	2.15	-	11	22	38	1	37	66	20	104	19	130	16	313	161	167	113	142	50	118	11	1	-	-	-	-	-
Guards -----	948	2.33	-	-	-	8	-	1	-	-	1	17	32	16	242	140	148	64	109	45	113	11	-	-	-	-	-	-
Watchmen -----	592	1.87	-	11	22	30	1	36	65	20	103	2	98	-	71	21	19	49	33	5	5	-	1	-	-	-	-	-
Five Outer Counties -----	395	2.27	-	-	15	-	42	8	-	13	-	8	27	20	17	18	20	62	-	27	91	-	8	-	3	6	10	-
Guards -----	263	2.56	-	-	-	-	-	-	-	13	-	-	9	2	3	18	20	57	-	23	91	-	8	-	3	6	10	-
Watchmen -----	132	1.70	-	-	15	-	42	8	-	-	8	18	18	14	-	-	5	-	4	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	1,985	1.42	-	27	921	264	70	100	93	80	97	88	61	38	2	22	46	3	-	69	-	4	-	-	-	-	-	-
Janitors, porters, and cleaners (men)-----	7,690	1.91	7	2	219	323	209	353	544	842	313	825	589	804	554	903	510	333	119	235	6	-	-	-	-	-	-	-
Manufacturing -----	4,167	2.05	-	-	-	84	104	88	174	194	156	320	455	630	469	530	414	312	115	116	6	-	-	-	-	-	-	-
Three Inner Counties -----	3,312	2.04	-	-	-	76	68	68	120	151	148	254	380	521	361	404	377	273	79	32	-	-	-	-	-	-	-	-
Five Outer Counties -----	855	2.07	-	-	-	8	36	20	54	43	8	66	75	109	108	126	37	39	36	84	6	-	-	-	-	-	-	-
Nonmanufacturing -----	3,523	1.75	7	2	219	239	105	265	370	648	157	505	134	174	85	373	96	21	4	119	-	-	-	-	-	-	-	-
Public utilities ³ -----	881	2.19	-	-	-	-	-	-	16	17	7	117	43	122	21	356	55	12	1	114	-	-	-	-	-	-	-	-
Wholesale trade -----	228	1.90	-	-	-	32	-	2	6	6	-	78	30	6	12	14	36	6	-	-	-	-	-	-	-	-	-	-
Retail trade -----	997	1.52	-	2	88	171	77	171	206	101	18	25	30	38	52	2	5	3	3	5	-	-	-	-	-	-	-	-
Finance ⁴ -----	790	1.71	-	-	1	18	10	29	27	310	115	243	28	8	-	1	-	-	-	-	-	-	-	-	-	-	-	-
Services -----	627	1.49	7	-	130	18	18	63	115	214	17	42	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Janitors, porters, and cleaners (women) -----	2,716	1.48	27	47	140	168	802	790	113	104	140	75	71	111	37	17	48	15	10	-	1	-	-	-	-	-	-	-
Manufacturing -----	570	1.78	-	-	35	8	79	41	23	59	59	32	69	45	37	9	48	15	10	-	1	-	-	-	-	-	-	-
Three Inner Counties -----	521	1.77	-	-	35	8	61	41	23	56	59	31	65	45	25	8	43	15	6	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	2,146	1.40	27	47	105	160	723	749	90	45	81	43	2	66	-	8	-	-	-	-	-	-	-	-	-	-	-	-
Public utilities ³ -----	225	1.84	-	-	-	-	1	-	-	39	74	37	-	66	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wholesale trade -----	56	1.28	-	7	18	-	13	6	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade -----	282	1.32	-	17	22	93	88	7	41	1	5	6	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Finance ⁴ -----	1,367	1.37	-	23	32	37	585	652	31	5	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Services -----	216	1.28	27	-	33	30	36	84	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Laborers, material handling -----	8,395	2.21	-	13	110	165	132	214	266	408	293	201	522	625	673	286	775	1321	1294	551	271	91	78	10	96	-	-	-
Manufacturing -----	4,457	2.19	-	-	-	-	37	112	202	131	235	154	339	526	592	229	619	504	223	314	57	34	43	10	96	-	-	-
Three Inner Counties -----	3,552	2.20	-	-	-	-	37	82	107	101	228	91	192	475	469	120	598	489	221	246	-	-	-	7	89	-	-	-
Five Outer Counties -----	905	2.15	-	-	-	-	-	30	95	30	7	63	147	51	123	109	21	15	2	68	57	34	43	3	7	-	-	-
Nonmanufacturing -----	3,938	2.24	-	13	110	165	95	102	64	277	58	47	183	99	81	57	156	817	1071	237	214	57	35	-	-	-	-	-
Public utilities ³ -----	1,629	2.54	-	-	-	-	-	-	-	-	-	-	-	-	-	-	43	648	773	-	165	-	-	-	-	-	-	-
Wholesale trade -----	1,204	2.20	-	-	-	52	26	53	31	254	-	13	-	-	33	12	60	139	249	187	48	12	35	-	-	-	-	-
Retail trade -----	1,093	1.85	-	13	110	113	69	37	33	23	58	34	183	99	48	53	30	49	50	1	46	45	-	-	-	-	-	-
Order fillers -----	3,486	2.37	-	-	-	22	26	66	235	15	173	70	175	182	414	128	93	201	418	808	12	46	152	61	-	6	21	162
Manufacturing -----	1,303	2.26	-	-	-	10	8	58	43	-	82	24	78	139	130	128	50	194	77	131	5	-	96	41	-	-	-	9
Three Inner Counties -----	1,041	2.18	-	-	-	10	8	58	43	-	82	24	78	139	100	42	50	182	77	94	4	-	-	41	-	-	-	9
Five Outer Counties -----	262	2.57	-	-	-	-	-	-	-	-	-	-	-	-	30	86	-	12	-	37	1	-	96	-	-	-	-	-
Nonmanufacturing -----	2,183	2.43	-	-	-	12	18	8	192	15	91	46	97	43	284	-	43	7	341	677	7	46	56	20	-	6	21	153
Wholesale trade -----	1,484	2.42	-	-	-	12	12	-	190	12	89	42	10	-	253	-	43	-	184	377	3	3	54	20	-	6	21	153
Retail trade -----	699	2.44	-	-	-	-	6	8	2	3	2	4	87	43	31	-	-	7	157	300	4	43	2	-	-	-	-	-

See footnotes at end of table.

Table A-5. Custodial and Material Movement Occupations—Continued

(Average straight-time hourly earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Occupation ¹ and industry division	Number of workers	Average hourly earnings ²	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF--																										
			Under \$1.00	\$1.00 and under 1.10	\$1.10 to 1.20	\$1.20 to 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	\$2.90 to 3.00	\$3.00 to 3.10	\$3.10 to 3.20	\$3.20 to 3.30	\$3.30 to 3.40	\$3.40 and over	
			1.00	1.10	1.20	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.00	3.10	3.20	3.30	3.40	3.40	3.40
Packers, shipping (men)	1,658	\$2.05	-	8	-	32	79	28	215	54	152	94	117	141	131	41	124	94	189	87	39	13	8	-	2	-	-	-	10
Manufacturing	1,227	2.17	-	-	-	3	46	17	56	29	81	82	113	112	124	40	124	94	149	87	38	12	8	-	2	-	-	-	10
Three Inner Counties	898	2.05	-	-	-	3	46	17	56	29	81	82	113	98	62	17	80	86	113	3	-	6	6	-	-	-	-	-	-
Five Outer Counties	329	2.49	-	-	-	-	-	-	-	-	-	-	-	-	14	62	23	44	8	36	84	38	6	2	-	2	-	-	10
Nonmanufacturing	431	1.69	-	8	-	29	33	11	159	25	71	12	4	29	7	1	-	-	40	-	1	1	-	-	-	-	-	-	-
Wholesale trade	298	1.67	-	-	-	24	24	-	131	18	63	4	-	-	-	-	-	-	34	-	-	-	-	-	-	-	-	-	-
Retail trade	133	1.74	-	8	-	5	9	11	28	7	8	4	29	7	1	-	-	-	6	-	1	1	-	-	-	-	-	-	-
Packers, shipping (women)	415	1.63	-	-	16	43	75	46	44	20	23	47	27	33	18	6	11	2	-	2	2	-	-	-	-	-	-	-	-
Manufacturing	147	1.78	-	-	-	-	36	20	10	-	-	33	4	21	-	6	11	2	-	2	2	-	-	-	-	-	-	-	-
Three Inner Counties	111	1.63	-	-	-	-	36	20	10	-	-	21	4	13	-	-	7	-	-	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing	268	1.57	-	-	16	43	39	26	34	20	23	14	23	12	18	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retail trade	214	1.60	-	-	16	43	13	13	19	20	23	14	23	12	18	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Receiving clerks	875	2.26	-	-	2	3	18	11	8	31	58	43	39	92	99	39	39	129	94	40	19	59	33	11	2	-	-	-	6
Manufacturing	477	2.41	-	-	-	-	-	1	-	-	8	18	19	40	65	23	17	94	70	38	15	33	17	11	2	-	-	-	6
Three Inner Counties	425	2.39	-	-	-	-	-	1	-	-	8	18	19	40	54	22	12	87	68	38	7	33	8	3	2	-	-	-	5
Five Outer Counties	52	2.60	-	-	-	-	-	-	-	-	-	-	-	-	11	1	5	7	2	-	8	-	9	8	-	-	-	-	1
Nonmanufacturing	398	2.08	-	-	2	3	18	10	8	31	50	25	20	52	34	16	22	35	24	2	4	26	16	-	-	-	-	-	-
Wholesale trade	165	2.17	-	-	-	-	12	-	-	12	19	12	13	20	12	-	7	-	18	-	4	21	15	-	-	-	-	-	-
Retail trade	215	2.02	-	-	2	3	6	7	6	16	30	12	6	32	22	15	11	35	6	-	5	1	-	-	-	-	-	-	-
Shipping clerks	568	2.37	-	-	-	-	4	-	10	16	44	5	25	25	40	30	75	72	47	52	48	31	15	7	18	-	-	-	4
Manufacturing	385	2.43	-	-	-	-	-	-	-	2	30	2	9	23	28	11	66	59	28	37	34	25	2	7	18	-	-	-	4
Three Inner Counties	286	2.43	-	-	-	-	-	-	-	2	25	2	9	23	19	4	36	40	24	27	26	25	1	7	16	-	-	-	-
Five Outer Counties	99	2.43	-	-	-	-	-	-	-	-	5	-	-	-	9	7	30	19	4	10	8	-	1	-	2	-	-	-	4
Nonmanufacturing	183	2.24	-	-	-	-	4	-	10	14	14	3	16	2	12	19	9	13	19	15	14	6	13	-	-	-	-	-	-
Wholesale trade	149	2.27	-	-	-	-	3	-	9	14	14	-	7	-	7	15	6	12	18	14	12	6	12	-	-	-	-	-	-
Shipping and receiving clerks	582	2.46	-	-	-	3	9	6	21	10	13	1	8	31	39	66	32	25	40	28	103	98	4	33	1	11	-	-	-
Manufacturing	287	2.39	-	-	-	-	-	6	21	-	10	-	2	-	39	66	13	22	5	15	39	22	-	16	-	11	-	-	-
Three Inner Counties	128	2.51	-	-	-	-	-	-	3	-	10	-	2	-	26	11	5	8	-	4	19	13	-	16	-	11	-	-	-
Five Outer Counties	159	2.30	-	-	-	-	6	18	-	-	-	-	-	-	13	55	8	14	5	11	20	9	-	-	-	-	-	-	-
Nonmanufacturing	295	2.52	-	-	-	3	9	-	-	10	3	1	6	31	-	19	3	35	13	64	76	4	17	1	-	-	-	-	-
Wholesale trade	101	2.49	-	-	-	-	-	-	-	-	-	-	6	24	-	-	3	-	12	3	45	3	-	5	-	-	-	-	-
Retail trade	158	2.61	-	-	-	3	9	-	-	4	3	-	-	3	-	-	-	-	17	10	19	73	4	12	1	-	-	-	-
Truckdrivers ⁶	9,509	2.75	-	-	-	-	13	20	19	27	29	19	30	35	54	146	38	196	81	639	4587	1205	1113	1093	55	12	36	62	
Manufacturing	2,970	2.75	-	-	-	-	-	7	7	20	27	7	23	27	47	81	17	97	59	345	752	214	821	347	55	-	15	2	
Three Inner Counties	2,576	2.79	-	-	-	-	-	-	-	-	16	-	23	4	25	81	12	77	50	345	629	127	805	310	55	-	15	2	
Five Outer Counties	394	2.53	-	-	-	-	-	7	7	20	11	7	-	23	22	-	5	20	9	-	123	87	16	37	-	-	-	-	-
Nonmanufacturing	6,539	2.75	-	-	-	-	13	13	12	7	2	12	7	8	7	65	21	99	22	294	3835	991	292	746	-	12	21	60	
Public utilities ³	3,603	2.69	-	-	-	-	-	-	-	-	-	1	1	-	-	-	9	77	8	204	3164	104	35	-	-	-	-	-	-
Wholesale trade	2,228	2.86	-	-	-	-	12	-	-	-	-	-	-	-	-	42	12	17	-	78	515	647	66	746	-	12	21	60	
Retail trade	660	2.75	-	-	-	-	-	13	12	-	2	11	-	2	7	15	-	5	-	12	156	234	191	-	-	-	-	-	-
Truckdrivers, light (under 1½ tons)	408	2.44	-	-	-	-	13	8	-	13	11	5	18	27	22	19	2	20	12	56	85	45	52	-	-	-	-	-	-
Manufacturing	246	2.47	-	-	-	-	-	-	6	11	-	11	21	22	7	-	11	10	55	38	35	19	-	-	-	-	-	-	-
Three Inner Counties	192	2.59	-	-	-	-	-	-	-	-	-	-	11	4	11	7	-	11	8	55	32	34	19	-	-	-	-	-	-
Nonmanufacturing	162	2.41	-	-	-	-	13	8	-	7	-	5	7	6	-	12	2	9	2	1	47	10	33	-	-	-	-	-	-
Wholesale trade	96	2.62	-	-	-	-	12	-	-	-	-	-	-	-	-	-	-	-	-	47	4	33	-	-	-	-	-	-	-
Truckdrivers, medium (1½ to and including 4 tons)	3,840	2.75	-	-	-	-	-	5	10	-	16	5	12	6	19	59	26	41	58	231	2044	280	671	302	55	-	-	-	-
Manufacturing	1,610	2.83	-	-	-	-	-	-	-	-	16	-	12	6	14	54	7	21	38	228	194	27	636	302	55	-	-	-	-
Three Inner Counties	1,546	2.83	-	-	-	-	-	-	-	-	16	-	12	-	14	54	6	11	38	228	177	6	634	295	55	-	-	-	-
Five Outer Counties	64	2.69	-	-	-	-	-	-	-	-	-	-	6	-	-	1	10	-	-	-	-	17	21	2	7	-	-	-	-
Nonmanufacturing	2,230	2.70	-	-	-	-	-	5	10	-	-	5	-	5	5	19	20	20	3	1850	253	35	-	-	-	-	-	-	-
Public utilities ³	1,645	2.70	-	-	-	-	-	-	-	-	-	-	-	-	-	7	15	6	3	1578	1	35	-	-	-	-	-	-	-
Wholesale trade	380	2.77	-	-	-	-	-	-	-	-	-	-	-	-	-	12	-	-	-	-	116	252	-	-	-	-	-	-	-

See footnotes at end of table.

Table A-5. Custodial and Material Movement Occupations—Continued

(Average straight-time hourly earnings for selected occupations studied on an area basis
by industry division, Philadelphia, Pa.—N.J., November 1962)

Occupation ¹ and industry division	Number of workers	Average hourly earnings ²	NUMBER OF WORKERS RECEIVING STRAIGHT-TIME HOURLY EARNINGS OF—																											
			Under \$ 1.00	\$ 1.00 and under 1.10	\$ 1.10 1.20	\$ 1.20 1.30	\$ 1.30 1.40	\$ 1.40 1.50	\$ 1.50 1.60	\$ 1.60 1.70	\$ 1.70 1.80	\$ 1.80 1.90	\$ 1.90 2.00	\$ 2.00 2.10	\$ 2.10 2.20	\$ 2.20 2.30	\$ 2.30 2.40	\$ 2.40 2.50	\$ 2.50 2.60	\$ 2.60 2.70	\$ 2.70 2.80	\$ 2.80 2.90	\$ 2.90 3.00	\$ 3.00 3.10	\$ 3.10 3.20	\$ 3.20 3.30	\$ 3.30 3.40	\$ 3.40 and over		
Truckdrivers ⁶ —Continued																														
Truckdrivers, heavy (over 4 tons, trailer type)	3,168	\$2.80	-	-	-	-	-	2	-	2	2	-	2	2	6	-	56	-	94	1548	507	319	628	-	-	-	-	-	-	
Manufacturing	629	2.76	-	-	-	-	-	-	-	-	-	-	-	-	-	-	39	-	34	326	75	115	40	-	-	-	-	-		
Three Inner Counties	463	2.75	-	-	-	-	-	-	-	-	-	-	-	-	-	-	39	-	34	260	15	105	10	-	-	-	-	-		
Nonmanufacturing	2,539	2.81	-	-	-	-	-	2	-	2	2	-	2	2	6	-	17	-	60	1222	432	204	588	-	-	-	-	-		
Public utilities ³	1,132	2.71	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1052	80	-	-	-	-	-	-	-		
Wholesale trade	1,205	2.89	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17	-	48	170	352	30	588	-	-	-	-	-		
Truckdrivers, heavy (over 4 tons, other than trailer type)	834	2.76	-	-	-	-	7	7	14	-	7	-	-	10	62	-	10	6	32	408	73	25	63	-	12	36	62	2		
Manufacturing	256	2.56	-	-	-	-	7	7	14	-	7	-	-	10	20	-	10	6	2	100	46	5	5	-	-	15	2	2		
Three Inner Counties	187	2.74	-	-	-	-	-	-	-	-	-	-	-	-	20	-	10	-	2	86	46	1	5	-	-	15	2	2		
Five Outer Counties	69	2.06	-	-	-	-	7	7	14	-	7	-	-	10	-	-	-	6	-	14	-	4	-	-	-	-	-	-		
Nonmanufacturing	578	2.85	-	-	-	-	-	-	-	-	-	-	-	-	42	-	-	-	30	308	27	20	58	-	12	21	60	7		
Public utilities ³	168	2.70	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	168	-	-	-	-	-	-	-	-		
Wholesale trade	393	2.91	-	-	-	-	-	-	-	-	-	-	-	-	42	-	-	-	30	140	27	3	58	-	12	21	60	6		
Truckers, power (forklift)	3,172	2.39	-	-	-	15	22	7	7	78	43	16	107	355	351	297	137	370	394	168	374	354	30	17	-	-	2	28		
Manufacturing	2,527	2.33	-	-	-	15	22	7	7	78	7	16	107	347	346	282	135	301	339	131	233	77	30	17	-	-	2	28		
Three Inner Counties	1,721	2.35	-	-	-	-	-	-	-	15	-	14	103	278	192	185	112	284	297	61	69	52	27	2	-	-	2	28		
Five Outer Counties	806	2.28	-	-	-	15	22	7	7	63	7	2	4	69	154	97	23	17	42	70	164	25	3	15	-	-	-	-		
Nonmanufacturing	645	2.64	-	-	-	-	-	-	-	-	36	-	8	5	15	2	69	55	37	141	277	-	-	-	-	-	-	-		
Public utilities ³	68	2.67	-	-	-	-	-	-	-	-	-	-	-	8	-	-	-	2	-	16	50	-	-	-	-	-	-	-		
Wholesale trade	287	2.64	-	-	-	-	-	-	-	-	36	-	-	-	-	-	-	-	42	2	18	189	-	-	-	-	-	-		
Retail trade	290	2.63	-	-	-	-	-	-	-	-	-	-	-	8	5	15	2	67	13	19	73	88	-	-	-	-	-	-		
Truckers, power (other than forklift)	393	2.30	-	-	-	-	-	-	-	-	-	-	12	67	79	65	54	54	25	8	16	3	-	-	-	-	10	-		
Manufacturing	372	2.28	-	-	-	-	-	-	-	-	-	-	12	67	79	65	54	42	25	1	14	3	-	-	-	-	10	-		
Three Inner Counties	322	2.26	-	-	-	-	-	-	-	-	-	-	12	61	79	45	54	42	11	-	5	3	-	-	-	-	10	-		
Five Outer Counties	50	2.39	-	-	-	-	-	-	-	-	-	-	-	6	-	20	-	-	14	1	9	-	-	-	-	-	-	-		

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 Transportation, communication, and other public utilities.⁴ Finance, insurance, and real estate.⁵ Workers were distributed as follows: 45 at \$3.40 to \$3.50; 33 at \$3.50 to \$3.60; 21 at \$3.60 to \$3.70; and 54 at \$3.80 and over.⁶ Includes all drivers regardless of size and type of truck operated.⁷ Workers were distributed as follows: 12 at \$3.40 to \$3.50; 12 at \$3.50 to \$3.60; 18 at \$3.60 to \$3.70; 6 at \$3.70 to \$3.80; 9 at \$3.80 to \$3.90; and 3 at \$3.90 to \$4.

B: Establishment Practices and Supplementary Wage Provisions

Table B-1. Minimum Entrance Salaries for Women Office Workers

(Distribution of establishment studied in all industries and in industry divisions by minimum entrance salary for selected categories of inexperienced women office workers, Philadelphia, Pa.—N. J., November 1962)

Minimum weekly straight-time 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	37½	38¾	40	All schedules	35	37½	40		All schedules	37½	38¾	40	All schedules	35	37½	40
Establishments studied	390	184	xxx	xxx	xxx	206	xxx	xxx	xxx	390	184	xxx	xxx	xxx	206	xxx	xxx	xxx
Establishments having a specified minimum	195	95	12	9	69	100	18	26	35	219	105	13	9	75	114	20	27	46
\$40.00 and under \$42.50	3	-	-	-	-	3	-	-	3	5	-	-	-	-	5	-	-	5
\$42.50 and under \$45.00	-	-	-	-	-	-	-	-	-	4	2	2	-	-	2	-	-	1
\$45.00 and under \$47.50	23	3	3	-	-	20	2	4	6	28	2	2	-	-	26	3	4	10
\$47.50 and under \$50.00	10	3	-	2	-	7	1	2	3	18	5	-	2	2	13	3	5	3
\$50.00 and under \$52.50	49	16	1	3	10	33	8	10	8	49	18	1	3	12	31	8	8	10
\$52.50 and under \$55.00	14	8	1	1	6	6	1	3	-	11	6	-	1	5	5	-	3	1
\$55.00 and under \$57.50	20	7	2	-	5	13	5	3	3	25	11	3	-	6	14	5	3	4
\$57.50 and under \$60.00	10	8	2	1	4	2	-	1	1	11	8	1	1	5	3	1	-	2
\$60.00 and under \$62.50	18	15	3	-	12	3	-	-	3	19	16	3	-	12	3	-	1	2
\$62.50 and under \$65.00	11	9	-	-	9	2	-	1	1	13	10	1	1	8	3	-	1	2
\$65.00 and under \$67.50	12	6	-	1	4	6	1	2	2	11	6	-	1	4	5	-	2	2
\$67.50 and under \$70.00	10	8	-	1	7	2	-	-	2	8	7	-	-	7	1	-	-	1
\$70.00 and under \$72.50	2	2	-	-	2	-	-	-	-	2	2	-	-	2	-	-	-	-
\$72.50 and under \$75.00	1	1	-	-	1	-	-	-	-	1	1	-	-	1	-	-	-	-
\$75.00 and under \$77.50	1	1	-	-	1	-	-	-	-	3	3	-	-	3	-	-	-	-
\$77.50 and under \$80.00	1	1	-	-	1	-	-	-	-	1	1	-	-	1	-	-	-	-
\$80.00 and under \$82.50	5	5	-	-	5	-	-	-	-	6	6	-	-	6	-	-	-	-
\$82.50 and under \$85.00	2	1	-	-	1	1	-	-	1	1	-	-	-	-	1	-	-	1
\$85.00 and under \$87.50	3	1	-	-	1	2	-	-	2	3	1	-	-	1	2	-	-	2
Establishments having no specified minimum	78	42	xxx	xxx	xxx	36	xxx	xxx	xxx	104	55	xxx	xxx	xxx	49	xxx	xxx	xxx
Establishments which did not employ workers in this category	116	47	xxx	xxx	xxx	69	xxx	xxx	xxx	66	24	xxx	xxx	xxx	42	xxx	xxx	xxx
Data not available	1	-	xxx	xxx	xxx	1	xxx	xxx	xxx	1	-	xxx	xxx	xxx	1	xxx	xxx	xxx

¹ These salaries relate to formally established minimum starting (hiring) regular straight-time salaries that are paid for standard workweeks.

² Excludes workers in subclerical jobs such as messenger or office girl.

³ Data are presented for all standard workweeks combined, and for the most common standard workweeks reported.

Table B-2. Shift Differentials

(Shift differentials of manufacturing plant workers by type and amount of differential,
Philadelphia, Pa.—N.J., November 1962)

Shift differential	Percent of manufacturing plant workers—			
	In establishments having formal provisions ¹ for—		Actually working on—	
	Second shift work	Third or other shift work	Second shift	Third or other shift
Total	87.3	81.2	16.9	7.2
With shift pay differential	86.2	80.1	16.7	7.1
Uniform cents (per hour)	49.9	46.1	10.4	4.8
3 or 4 cents	1.0	-	.3	-
5 cents	8.7	.4	1.6	(²)
5 ¹ / ₃ cents7	.7	(²)	-
6 cents	2.5	.3	.7	.1
7 cents	2.3	1.0	.7	.2
7 ¹ / ₂ cents	2.3	1.5	.4	.1
8 cents	10.1	.3	2.2	(²)
9 cents	3.6	2.7	.9	.5
10 cents	13.6	17.5	2.6	1.4
11 cents	1.5	.2	.4	(²)
12 cents	1.6	8.8	.2	1.4
13, 13 ¹ / ₂ , or 14 cents6	2.1	.2	.2
15 cents	-	2.7	-	.2
16 cents	-	4.4	-	.6
Over 16 cents	1.4	3.7	.1	.1
Uniform percentage	32.4	29.0	5.1	1.7
5 percent	2.7	1.0	.4	.1
7 percent	5.1	3.4	1.0	.1
7 ¹ / ₂ percent2	.5	(²)	(²)
8 ¹ / ₄ percent4	.4	(²)	(²)
10 percent	22.6	20.8	3.3	1.4
12 percent7	1.2	.2	(²)
15 percent3	1.5	(²)	-
22 ¹ / ₂ percent3	.3	(²)	(²)
Other formal pay differential	3.9	5.1	1.2	.7
With no shift pay differential	1.1	1.0	.2	.1

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-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, Philadelphia, Pa.-N.J., November 1962)

Weekly hours	OFFICE WORKERS							PLANT WORKERS					
	All industries	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Finance ²	Services	All industries ³	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Services
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
Under 35 hours -----	1	-	-	3	(⁴)	4	-	(⁴)	-	-	-	-	1
35 hours -----	9	5	7	6	5	18	7	1	2	-	-	-	-
Over 35 and under 36 ¹ / ₄ hours -----	(⁴)	-	-	-	(⁴)	-	-	(⁴)	-	-	-	(⁴)	7
36 ¹ / ₄ hours -----	5	2	5	-	-	15	5	(⁴)	-	(⁴)	-	-	-
Over 36 ¹ / ₄ and under 37 ¹ / ₂ hours -----	3	1	-	-	-	12	(⁴)	(⁴)	-	-	-	-	4
37 ¹ / ₂ hours -----	23	18	23	41	17	23	48	6	8	-	2	4	4
Over 37 ¹ / ₂ and under 38 ³ / ₄ hours -----	2	1	-	-	2	4	1	1	-	-	-	8	2
38 ³ / ₄ hours -----	7	13	(⁴)	5	5	1	13	(⁴)	-	-	-	-	1
Over 38 ³ / ₄ and under 40 hours -----	2	1	-	-	-	7	-	-	-	-	-	-	-
40 hours -----	48	59	66	43	70	17	26	86	87	99	91	79	60
Over 40 and under 48 hours -----	(⁴)	-	-	-	(⁴)	-	1	2	(⁴)	-	7	4	10
48 hours and over -----	(⁴)	-	-	-	(⁴)	-	-	3	3	-	-	4	10

¹ Transportation, communication, and other public utilities.² Finance, insurance, and real estate.³ Includes data for real estate in addition to those industry divisions shown separately.⁴ Less than 0.5 percent.

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, Philadelphia, Pa.-N.J., November 1962)

Item	OFFICE WORKERS							PLANT WORKERS					
	All industries	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Finance ²	Services	All industries ³	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Services
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
Workers in establishments providing paid holidays -----	100	100	100	100	100	100	100	99	100	100	91	99	84
Workers in establishments providing no paid holidays -----	-	-	-	-	-	-	-	1	-	-	9	1	16
<u>Number of days</u>													
Less than 4 holidays -----	-	-	-	-	-	-	-	(*)	-	-	-	2	-
4 holidays -----	-	-	-	-	-	-	-	1	1	-	-	5	-
6 holidays -----	8	10	1	6	32	-	31	15	9	2	2	36	73
6 holidays plus 1 half day -----	2	1	-	5	2	-	21	2	2	-	6	2	3
6 holidays plus 2, 3, or 4 half days -----	2	3	(*)	2	-	-	7	2	3	-	4	-	3
7 holidays -----	19	22	39	17	26	1	4	30	33	40	12	18	4
7 holidays plus 1 half day -----	6	8	2	6	10	-	28	3	4	-	1	-	-
7 holidays plus 2, 4, or 5 half days -----	1	2	(*)	4	-	(*)	-	2	3	-	5	-	-
8 holidays -----	23	37	25	27	29	-	6	31	33	27	32	34	1
8 holidays plus 1 half day -----	3	1	-	8	2	5	-	1	1	-	3	-	-
8 holidays plus 2 or 6 half days -----	2	3	-	4	-	1	-	2	2	-	-	-	-
9 holidays -----	4	4	3	10	-	5	3	5	4	13	16	3	-
9 holidays plus 1 or 2 half days -----	3	3	5	-	-	3	-	2	3	(*)	-	-	-
10 holidays -----	6	6	18	11	-	-	(*)	3	2	10	10	-	2
10 holidays plus 1 half day -----	1	-	4	-	-	-	-	(*)	-	4	-	-	-
11 holidays -----	2	-	(*)	-	-	8	(*)	1	1	-	-	-	-
11 holidays plus 1 half day -----	1	-	-	-	-	3	-	-	-	-	-	-	-
12 holidays -----	16	(*)	2	-	-	63	-	(*)	-	3	-	-	-
12 holidays plus 1 half day -----	1	-	-	-	-	4	-	-	-	-	-	-	-
13 holidays -----	2	-	(*)	-	-	7	-	(*)	-	(*)	-	-	-
<u>Total holiday time⁵</u>													
13 days -----	2	-	(*)	-	-	7	-	(*)	-	(*)	-	-	-
12 1/2 or more days -----	3	-	(*)	-	-	11	-	(*)	-	(*)	-	-	-
12 or more days -----	19	(*)	2	-	-	74	-	(*)	-	4	-	-	-
11 1/2 or more days -----	19	(*)	2	-	-	77	-	(*)	-	4	-	-	-
11 or more days -----	22	(*)	6	-	-	86	(*)	1	1	4	-	-	-
10 1/2 or more days -----	22	(*)	6	-	-	86	(*)	1	1	8	-	-	-
10 or more days -----	29	6	24	11	-	89	(*)	4	3	18	10	-	2
9 1/2 or more days -----	31	9	29	11	-	89	(*)	6	5	18	10	-	2
9 or more days -----	37	16	32	28	-	94	3	13	12	31	25	3	2
8 1/2 or more days -----	39	17	32	36	2	99	3	14	13	31	29	3	2
8 or more days -----	64	55	58	66	31	99	9	46	48	58	69	37	2
7 1/2 or more days -----	70	63	60	72	41	99	39	49	53	58	70	37	2
7 or more days -----	90	88	99	89	67	100	48	81	89	98	82	55	9
6 1/2 or more days -----	92	90	99	94	68	100	69	83	90	98	88	57	12
6 or more days -----	100	100	100	100	100	100	100	97	99	100	91	93	84
4 or more days -----	100	100	100	100	100	100	100	99	100	100	91	98	84
1 or more days -----	100	100	100	100	100	100	100	99	100	100	91	99	84

¹ Transportation, communication, and other public utilities.² Finance, insurance, and real estate.³ Includes data for 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.

Table B-5. Paid Vacations

(Percent distribution of office and plant workers in all industries and in industry divisions by vacation pay provisions, Philadelphia, Pa.—N.J., November 1962)

Vacation policy	OFFICE WORKERS							PLANT WORKERS					
	All industries	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Finance ²	Services	All industries ³	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Services
All workers -----	100	100	100	100	100	100	100	100	100	100	100	100	100
<u>Method of payment</u>													
Workers in establishments providing paid vacations -----	99	100	100	100	100	99	100	99	100	100	92	100	100
Length-of-time payment -----	99	99	100	100	100	99	90	79	71	100	92	100	67
Percentage payment -----	(⁴)	(⁴)	-	-	-	-	-	17	26	-	-	-	-
Flat-sum payment -----	(⁴)	-	-	-	-	-	-	-	-	-	-	-	-
Other -----	(⁴)	-	-	-	-	-	10	4	3	-	-	-	33
Workers in establishments providing no paid vacations -----	(⁴)	-	-	-	-	(⁴)	-	(⁴)	-	-	8	-	-
<u>Amount of vacation pay⁵</u>													
<u>After 6 months of service</u>													
Under 1 week -----	11	9	22	9	17	7	11	21	22	4	17	30	25
1 week -----	45	50	26	37	18	62	28	18	19	27	18	12	5
Over 1 and under 2 weeks -----	10	12	7	4	1	13	26	3	3	4	1	1	3
2 weeks -----	7	5	-	2	-	18	16	(⁴)	1	-	-	-	-
<u>After 1 year of service</u>													
Under 1 week -----	-	-	-	-	-	-	-	1	1	-	-	2	-
1 week -----	24	11	65	19	80	2	21	70	69	67	71	79	62
Over 1 and under 2 weeks -----	(⁴)	(⁴)	-	-	-	-	9	7	6	13	-	-	29
2 weeks -----	76	89	35	81	20	98	70	22	24	20	21	17	9
3 weeks -----	-	-	-	-	-	-	-	(⁴)	1	(⁴)	-	-	-
<u>After 2 years of service</u>													
1 week -----	5	5	5	15	6	1	6	43	47	36	55	29	26
Over 1 and under 2 weeks -----	6	1	38	-	1	-	10	20	24	15	9	3	38
2 weeks -----	88	94	58	83	93	99	70	37	29	49	28	68	36
Over 2 and under 3 weeks -----	1	-	-	-	-	-	14	-	-	-	-	-	-
3 weeks -----	(⁴)	-	-	1	-	-	-	(⁴)	1	(⁴)	-	-	-
<u>After 3 years of service</u>													
1 week -----	2	2	2	6	2	1	5	13	14	8	16	7	19
Over 1 and under 2 weeks -----	1	2	-	-	-	-	10	21	26	13	13	2	35
2 weeks -----	95	93	98	93	98	99	71	64	57	79	63	92	46
Over 2 and under 3 weeks -----	1	(⁴)	-	-	-	-	14	1	1	-	-	-	-
3 weeks -----	1	2	-	1	-	-	-	1	2	(⁴)	-	-	-
<u>After 4 years of service</u>													
1 week -----	2	2	2	6	1	1	5	12	13	8	16	5	19
Over 1 and under 2 weeks -----	1	2	-	-	-	-	10	20	24	13	9	2	35
2 weeks -----	95	94	98	93	99	99	68	67	60	79	68	93	45
Over 2 and under 3 weeks -----	1	(⁴)	-	-	-	-	17	1	1	-	-	-	1
3 weeks -----	1	2	-	1	-	-	-	1	2	(⁴)	-	-	-
<u>After 5 years of service</u>													
1 week -----	(⁴)	(⁴)	-	-	-	-	1	(⁴)	-	-	-	1	7
Over 1 and under 2 weeks -----	(⁴)	(⁴)	-	-	-	-	1	4	5	-	-	2	8
2 weeks -----	90	90	93	94	94	93	45	81	81	84	87	89	56
Over 2 and under 3 weeks -----	2	1	-	1	-	5	12	8	8	13	5	-	28
3 weeks -----	7	8	7	5	6	1	40	5	6	3	-	8	-

See footnotes at end of table.

Table B-5. Paid Vacations—Continued

(Percent distribution of office and plant workers in all industries and in industry divisions by vacation pay provisions, Philadelphia, Pa.—N.J., November 1962)

Vacation policy	OFFICE WORKERS							PLANT WORKERS					
	All industries	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Finance ²	Services	All industries ³	Manufacturing	Public utilities ¹	Wholesale trade	Retail trade	Services
<u>Amount of vacation pay⁵—Continued</u>													
<u>After 10 years of service</u>													
1 week	(⁴)	(⁴)	-	-	-	-	1	(⁴)	-	-	-	1	7
Over 1 and under 2 weeks	(⁴)	-	-	-	-	-	1	2	2	-	-	2	8
2 weeks	46	35	63	35	12	72	30	39	40	48	38	25	47
Over 2 and under 3 weeks	4	5	-	1	-	5	12	10	14	-	-	-	28
3 weeks	49	59	37	63	88	22	52	46	44	38	54	72	9
Over 3 and under 4 weeks	-	-	-	-	-	-	-	2	(⁴)	13	-	-	-
4 weeks	(⁴)	(⁴)	-	1	-	-	4	(⁴)	(⁴)	-	-	-	-
<u>After 12 years of service</u>													
1 week	(⁴)	(⁴)	-	-	-	-	1	(⁴)	-	-	-	1	7
Over 1 and under 2 weeks	(⁴)	-	-	-	-	-	1	2	2	-	-	2	8
2 weeks	40	25	63	28	12	66	27	32	31	48	29	25	39
Over 2 and under 3 weeks	8	10	-	7	-	14	12	13	17	-	5	-	28
3 weeks	49	60	37	63	88	20	54	49	48	38	55	72	17
Over 3 and under 4 weeks	2	5	-	-	-	-	-	2	2	13	-	-	-
4 weeks	(⁴)	(⁴)	-	2	-	-	4	(⁴)	(⁴)	-	(⁴)	-	-
<u>After 15 years of service</u>													
1 week	(⁴)	(⁴)	-	-	-	-	1	(⁴)	-	-	1	-	7
Over 1 and under 2 weeks	(⁴)	-	-	-	-	-	(⁴)	2	2	-	-	2	2
2 weeks	7	8	(⁴)	17	9	3	23	12	13	-	17	11	35
Over 2 and under 3 weeks	-	-	-	-	-	-	-	1	1	-	-	-	-
3 weeks	89	86	99	81	91	96	44	75	74	86	69	86	29
Over 3 and under 4 weeks	3	5	-	-	-	1	9	8	8	13	-	-	27
4 weeks	1	1	(⁴)	2	-	-	23	2	2	1	6	-	-
<u>After 20 years of service</u>													
1 week	(⁴)	(⁴)	-	-	-	-	1	(⁴)	-	-	-	1	7
Over 1 and under 2 weeks	(⁴)	-	-	-	-	-	(⁴)	2	2	-	-	2	2
2 weeks	7	8	(⁴)	17	9	2	22	12	13	-	17	11	29
Over 2 and under 3 weeks	(⁴)	-	-	-	-	1	1	1	1	-	-	-	6
3 weeks	71	65	96	45	62	82	44	54	53	80	36	49	29
Over 3 and under 4 weeks	1	1	-	-	-	-	9	7	9	-	-	-	27
4 weeks	21	26	4	37	30	15	23	22	22	7	39	37	-
Over 4 weeks	-	-	-	-	-	-	-	1	-	13	-	-	-
<u>After 25 years of service</u>													
1 week	(⁴)	(⁴)	-	-	-	-	1	(⁴)	-	-	-	1	7
Over 1 and under 2 weeks	(⁴)	-	-	-	-	-	(⁴)	2	2	-	-	2	2
2 weeks	7	8	(⁴)	17	8	2	22	12	13	-	17	10	29
Over 2 and under 3 weeks	(⁴)	-	-	-	-	1	1	1	1	-	-	-	6
3 weeks	32	35	48	26	12	28	24	29	30	42	27	16	22
Over 3 and under 4 weeks	1	2	-	-	-	-	9	6	7	-	-	-	27
4 weeks	59	55	52	56	80	65	42	48	47	45	48	72	7
Over 4 weeks	1	-	-	-	-	4	-	1	-	13	-	-	-

¹ Transportation, communication, and other public utilities.² Finance, insurance, and real estate.³ Includes data for real estate in addition to those industry divisions shown separately.⁴ Less than 0.5 percent.⁵ Includes payments other than "length of time," such as percentage of annual earnings as flat-sum payments, converted to an equivalent time basis; for example, a payment of 2 percent of annual earnings was considered as 1 week's pay. 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. Estimates are cumulative. Thus, the proportion receiving 3 weeks' pay or more after 5 years includes those who receive 3 weeks' pay or more after fewer years of service.

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,¹ Philadelphia, Pa.-N.J., November 1962)

Type of benefit	OFFICE WORKERS							PLANT WORKERS					
	All industries	Manufacturing	Public utilities ²	Wholesale trade	Retail trade	Finance ³	Services	All industries ⁴	Manufacturing	Public utilities ²	Wholesale trade	Retail trade	Services
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100
Workers in establishments providing:													
Life insurance	97	97	99	96	95	97	89	96	96	100	95	90	89
Accidental death and dismemberment insurance	38	45	39	32	35	30	45	49	51	40	41	44	75
Sickness and accident insurance or sick leave or both ⁵	76	92	62	60	88	64	51	89	96	75	74	81	65
Sickness and accident insurance	40	67	29	35	36	9	26	79	91	46	63	60	50
Sick leave (full pay and no waiting period)	61	74	57	55	26	60	33	15	14	22	20	18	13
Sick leave (partial pay or waiting period)	6	3	3	-	41	2	4	6	3	23	-	13	7
Hospitalization insurance	78	91	57	82	88	67	54	89	95	66	90	84	71
Surgical insurance	74	88	54	74	82	65	35	85	95	50	76	79	57
Medical insurance	58	67	53	53	41	59	34	61	65	42	43	63	58
Catastrophe insurance	52	44	70	56	39	61	24	22	22	52	26	8	2
Retirement pension	84	89	61	86	88	92	52	79	82	76	77	75	43
No health, insurance, or pension plan	1	(⁶)	(⁶)	1	1	2	5	1	1	-	-	1	3

¹ Includes those plans for which at least a part of the cost is borne by the employer, excepting only legal requirements such as workmen's compensation, social security, and railroad retirement.² Transportation, communication, and other public utilities.³ Finance, insurance, and real estate.⁴ Includes data for real estate in addition to those industry divisions shown separately.⁵ 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.⁶ Less than 0.5 percent.

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 economists are instructed to exclude working supervisors, apprentices, learners, beginners, trainees, handicapped, part-time, temporary, and probationary workers.

OFFICE

BILLER, MACHINE

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

Biller, machine (billing machine)—Uses a special billing machine (Moon Hopkins, Elliott Fisher, Burroughs, etc., which are combination typing and adding machines) to prepare bills and invoices from customers' purchase orders, internally prepared orders, shipping memorandums, etc. Usually involves application of predetermined discounts and shipping charges and entry of necessary extensions, which may or may not be computed on the billing machine, and totals which are automatically accumulated by machine. The operation usually involves a large number of carbon copies of the bill being prepared and is often done on a fanfold machine.

Biller, machine (bookkeeping machine)—Uses a bookkeeping machine (Sundstrand, Elliott Fisher, Remington Rand, etc., which may or may not have typewriter keyboard) to prepare customers' bills as part of the accounts receivable operation. Generally involves the simultaneous entry of figures on customers' ledger record. The machine automatically accumulates figures on a number of vertical columns and computes and usually prints automatically the debit or credit balances. Does not involve a knowledge of bookkeeping. Works from uniform and standard types of sales and credit slips.

BOOKKEEPING-MACHINE OPERATOR

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

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

CLERK, ACCOUNTING—Continued

payable; examining and coding invoices or vouchers with proper accounting distribution; and requires judgment and experience in making proper assignments and allocations. May assist in preparing, adjusting and closing journal entries; and may direct class B accounting clerks.

Class B—Under supervision, performs one or more routine accounting operations such as posting simple journal vouchers or accounts payable vouchers, entering vouchers in voucher registers; reconciling bank accounts; and posting subsidiary ledgers controlled by general ledgers, or posting simple cost accounting data. This job does not require a knowledge of accounting and book-keeping 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—In an established filing system containing a number of varied subject matter files, classifies and indexes file material such as correspondence, reports, technical documents, etc. May also file this material. May keep records of various types in conjunction with the files. May lead a small group of lower level file clerks.

Class B—Sorts, codes, and files unclassified material by simple (subject matter) headings or partly classified material by finer subheadings. Prepares simple related index and cross-reference aids. As requested locates clearly identified material in files and forwards material. May perform related clerical tasks required to maintain and service files.

Class C—Performs routine filing of material that has already been classified or which is easily classified in a simple serial classification system (e.g., alphabetical, chronological, or numerical). As requested, locates readily available material in files and forwards material; and may fill out withdrawal charge. Performs simple clerical and manual tasks required to maintain and service files.

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; and 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; and 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.

KEYPUNCH OPERATOR

Class A—Operates a numerical and/or alphabetical or combination keypunch machine to transcribe data from various source documents to keypunch tabulating cards. Performs same tasks as lower level keypunch operator but in addition, work requires application of coding skills and the making of some determinations, for example, locates on the source document the items to be punched; extracts information from several documents; and searches for and interprets information on the document to determine information to be punched. May train inexperienced operators.

Class B—Under close supervision or following specific procedures or instructions, transcribes data from source documents to punched cards. Operates a numerical and/or alphabetical or combination keypunch machine to keypunch tabulating cards. May verify cards. Working from various standardized source documents, follows specified sequences which have been coded or prescribed in detail and require little or no selecting, coding, or interpreting data to be punched. Problems arising from erroneous items or codes, missing information, etc., are referred to supervisor.

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

SECRETARY—Continued

making phone calls; handling personal and important or confidential mail, and writing routine correspondence on own initiative; and 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 memorandums 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 transcribe dictation. May also type from written copy. May maintain files, keep simple records, or perform other relatively routine clerical tasks. May operate from a stenographic pool. Does not include transcribing-machine work. (See transcribing-machine operator.)

STENOGRAPHER, SENIOR

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 transcribe dictation. May also type from written copy. May also set up and maintain files, keep records, etc.

OR

Performs stenographic duties requiring significantly greater independence and responsibility than stenographers, general as evidenced by the following: Work requires high degree of stenographic speed and accuracy; and a thorough working knowledge of general business and office procedures and of the specific business operations, organization, policies, procedures, files, workflow, etc. Uses this knowledge in performing stenographic duties and responsible clerical tasks such as, maintaining followup files; assembling material for reports, memorandums, letters, etc.; composing simple letters from general instructions; reading and routing incoming mail; and answering routine questions, 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

Class A—Operates a variety of tabulating or electrical accounting machines, typically including such machines as the tabulator, calculator, interpreter, collator, and others. Performs complete reporting assignments without close supervision, and performs difficult wiring as required. The complete reporting and tabulating assignments typically involve a variety of long and complex reports which often are of irregular or nonrecurring type requiring some planning and sequencing of steps to be taken. As a more experienced operator, is typically involved in training new operators in machine operations, or partially trained operators in wiring from diagrams and operating sequences of long and complex reports. *Does not include* working supervisors performing tabulating-machine operations and day-to-day supervision of the work and production of a group of tabulating-machine operators.

Class B—Operates more difficult tabulating or electrical accounting machines such as the tabulator and calculator, in addition to the sorter, reproducer, and collator. This work is performed under specific instructions and may include the performance of some wiring from diagrams. The work typically involves, for example, tabulations involving a repetitive accounting exercise, a complete but small tabulating study, or parts of a longer and more complex report. Such reports and studies are usually of a recurring nature where the procedures are well established. May also include the training of new employees in the basic operation of the machine.

TABULATING-MACHINE OPERATOR—Continued

Class C—Operates simple tabulating or electrical accounting machines such as the sorter, reproducing punch, collator, etc., with specific instructions. May include simple wiring from diagrams and some filing work. The work typically involves portions of a work unit, for example, individual sorting or collating runs or repetitive operations.

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 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 include typing of stencils, mats, or similar materials for use in duplicating processes. 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 when it involves combining material from several sources or responsibility for correct spelling, syllabication, punctuation, etc., of technical or unusual words or foreign language material; and planning layout and typing of complicated statistical tables to maintain uniformity and balance in spacing. May type routine form letters varying details to suit circumstances

Class B—Performs one or more of the following: Copy typing from rough or clear drafts; routine typing of forms, insurance policies, etc.; and setting up simple standard tabulations, or copying more complex tables already set up and spaced properly.

PROFESSIONAL AND TECHNICAL

DRAFTSMAN, JUNIOR

(Assistant draftsman)

Draws to scale units or parts of drawings prepared by draftsman or others for engineering, construction, or manufacturing purposes. Uses various types of drafting tools as required. May prepare drawings from simple plans or sketches, or perform other duties under direction of a draftsman.

DRAFTSMAN, LEADER

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

DRAFTSMAN, SENIOR

Prepares working plans and detail drawings from notes, rough or detailed sketches for engineering, construction, or manufacturing purposes. Duties involve *a combination of the following*: Preparing working plans, detail drawings, maps, cross-sections, etc., to scale by use of drafting instruments; making engineering computations such as those involved in strength of materials, beams and trusses; verifying

DRAFTSMAN, SENIOR—Continued

completed work, checking dimensions, materials to be used, and quantities; writing specifications; and 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 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 POWERPLANT

CARPENTER, 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

CARPENTER, MAINTENANCE—Continued

power tools, and standard measuring instruments; making standard shop computations relating to dimensions of work; and 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; and 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; and 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

Fire 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; and checks water and safety valve. May clean, oil, or assist in repairing boilerroom equipment.

HELPER, MAINTENANCE TRADES

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; and 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, gages, 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; and 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

MACHINIST, MAINTENANCE—Continued

properties of the common metals; selecting standard materials, parts, and equipment required for his work; and 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, gages, 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; and 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; and 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; and 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

PIPEFITTER, MAINTENANCE—Continued

and fastening pipe to hangers; making standard shop computations relating to pressures, flow, and size of pipe required; and making standard tests to determine whether finished pipes meet specifications. 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; and 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 and laying out all types of sheet-metal maintenance work from blueprints, models, or other specifications; setting up and operating all available

SHEET-METAL WORKER, MAINTENANCE—Continued

types of sheet-metal-working machines; using a variety of handtools in cutting, bending, forming, shaping, fitting, and assembling; and installing sheet-metal articles as required. In general, the work of the maintenance sheet-metal worker requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

TOOL AND DIE MAKER

(Die maker; jig maker; tool maker; fixture maker; gage maker)

Constructs and repairs machine-shop tools, gages, 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; heattreating 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; and 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 MOVEMENT**ELEVATOR 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 gate-men who are stationed at gate and check on identity of employees and other persons entering.*

JANITOR, PORTER, OR CLEANER

(Sweeper; charwomen; 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; and 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; and 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; and 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 other records; checking for shortages and rejecting damaged goods; routing merchandise or materials to proper departments; and 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.