

The St. Louis, Missouri-Illinois, Metropolitan Area

March 1970

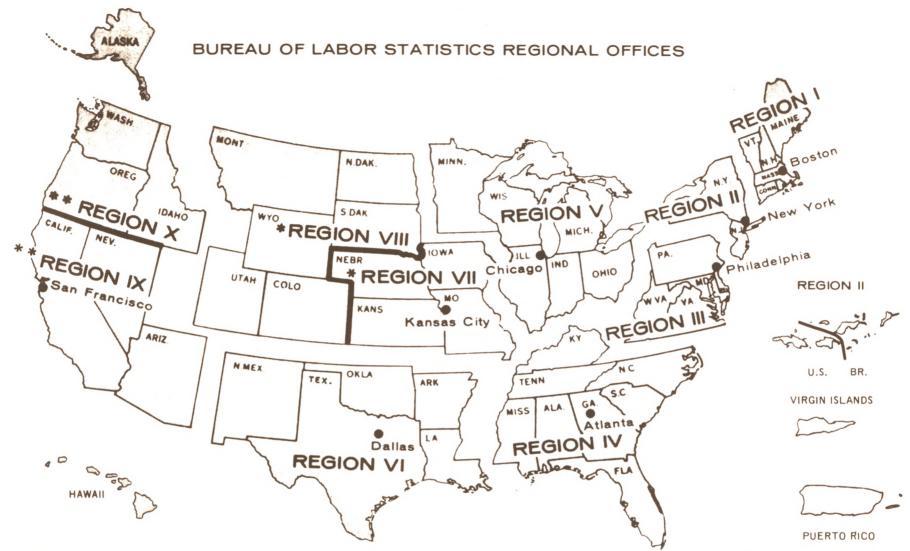


Bulletin 1660-66

U.S. DEPARTMENT OF LABOR

BUREAU OF LABOR STATISTICS

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Area Wage Survey

The St. Louis, Missouri-Illinois, Metropolitan Area

March 1970

Bulletin 1660-66

July 1970

U.S. DEPARTMENT OF LABOR

J. D. Hodgson, Secretary

BUREAU OF LABOR STATISTICS Geoffrey H. Moore, Commissioner



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Preface

The Bureau of Labor Statistics program of annual occupational wage surveys in metropolitan areas is designed to provide data on occupational earnings, and establishment practices and supplementary wage provisions. It yields detailed data by selected industry division for each of the areas studied, for geographic regions, and for the United States. A major consideration in the program is the need for greater insight into (1) the movement of wages by occupational category and skill level, and (2) the structure and level of wages among areas and industry divisions.

At the end of each survey, an individual area bulletin presents survey results for each area studied. After completion of all of the individual area bulletins for a round of surveys, two summary bulletins are issued. The first brings data for each of the metropolitan areas studied into one bulletin. The second presents information which has been projected from individual metropolitan area data to relate to geographic regions and the United States.

Ninety areas currently are included in the program. In each area, information on occupational earnings is collected annually and on establishment practices and supplementary wage provisions biennially.

This bulletin presents results of the survey in St. Louis, Mo.-Ill., in March 1970. The Standard Metropolitan Statistical Area, as defined by the Bureau of the Budget through January 1968, consists of the city of St. Louis; the counties of Franklin, Jefferson, St. Charles, and St. Louis, Mo., and the counties of Madison and St. Clair, Ill. This study was conducted by the Bureau's regional office in Kansas City, Mo., under the general direction of Edward Chaiken, Assistant Regional Director for Operations.

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

Current reports on occupational earnings and supplementary wage provisions in the St. Louis area are also available for auto dealer repair shops (August 1969) and the machinery industries (November 1968). Union scales, indicative of prevailing pay levels, are available for building construction; printing; local-transit operating employees; and motortruck drivers, helpers, and allied occupations.

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The St. Louis, Mo.—Ill., Metropolitan Area

Introduction

This area is 1 of 90 in which the U.S. Department of Labor's Bureau of Labor Statistics conducts surveys of occupational earnings and related benefits on an areawide basis.¹

This bulletin presents current occupational employment and earnings information obtained largely by mail from the establishments visited by Bureau field economists in the last previous survey for occupations reported in that earlier study. Personal visits were made to nonrespondents and to those respondents reporting unusual changes since the previous survey.

In each area, data are obtained from 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: (1) Office clerical; (2) professional and technical; (3) maintenance and powerplant; and (4) 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. The earnings data following the job titles are for all industries combined. Earnings data for some of the occupations listed and described, or for some industry divisions within occupations, 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.

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 allowances and incentive earnings are included. Where weekly hours are reported, as for office clerical occupations, reference is to the standard workweek (rounded to the nearest half hour) for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates). Average weekly earnings for these occupations have been rounded to the nearest half dollar.

The averages presented reflect composite, areawide estimates. Industries and establishments differ in pay level and job staffing and, thus, contribute differently to the estimates for each job. The pay relationship obtainable from the averages may fail to reflect accurately the wage spread or differential maintained among jobs in individual establishments. Similarly, differences in average pay levels for men and women in any of the selected occupations should not be assumed to reflect differences in pay treatment of the sexes within individual establishments. Other possible factors which may contribute to differences in pay for men and women include: Differences in progression within established rate ranges, since only the actual rates paid incumbents are collected; and differences in specific duties performed, although the workers are classified appropriately within the same survey job description. Job descriptions used in classifying employees in these surveys are usually more generalized than those used in individual establishments and allow for minor differences among establishments in the 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 affect materially the accuracy of the earnings data.

Establishment Practices and Supplementary Wage Provisions

Tabulations on selected establishment practices and supplementary wage provisions (B-series tables) are not presented in this bulletin. Information for these tabulations is collected biennially. These tabulations on minimum entrance salaries for inexperienced women office workers; shift differentials; scheduled weekly hours; paid holidays; paid vacations; and health, insurance, and pension plans are presented (in the B-series tables) in previous bulletins for this area.

Included in the 90 areas are four studies conducted under contract with the New York State Department of Labor. These areas are Binghamton (New York portion only); Rochester (office occupations only); Syracuse; and Utica—Rome. In addition, the Bureau conducts more limited area studies in 78 areas at the request of the Wage and Hour and Public Contracts Divisions of the U.S. Department of Labor.

Table 1. Establishments and Workers Within Scope of Survey and Number Studied in St. Louis, Mo.-Ill., by Major Industry Division, 2 March 1970

	Minimum	Number of est	ablishments	Wor	kers in establishr	nents
Industry division	employment in establish-	Within scope		Within scor	oe of study 4	
	ments in scope of study	of study 3	Studied	Number	Percent	Studied
All establishments		1				
All divisions		1,114	273	420,798	100	249,037
Manufacturing	100	426	111	248,011	59	157, 245
Nonmanufacturing		688	162	172,787	41	91,792
Transportation, communication, and						
other public utilities 5	100	104	38	53,325	13	38, 267
Wholesale trade	50	180	30	22,158	5	6, 144
Retail trade	100	100	25	47,706	11	27,504
Finance, insurance, and real estate	50	150	28	25, 189	6	9,832
Services 6 7	50	154	41	24,409	6	10,045
Large establishments						
All divisions		149	99	249,648	100	212, 465
Manufacturing	500	94	57	169, 280	68	142,790
Nonmanufacturing		55	42	80,368	32	69,675
Transportation, communication, and				1000		1
other public utilities 5	500	14	13	32,596	13	31,958
Wholesale trade	500	2	2	1,964	1	1,964
Retail trade		25	14	35,072	14	25,557
Finance, insurance, and real estate	500	6	6	5,963	2	5,963
Services 6 7	500	8	7	4,773	2	4,233

The St. Louis Standard Metropolitan Statistical Area, as defined by the Bureau of the Budget through January 1968, consists of the city of St. Louis; the counties of Franklin, Jefferson, St. Charles, and St. Louis, Mo.; and the counties of Madison and St. Clair, Ill. The "workers within scope of study" estimates shown in this table provide a reasonably accurate description of the size and composition of the labor force included in the survey. The estimates are not intended, however, to serve as a basis of comparison with other employment indexes for the area to measure employment trends or levels since (1) planning of wage surveys requires the use of establishment data compiled considerably in advance of the payroll period studied, and (2) small establishments are excluded from the scope of the survey.

The 1967 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 all workers in all establishments with total employment (within the area) at or above the minimum limitation.

5 Taxicabs and services incidental to water transportation were excluded.

This industry division is represented in estimates for "all industries" and "nonmanufacturing" in the Series A tables. Separate presentation of data for this division is not made for one or more of the following reasons: (1) Employment in the division is too small to provide enough data to merit separate study, (2) the sample was not designed initially to permit separate presentation, (3) response was insufficient or inadequate to permit separate presentation, and (4) there is possibility of disclosure of individual establishment data.

⁷ Hotels and motels; laundries and other personal services; business services; automobile repair, rental, and parking; motion pictures; nonprofit membership organizations (excluding religious and charitable organizations); and engineering and architectural services.

Almost three-fifths of the workers within scope of the survey in the St. Louis area were employed in manufacturing firms. The following presents the major industry groups and specific industries as a percent of all manufacturing:

Industry groups	Specific industries
Transportation equipment27	Aircraft and parts
Chemicals and allied products 9	Motor vehicles and equipment
Food and kindred products 9	Industrial chemicals
Primary metal industries9	Blast furnace and basic steel products
Electrical equipment and supplies 7	the second control of
Fabricated metal products6	
Machinery, except electrical6	

This information is based on estimates of total employment derived from universe materials compiled prior to actual survey. Proportions in various industry divisions may differ from proportions based on the results of the survey as shown in table 1 above.

Wage Trends for Selected Occupational Groups

Presented in table 2 are indexes and percentages of change in average salaries of office clerical workers and industrial nurses, and in average earnings of selected plant worker groups. The indexes are a measure of wages at a given time, expressed as a percent of wages during the base period. Subtracting 100 from the index yields the percentage change in wages from the base period to the date of the index. The percentages of change or increase relate to wage changes between the indicated dates. These estimates are measures of change in averages for the area; they are not intended to measure average pay changes in the establishments in the area.

Method of Computing

Each of the selected key occupations within an occupational group was assigned a constant weight based on its proportionate employment in the occupational group. The average (mean) earnings for each occupation were multiplied by the occupational weight, and the products for all occupations in the group were totaled. The aggregates for 2 consecutive years were related by dividing the aggregate for the later year by the aggregate for the earlier year. The resultant relative, less 100 percent, shows the percentage change. The index is the product of multiplying the base year relative (100) by the relative for the next succeeding year and continuing to multiply (compound) each year's relative by the previous year's index. Average earnings for the following occupations were used in computing the wage trends:

Office clerical (men and women): Office clerical (men and women)- Skilled maintenance (men): Bookkeeping-machine Continued Carpenters operators, class B Secretaries Electricians Clerks, accounting, classes Stenographers, general Machinists A and B Stenographers, senior Mechanics Clerks, file, classes Switchboard operators, classes Me chanics (automotive) A, B, and C A and B Painters Clerks, order Tabulating-machine operators, Pipefitters Clerks, payroll class B Tool and die makers Comptometer operators Typists, classes A and B Keypunch operators, classes Unskilled plant (men): A and B Industrial nurses (men and women): Janitors, porters, and cleaners Office boys and girls Nurses, industrial (registered) Laborers, material handling

For office clerical workers and industrial nurses, the wage trends relate to regular weekly salaries for the normal workweek, exclusive of earnings for overtime. 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.

Limitations of Data

The indexes and percentages of change, as measures of change in area averages, are influenced by: (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. It is conceivable that even though all establishments in an area gave wage increases, average wages may have declined because lower-paying establishments entered the area or expanded their work forces. Similarly, wages may have remained relatively constant, yet the averages for an area may have risen considerably because higher-paying establishments entered 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 reflect only changes in average pay for straight-time hours. They are not influenced by changes in standard work schedules, as such, or by premium pay for overtime. Where necessary, data were adjusted to remove from the indexes and percentages of change any significant effect caused by changes in the scope of the survey.

Table 2. Indexes of Standard Weekly Salaries and Straight-Time Hourly Earnings for Selected Occupational Groups in St. Louis, Mo.-Ill., March 1970 and March 1969, and Percents of Increase for Selected Periods

		All in	dustries			Manufa	acturing	
Period	Office clerical (men and women)	Industrial nurses (men and women)	Skilled maintenance trades (men)	Unskilled plant workers (men)	Office clerical (men and women)	Industrial nurses (men and women)	Skilled maintenance trades (men)	Unskilled plant workers (men)
				Indexes (Janu	ary 1968=100)		
March 1970 March 1969	113.6 106.9	116.9 108.8	114.6 108.2	111.2 105.8	114.6 107.2	116.9 109.2	115.3 108.7	113.2 107.0
			,	Indexes (Octo	ber 1960=100)		
March 1970	144.4 127.1	161.7 138.3	146.5 127.8	145.5 130.9	145.5 127.1	162.3 138.8	146.9 127.4	147.5 130.2
				Percents of	of increase			
March 1969 to March 1970	6.9 6.2 4.7 2.6 2.3 3.1 2.6 3.0	7.4 8.8 10.2 4.9 5.1 3.4 3.0 2.6 4.3 5.6	5.9 8.2 7.0 3.3 2.5 2.7 3.3 2.6 3.7 2.8	5.1 5.8 7.0 3.6 5.0 2.6 2.2 3.5 3.6 4.7	6.8 7.2 6.3 3.6 3.1 2.3 3.5 2.1 3.5 3.4	7.0 9.2 10.1 4.9 4.6 3.8 3.5 2.6 4.3 5.6	6.1 8.7 7.2 3.2 2.8 2.7 3.1 2.2 3.6 2.4	5.9 7.0 7.7 2.9 3.9 2.9 2.4 3.5 3.7

NOTE: Previously published indexes for the St. Louis area used October 1960 as the base period. They can be converted to the new base period by dividing them by the corresponding index numbers for January 1968 on the October 1960 base period as shown in the table. (The result shown should be multiplied by 100.)

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, St. Louis, Mo.—Ill., March 1970)

					earnings ¹ ndard)						umber			recei	ving s			e weel	kly ear	nings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean ²	Median ²	Middle range ²	55 and under	60	65	-	75 -	-	85	90	\$ 95 -	100	105	110	-	130	140	150	160	170	-	190	an
MEN						60	65	70	75	80	85	90	95	100	105	110	120	130	140	150	160	170	180	190	200	ove
CLERKS, ACCOUNTING, CLASS A MANUFACTURING NONMANUF ACTURING PUBLIC UTILITIES 3	242 133	40.0 38.5	155.00	154.00	\$ 130.00-164.50 139.50-171.50 120.50-147.50 124.50-149.50	-			-	=	-	=	=	-	5 2 3 -	-	38 10 28	50 19 31 13	45 31 14 4	81 45 36 13	48 41 7 1	28 28 -	36 28 8 6	21 20 1	6 6 -	1
CLERKS, ACCOUNTING, CLASS B MANUFACTURING NONMANUFACTURING		40.0	148.50	150.00	102.50-149.50 134.50-164.50 92.00-123.00	-	=	1 - 1	=	:	-	15 - 15	20 - 20	6	9 - 9	9 3 6	17 5 12	15 4 11	22 15 7	27 17 10	16 16	16 16	9	2 2 -	-	
CLERKS, ORDER MANUFACTURING NONMANUFACTURING WHOLESALE TRADE	313 152 161 159	39.5 39.5	136.50	133.50	125.50-155.50 126.00-151.50 125.00-160.00 125.00-160.00	-		-	:	:	-	-	4 4 -	1 -	7 7 -	6 6 -	22 11 11 9	73 41 32 32	31 16 15 15	65 26 39 39	36 12 24 24	53 22 31 31	12 3 9	-	3 -	
CLERKS, PAYROLL	58	39.5	141.50	140.50	123.00-154.00	-	-	-	-	-	-	-	-	-	2	-	11	6	10	11	7	4	4	1	-	
OFFICE BOYS MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES 3 FINANCE4	298 145 153 35 61	39.5 38.5 40.0	106.50	92.00	82.50- 99.00 78.00- 98.00 95.00-118.00	-		25 7 18 - 8	19 6 13 - 8	30 17 13 5	46 13 33 3 9	23 21 2 -	53 25 28 1 25	40 26 14 - 8	15 15 - -	3	36 8 28 26 2	8 4 4					-	11111		
TABULATING-MACHINE OPERATORS, CLASS A	138	39.0	146.50	148.00	124.00-165.00	-	_	_	-	-	-	-	10	_	3	6	15	3	4	39	2	34	11	1	2	
FABULATING-MACHINE OPERATORS, CLASS B	77	38.5	125.50	126.50	104.00-143.00	-	-	-	-	-	-	-	8	4	10	-	7	14	9	18	5	-	1	1	-	
WOMEN																										
BILLERS, MACHINE (BILLING MACHINE) MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES	154 72 82 74	40.0	92.50			-	=======================================	1	6	=	3 -	43 41 2	9 4 5 1	4 4 -	:	11 3 8 6	31 6 25 25	1 -	29 1 28 28	15 1 14 14	:	1 1 -		-	-	
BILLERS, MACHINE (BOOKKEEPING MACHINE) NONMANUFACTURING	86 72		102.50				-	2 2	-	2 2	6	8	24 24	16 16	7 5	-	-	4 4	5	11_	1 -	:	-	-	-	
BOOKKEEPING-MACHINE OPERATORS, CLASS A	190 133 57	39.5	105.50	109.00 108.00 126.00	92.00-119.50	-	=	=	3 3 -	:	15 15	18 13 5	18 6 12	15 15	7 6 1	24 15 9	30 30	40 30 10	19	=	1 - 1	=	-	-	-	
BOOKKEEPING-MACHINE OPERATORS, CLASS B MANUFACTURING MANUFACTURING MHOLESALE TRADE FINANCE ⁴	362 150 212 51 51 87	39.0 38.5 40.0 39.5	103.00 89.00 100.00 92.50		93.50-110.50 81.00- 99.00 94.50-103.50 91.00- 98.50	1 - -	1	13 13 - - 13	19 1 18 - - 18	17 4 13 - 12	64 16 48 - 11 32	8 5 3 - 3	54 16 38 14 12 6	64 32 32 8 23	36 8 28 26 2	33 31 2 - 2	16 12 4 - 1 3	21 13 8 - -	10 7 3 3 -	1	4 4	-				

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, St. Louis, Mo.—Ill., March 1970)

					earnings ¹ idard)					1	Vumbe	r of w	orkers	recei	iving s	straig	ht-tim			rnings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean 2	Median ²	Middle range ²	55 and	60	65	70	75	80	85					110					160		180	190	\$ 20
						under 60	65	70	75	80	85	90	95	100	105	110	120	130	140	150	160	170	180	190	200	
WOMEN - CONTINUED																										
LERKS, ACCOUNTING, CLASS A MANUFACTURING	989 352 637 229 71 90 165	39.5 38.5 37.5 39.5 39.5	129.00 121.50 128.50 131.00 113.00	124.00 121.00 124.00 124.00	\$ 109.50-138.50 112.00-148.00 106.50-133.00 121.00-142.00 110.00-135.00 102.50-123.50 99.00-119.00				3 3		6 4 2 2	20 11 9 1 - 8	34 6 28 2 - 6 12	62 13 49 6 - 4 37	71 12 59 3 13 10 28	58 14 44 10 5 4 20	175 82 93 12 3 21	219 59 160 98 20 28	101 30 71 24 13 4 16	96 39 57 48 - 1 7	76 37 39 23 1 2	13 11 2 - - 2	41 17 24 - 16 -	8 8	4 4	
LERKS, ACCOUNTING, CLASS B MANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE FINANCE FINANCE	844	39.5 38.5 38.5 39.5	98.00 88.50	97.00 87.00 100.50 100.00 88.50	87.00-113.50 78.50-101.00 86.50-130.00 87.50-105.50 80.00- 99.50	-	9 - 9	82 3 79 - 2 66	165 20 145 5 - 32 91	311 38 273 20 10 47 188	355 108 247 23 16 52 122	328 101 227 37 73 42 54	297 132 165 25 17 43 55	135 48 87 7 8 29 33	216 52 164 6 63 38 47	151 94 57 2 21 9 24	212 115 97 22 21 22 10	134 59 75 29 18 8	61 11 50 43 3	53 36 17 15 1	21 21 - - -	6 6				
ERKS, FILE, CLASS A MANUFACTURING NONMANUFACTURING FINANCE	307 96 211 125	40.0 38.5	95.50	111.50 91.00		=	-	1 -	11 7 4 2	4 4	59 1 58 48	44 10 34 26	37 10 27 13	21 1 20 15	16 5 11 7	12 7 5 2	43 26 17 8	40 21 19	18 8 10	-	1 -	-	-	-	-	
ERKS, FILE, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES HHOLESALE TRADE	1,185 362 823 27 79 509	39.5 38.5 38.0 40.0		89.00 78.00 84.00 89.50	75.00-117.50 74.00- 99.50			100 17 83 - 15 63	238 34 204 7 6 141	276 54 222 - 2 167	165 37 128 9 2 85	109 50 59 - 17 31	106 47 59 - 4 22	73 47 26 3 16	39 21 18 - 14	23 20 3 - 1	37 20 17 4 2	5	4 4 4		10					
ERKS, FILE, CLASS C MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES FINANCE 4	425 77 348 40 236	39.5 38.5 40.0	77.50	74.50	70.00- 82.00 70.50- 84.00 70.00- 81.50 86.00-119.00 67.00- 74.00	-	51 8 43 - 43	55 9 46 - 40	157 25 132 -	38 8 30 7 18	47 11 36 1 20	21 1 20 9 1	19 11 8 1	10 3 7 2	1 1 -	-	19 1 18 13	7 - 7 7	-		-	-				
ERKS, DRDER	554 313 241 145	39.5	108.50	107.50 107.00 108.50 112.50		=	-	14 1 13 7	17 5 12	25 13 12	33 25 8	32 21 11	73 48 25 9	6 16 11	34 26 8 1	56 32 24 15	124 56 68 64	30 20 10 10	25 7 18 12	35 35 -	28 15 13 13	1 3 3	:	2 -	-	
ERKS, PAYROLL	770 493 277 91 77	40.0 39.5 40.0	110.00 114.00 131.50	110.50 110.50 111.50 135.00 100.00	95.00-131.00 114.50-148.50	-		1 1 -	8 6 2 2	23 20 3 2	49 23 26 4 11	42 24 18 4 4	81 61 20 2 10	78 52 26 -	18 26 1	46 36 10 - 4	136 101 35 9 8	103 64 39 11 11	79 54 25 19	39 16 23 18	20 9 11 7 1	15 3 12 12	2	3	-	
MPTOMETER OPERATORS	574 229 345 259	40.0	104.50 102.50	102.00 101.00 103.00 100.50	86.00-121.50	-	-	3 -	25 10 15 11	38 7 31 28	42 9 33 32	69 32 37 23	58 34 24 22	29 13 16 13	65 35 30 16	24 20 4 2	70 13 57 33	99 18 81 77	19 5 14 2	13 10 3	12 12 -	8 - -	-	-	-	
YPUNCH OPERATORS, CLASS A MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES FINANCE	836 429 407 191 120	39.5 39.0 40.0	111.00 116.50 129.00	114.00 109.00 125.00 132.00 95.00	99.00-132.00 130.00-134.50			11	1	3 - 3	22 11 11 2 4	59 32 27 4 18	73 30 43 2 36	49 26 23 2	79 61 18 1	75 54 21 9	104 82 22 5	46	170 35 135 135	15 12 3 3	27 22 5 5	2 2	4 4	-	:	

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, St. Louis, Mo.—III., March 1970)

					earnings 1 ndard)					N	Numbe:	r of w	orker	s rece	iving	straig	ht-tim	e weel	kly ea	rnings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean 2	Median ²	Middle range ²	55 and under			\$ 70 -	75 -	\$ 80 -	\$ 85 -	\$ 90 -	\$ 95 -	100	105	\$ 110 -	120	130	\$ 140 -	\$ 150 -	\$ 160 -	\$ 170 -	\$ 180 -	\$ 190 -	\$ 20 an
						60	65	70	75	80	85	90	95	100	105	110	120	130	140	150	160	170	180	190	200	ov
WOMEN - CONTINUED					\$ \$																					
KEYPUNCH OPERATORS, CLASS B					84.00-109.00		3	21	49	109	228	146	154	136	167	74	156	99	44	28	13	1	-	-	-	
MANUFACTURING	536		96.00				3	17	18	29 80	57 171	64 82	105	52 84	65 102	30	83 73	31 68	16 28	10	13	1	-	-	_	
PUBLIC UTILITIES 3	892 166			93.00			_	7	1	14	14	22	13	6	8	5	24	21	13	18	-	_	-	_	-	
WHOLESALE TRADE	191	40.0	98.50	99.00	87.50-105.00	-	-	-	-	-	45	6	26	24	45	12	12	21	-	-	-	-	-	-	-	
RETAIL TRADE	92						-	-	4	9	13	5	6	15	7	8	3	22	15	-	-	-	-	-	-	
FINANCE ⁴	398	38.0	90.50	86.00	80.00- 99.00	-	3	10	26	56	94	46	47	23	36	٥	34	3	15	-	-	-	-	_	_	
OFFICE GIRLS	366						37	41		51	34	30	11	10	6	15	13	-	3	-	-	-	-	-	-	
MANUFACTURING	160 206						10	7 34	58 57	19	11	19	9	9	6	11	5	_	3	_	_	_		_	_	
PUBLIC UTILITIES 3	32		77.50 86.50		75.00-105.00		1	34	7	9	4	3	-	_	-	- 11	8	_		_	_	_	_	_	_	
FINANCE4	117						26	24	24	18	16	7	2	-	-	-	-	-	-	-	-	-	-	-	-	
SECRETARIES5	4,921	39.0	124.00	120.50	105.50-139.50	_	_	_	_	47	57	133	229	329	413	410	786	700	612	504	290	172	118	64	32	
MANUFACTURING					107.50-142.00	-	-	-	-	13	33	36	77	166	228	207	440	420	280	273	156	119	72	40	25	
NONMANUFACTURING					103.00-137.50		-	-	-	34	24	97	152		185	203		280			134	53	46	24	7	
PUBLIC UTILITIES3	536				119.50-151.00		-	-	-	4	2	12	15	8	15	22	63 79	45 72	95 52	115	63	42	20	6	4	
RETAIL TRADE	406 226				105.50-136.50 97.50-119.00		_	_	_	2	3	15	16	27	41	28 25	44	30	5	9	7	2	-	-	-	
FINANCE	719				96.50-124.00		-	-	-	25	18	50	63	73	61	95		96	99	14	10	4	1	8	-	
SECRETARIES, CLASS A	556	30 E	143 00	140 50	122.00-164.50			_	_	_	7		9	12	12	17	61	93	62	93	40	26	52	30	21	
MANUFACTURING	286				123.00-173.00		_	-	-	_	7	_	-	12	1	6	23	49	23	52	16	18	27	16	17	
NONMANUFACTURING	270				119.50-154.50		-	-	-	-	-	-	9	-	11	11	38	44	39	41	24	8	25	14	4	
PUBLIC UTILITIES 3	86				142.00-175.50		-	-	-	-	-	-	-	-	-	1	9	2	6	22	15	6	12	7	4	
WHOLESALE TRADE	81	40.0	126.50	123.00	113.00-141.50	-	-	-	-	-	-	-	6	-	-	10	13	25	5	15	2	-	-	5	-	
SECRETARIES, CLASS B					117.00-149.50		-	-	-	-	-	12	22	32	61	46	154	186	174	162	117	96	28	18	6	
MANUFACTURING	441				124.00-159.00		-	-	-	-	-	12	10	27	30	40	38	68	66	66 96	50 67	70 26	16	9	3	
NONMANUFACTURING	677 137				114.00-144.00 126.00-153.50		-	-	_	_	_	3	3	3	2	2	116	118	108	30	19	21	2	1	-	
WHOLESALE TRADE	133				104.00-140.50		-	-	-	-	-	-	-	20	16	-	18	28	16	21	9	1	-	1	3	
FINANCE4	268				112.50-135.00		-	-	-	-	-	-	6	2	11	28	70	63	59	12	7	3	-	7	-	
SECRETARIES, CLASS C	1,713	39.0	124.50	123.50	108.50-139.00	-	_	-	_	7	9	46	48	91	132	135	292	265	288	206	100	45	29	15	5	
MANUFACTURING	957	39.0	128.00	126.00	113.00-141.50	-	-	-	-	-	3	9	12	38	76	58	163	189	149	127	61	30	23	14	5	
NONMANUFACTURING	756				104.50-136.50		-	-	-	7	6	37	36	53	56	77	129	76 19	139	79 48	39 25	15	6	1	-	
WHOLESALE TRADE	224 118				117.50-148.00 106.00-127.00		_	_	-	4	2	9	_	5	21	12		12	8			2		-	_	
FINANCE4	194				93.50-110.50		-	-	-	-	4	26	26	38	20	31	24	19	3	-	3	-	-	-	-	
SECRETARIES, CLASS D	1,508	39.0	109-00	106-50	97.00-119.00	_	_	_	_	40	40	74	143	189	204	205	278	156	88	43	33	5	9	1	_	
MANUFACTURING	898				100.50-120.00		-	-	-	13	22	26	48		117	130		114	42		29	1	6	î	-	
NONMANUFACTURING	610				93.00-116.00		-	-	-	27	18	48	95	83	87	75		42	46		4	4	3	-	-	
PUBLIC UTILITIES3	89				109.50-146.00		-	-	-	-	-		12	-	4	7	15	14	11		4	4	3	-	-	
RETAIL TRADE	127			115.50			_	_	_	2	3	15	10	20	34	17	16	7	23		-	_	_	_	- 2	
FINANCE4	208			96.50			-	_	-	25	14	24	31	33	24	36		6	9	-	_	_	-	-	_	
STENOGRAPHERS, GENERAL	1,818	30 F	102.00	99.00	85.50-115.50	_	_	29	76	160	176	147	183	178	142	118	262	145	93	24	85	-	_	_	-	
MANUFACTURING	908			105.00			_	29	17	52	63	38	100	109	74	74		84				_	_	_		
NONMANUFACTURING	910			92.00			-	29	59	108		109	83	69	68	44		61	71	20	-	-	-	-	-	
PUBLIC UTILITIES 3	239	40.0	112.50	114.00	91.50-132.50	-	-	-	-	31	14	12	11	6	18	13		35		18	-	-	-	-	-	
WHOLESALE TRADE	73				100.00-121.00		-	-	-	-	-	-	5	14	10	9		7	12	_	-	-	-	-	-	
FINANCE	54 346		93.00				_	28	56	60	63	69	22	27	13	11	2	4	_	_	_	_	_	_	_	
THANCE	340	30.0	03.50	02.50	13.00- 69.00			20	20	00	03	0 9	22	21	-	11	,			_				1.7		

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, St. Louis, Mo.-Ill., March 1970)

				Weekly (stan	idard)					N	lumbe	r of w	orkers	rece	iving	straig	ht-tim	e week	cly ear	rnings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	55 and under 60	60 -	65	70	75	80	\$ 85 - 90	90	95	100	105	\$ 110 - 120	120	130	140	150	160	170	-	-	ě
WOMEN - CONTINUED																										
TENOGRAPHERS, SENIOR MANUFACTURING NONMANUFACTURING PUBLIC UTLLITIES3 HOLESALE TRADE FINANCE4	1,403 799 604 173 104 241	40.0 39.0 40.0 40.0	111.50 108.50 117.00 116.00	\$ 105.00 105.00 119.00 114.50 97.00	96.00-128.00 93.50-119.50 93.50-137.00 102.50-125.00	=		4	8 8	12 5 7 4 - 3	77 39 38 14 1 23	112 50 62 11 4	138 74 64 21 2	148 97 51 - 12 25	199 120 79 6 16 42	114 63 51 3 40	188 81 107 34 23 22	114 74 40 10 22	166 87 79 57 10	76 56 20 11 8	24 22 2 2	9 6 3 - 3 -		13		
ITCHBOARD OPERATORS, CLASS A MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES 3	262 125 137 36	39.5 39.5	115.00	105.00 115.00 99.00 129.50		-	:	9 - 9 -	12 - 12	6 3 3	22 3 19	17 6 11 2	15 6 9 1	28 20 8 2	22 15 7	22 6 16 1	24 12 12 1	32 19 13 12	34 22 12 12	13 7 6 5	3	3 -	:	=	-	
ITCHBOARD OPERATORS, CLASS B NONMANUFACTURING FINANCE ⁴	327 287 114	39.0	85.00	80.50		-	=	66 66 13	49 49 19	33 27 20	18 18 6	19 16 1	39 37 14	31 30 25	22 16 16	5 3 -	14 8 -	27 16	1 1 -	=	3 -	:	:	=	:	
MITCHBOARD OPERATOR-RECEPTIONISTS- MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE	594 294 300 56 131	39.5 39.5 40.0		99.50	95.50-140.50	=	7 - 7 -		8 5 3 -	27 13 14 -	84 48 36 1	49 24 25 3 13	84 25 59 10 26	62 35 27 3 21	54 46 8 3	42 9 33 5 21	67 49 18 2 12	61 21 40 2 24	21 6 15 12 3	16 1 15 15	10 10 - -	2 2	:	-	=	
ABULATING-MACHINE OPERATORS, CLASS B	74	40.0	119.00	119.00	100.00-130.00	-	-	-	-	-	-	1	6	12	-	2	22	13	13	-	1	-	4	-	-	
ANSCRIBING-MACHINE OPERATORS, IENERAL MANUFACTURING NOMANUFACTURING PUBLIC UTILITIES FINANCE	438 187 251 25 132	40.0	98.50 96.50	98.00 91.50 133.00	83.50-100.00 131.50-136.00	=			10 1 9 - 9	49 18 31 -	36 5 31 -	66 27 39 -	81 34 47 - 30	47 15 32 -	56 47 9 -	16 10 6 - 6	27 18 9 2	8 4 4 -	30 30 19	10 6 4 4	2 2				-	
PISTS, CLASS A	1,243 638 607 191 222	39.5 39.0	105.50 97.50	99.50 108.00 95.00 108.00 89.00	86.50-117.00 89.00-120.00 85.00-109.00 93.50-126.50 81.50- 98.50	=		5 - 3	48 29 19 6 11	59 12 47 1 34	154 72 82 16 29	132 58 74 12 42	131 52 79 18 25	107 42 65 18 32	84 29 55 6 36	81 44 37 33 1	182 139 43 9	209 116 93 69	15 13 2 -	14 8 6 3	22 22 - -		-	-	=	
PISTS, CLASS B	2,738 1,031 1,707 118 169 162 971	38.5 39.0 39.5 40.0	85.00 98.50 97.50 86.00	96.50 82.50 93.00 95.50 83.50	86.50-110.00 86.50-104.00 80.50- 88.50		7	122 18 104 2 - 1	57 208 1 -	65 320 9 12 21	561 142 419 11 18 72 243	299 72 227 25 38 26 112	240 110 130 20 15 8 51	264 163 101 11 16 6 50	263 184 79 4 35 1 22	139 120 19 6 10 2	96 74 22 9 3 2	70 15 55 6 22 11	20 4 16 7 - 1	7 7 7						

¹ Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates), and the earnings correspond

to these weekly hours.

The mean is computed for each job by totaling the earnings of all workers and dividing by the number of workers. The median designates position—half of the employees surveyed receive more than the rate shown. The middle range is defined by 2 rates of pay; a fourth of the workers earn less than the lower of these rates and a fourth earn more than

Transportation, communication, and other public utilities.

⁴ Finance, insurance, and real estate.

⁵ May include workers other than those presented separately.

Table A-1a. Office Occupations-Large Establishments-Men and Women

(Average straight-time weekly hours and earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.-Ill., March 1970)

					earnings ¹ idard)					N	lumber	of wo	rkers	recei	iving	straig	ht-tim	e wee	kly ea	rning	s of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	\$ 55 and under 60	60	65	-	75 -	80 -	-	90	95	100	-	110	120	-	140	150	-	170	180	-	3.1
MEN												,,		200	205			200	210	170	100	210	100	190	200	0,
LERKS, ACCOUNTING, CLASS A MANUFACTURING	192	40.0	159.00	158.50	\$ 139.00-172.00 141.50-174.50 126.00-154.00		-	-	Ξ	-	-	-	-	-	2 2 -	:	17 6 11	20 15 5	26 19 7	45 29 16	36 29 7	28 28	33 26 7	21 20 1	6	
MANUFACTURING	96 75				127.50-162.50 133.50-166.00		-	1_	-	-	-	Ξ	1	-	4	7	5	9	19 14	8 7	15 15	16 16	9	2 2	-	
LERKS, ORDER	51	39.5	127.50	119.50	107.50-142.50	-	-	_	-	-	-	-	4	1	7	2	13	4	7	4	3	1	2	-	3	
LERKS, PAYROLL	50	39.5	142.00	142.00	121.00-158.00	-	-	-	-	-	-	-	-	-	2	-	10	6	5	9	7	4	4	1	-	
MANUFACTURING	153 117					-	Ξ	3	7 5	20 17	15 12	8	25 21	26 26	12 12	3	26 6	8	-	-	-	-	-	-	-	
WOMEN																										
OOKKEEPING-MACHINE OPERATORS, CLASS A	54	40.0	104.00	106.50	89.00-114.00	-	_	-	3	-	7	5	3	4	1	15	7	4	4	-	1	-	-	-	_	
OOKKEEPING-MACHINE OPERATORS, CLASS B MANUFACTURING	78 58		99.50	94.50			1 -	-	1	7 4	12	6 5	13 10	9	3	3	5 4	5	7 7	1	4 4	=	-	Ξ	-	
LERKS, ACCOUNTING, CLASS A MANUFACTURINGNONMANUFACTURING PUBLIC UTILITIES 3	135	40.0	131.00	129.50	105.00-148.50 109.50-151.00 102.00-146.50 107.00-156.00	_	-	-	3	-	6 4 2 2	14 5 9 1	15 6 9 2	17 10 7 3	29 12 17 3	21 11 10 4	46 28 18 1	39 22 17	30 22 8 2	39 24 15 13	45 24 21 19	10 8 2	7 7 -	8 -	4 4 -	
LERKS, ACCOUNTING, CLASS B MANUFACTURING NONMANUFACTURING RETAIL TRADE	324	40.0	106.50	93.00 101.50 87.50 90.00	91.00-121.00 80.50-101.00	-	-	5 3 2 2	46 8 38 16	63 16 47 19	105 31 74 40	74 14 60 35	96 54 42 34	42 25 17 15	71 37 34 26	33 22 11 9	61 31 30 22	36 23 13 8	18 8 10	38 36 2	10 10 -	6	-		-	
ERKS, FILE, CLASS A	119	39.5	103.00	104.00	89.50-116.50 93.50-125.00		-	1 -	8	1 -	8	14	14	8	8 2	12	20 12	22 21	2 2	-	1_	-	-	2	-	
LERKS, FILE, CLASS B MANUFACTURING NONMANUFACTURING	262	39.5	90.50	91.00	81.00- 99.00	-	-	12 9 3	61 28 33	75 23 52	57 24 33	53 39 14	54 39 15	53 46 7	19 15 4	16 14 2	21 20 1	5 5 -	-	=	=	-	-	-	-	
LERKS, FILE, CLASS C	53	40.0	74.50	73.50	68.00- 81.50 73.00- 88.00	-	8 8 -	15 9 6	49 15 34	24 5 19 7	21 11 10 1	16 1 15 9	2 - 2 1	5 3 2 2	1 - 1 -	-	14 1 13 13	-	-	-	-	-	-	-		
LERKS, ORDER MANUFACTURING NONMANUFACTURING	117	40.0	110.00	97.50 107.50 87.50	88.50-131.00	-	=	7 1 6	17 5 12	20 8 12	18 10 8	19 8 11	16 10 6	10 5 5	16 9 7	15 6 9	19 15 4	11 11	9 3 6	18 18	5	1 1 -	-	2 2 -	-	
ERKS, PAYROLL	220	40.0	118.00	118.00 119.50 114.50 134.50	98.00-135.00 92.00-138.50	-	-	1 -	5 3 2 2	13 10 3 2	12 5 7 4	15 7 8 4	32 26 6 2	9 7 2	15 11 4 1	15 10 5	33	47 35 12	48 39 9 5	24 16 8 6	10 9 1		2 2 -	3 3 -	-	
OMPTOMETER OPERATORS MANUFACTURING NONMANUFACTURING RETAIL TRADE	431 161 270 246	40.0	105.00	101.00 101.50 100.50 98.00	90.50-115.50	-	-	3 -	13 2 11 11	35 7 28 28	42 9 33 32	41 16 25 23	50 26 24 22	26 13 13	30 18 12 10	24 20 4 2		87 9 78 77	19 5 14 2	10 10 -	2 2 -	8 - -	-	-	-	

Table A-1a. Office Occupations-Large Establishments-Men and Women-Continued

(Average straight-time weekly hours and earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.-Ill., March 1970)

					earnings ¹ ndard)												ht-tim									
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean ²	Median ²	Middle range ²	\$ 55 and	60	65	70	75	80	85	90	95	100	105	110	120	130	140	150	160	170	180	190	20
		,				under 60	65	70	75	80	85	90	95	100	105	110	120	130	140	150	160	170	180	190	200	ov
WOMEN - CONTINUED			\$	\$	\$ \$,															
YPUNCH OPERATORS, CLASS A MANUFACTURING NONMANUFACTURING	319	40.0	111.00	109.50	99.00-132.00	-	Ξ	=	1	-	19 11 8	42 27 15	47 29 18	31 23 8	57 45 12	31 28 3	78 69 9	51 31 20	147 35 112	15 12 3	7 2 5	2 2 -	4	=	=	
YPUNCH OPERATORS, CLASS B MANUFACTURING PUBLIC UTILITIES' RETAIL TRADE FINANCE'	408	40.0 40.0 40.0 39.5	103.50 100.00 106.00 98.50	100.00 102.00 95.00 107.50 97.50 92.00	90.00-114.50 85.00-113.50 86.50-127.00 82.00-122.50	=		:	25 18 7 1 4 2	48 18 30 14 9 6	55 19 36 13 13	80 47 33 18 5 8	80 42 38 10 4 12	58 38 20 2 3 8	83 61 22 6 3 7	49 34 15 5 8 2	86 60 26 24 1	69 31 38 15 22	29 16 13 13	21 10 11 11	13 13 - -	1 1				
FICE GIRLS			84.50 85.00	79.50 82.00			3 2	19	30 24	26 19	16 11	13 12	9	9	6	5	13 5	-	3	-	Ξ	=	Ξ	-	-	
ECRETARIES	2,044 832 340	39.5 39.5 40.0 40.0	127.50 124.50 140.50 108.50	123.00 123.00 141.00 107.50	107.50-144.00 108.50-144.00 104.00-144.00 127.50-156.00 97.50-121.00 97.00-123.50	-		:		22 13 9 4 2 3	41 26 15 2 3 9	74 34 40 12 10	91 44 47 3 22 14	183 133 50 4 21	201 142 59 5 26 20	227 175 52 5 25 18	352 111 28	307	334 224 110 72 5 22	290 199 91 65 6	198 144 54 39 7	156 113 43 35 2	88 64 24 20 -	52 40 12 9	28 21 7 4 -	
SECRETARIES, CLASS A MANUFACTURING NODMANUFACTURING PUBLIC UTILITIES ³	142	40.0 39.5	162.00	168.00	143.00-180.50 145.50-185.00 142.00-178.00 152.50-181.00	-	-	:	:	-		-	:	1	1	6	11 8 3 1	20 12 8 2	13 6 7 1	23 11 12 8	28 16 12 8	22 14 8 6	41 26 15 12	25 16 9 7	20 16 4 4	
SECRETARIES, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES ³ FINANCE ⁴		39.5 39.5 40.0	148.00 134.50 142.50	148.50 134.00 145.50	126.50-160.00 133.50-163.00 120.50-149.00 134.00-161.00 118.50-132.50	=		-	:			3 3 -	6 3 -	5 2 3 2 -	10 6 4 1	7 2 5 1 2	45 13 32 5 17	79 37 42 4 26	95 53 42 22 16	78 49 29 17 3	68 49 19 16	91 68 23 21	18 15 3 2	11 9 2 1	6 3 3 -	
SECRETARIES, CLASS C MANUFACTURING NODMANUFACTURING PUBLIC UTILITIES ³	1,142 806 336 169	39.0	129.50	128.00	113.00-142.50 115.50-143.00 106.00-141.00 120.00-147.00	-		-	:	4 4	9 3 6 2	27 9 18 9	19 5 14	50 34 16 2	59 37 22 3	71 47 24 3	195 136 59 20	195 163 32 16	184 130 54 45	163 113 50 40	81 60 21 13	42 30 12 8	26 23 3 3	15 14 1 1	2 -	
SECRETARIES, CLASS D MANUFACTURING NONMANUFACTURING	760	39.0	111.00	109.50	98.50-119.00 100.50-119.50 93.00-111.50	-	=	=	=	18 13 5	31 22 9	43 24 19	59 32 27	122 91 31	127 94 33	136 113 23	211 194 17	119 95 24	42 35 7	26 26	21 19 2	1	3 - 3	1	′ <u>=</u>	
ENOGRAPHERS, GENERAL	680 353	40.0 39.5 40.0	105.50 100.00 108.00	102.00 104.50 96.50 108.50 87.50	93.00-117.00 85.50-112.50 88.00-127.50	=	11111	1	23 17 6 - 3	99 52 47 24 11	61 29 32 14 12	78 37 41 11	100 58 42 8 9	110 86 24 6 7	100 66 34 18 4	101 73 28 13 5	162 128 34 25	113 83 30 25	45 22 23 23	15 4 11 11	25 25 - -		=======================================	-		
ENOGRAPHERS, SENIOR MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES ³	635	40.0	112.50	106.00 106.50 105.50 117.00	97.00-129.00	-	=	:	:	5 1 4 4	39 21 18 14	63 38 25 11	97 63 34 19	94 80 14	116 100 16 6	66 59 7 3	107 60 47 30	78 63 15 10	111 72 39 35	58 56 2	21 19 2 2	3 -	=		=	
ITCHBOARD OPERATORS, CLASS A MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES ³	174 105 69 34	39.5 39.5	116.50 114.50		99.50-134.50 99.00-135.50 100.50-130.00 123.00-138.00	-	:	:	:	4 3 1	4 3 1	12 6 6 2	11 6 5 1	14 10 4 2	21 14 7	12 5 7 1	18 9 9	27 14 13 12	34 22 12 12	11 7 4 3	3 -	3 -		= = =		

Table A-1a. Office Occupations-Large Establishments-Men and Women-Continued

(Average straight-time weekly hours and earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.-Ill., March 1970)

				Weekly e						1	Numbe	r of w	orker	s rece	iving	straig	ght-tim	ne wee	ekly ea	rning	s of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	55 and under	60	65 - 70	70 - 75	75 - 80	\$ 80 - 85	\$ 85 - 90	90 - 95	\$ 95 - 100	-	105 - 110	-	-	130 - 140	-	-	-	-	-	\$ 190 - 200	an
WOMEN - CONTINUED																										
WITCHBOARD OPERATORS, CLASS B	97 65			\$ 103.00 84.50	\$ 78.00-122.00 73.00-119.50		-	10 10	10	7	7	4	3	5	5 -	4 2	13	25 14	1	-	3 -	-	ž	-	-	
WITCHBOARD OPERATOR-RECEPTIONISTS- MANUFACTURING	85			103.50			Ξ	-	:	2 -	6	5	12 9	12	9	2 2	18 14	10	6	1	-	2	-	-	-	
RANSCRIBING-MACHINE OPERATORS, GENERAL	152			100.00	90.50-111.00 90.00-105.50	-	Ξ	Ξ	1	11 11	5	19 13	22 19	18 14	27 25	10	10	5	12	10	2 2	-	-	-	Ξ	
YPISTS, CLASS A MANUFACTURING NONMANUFACTURING	589 451 138	40.0	107.00	104.50 112.00 88.50	87.50-119.00 91.00-121.50 83.00-100.00	-	-	3 - 3	19 13 6	24 12 12	65 41 24	74 40 34	54 37 17	34 26 8	24 15 9	34 23 11		109 105 4	13 13	8 8 -	2 2 -	=	=	-	=	
TYPISTS, CLASS B	1,181 730 451 56 89	39.5 39.0 40.0 40.0	96.00 84.50 95.50 88.50	97.50 82.00 89.00 85.50	81.00-101.50 88.00-104.50 77.00- 88.00 83.50-111.00 80.00- 96.00 75.50- 86.00	=		22 11 11 1 1 8	91 35 56 - 11 30	146 32 114 9 11 48	179 73 106 6 20 35	134 51 83 16 15 31	123 94 29 4 8 10	150 134 16 4 6 3	138 134 4 1 1 2	96 92 4 1 2	66 60 6 4 2	24 10 14 3 11	12 4 8 7 1							

¹ Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates), and the earnings correspond to these weekly hours.

For definition of terms, see footnote 2, table A-1.

Transportation, communication, and other public utilities.

Finance, insurance, and real estate.

May include workers other than those presented separately.

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, St. Louis, Mo.—Ill., March 1970)

					earnings ¹ idard)														kly ear							
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	Under	and under	-	110	120	130	140	150	160	170	180	190	200	\$ 210 - 220	220	230	240	250	260	270	and
MEN																										
COMPUTER OPERATORS, CLASS A MANUFACTURINGNONMANUFACTURING	151 98 53	40.0	161.00	155.50	\$ \$ 143.00-178.00 144.00-169.50 142.00-191.50	-	=	:	2 2 -	1 3	17 10 7	34 23 11	26 24 2	18 15 3	16 4 12	11 10 1	8 1 7	8 1 7	1 1 -	3	:	3 3 -	:	-	:	-
COMPUTER OPERATORS, CLASS B MANUFACTURING NOMMANUFACTURING PUBLIC UTILITIES 3 FINANCE 4	288 134 154 28 85	39.5 39.0 40.0	139.50 128.50 164.50	137.50 125.50 161.00	118.00-149.00 129.00-149.50 108.00-144.00 157.00-168.00 105.50-127.00	2	10 10 - 6	38 4 34 - 27	32 16 16 -	44 16 28 1 24	65 43 22 - 7	28 23 5 - 3	35 18 17 13 3	25 8 17 11	3 2 1 1	:	1	3 1 2 2	1 1 - -	1	:	:	:		:	
COMPUTER OPERATORS, CLASS C	133 92				102.50-123.50 107.50-127.50	4	18	40 26	31 25	19 19	9	2 2	1	7	1	1	Ξ	-	-	1	-	-	-	-	-	
COMPUTER PROGRAMERS, BUSINESS, CLASS A	154 110				195.50-224.00 198.00-228.00	-	Ξ	-	-	-	-	3	1	6 3	7 2	16 7	22	21 18	35 21	11 11	12 11	13	4	-	1	:
COMPUTER PROGRAMERS, BUSINESS, CLASS B MANUFACTURING NONMANUFACTURING FINANCE*	288 157 131 80	39.5 39.0	185.00 169.50	185.50 168.00	164.50-197.00 174.00-200.00 155.00-193.00 143.00-174.00	-	-	1 - 1	1 - 1 -	14 1 13 12	10 2 8 6	9 1 8 5		41 14 27 16	41 28 13 10	47 39 8 7	39 24 15 3	32 19 13	20 18 2	=	7 - 7 7	1	-		=======================================	
COMPUTER PROGRAMERS, BUSINESS, CLASS C	84 63				138.00-172.50 155.50-175.00	2	Ξ	3	9	6	2	6 2	16 15	15 15	12	9	1	3	-	=	-	-	-	Ξ	-	-
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS A MANUFACTURING	144 86 58	40.0	232.00	230.50	217.50-271.00 211.50-245.50 233.50-273.00	=	=	-	=	:	=	:	-	-	:	3 3 -	9 7 2	10 9 1	19 14 5	10 10	19 9 10	19 15 4	9 6 3	3 2 1	18 6 12	25 5 2 (
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES 3	170 107 63 26	40.0	210.50	200.00	193.50-236.00 193.00-220.00 202.50-250.50 208.00-261.00		= = =		:	:	::::	:	1 - 1 -	3 -	14 8 6 1	12 6 6	39 37 2	24 14 10 7	14 13 1	9 4 5 2	17 4 13 2	4 1 3 3	16 6 10 3	4 1 3 3	6 5 1	7 5 2 2 2
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS C	53	40.0	185.00	185.50	174.50-194.50	-	-	-	-	-	_	2	3	5	7	18	12	1	3	-	2	_	-	-	-	
DRAFTSMEN, CLASS A	504 399 105	40.0	187.00	181.00	167.50-206.00 169.00-200.00 159.00-231.00		=	=	=	=	13 5 8	23 10 13	28 21 7	81 70 11	91 81 10	90 83 7	37 30 7	29 23 6	23 20 3	14	57 24 33	6	1	8	3	-
DRAFTSMEN, CLASS B	743 642 101	39.5	162.50	162.00	143.00-174.00 145.00-173.50 126.00-184.50		2 - 2	10 1 9	6	37 20 17	99 88 11		114 113 1		119 105 14	61 43 18	34 22 12	10 10	10 10 -	13 13	2 2 -	2 2 -	-	-	=	-
DRAFTSMEN, CLASS C	590 522 68	39.5	132.00	134.00	119.00-144.50 119.50-144.50 101.00-155.00	9 - 9	38 30 8	46 45 1	63 62 1		125 124 1		72 58 14	32 24 8	3	1	=	=	=	-	=	-	-	-	=	-
DRAFTSMEN-TRACERS	113 98				110.50-131.00 111.00-129.00	8 2	14	5	31 31	25 25	22	8	-	-	-	-	-	-	-	-	-	=	-	-		-

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

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis by industry division, St. Louis, Mo.– Π 1., March 1970)

					earnings ¹ ndard)					1	lumbe	r of w	orkers	s rece	iving s	straigl	nt-tim	e weel	kly ea	rnings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mesn ²	Median ⁴	Middle range ²	Unde \$	and under	\$ 100 - 110	\$ 110 - 120	\$ 120 - 130	\$ 130 - 140	\$ 140 - 150	\$ 150 - 160	\$ 160 - 170	\$ 170 - 180	\$ 180 - 190	\$ 190 - 200	\$ 200 - 210	210 - 220	\$ 220 - 230	-	-	\$ 250 - 260	-	\$ 270 - 280	an
WOMEN																										
OMPUTER OPERATORS, CLASS B	73	39.5	\$ 121.00	\$ 126.00	\$ 99.00-140.50	-	20	9	5	8	12	11	7	-	1	_	-	-	-	-	-	-	-	_	-	
OMPUTER PROGRAMERS, BUSINESS, CLASS B	74	40.0	174.50	176.00	170.50-187.00	-	-	-	-	1	2	5	6	3	27	19	7	3	1	_	-	-	-	-	-	
OMPUTER PROGRAMERS, BUSINESS, CLASS C	52	39.5	146.50	152.50	135.50-163.00	-		8	1	2	12	3	8	14	1	3	-	-	-	-	_	-	-	-	-	
URSES, INDUSTRIAL (REGISTERED)	194 185				139.00-164.50 139.50-165.00		-	-	3 2	19	29 27	37 34	39 36	47	10	8	2	-	-	-	-	-	-	-	-	

1 Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates), and the earnings correspond Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay to these weekly hours.

For definition of terms, see footnote 2, table A-1.

Transportation, communication, and other public utilities.

Finance, insurance, and real estate.

Workers were distributed as follows: 9 at \$280 to \$290; 3 at \$290 to \$300; 7 at \$300 to \$310; and 1 at \$310 to \$320.

Table A-2a. Professional and Technical Occupations-Large Establishments-Men and Women

(Average straight-time weekly hours and earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis Mo.-III., March 1970)

					earnings ¹ idard)					1	Numbe	r of w	vorker	s rece	iving	straig	ht-tim	e wee	kly ea	rnings	s of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean ²	Median ²	Middle range ²	Under	90 and under	100	110													\$ 240 -			\$ 270 -	\$ 21
							100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	270	260	ov
MEN			l c		\$ \$																					
OMPUTER OPERATORS, CLASS A MANUFACTURING	113 82				145.50-173.00 146.50-167.50		-	Ξ	2 2	1	14	20 17	26 24	18 15	9	5	8	3	1	3	-	3	-	-	-	
OMPUTER OPERATORS, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES ³	186 121 65 28	40.0	140.00	137.50 138.00	126.00-154.00 130.00-150.00 114.50-159.50 157.00-168.00	1	4 - 4 -	12 4 8	20 13 7	18 13 5 1	49 39 10	24 22 2	30 16 14 13	19 8 11 11	3 2 1 1	=	1	3 1 2 2	1	1 -	:	-	-	-	-	
OMPUTER OPERATORS+ CLASS C	117 85				103.00-124.00		14	37 23	25 24	19 19	7	1	1	7	1	1	:	-	-	-	-	-	-	- 2	-	
OMPUTER PROGRAMERS, BUSINESS, CLASS A	118	40.0	207.00	209.00	188.00-226.50	-	_	-	_	_	-	3	1	6	7	17	12	15	22	11	12	8	3	-	1	
OMPUTER PROGRAMERS, BUSINESS, CLASS B	185	40.0	182.50	185.50	172.00-198.50	-	_	1	1	2	2	6	13	15	30	41	35	25	13	-	_	1	-	-	-	
DMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS A	107 74				214.00-271.00 210.50-253.00		:	:	:	-	- :	-	:	-	-	3	9	9	17 14	10 10	11 9	5 4	9	3 2	11	
OMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS B MANUFACTURING NONMANUFACTURING:	138 96				191.50-233.00 192.50-219.00		=	Ξ	Ξ	:	:	:	1 -	3	14 8	12	33 31	21 14	13 12	5	7 4	4	8	4	6 5	
PUBLIC UTILITIES3 DMPUTER SYSTEMS ANALYSTS,	26				208.00-261.00		-	-	-	-	-	-	-	-	1	-	1	7	1	2	2	3	3	3	1	
BUSINESS, CLASS C	52 325	40.0	192.50	184.50	174.00-195.00	-	-	_	-	-	11	16	20	40	51	43	25	19	14	14	54	6	1	8	3	
MANUFACTURING	251				171.00-215.50		-	-	-	-	3	5	17	32	45	41	23	17	14	14	22	6	1	8	3	
MANUFACTURING	451 385 66	39.5	166.00	164.50	144.50-182.50 147.00-179.00 121.50-188.50	-	2 - 2	10	4	34 20 14	31 30 1	56 56	53 53	75 70 5	67 66 1	61 43 18	24 12 12	9	8	13 13	2	2	:	-	=	
AFTSMEN, CLASS C	453 411				117.00-148.50 117.50-146.50		35 28	45 45	52 52	52 49	71 70	88 88	68 54	29 21	3	1	:	-	-	:	:	-	-	-	-	
AFTSMEN-TRACERS	91 76				105.00-132.50		13 13	4	11 11	25 25	22 21	8 -	-	:	-	-	:	-	-	-	:	-	-	-	-	
WOMEN																										
OMPUTER PROGRAMERS, BUSINESS, CLASS B	69	40.0	173.00	174.50	170.00-186.00	-	_	-		1	2	5	6	3	26	18	7	_	1	-		-	-	-	_	
URSES, INDUSTRIAL (REGISTERED)	175 166				138.50-165.50 139.00-166.00		-	-	3 2	18 18	27 25	29 26	31 28	47	10	8	2 2	-	:	-	-	-	-	-	-	

Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates), and the earnings correspond to these weekly hours.

For definition of terms, see footnote 2, table A-1.

Transportation, communication, and other public utilities.

Workers were distributed as follows: 6 at \$280 to \$290; 5 at \$290 to \$300; 7 at \$300 to \$310; and 2 at \$310 to \$320.

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

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis by industry division, St. Louis, Mo.-Ill., March 1970)

		Ave	erage			Ave	rage			Av	rerage
Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings ¹ (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings 1 (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Wee earnin (stand
OFFICE OCCUPATIONS				OFFICE OCCUPATIONS - CONTINUED				OFFICE OCCUPATIONS - CONTINUED			
ILLERS, MACHINE (BILLING			\$	CLERKS, ORDER	867	30.5	\$ 119.00	SECRETARIES4 - CONTINUED			
AACHINE)	193	40.0	112.00	MANUFACTURING	465		118.00	SCORETARIES - CONTINOED			\$
MANUFACTURING	72		92.50	NONMANUFACTURING	402		120.00	SECRETARIES, CLASS C	1,717	39.0	12
NONMANUFACTURING	121		123.50	WHOLESALE TRADE	304	39.5	130.00	MANUFACTURING	959		
PUBLIC UTILITIES2	111	40.0	126.00					NONMANUFACTURING	758		
								PUBLIC UTILITIES2	226		
LLERS, MACHINE (BOOKKEEPING	04	20.0	102.50	MANUFACTURING	828 535		113.50	WHOLESALE TRADE	118		
NONMANUFACTURING	86 72		95.50	NONMANUFACTURING	293		115.50	FINANCE3	194	37.5	10
HONHANDFACTORING	12	3900	95.50	PUBLIC UTILITIES2	105		133.00	SECRETARIES, CLASS D	1,512	39.0	10
OKKEEPING-MACHINE OPERATORS,				RETAIL TRADE	77		103.00	MANUFACTURING	898		
LASS A	190		108.50					NONMANUFACTURING	614	38.5	10
MANUFACTURING	133		105.50		574		103.50	PUBLIC UTILITIES2	93		12
NONMANUFACTURING	57	38.5	116.00	MANUFACTURING	229		104.50	WHOLESALE TRADE	74		
OMMETER 1410 HACHINE ORGANIONS				NONMANUFACTURING	345		102.50	RETAIL TRADE	127	40.0	
OKKEEPING-MACHINE OPERATORS, LASS B	362	39.0	95.00	RETAIL TRADE	259	39.5	101.50	FINANCE3	208	37.0	1
MANUFACTURING	150		103.00	KEYPUNCH OPERATORS, CLASS A	853	30.5	114.00	STENOGRAPHERS, GENERAL	1,823	39.5	110
NONMANUFACTURING	212			MANUFACTURING	430		111.00	MANUFACTURING	908		
WHOLESALE TRADE	51		100.00	NONMANUFACTURING	423		117.50	NONMANUFACTURING	915		
RETAIL TRADE	51	39.5		PUBLIC UTILITIES2	207		129.50	PUBLIC UTILITIES2	244	40.0	11
FINANCE3	87	37.0	79.00	FINANCE3	120	38.0	99.50	WHOLESALE TRADE	73		
								RETAIL TRADE	54		
ERKS, ACCOUNTING, CLASS A			131.00	KEYPUNCH OPERATORS, CLASS B	1,462			FINANCE3	346	38.0	1
MANUFACTURING	594 770		139.50	MANUFACTURING	537 925		101.00	STENOGRAPHERS, SENIOR	1,404	39.5	1,
PUBLIC UTILITIES2	266		130.50	PUBLIC UTILITIES2	197		110.00	MANUFACTURING	800		
WHOLESALE TRADE	78		139.50	WHOLESALE TRADE	193		98.50	NONMANUFACTURING	604		
RETAIL TRADE	124		117.50	RETAIL TRADE	.92			PUBLIC UTILITIES2	173		
FINANCE3	211	38.0	114.00	FINANCE3	398	38.0	90.50	WHOLESALE TRADE	104		
ERKS, ACCOUNTING, CLASS B	2,720	39.0	96.50	OFFICE BOYS AND GIRLS	664	39.0	84.00	FINANCE3	241	38.0	1 '
MANUFACTURING	931			MANUFACTURING	305			SWITCHBOARD OPERATORS, CLASS A	262	39.5	10
NONMANUFACTURING			91.50	NONMANUFACTURING	359			MANUFACTURING	125		
PUBLIC UTILITIES 2	245	39.0	108.00	PUBLIC UTILITIES2	67			MANUFACTURING	137	39.5	10
WHOLESALE TRADE	259		99.50	FINANCE3	178	38.0	77.50	PUBLIC UTILITIES2	36	40.0	12
RETAIL TRADE	332		89.00	SECRETARIES ⁴		20.0	124 00	SULTCUROADO ODCOATODO CLASO D	227	20.0	١.
FINANCE3	756	38.0	84.00	SECRETARIES4	2,615	39.0	124.00	SWITCHBOARD OPERATORS, CLASS B	327 287	39.0	
ERKS, FILE, CLASS A	329	39.0	102.00	NONMANUFACTURING	2,327		121.50	FINANCE3	114		
MANUFACTURING	101		108,50	PUBLIC UTILITIES2	550		136.50			3.03	`
NONMANUFACTURING	228	38.5	99.00	WHOLESALE TRADE	406			SWITCHBOARD OPERATOR-RECEPTIONISTS-	601	39.5	10
PUBLIC UTILITIES 2	29		132.00	RETAIL TRADE	226		108.50		301	39.5	
FINANCE3	125	37.5	89.00	FINANCE3	719	37.5	111.50		300		
CONS. EILE CLASS B	1 222	30 0	84.00	SECRETARIES, CLASS A	562	20 5	143.50	PUBLIC UTILITIES2	131	40.0	
MANUFACTURING	1,223		91.50	MANUFACTURING	287		148.00	WHOLESALE TRADE	131	40.0	10
NONMANUFACTURING	837		80.50	NONMANUFACTURING	275			TABULATING-MACHINE OPERATORS,			
PUBLIC UTILITIES2	35		102.50	PUBLIC UTILITIES2	91		156.00		149	39.0	14
WHOLESALE TRADE	85		88.50	WHOLESALE TRADE	81	40.0	126.50	NONMANUFACTURING	102	38.5	14
FINANCE3	509	38.0	77.00						1 1 1 1 1 1		
FORC FILE CLASS C		20.0	70.00	SECRETARIES, CLASS B	1,125			TABULATING-MACHINE OPERATORS,	1.51		
ERKS, FILE, CLASS C	443		79.00	MANUFACTURING	680		139.50	MANUFACTURING	151	39.0	
NONMANUFACTURING	366			PUBLIC UTILITIES2	140		139.00	NONMANUFACTURING	64 87		
PUBLIC UTILITIES2	53			WHOLESALE TRADE	133		125.00		41	40.0	
FINANCE3	236		71.50	FINANCE3	268		124.00		, ,		1 "
		1						TABULATING-MACHINE OPERATORS.			
		1	1					CLASS C	77	40.0	111

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

(Average straight-time weekly hours and earnings for selected occupations studied on an area basis by industry division, St. Louis, Mo.—Ill., March 1970)

		Ave	erage			Av	erage			Av	erage
Occupation and industry division	Number of workers		Weekly earnings ¹ (standard)	Occupation and industry division	Number of workers	Weekly hours ¹ (standard)	Weekly earnings ¹ (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings (standard
OFFICE OCCUPATIONS - CONTINUED				PROFESSIONAL AND TECHNICAL OCCUPATIONS - CONTINUED				PROFESSIONAL AND TECHNICAL OCCUPATIONS - CONJINUED			
GENERAL	438	39.5	\$ 07.00	COMPUTER OPERATORS. CLASS B	241	20 E	\$ 121 00	COMPUTER SYSTEMS ANALYSTS.			4
MANUFACTURING	187	39.5	98.50	MANUFACTURING	167		134.00	BUSINESS. CLASS B	186	40 0	213.50
NONMANUFACTURING	251	39.0	96.50	NONMANUFACTURING	194		128.50	MANUFACTURING	117		208.50
PUBLIC UTILITIES2	25		133.00	PUBLIC UTILITIES2	34		161.00	NONMANUFACTURING	69		222.0
FINANCE 3	132				105		117.50	PUBLIC UTILITIES2	29		234.0
YPISTS. CLASS A	1,256	39.5	102.00	COMPUTER OPERATORS. CLASS C	156	39.5	115.50	COMPUTER SYSTEMS ANALYSTS.			
MANUFACTURING	638		105.50				119.00	BUSINESS, CLASS C	95	39.5	178.5
NONMANUFACTURING	618		98.00					MANUFACTURING	50		179.5
WHOLESALE TRADE	202	40.0	108.50	COMPUTER PROGRAMERS,							-
FINANCE 3	222	38.5	90.00	BUSINESS, CLASS A	192	39.5	207.50	DRAFTSMEN, CLASS A	505	40.0	187.5
				MANUFACTURING	126	40.0	210.50	MANUFACTURING	399	40.0	187.0
YPISTS, CLASS B	2,746				66	38.5	201.00	NONMANUFACTURING	106	40.0	188.0
NONMANUFACTURING	1.714	38.5	85.50	COMPUTER PROGRAMERS,				DRAFTSMEN. CLASS B	758	39.5	160.5
PUBLIC UTILITIES2	125	39.0	101.00		362	39.5	177.50	MANUFACTURING	653	39.5	162.0
WHOLESALE TRADE	169	39.5	97.50	NONMANUFACTURING	155	39.0	169.00	NONMANUFACTURING	105	40.0	151.0
RETAIL TRADE	162 971	40.0			101	38.5	164.50	PUBLIC UTILITIES2	42	40.0	169.5
		3000		COMPUTER PROGRAMERS,				DRAFTSMEN, CLASS C	618	39.5	130.50
				BUSINESS. CLASS C	136	39.5	151.50		547		131.5
PROFESSIONAL AND TECHNICAL OCCUPATIONS				COMPUTER SYSTEMS ANALYSTS.	250			NONMANUFACTURING	71		125.5
UCCUPATIONS				BUSINESS, CLASS A	152	39.5	243.00	DRAFTSMEN-TRACERS	123	40.0	119.0
				MANUFACTURING	91		230.00	MANUFACTURING	107		118.50
OMPUTER OPERATORS, CLASS A	177	40.0	159.00	NONMANUFACTURING	61		262.50		101	-,.,	
MANUFACTURING	109		159.00					NURSES, INDUSTRIAL (REGISTERED)	196	40.0	152.0
NONMANUFACTURING	68		159.00					MANUFACTURING	187		152.5

Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates), and the earnings correspond to these weekly hours.

Transportation, communication, and other public utilities.

Finance, insurance, and real estate.

May include workers other than those presented separately.

Table A-3a. Office, Professional, and Technical Occupations-Large Establishments-Men and Women Combined

(Average straight-time weekly hours and earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.-III., March 1970)

		Av	erage			Av	erage			Av	erage
Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings ¹ (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings 1 (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Week earnin (standa
OFFICE OCCUPATIONS				OFFICE OCCUPATIONS - CONTINUED				OFFICE OCCUPATIONS - CONTINUED			
OOKKEEPING-MACHINE OPERATORS,			¢	SECRETARIES4	2 000	20 5	\$ 127.00	TYPISTS, CLASS A	591	39.5	103
CLASS A	54	40.0	104.00		2,889		127.50	MANUFACTURING	453		
				NONMANUFACTURING	842		125.50	NONMANUFACTURING	138	38.5	91
OOKKEEPING-MACHINE OPERATORS,				PUBLIC UTILITIES2	350		141.50	TUD-070 01400 0		20.0	
MANUFACTURING	78 58		99.50	FINANCE3	190 200		108.50	MANUFACTURING	1,182		
MANUFACTURING	30	40.0	103.00	FINANCE	200	31.5	111.00	NONMANUE ACTURING	451		
LERKS, ACCOUNTING, CLASS A	581		138.50	SECRETARIES, CLASS A	228	40.0	161.50	PURITO UTILITIES2	56		
MANUFACTURING	392		144.50	MANUFACTURING	143		162.50	RETAIL TRADE	89		
NONMANUFACTURING	189		126.00	NONMANUFACTURING	85		160.50	FINANCE 3	167	37.0	8
POBLIC OTILITIES	12	40.0	137.00	PUBLIC UTILITIES2	56	40.0	168.50	PROFESSIONAL AND TECHNICAL			
LERKS, ACCOUNTING, CLASS B	800	39.5	103.00	SECRETARIES, CLASS B	529	39.5	142.50	OCCUPATIONS			
MANUFACTURING			114.50	MANUFACTURING	310		148.00			100	
NONMANUFACTURING			92.00		219		135.00	COMPUTER OPERATORS, CLASS A	130		
RETAIL TRADE	234		91.50	PUBLIC UTILITIES ² FINANCE ³	101		143.50	MANUFACTURING	93	40.0	15
LERKS, FILE, CLASS A	137		107.00	FINANCE	0.5	38.5	124.50	COMPUTER OPERATORS, CLASS B	204	40.0	13
MANUFACTURING	66		108.50	SECRETARIES, CLASS C	1,146	39.0	128.00	MANUFACTURING	132		
NUNMANUFACTURING	71	39.5	106.00	MANUFACTURING	808	39.0	130.00	NONMANUFACTURING	72		
ERKS, FILE, CLASS B	447	39.5	88.00	NONMANUFACTURING	338		123.50	PUBLIC UTILITIES'	28	40.0	16
MANUFACTURING	275			PUBLIC UTILITIES2	171	40.0	133.00	COMPUTER OPERATORS, CLASS C	136	39.5	11
NONMANUFACTURING	172	39.0	83.00	SECRETARIES, CLASS D	960	39.0	109.50	COM OTEN OF ENATORS & CEASS C	130	3702	11
LERKS, FILE, CLASS C	161	39.5	80.50	MANUFACTURING	760		111.00	COMPUTER PROGRAMERS,			
MANUFACTURING	53			NONMANUFACTURING	200	39.0	103.00	BUSINESS, CLASS A	144	40.0	20
NONMANUFACTURING	108	39.5	83.50		1 024			COMPUTER PROGRAMERS,			-
PUBLIC UTILITIES 2	39	40.0	97.00	STENOGRAPHERS, GENERAL	1,034		103.50	BUSINESS, CLASS B	254	40.0	18
LERKS, ORDER	254	40 0	106.50	NONMANUE ACTURING	354		100.00	NONMANUFACTURING	68		
MANUFACTURING	163		115.00	PUBLIC UTILITIES2FINANCE3	179		108.50	COMPUTED SYSTEMS ANALYSES			
NONMANUFACTURING	91		92.00	FINANCE 3	70	38.0	88.50	BUSINESS, CLASS A	112	40.0	24
LERKS, PAYROLL	363	39.5	121.00	STENOGRAPHERS, SENIOR	859	40.0	111.50	MANUFACTURING	79		
MANUFACTURING	262	40.0	121.50	MANUFACTURING	636		112.50				
NONMANUFACTURING PUBLIC UTILITIES 2	101		120.00	NONMANUFACTURING	223		108.50	COMPUTER SYSTEMS ANALYSTS,	100		23
POBLIC UTILITIES	46	40.0	130.00	PUBLIC UTILITIES2	134	40.0	112.00	BUSINESS, CLASS B	154		
OMPTOMETER OPERATORS	431	39.5	103.50	SWITCHBOARD OPERATORS, CLASS A	174	39.5	116.00	NONMANUFACTURING:	100	40.0	20
MANUFACTURING	161	40.0	105.00	MANUFACTURING	105		116.50	PUBLIC UTILITIES2	29	40.0	23
NONMANUFACTURING	270		102.50	NONMANUFACTURING	69		114.50				
RETAIL TRADE	246	39.5	101.00	PUBLIC UTILITIES2	34	40.0	126.00	COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS C	88	40.0	1.8
EYPUNCH OPERATORS, CLASS A	533	39.5	114.50	SWITCHBOARD OPERATORS, CLASS B	97	39.5	101.00	BOSINESSY CEASS C	00	40.0	10
MANUFACTURING	320	40.0	111.00	NONMANUFACTURING	65		93.50	DRAFTSMEN, CLASS A	326		
NONMANUFACTURING	213	39.5	120.00					MANUFACTURING	251	39.5	19
YPUNCH OPERATORS, CLASS B	731	40 0	103.50	SWITCHBOARD OPERATOR-RECEPTIONISTS-	85		107.00	DRAFTSMEN, CLASS B	459	39.5	14
MANUFACTURING	409		103.50	MANUFACTURING	63	39.5	108.50	MANUFACTURING	391		
NONMANUFACTURING	322		103.50					NONMANUFACTURING	68		
PUBLIC UTILITIES2	163		111.50	CLASS B	85	40.0	125.50				
RETAIL TRADE	72		98.50					DRAFTSMEN, CLASS C			
FINANCE3	51	40.0	91.00	TRANSCRIBING-MACHINE OPERATORS,	152	30 =	103 00	MANUFACTURING	423	39.0	13
FFICE BOYS AND GIRLS	305	39.5	90.00	MANUFACTURING	152 117		103.00	DRAFTSMEN-TRACERS	101	39.5	120
MANUFACTURING	228			The second secon	**'	3703	77030			1	1
NONMANUFACTURING	77		93.00					NURSES, INDUSTRIAL (REGISTERED)	177		
PUBLIC UTILITIES2	37	40.0	106.50					MANUFACTURING	168	40.0	153

¹ Standard hours reflect the workweek for which employees receive their regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates), and the earnings correspond to these weekly hours.

Transportation, communication, and other public utilities.
Finance, insurance, and real estate.

May include workers other than those presented separately.

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, St. Louis, Mo.—Ill., March 1970)

			Hourly ear	mings 1									orkers														
Occupation and industry division	Number of workers	Mean ²	Median ²	Middle range ²	Under \$ 2.40 u	and nder	\$ 2.50 - 2.60	2.60	-	2.80	2.90	3.00	-	3.20	3.30	3.40	3.60	3.80	4.00	4.20	-	4.60	4.80	-	-	5.40	and
CARPENTERS, MAINTENANCE MANUFACTURING NONMANUFACTURING: PUBLIC UTILITIES3	445 402 34		4.24	\$ 3.81- 4.46 3.89- 4.47 2.86- 3.49	:	-	-	1 -	-	14	1 -	4 4	-	=	7 1	28 21	52 46	71 71	27 27		89 89	4 4	23 23	2 2	5 -	25 25	1
ELECTRICIANS, MAINTENANCE		4.58	4.63	4.17- 4.90 4.13- 4.89	-	Ξ	Ξ	-	-	-	7	-	1	4	7	27 17	20 15	129 129	336 335		249 239	192 117	481 480	199 125	10	148 145	
MANUFACTURING	386 322 64	4.46 4.55 3.97	4.78	3.96- 4.93 4.03- 4.95 3.59- 4.49	:	-	-	-	=	=	:	:	=	4 - 4	12 10 2	15 3 12	36 21 15	47 42 5	23 21 2	21 15 6	50 40 10	14 10 4	126 122 4	25 25	-	5	
IREMEN, STATIONARY BOILER	310 246	4.24		3.93- 4.77 3.76- 4.57	1 -	9	2	-	:	1	-	14 14	-	4	9	21 21	11 11	15 12	36 33		56 54	25 25	49	21	-	-	
HELPERS, MAINTENANCE TRADES MANUFACTURINGNONMANUFACTURING:	757 714	3.56	3.67	3.10- 3.88 3.15- 3.89		20 20	14	Ξ	8	8	11	123 113	35 34	7	80			210 201			-	-	-	7	Ξ	Ξ	
PUBLIC UTILITIES 3 MACHINE-TOOL OPERATORS, TOOLROOM MANUFACTURING	721 721	3.13 4.44 4.44	4.36	2.57- 3.80 4.30- 4.71 4.30- 4.71	-	-	14	-	-	-	-	10	-	-	-	-	-	9	150 150		16 16	93 93	53 53	38	24	-	
MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES	1,821	4.58 4.60 4.41	4.52 4.51 5.00	4.13- 5.06 4.18- 5.06 3.57- 5.05 3.56- 5.05	-	-	:	-	:	:	-	3	15 15 -	:	=	62 62 62	19	256 249 7 7	141	258 255 3	272	144	102 99 3 3	167 82 85 85	107	275 275 -	
MECHANICS, AUTOMOTIVE (MAINTENANCE)	1,355 256 1,099 919 76	4.18 4.32 4.15 4.18 3.93	4.34 4.23 4.24	3.99- 4.30 4.16- 4.63 3.98- 4.28 3.99- 4.28 3.81- 4.16	-	-	-		:		1 1 1 -		-	10 2 8 8		48 10 38 -	48 15 33 33	245 30 215 203 12	133 8 125 32 43	85 621 587	43 30 13 10 3	78 45 33 33	34 31 3 3	9 - 9 9 -			
MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES 3 HHOLESALE TRADE	2,127	3.85	4.10 3.60 4.29	3.77- 4.60 3.79- 4.61 3.45- 4.28 4.22- 4.68 3.40- 3.59	3		8 - 8 -	3 -	8 6 2 -	6 -	13	60 58 2 -	33 23 10 -	16 16 - -	41 27 14 -	124 59 65 9	364 357 7 -	265 265 - -		91	291 282 9 6 3	489 475 14 14	16 16 16	75 70 5		2 2	
MILLWRIGHTS	823 823	4.50 4.50	4.47	4.19- 4.82 4.19- 4.82	:	-	-	-	:	-	-	:	Ξ	:	-	-	-	120 120	94 94		217 217	81 81	151 151	23 23	16 16	24 24	1
MANUFACTURING	481 475	3.88		3.47- 4.45 3.46- 4.45	:	Ξ	15 15	:	Ξ	7 7	4	33 33	4	16 16	32 32		35 35	70 70	37 31	3	80 80	79 79	:	-	-	:	
AINTERS, MAINTENANCE	360 307 53	4.20 4.32 3.53	4.23	3.68- 4.68 3.95- 4.72 3.00- 3.48	:	1 - 1	=	1 - 1	=	6	5	14 - 14	4-4	6	8 - 8	31 28 3	38 38	6	67 67		40 35 5	32 32	20 20 -	2 2 -	4	33 33 -	
PIPEFITTERS, MAINTENANCE		4.48		4.26- 4.76 4.26- 4.56	-	Ξ	:	Ξ	:	Ξ	Ξ	-	-	1	6	30	13 13	108 108	71 71	299 299		44	143 143	72 4	6	95 95	
HEET-METAL WORKERS, MAINTENANCE MANUFACTURING	205 200	4.58	4.38 4.39	4.28- 4.85 4.30- 4.85	:	-	Ξ	Ξ	-	:	:	-	:	-	-	3 -	3	21 19	12 12		21 21	12 12	20 20	2	-	34 34	
OOL AND DIE MAKERS	1,116	4.86	4.98	4.63- 5.11 4.63- 5.11	-	-	-	-	-	-	-	-	-	-	=	-	-	48 48	81 81		71 71	178 178	144 144	347 347	49	138 138	

Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.
 For definition of terms, see footnote 2, table A-1.
 Transportation, communication, and other public utilities.

Table A-4a. Maintenance and Powerplant Occupations-Large Establishments

(Average straight-time hourly earnings for men in selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.—III., March 1970)

ber ers M					\$	4																				
ers M	Mean 2	Median ²	Middle range ²	\$ 3.00	and under	-	-	-	-	3.50	3.60	3.70	3.80	3.90	-	-	4.20 4	- 30	4.40	4.50	4.60	4.80	-	-	-	an
370 4 345 4	.28 .31	4.26	3.97- 4.48	-	=	=	=	7 1	10	-	12 12	20 14	31 31	38 38	6 6	21 21	76 76	13 12	55 55	28 28	4 4	19 19	2 2	5 -	22 22	
572 4 194 4	.61	4.69	4.17- 4.91 4.22- 4.93	-	:	-	1 -	3 3	-	7 3	3	3 6 3	19 19 2 2	108 108 19 18	222 221 6	58	104 104 12 8	54 52 3 3	154 154 30 30	20 20 10 10	157 82 11 10			10	145 142 5	
					14 14	-	4	6	3	6	3	8	4	11 11	31 31	2 2	11 11	14	6	-	9	49	21	-	-	
						23 22	7	47 47	4	2 2	83 83	15 15	122 113	42 42	41 41	69 69	Ξ	Ξ	-	-	:	1	7	-	-	
643 4	.40	4.35			-	-	-	-	-	-	-	-	-	-	45 45	105 105			-	16 16	66 66	13 13	38 38	24 24	Ξ	
					-	6	-	1	-	2	-	2	74 74	146 139	77	56 56	107	81 80	88 87	50 50	109 107	99 99	163 78	-	267 267	
					-	-	2	-	-	4	15	3	84	135 15	10	3 2	60 25	49 18	33 23	7 7	42	31 31	-	-	-	
960 4 51 4	.14	4.11	3.82- 4.49 4.19- 4.83	6	8 8 -	8 8 -	3 -	-	-	35 26 9	:	171 171 -	97 97 -	2 -	157 154 3 3	77 76 1 1	75 61 14 14	18 18 -	97 97 -	179 173 6 6	37 35 2 2	16 16 16	15 15 -	-	2 2 -	
					-	-	-	-	-	-	Ξ	-	75 75	45 45	4 C 4 O	54 54	81 81	4	156 156	61 61	81 81	151 151	23 23	16 16	24 24	
394 4	.00	3.89	3.57- 4.48	2	27 27	4	13 13	32 32	1	29 29	21 21	10 10	64 64	6	5	24 24	3	-	71 71	3	79 79	Ξ	-	-	-	
277 4	.37	4.25	4.02- 4.75	-	9	-	6	8 -	16 14	1	8	21	4	2 2	58 58	9	32 32	4	30 25	4	32 32	20	2	4	31 31	
208 4	.47	4.43	4.26- 4.58	-	-	-	1	6	-	- 2	13	-	97	11	60	11	176	123	372	46	44	143	72	6	95	
200 4 719 4	.60	5.04	4.30- 4.85 4.93- 5.13	-	-	-	-	-	-	-	3	-	-	19	11	33	15 20	60	19	25	12	20	331	- 8	34 102	
11 11 11 11 11 11 11 11 11 11 11 11 11	370 4 47572 4 194 4 177 4 194 4 177 4 197 4 197 4 197 4 197 1 198 2 198 2	345 4-31 752 4-63 572 4-61 194 4-57 174 4-63 147 4-04 583 3-63 573 3-63 643 4-40 325 4-63 227 4-61 478 4-15 146 4-38 011 4-15 146 4-38 011 4-15 146 4-38 011 4-15 146 4-38 011 4-15 147 147 147 147 147 147 147 147 147 147	370 4.28 4.25 345 4.31 4.26 572 4.63 4.76 572 4.63 4.76 194 4.57 4.67 174 4.63 4.64 203 4.28 4.28 147 4.04 4.06 583 3.63 3.73 573 3.63 3.73 573 3.63 3.73 573 3.63 4.35 227 4.61 4.49 4.8 4.15 4.00 146 4.38 4.39 011 4.15 4.12 980 4.14 4.11 51 4.36 4.29 980 4.14 4.11 51 4.36 4.29 51 4.36 4.29 823 4.50 4.47 823 4.50 4.47 823 4.50 4.47 8394 4.00 3.89 3313 4.30 4.23 277 4.37 4.25 278 4.50 4.47 8394 4.00 3.89 313 4.30 4.23 277 4.37 4.25 278 4.50 4.44 208 4.47 4.43	370	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ 3.93 - 4.48	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$\frac{3}{4.28} \frac{4.28}{4.25} \frac{3}{3.93} \frac{4.48}{4.48} \frac{-}{-} \frac{-}{-} \frac{7}{10} \frac{-}{12} \frac{20}{31} \frac{31}{345} \frac{4.31}{4.31} \frac{4.25}{4.26} \frac{3.97}{4.48} \frac{-}{-} \frac{-}{-} \frac{7}{10} \frac{-}{12} \frac{20}{14} \frac{31}{31} \frac{752}{31} \frac{4.63}{4.61} \frac{4.69}{4.69} \frac{4.21}{4.17} \frac{4.94}{4.91} \frac{1}{-} \frac{-}{-} \frac{1}{1} \frac{1}{1} \frac{-}{-} \frac{11}{1} \frac{-}{-} \frac{11}{3} \frac{-}{-} \frac{7}{3} \frac{19}{3} \frac{19}{3} \frac{19}{3} \frac{19}{3} \frac{19}{3} \frac{19}{3} \frac{19}{3} \frac{19}{4.63} \frac{4.64}{4.69} \frac{4.21}{4.99} \frac{4.99}{4.99} \frac{-}{-} \frac{-}{-} \frac{3}{3} \frac{-}{3} \frac{7}{3} \frac{3}{3} \frac{6}{3} \frac{2}{3} \frac{8}{3} \frac{1}{3} \frac{1}{3} \frac{2}{3} \frac{3}{3}	\$\frac{1}{3}\$\frac{1}{4}.28 \frac{1}{4}.28 \frac{1}{3}.93 - \frac{1}{4}.48 \frac{1}{2} - \frac{1}{2} - \frac{1}{1} \frac{1}{3} - \frac{1}{2} \frac{2}{2} \frac{3}{3} \frac{1}{3} \frac{1}{	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$\begin{array}{c c c c c c c c c c c c c c c c c c c	\$\begin{array}{c c c c c c c c c c c c c c c c c c c	370	\$\begin{array}{c c c c c c c c c c c c c c c c c c c	\$\frac{\\$5}{\\$4.28}\$\$ \frac{\\$5}{\\$4.28}\$\$ \frac{\\$5}{\\$6.28}\$\$ \\$	\$\begin{array}{c c c c c c c c c c c c c c c c c c c	370 4.28 4.25 3,93-4.48 7 10 - 12 20 31 38 6 21 76 13 55 28 4 19 2 5 22 31 54 331 38 6 21 76 12 55 28 4 19 2 5 22 31 54 331 38 6 21 76 12 55 28 4 19 2 5 22 31 54 5 431 426 3,97-4.48 1 3 - 12 14 31 38 6 21 76 12 55 28 4 19 2 5 22 31 57 481 195 10 145 172 1461 4.69 4.17-4.91 1 1 1 - 11 - 2 - 3 19 108 221 58 104 52 154 20 82 480 121 - 142 142 144 145 145 145 145 145 145 145 145 145

Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.
 For definition of terms, see footnote 2, table A-1.
 Transportation, communication, and other public utilities.

Table A-5. Custodial and Material Movement Occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis by industry division, St. Louis, Mo.-Ill., March 1970)

			Hourly e	earnings 2								r of wo				-				_							
Occupation 1 and industry division	Number of workers	Mean ³	Median ³	Middle range ³	and under	-	-	-	1.80	1.90	2.00	\$ 2.10 - 2.20	2.20	2.30	-	2.60	2.80	3.00	3.20	3.40	3.60	3.80	4.00	4.20	4.40	4.60	а
GUARDS AND WATCHMEN		3.34	3.55	\$ 1.81- 3.46 2.96- 3.74 1.75- 2.02	-	18 - 18	20	-	189	19	8	41	14 2 12	56 46 10	12	33	160	124 112 12		138 125 13		214 214	82 82	2 2 -	=	Ξ	
GUARDS: MANUFACTURING	875	3.53	3.63	3.15- 3.91	_	-	-	-	-	-	-	-	-	12	-	17	105	112	25	112	218	210	62	2	-	_	
WATCHMEN: MANUFACTURING	386	2.90	2.91	2.32- 3.60	-	-	20	-	-	19	8	41	2	34	12	16	55	-	69	13	73	4	20	-	-	-	
JANITORS, PORTERS, AND CLEANERS MANUFACTURING	2,645 2,788 272 122	3.07 1.98 3.08 2.89 2.09			-	116 116 66	-	1315 10 1305 - - 53 31	31	185 86 99 8 - 56 32	111 45 66 1 7 38 20	87 49 38 - - 18 20	66 19 47 - 5 16 6	120 91 29 14 - 7 8	322 148 174 8 35 119 12	356 277 79 20 12 44	557 465 92 47 35 5	307 265 42 38 4	333 275 58 55 3	593 515 78 77 1	297 293 4 4 -	63 55 8 - 8	39 19 20 - 20	-			
IANITORS, PORTERS, AND CLEANERS (NOMEN) MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES' RETAIL TRADE		1.87 2.55 1.75 2.37 1.81	1.76 2.18 1.73 2.46 1.85	1.63- 1.96 2.02- 3.31 1.59- 1.79 2.09- 2.64 1.76- 1.94	:	254 - 254 - 11	86 86 6	392 4 388 7 17	56 8 48 1 27	76 25 51 1 20	66 28 38 7 3	40 26 14 1 6	2 2	1 -	36 1 35 35	29 12 17 17	23 13 10 10	6	35 35 - -	3 3	7 7	:	1 1	-		=	
ABORERS, MATERIAL HANDLING MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES' WHOLESALE TRADE RETAIL TRADE	3,544 2,592 1,615 551	3.05 3.40 3.67 3.04		2.82- 3.82 2.72- 3.45 3.07- 3.85 3.59- 3.86 1.80- 3.86 2.10- 3.82	:		2 - 2	10	36 13 23 - - 23	76 61 15 5	74 26 48 8 10 24		62 41 21 - 21	126 97 29 1 7 21	440 352 88 - 21 35		1048 957 91 7 69 15	684 488 196 167 17	213 156 57 33 24	398 139 259 190 11 58	270	1183 944	152 49 103 - 57 46	4 2 2 2 -	14 14 - -	124 124 - - -	
RDER FILLERS	506 2,011	3.40 3.59 3.58	3.28 3.83	2.66- 3.98 3.27- 3.89	-	-		19 - 19 - 19	3 - 3	7 - 7 - 2	16 8 8 6 2	22 8 14 - 14	53 11 42 34 8	81 57 24 7 17	63 21 42 15 27	123 39 84 70 9	20 130	143 40 103 70 16	155 87 68 42 9	69 8 61 23 13	89 5 84 58 23	942	368 20 348 347 1	68 36 32 - 32	22 22 - -	4	
ACKERS, SHIPPING	836 753 179	3.14 2.92 3.67	3.03 3.12 2.58 3.70 2.79	2.57- 3.24 2.93- 3.19 2.53- 3.64 3.39- 4.15 2.29- 3.93	=	-	=	10 - 10 - 10	3 - 3	24 16 8 - 3	17 14 3 - 3	21 - 21 - 21	20 6 14 -	15 - 15 - 15	407 38 369 - 33	51 19 32 28 4	193 181 12 5 7	418 376 42 5 18	77 64 13 7 3	24 20 4 3	76 30 46 44 2	96 22 74 - 74	90 4 86 86	3 2 1 1	30 30 - -	14 14 - -	
MANUFACTURING			2.54	2.43- 2.84 2.41- 2.86		-	-	-	-	20 20	-	40	66 66	6	300 188	89 75	67 58	47 35	23 17	-	4	4	10 10	20 20	14 14	10 10	
ECEIVING CLERKS	442 204 88	3.39 3.41 3.53	3.36 3.43 3.62	3.18- 3.77 2.95- 4.01 3.11- 4.02	=	-			3	6		4 3 1 - 1	8 - 8 - 3		19 19 - -	36 18 18 -	60 33 27 21 6	68 32 36 9 22	133 124 9 - 8	38 21 17 10 3	131 105 26 24 2	49 41 8 - 2	70 23 47 17 27	7	14 7 7 7	-	
HIPPING CLERKS	281 92	3.20	3.18 3.09 3.80 3.93	2.88- 3.71 2.85- 3.60 3.01- 4.07 2.99- 4.08	-	-	:	-	:	:	-	:	:		57 54 3	4 4 -	82 62 20 19	48 46 2	25 23 2	32 23 9 7	48 37 11 11	5 2 3 3	62 20 42 35	4	3 -	-	

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, St. Louis, Mo.—Ill., March 1970)

			Hourly e	arnings 2						N	umber	r of wo	rkers	recei	iving s	traigh	nt-time	e hour	ly ear	nings	of—						
Occupation and industry division	Number					\$ 1.50									\$ 2.40									\$ 4.20	\$ 4.40	\$ 4.60	\$ 4.1
	workers	Mean ³	Median ³	Middle range ³	and	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	a
					1.50	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.30	2.40	2.60	2.80	3.00	3.20	3.40	3.60	3.80	4.00	4.20	4.40	4.60	4.80	ov
HORENC AND OFCETULING CLEANS		\$	\$	\$ \$															100		12.						
HIPPING AND RECEIVING CLERKS MANUFACTURING				3.35- 3.91		-	-	-	-	-	-	-	-	-	-	7	4	17	138	57	86	94	92	6	3	_	
NONMANUFACTURING	236			3.36- 3.83		-	-	-	-	-	-	-	-	-	-	7	4	17	80	51	18	66	10 82	6	3		
WHOLESALE TRADE				3.72- 4.11		-	-	-	-	-	-	-	-	-	-	-	-	1	58 30	6	68 65	28	68	2	2		
UCKDRIVERS 6				3.84- 4.00		-	-	-	-	-	-	-	-	-	8	78	47	128	96	279		3423	686	333	179	166	
MANUFACTURING				3.71- 4.54		-	-	-	-	-	-	-	-	-		29	. 7	83	65	89	16	242	151	76	179	166	
PUBLIC UTILITIES4	4,718		3.93	3.84- 3.98		-	-	-	-	-	-	-	-	_		49	40	45 18	2	190		3181	535	257	_	-	
WHOLESALE TRADE				3.60- 4.08		_	_	_	_	- 3		_	_	_		12	40	21	26		252	7	347	206	_	_	
RETAIL TRADE				3.95- 4.12		-	-	-	-	-	-	-	-	-	-	5	-	6	3	-	1			-	-	-	
TRUCKDRIVERS. MEDIUM (1-1/2 TO																					12.00	2022				1	
AND INCLUDING 4 TONS)				3.78- 3.99		-	-	-	-	-	-	-	-	-	-	28	-	75	29	216		1421	305	35	179	72	
MANUFACTURING			4.52			-	-	-	-	-	-	-	-	_		8	-	53	24	27	9	56	4	25	179	72	
WHOLESALE TRADE			3.68	3.80- 3.98 3.60- 4.05		-	_	-	-	-	-	-	-	-	-	20	-	22	-	189 182	252	1365	301 298	35 35	-	-	
TRUCKDRIVERS, HEAVY (OVER 4 TONS,																											
TRAILER TYPE)			3.95			-	-	-	-	-	-	-	-	-	-	-	7	-	54	6		1040			-	14	
MANUFACTURING				3.30- 3.96		-	-	-	-	-	-	-	-	-	-	-	7	-	30	6	4	61			-	14	
NONMANUFACTURING	1,391	3.97		3.91- 4.03		-	-	_	-	-	-	-	-	-	17.77	-	-	-	24	-	-	979	232	156	-	-	
WHOLESALE TRADE				3.89- 3.97 4.07- 4.26		-	-	-	_	-	-	-	-	-	-	-	-	-	24	-	-	9/9	49	156	-	-	
TRUCKDRIVERS, HEAVY (OVER 4 TONS, OTHER THAN TRAILER TYPE)	220	3.90	4.11	3.65- 4.16	_	_	_	_	_	_	_	_	_	_	_			25		6	55	6	124	4	_	_	
UCKERS. POWER (FORKLIFT)				3.20- 3.86					10				12		91	233	116	429	774	145	477	1141	116	,	120		
MANUFACTURING			3.62	3.20- 3.80		- 2	_		10				12	_	59	83	88	423	726			479	49	4	120		
NONMANUFACTURING		3.61		3.61- 3.89		_	_	_	10	-	-	_	-	_		150	28	6	120	24	35			_	120	_	
WHOLESALE TRADE	336		2.84	2.65- 3.93		_	-	-	10	-	-	-	-	-		150	22	-	-		35	28		-	-	_	
RETAIL TRADE	165	3.94	3.93	3.89- 3.97	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	165	-	-	-	-	
UCKERS, POWER (OTHER THAN	229	2 40	2 45	3.11- 3.82													20	70	.,	25	20	25		,	22		
MANUFACTURING		3.49		3.11- 3.82		_	_	_	-	_	_	-	-	_	_	_	20	79 79	11	35 29	29	35 35	6	1	22		

Data limited to men workers except where otherwise indicated.

Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.

For definition of terms, see footnote 2, table A-1.

Transportation, communication, and other public utilities.

Finance, insurance, and real estate.

Includes all drivers, as defined, regardless of size and type of truck operated.

Table A-5a. Custodial and Material Movement Occupations-Large Establishments

(Average straight-time hourly earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.—III., March 1970)

			Hourly e	arnings 2											-	-	ht-tim										
Occupation 1 and industry division	Number of workers	Mean ³	Median ³	Middle range ³	Under \$ 1.70 u	and nder	1.80	-	-	2.10	-	2.30	-	-	2.60	2.70	2.80	3.00	3.20	3.40	3.60	-	4.00 4	- 20	-40	4.60 4	aı
JARDS AND WATCHMEN	1,121 936 185	3.55	3.64	\$ 3.04- 3.79 3.30- 3.91 2.11- 3.04	-	5 - 5	11	11 1 10	23 4 19	18 6 12	14 2 12	8 - 8	14 3 11	18 9	27 20 7	22 13 9	91 68 23	101 89 12			291 291		82 82 -	2 2 -	-	:	
GUARDS: MANUFACTURING	761	3.59	3.65	3.43- 3.92	-	-	-	-	-	-	-	-	-	-	15	2	65	89	11	108	218	189	62	2	-	-	
ATCHMEN: MANUFACTURING	175	3.36	3.61	2.99- 3.68	-	-	-	1	4	6	2	-	3	9	5	11	3	-	21	13	73	4	20	-	-	_	
NITORS, PORTERS, AND CLEANERS MANUFACTURING PUBLIC UTLLITIES4 RETAIL TRADE FINANCE5	1,916	3.23 2.00 3.14 2.19	1.78	1.78- 3.40 2.92- 3.57 1.74- 2.10 2.97- 3.43 1.85- 2.46 1.91- 2.17	72	1019 1019 - 52 7	91 3 88 - 71 17	90 9 81 5 50 26	44 6 38 1 17 20	56 28 28 - 8 20	21 2 19 - 13 6	13 3 10 - 7 3	100 3 97 - 89 8	52 44 8 - 4 4	80 56 24 20 4	196 156 40 - 40	455 408 47 41 4	150 116 34 30	297 252 45 45	573 501 72 71	253 253 - - -	63 55 8 - 8	19 19 - - -		:		
NITORS, PORTERS, AND CLEANERS HOMEN) MANUFACTURING NONMANUFACTURING PUBLIC UTLITIES ⁴ FINANCE ⁵	408 136 272 66 74	2.67	1.99 2.66 1.87 2.47 1.95	1.80- 2.48 2.07- 3.34 1.76- 2.10 2.42- 2.63 1.87- 2.02	21	85 4 81 - 4	56 8 48 1 20	48 9 39 1 30	34 18 16 1	32 22 10 1	2 2	1 1 - 1	36 1 35 35		24 7 17 17		17 13 4 4	6	35 35 - -	3	7 7	:	1 1		-	-	
ABORERS, MATERIAL HANDLING MANUFACTURING NONMANUFACTURING RETAIL TRADE		3.01	3.04 3.03 3.06 2.51	2.91- 3.68 2.92- 3.67 2.31- 3.74 2.02- 3.87	2	30 30 30	26 3 23 23	17 4 13 8	35 3 32 24	139 118 21 18	13 13 13	15 3 12 11	13 6 7 7	9 3 6 6	4 4 -	141 137 4 3	779 756 23 15	472 309 163 4	105 72 33	147 139 8 8	313 270 43	234 174 60 54	95 49 46 46	2 2 -	14 14 -	124 124 -	
DER FILLERS	946 319 627 529	3.70 3.71 3.69 3.73	3.85 3.94 3.84 3.84	3.48- 3.92 3.19- 4.32 3.69- 3.88 3.81- 3.88	-	7 - 7 7	3 - 3 3	2 2 2	2 2 2	:	-	62 57 5	9 4 5 5	4 4	1 1 1	8 8 8	25 14 11 11	41 5 36 16	63 37 26 9	36 - 36 9	26 26 23	512 90 422 391	21 20 1 1	68 36 32 32	22 22 -	4 4 - -	
CKERS, SHIPPING	614 459 155	3.27	3.15 3.14 3.39	3.02- 3.78 3.02- 3.54 3.02- 3.95	-	=	3 - 3	13 10 3	11 8 3	7 - 7	10 6 4	1 - 1	11 9 2	1 - 1	6 3 3	7 6 1	71 64 7	26 4 227 37	10 4 6	21 20 1	32 30 2	96 22 74	4	2 2 -	30 30 -	14 14 -	
CKERS, SHIPPING (WOMEN)	287 260	2.92		2.22- 3.22 2.21- 3.74		-	Ξ	20 20	Ξ	40 40	66 66	6	-	-	-	30 30	17 8	36 24	6	-	4	4	10 10	20 20	14 14	10 10	
CEIVING CLERKS	392 297 95 92	3.50	3.71	3.19- 3.79 3.25- 3.79 2.93- 4.03 2.92- 4.03	=	-	3 3 -	-	-	4 3 1 1	3 - 3 3	:	1 1 -	6 6 -	1 -	23 5 18 18	18 12 6 6	41 19 22 22	85 76 9 8	10 7 3 3	107 105 2 2	45 41 4 2	31 4 27 27	7 7 -	7 7 -	:	
IPPING CLERKS	125 115		3.34 3.33	2.96- 3.67 2.96- 3.67		-	-	-	-	:	-	-	3	1 -	-	4	39 38	10	15 13	2 -	37 37	2 2	2	4	3	-	
IPPING AND RECEIVING CLERKS MANUFACTURINGNONMANUFACTURING	179 122 57		3.84 3.82 3.95	3.46- 3.92 3.45- 3.87 3.55- 4.14	-	-	Ξ	=	Ξ	:	=	Ξ	:	-	=	-	=	8 - 8	30 26 4	15 12 3	11 8 3	88 66 22	18 10 8	6	3 - 3	=	
UCKDRIVERS ⁶	1,204 736 468 280 186	4.05 4.15 3.89 3.78 4.07	3.99 4.21 3.89 3.83 4.11	3.83- 4.50 3.85- 4.59 3.82- 4.08 3.68- 3.88 4.05- 4.16	=	:	=			:::::::::::::::::::::::::::::::::::::::			:	:	-	1 - 1	-	44 25 19 18 1	36 34 2 2	61 53 8 7	73 16 57 56 1	400 204 196 195	212 27 185 2 183	72 72 - -	139 139 - -	166 166 - -	

Table A-5a. Custodial and Material Movement Occupations-Large Establishments-Continued

(Average straight-time hourly earnings for selected occupations studied in establishments employing 500 workers or more by industry division, St. Louis, Mo.-Ill., March 1970)

			Hourly e	earnings 2							Numb	er of v	vorker	s rec	eiving	strai	ght-tin	ne hou	rly ea	rnings	of—						
Occupation 1 and industry division	Number of workers	Mean ³	Median ³	Middle range ³	Under \$ 1.70	and under	-	-	-	-	-	-	-	-	-	-	\$ 2.80 - 3.00	-	-	-	-	-	-	-	-	-	and
RUCKDRIVERS ⁶ - CONTINUED TRUCKDRIVERS, MEDIUM (1-1/2 TO AND INCLUDING 4 TONS)	504 308	\$ 4.07 4.26		\$ \$ \$ 3.82- 4.5 3.95- 4.6		-	=		: :	:	:	-	-	-	-	-	:	43 24	26 24	7	14 9	199	4 4	:	139 139	72 72	
TRUCKDRIVERS; HEAVY (OVER 4 TONS, TRAILER TYPE)	311 95 216	4.02 3.91 4.06	3.93	3.95- 4.1 3.82- 3.9 4.03- 4.1	8 -	=	=	-	=	:	-	:	:	-	-	=	-	-	10 10	6	4	94 61 33	183		-	14	i F
TRUCKERS, POWER (FORKLIFT) MANUFACTURING NONMANUFACTURING	1,711	3.60	3.63	3.32- 3.8 3.30- 3.8 3.92- 3.9	3 -	=	-	-	=	=	12	=	-	-	-	=		159 159	473 473	121 121	404 404 -	479 350 129	49 49 -	4 4	120 120 -	-	
RUCKERS, POWER (OTHER THAN FORKLIFT) MANUFACTURING		3.61 3.61		3.17- 3.8 3.16- 3.8		-	-	-	=	-	-	-	-	-	-	-	-	50 50	11 11	29 25	25 25	31 31	6	1	22	-	

Data limited to men workers except where otherwise indicated.

Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.

For definition of terms, see footnote 2, table A-1.

Transportation, communication, and other public utilities.

Finance, insurance, and real estate.

Includes all drivers, as defined, regardless of size and type of truck operated.

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 permits 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; and 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 payable: examining and coding invoices or vouchers with proper accounting distribution; and requires judgment and experience in making proper assignations 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 bookkeeping principles but is found in offices in which the more routine accounting work is subdivided on a functional basis among several workers.

CLERK, FILE

<u>Class A.</u> 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.

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.

KEYPUNCH OPERATOR-Continued

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 of 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

Assigned as personal secretary, normally to one individual. Maintains a close and highly responsive relationship to the day-to-day work activities of the supervisor. Works fairly independently receiving a minimum of detailed supervision and guidance. Performs varied clerical and secretarial duties, usually including most of the following: (a) Receives telephone calls, personal callers, and incoming mail, answers routine inquiries, and routes the technical inquiries to the proper persons: (b) establishes, maintains, and revises the supervisor's files; (c) maintains the supervisor's calendar and makes appointments as instructed; (d) relays messages from supervisor to subordinates; (e) reviews correspondence, memoranda, and reports prepared by others for the supervisor's signature to assure procedural and typographic accuracy; and (f) performs stenographic and typing work.

May also perform other clerical and secretarial tasks of comparable nature and difficulty. The work typically requires knowledge of office routine and understanding of the organization, programs, and procedures related to the work of the supervisor.

Exclusions

Not all positions that are titled "secretary" possess the above characteristics. Examples of positions which are excluded from the definition are as follows: (a) Positions which do not meet the "personal" secretary concept described above; (b) stenographers not fully trained in secretarial type duties: (c) stenographers serving as office assistants to a group of professional, technical, or managerial persons; (d) secretary positions in which the duties are either substantially more routine or substantially more complex and responsible than those characterized in the definition; and (e) assistant type positions which involve more difficult or more responsible technical, administrative, supervisory, or specialized clerical duties which are not typical of secretarial work.

NOTE: The term "corporate officer," used in the level definitions following, refers to those officials who have a significant corporate-wide policymaking role with regard to major company activities. The title "vice president," though normally indicative of this role, does not in all cases identify such positions. Vice presidents whose primary responsibility is to act personally on individual cases or transactions (e.g., approve or deny individual loan or credit actions; administer individual trust accounts; directly supervise a clerical staff) are not considered to be "corporate officers" for purposes of applying the following level definitions.

Class A

a. Secretary to the chairman of the board or president of a company that employs, in all, over 100 but fewer than 5,000 persons; or

b. Secretary to a corporate officer (other than the chairman of the board or president) of a company that employs, in all, over 5,000 but fewer than 25,000 persons; or

c. Secretary to the head (immediately below the corporate officer level) of a major segment or subsidiary of a company that employs, in all, over 25,000 persons.

Class B

a. Secretary to the chairman of the board or president of a company that employs, in all, fewer than 100 persons; \underline{or}

b. Secretary to a corporate officer (other than the chairman of the board or president) of a company that employs, in all, over 100 but fewer than 5,000 persons; or

c. Secretary to the head (immediately below the officer level) over either a major corporate-wide functional activity (e.g., marketing, research, operations, industrial relations, etc.) or a major geographic or organizational segment (e.g., a regional headquarters; a major division) of a company that employs, in all, over 5,000 but fewer than 25,000 employees; or

SECRETARY-Continued

d. Secretary to the head of an individual plant, factory, etc. (or other equivalent level of official) that employs, in all, over 5,000 persons; or

e. Secretary to the head of a large and important organizational segment (e.g., a middle management supervisor of an organizational segment often involving as many as several hundred persons) of a company that employs, in all, over 25,000 persons.

Class C

a. Secretary to an executive or managerial person whose responsibility is not equivalent to one of the specific level situations in the definition for class B, but whose subordinate staff normally numbers at least several dozen employees and is usually divided into organizational segments which are often, in turn, further subdivided. In some companies, this level includes a wide range of organizational echelons; in others, only one or two; or

b. Secretary to the head of an individual plant, factory, etc. (or other equivalent level of official) that employs, in all, fewer than 5,000 persons.

Class D

a. Secretary to the supervisor or head of a \underline{small} organizational unit (e.g., fewer than about 25 or 30 persons); \underline{or}

b. Secretary to a nonsupervisory staff specialist, professional employee, administrative officer, or assistant, skilled technician or expert. (NOTE: Many companies assign stenographers, rather than secretaries as described above, to this level of supervisory or nonsupervisory worker.)

STENOGRAPHER, GENERAL

Primary duty is to take dictation involving a normal routine vocabulary from one or more persons either in shorthand or by Stenotype or similar machine; 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 operator.)

STENOGRAPHER, SENIOR

Primary duty is to take dictation involving a varied technical or specialized vocabulary such as in legal briefs or reports on scientific research from one or more persons either in shorthand or by Stenotype or similar machine; 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

Class A. Operates a single- or multiple-position telephone switchboard handling incoming, outgoing, intraplant or office calls. Performs full telephone information service or handles complex calls, such as conference, collect, overseas, or similar calls, either in addition to doing routine work as described for switchboard operator, class B, or as a full-time assignment. ("Full" telephone information service occurs when the establishment has varied functions that are not readily understandable for telephone information purposes, e.g., because of overlapping or interrelated functions, and consequently present frequent problems as to which extensions are appropriate for calls.)

Class B. Operates a single- or multiple-position telephone switchboard handling incoming, outgoing, intraplant or office calls. May handle routine long distance calls and record tolls. May perform limited telephone information service. ("Limited" telephone information service occurs if the functions of the establishment serviced are readily understandable for telephone information purposes, or if the requests are routine, e.g., giving extension numbers when specific names are furnished, or if complex calls are referred to another operator.)

SWITCHBOARD OPERATOR-RECEPTIONIST

In addition to performing duties of operator on a single-position or monitor-type switch-board, 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 setup and spaced properly.

PROFESSIONAL AND TECHNICAL

COMPUTER OPERATOR

Monitors and operates the control console of a digital computer to process data according to operating instructions, usually prepared by a programer. Work includes <u>most of the following</u>: Studies instructions to determine equipment setup and operations; loads equipment with required items (tape reels, cards, etc.); switches necessary auxiliary equipment into circuit, and starts and operates computer; makes adjustments to computer to correct operating problems and meet special conditions; reviews errors made during operation and determines cause or refers problem to supervisor or programer; and maintains operating records. May test and assist in correcting program.

For wage study purposes, computer operators are classified as follows:

Class A. Operates independently, or under only general direction, a computer running programs with most of the following characteristics: New programs are frequently tested and introduced; scheduling requirements are of critical importance to minimize downtime; the programs are of complex design so that identification of error source often requires a working knowledge of the total program, and alternate programs may not be available. May give direction and guidance to lower level operators.

Class B. Operates independently, or under only general direction, a computer running programs with most of the following characteristics: Most of the programs are established production runs, typically run on a regularly recurring basis; there is little or no testing of new programs required; alternate programs are provided in case original program needs major change or cannot be corrected within a reasonable time. In common error situations, diagnoses cause and takes corrective action. This usually involves applying previously programed corrective steps, or using standard correction techniques.

OR

Operates under direct supervision a computer running programs or segments of programs with the characteristics described for class A. May assist a higher level operator by independently performing less difficult tasks assigned, and performing difficult tasks following detailed instructions and with frequent review of operations performed.

<u>Class C</u>. Works on routine programs under close supervision. Is expected to develop working knowledge of the computer equipment used and ability to detect problems involved in running routine programs. Usually has received some formal training in computer operation. May assist higher level operator on complex programs.

COMPUTER PROGRAMER, BUSINESS

Converts statements of business problems, typically prepared by a systems analyst, into a sequence of detailed instructions which are required to solve the problems by automatic data processing equipment. Working from charts or diagrams, the programer develops the precise instructions which, when entered into the computer system in coded language, cause the manipulation of data to achieve desired results. Work involves most of the following: Applies knowledge of computer capabilities, mathematics, logic employed by computers, and particular subject matter involved to analyze charts and diagrams of the problem to be programed. Develops sequence of program steps, writes detailed flow charts to show order in which data will be processed; converts these charts to coded instructions for machine to follow; tests and corrects programs; prepares instructions for operating personnel during production run; analyzes, reviews, and alters programs to increase operating efficiency or adapt to new requirements; maintains records of program development and revisions. (NOTE: Workers performing both systems analysis and programing should be classified as systems analysts if this is the skill used to determine their pay.)

Does not include employees primarily responsible for the management or supervision of other electronic data processing (EDP) employees, or programers primarily concerned with scientific and/or engineering problems.

For wage study purposes, programers are classified as follows:

Class A. Works independently or under only general direction on complex problems which require competence in all phases of programing concepts and practices. Working from diagrams and charts which identify the nature of desired results, major processing steps to be accomplished, and the relationships between various steps of the problem solving routine; plans the full range of programing actions needed to efficiently utilize the computer system in achieving desired end products.

At this level, programing is difficult because computer equipment must be organized to produce several interrelated but diverse products from numerous and diverse data elements. A wide variety and extensive number of internal processing actions must occur. This requires such actions as development of common operations which can be reused, establishment of linkage points between operations, adjustments to data when program requirements exceed computer storage capacity, and substantial manipulation and resequencing of data elements to form a highly integrated program.

May provide functional direction to lower level programers who are assigned to assist.

COMPUTER PROGRAMER, BUSINESS-Continued

Class B. Works independently or under only general direction on relatively simple programs, or on simple segments of complex programs. Programs (or segments) usually process information to produce data in two or three varied sequences or formats. Reports and listings are produced by refining, adapting, arraying, or making minor additions to or deletions from input data which are readily available. While numerous records may be processed, the data have been refined in prior actions so that the accuracy and sequencing of data can be tested by using a few routine checks. Typically, the program deals with routine record-keeping type operations.

OR

Works on complex programs (as described for class A) under close direction of a higher level programer or supervisor. May assist higher level programer by independently performing less difficult tasks assigned, and performing more difficult tasks under fairly close direction.

May guide or instruct lower level programers.

<u>Class C.</u> Makes practical applications of programing practices and concepts usually learned in formal training courses. Assignments are designed to develop competence in the application of standard procedures to routine problems. Receives close supervision on new aspects of assignments; and work is reviewed to verify its accuracy and conformance with required procedures.

COMPUTER SYSTEMS ANALYST, BUSINESS

Analyzes business problems to formulate procedures for solving them by use of electronic data processing equipment. Develops a complete description of all specifications needed to enable programers to prepare required digital computer programs. Work involves most of the following: Analyzes subject-matter operations to be automated and identifies conditions and criteria required to achieve satisfactory results; specifies number and types of records, files, and documents to be used; outlines actions to be performed by personnel and computers in sufficient detail for presentation to management and for programing (typically this involves preparation of work and data flow charts); coordinates the development of test problems and participates in trial runs of new and revised systems; and recommends equipment changes to obtain more effective overall operations. (NOTE: Workers performing both systems analysis and programing should be classified as systems analysts if this is the skill used to determine their pay.)

Does not include employees primarily responsible for the management or supervision of other electronic data processing (EDP) employees, or systems analysts primarily concerned with scientific or engineering problems.

For wage study purposes, systems analysts are classified as follows:

Class A. Works independently or under only general direction on complex problems involving all phases of systems analysis. Problems are complex because of diverse sources of input data and multiple-use requirements of output data. (For example, develops an integrated production scheduling, inventory control, cost analysis, and sales analysis record in which every item of each type is automatically processed through the full system of records and appropriate followup actions are initiated by the computer.) Confers with persons concerned to determine the data processing problems and advises subject-matter personnel on the implications of new or revised systems of data processing operations. Makes recommendations, if needed, for approval of major systems installations or changes and for obtaining equipment.

May provide functional direction to lower level systems analysts who are assigned to assist.

<u>Class B.</u> Works independently or under only general direction on problems that are relatively uncomplicated to analyze, plan, program, and operate. Problems are of limited complexity because sources of input data are homogeneous and the output data are closely related. (For example, develops systems for maintaining depositor accounts in a bank,

COMPUTER SYSTEMS ANALYST, BUSINESS-Continued

maintaining accounts receivable in a retail establishment, or maintaining inventory accounts in a manufacturing or wholesale establishment.) Confers with persons concerned to determine the data processing problems and advises subject-matter personnel on the implications of the data processing systems to be applied.

OR

Works on a segment of a complex data processing scheme or system, as described for class A. Works independently on routine assignments and receives instruction and guidance on complex assignments. Work is reviewed for accuracy of judgment, compliance with instructions, and to insure proper alinement with the overall system.

Class C. Works under immediate supervision, carrying out analyses as assigned, usually of a single activity. Assignments are designed to develop and expand practical experience in the application of procedures and skills required for systems analysis work. For example, may assist a higher level systems analyst by preparing the detailed specifications required by programers from information developed by the higher level analyst.

DRAFTSMAN

Class A. Plans the graphic presentation of complex items having distinctive design features that differ significantly from established drafting precedents. Works in close support with the design originator, and may recommend minor design changes. Analyzes the effect of each change on the details of form, function, and positional relationships of components and parts. Works with a minimum of supervisory assistance. Completed work is reviewed by design originator for consistency with prior engineering determinations. May either prepare drawings, or direct their preparation by lower level draftsmen.

Class B. Performs nonroutine and complex drafting assignments that require the application of most of the standardized drawing techniques regularly used. Duties typically involve such work as: Prepares working drawings of subassemblies with irregular shapes, multiple functions, and precise positional relationships between components; prepares architectural drawings for construction of a building including detail drawings of foundations, wall sections, floor plans, and roof. Uses accepted formulas and manuals in making necessary computations to determine quantities of materials to be used, load capacities, strengths, stresses, etc. Receives initial instructions, requirements, and advice from supervisor. Completed work is checked for technical adequacy.

Class C. Prepares detail drawings of single units or parts for engineering, construction, manufacturing, or repair purposes. Types of drawings prepared include isometric projections depicting three diminsions in accurate scale) and sectional views to clarify positioning of components and convey needed information. Consolidates details from a number of sources and adjusts or transposes scale as required. Suggested methods of approach, applicable precedents, and advice on source materials are given with initial assignments. Instructions are less complete when assignments recur. Work may be spot-checked during progress.

DRAFTSMAN-TRACER

Copies plans and drawings prepared by others by placing tracing cloth or paper over drawings and tracing with pen or pencil. (Does not include tracing limited to plans primarily consisting of straight lines and a large scale not requiring close delineation.)

and/or

Prepares simple or repetitive drawings of easily visualized items. Work is closely supervised during progress.

NURSE, INDUSTRIAL (REGISTERED)

A registered nurse who gives nursing service under general medical direction 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; assisting in 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.

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

CARPENTER, MAINTENANCE-Continued

of carpenter's handtools, portable 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 generation, 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, layouts, 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

Fires stationary boilers to furnish the establishment in which employed with heat, power, or steam. Feeds fuels to fire by hand or operates a mechanical stoker, or gas or oil burner; and checks water and safety valves. 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 journeyman 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 crossindustry wage study purposes, machine-tool operators, toolroom, in tool and die jobbing shops are excluded from this classification.

MACHINIST, MAINTENANCE

Produces replacement parts and new parts in making repairs of metal parts of mechanical equipment operated in an establishment. Work involves most of the following: Interpreting written instructions and specifications; planning and laying out of work; using a variety of machinist's handtools and precision measuring instruments; setting up and operating standard machine tools; shaping of metal parts to close tolerances; making standard shop computations relating to dimensions of work, tooling, feeds, and speeds of machining; knowledge of the working properties of the common metals; selecting standard materials, parts, and equipment required for his work; 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

MECHANIC, AUTOMOTIVE (MAINTENANCE)-Continued

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 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 types of sheet-metal working machines; using a variety of

SHEET-METAL WORKER, MAINTENANCE-Continued

handtools in cutting, bending, forming, shaping, fitting, and assembling; and installing sheetmetal 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;

TOOL AND DIE MAKER-Continued

using a variety of tool and die maker's handtools and precision measuring instruments; understanding of the working properties of common metals and alloys; setting up and operating of machine tools and related equipment; making necessary shop computations relating to dimensions of work, speeds, feeds, and tooling of machines; heat-treating of metal parts during fabrication as well as of finished tools and dies to achieve required qualities; working to close tolerances; fitting and assembling of parts to prescribed tolerances and allowances; 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

GUARD AND WATCHMAN

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

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

JANITOR, PORTER, OR CLEANER

(Sweeper; charwoman; janitress)

Cleans and keeps in an orderly condition factory working areas and washrooms, or premises of an office, apartment house, or commercial or other establishment. Duties involve a combination of the following: Sweeping, mopping or scrubbing, and polishing floors; removing chips, trash, and other refuse; dusting equipment, furniture, or fixtures; polishing metal fixtures or trimmings; providing supplies and minor maintenance services; and cleaning lavatories, showers, and restrooms. Workers who specialize in window washing are excluded.

LABORER, MATERIAL HANDLING

(Loader and unloader; handler and stacker; shelver; trucker; stockman or stock helper; warehouseman or warehouse helper)

A worker employed in a warehouse, manufacturing plant, store, or other establishment whose duties involve one or more of the following: Loading and unloading various materials and merchandise on or from freight cars, trucks, or other transporting devices; unpacking, shelving, or placing materials or merchandise in proper storage location; and transporting materials or merchandise by handtruck, 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 rate; 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 $1^{1}l_{2}$ tons) Truckdriver, medium ($1^{1}l_{2}$ 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)

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Area Wage Surveys

A list of the latest available bulletins is presented below. A directory of area wage studies including more limited studies conducted at the request of the Wage and Hour and Public Contracts Divisions of the Department of Labor is available on request. Bulletins may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C., 20402, or from any of the BLS regional sales offices shown on the inside front cover.

Area	Bulletin number and price		Area	Bulletin number and price	
Akron, Ohio, July 1969 1	1625-89.	35 cents	Muskegon-Muskegon Heights, Mich., May 1969	1625-80	30 cents
Albany-Schenectady-Troy, N.Y., Feb. 1970			Newark and Jersey City, N.J., Jan. 1970		
Albuquerque, N. Mex., Mar. 1970	1660-55.	35 cents	New Haven, Conn., Jan. 1970	1660-40	35 cents
Allentown-Bethlehem-Easton, PaN.J., May 1969			New Orleans, La., Jan. 1970	1660 42	30 cents
Atlanta, Ga., May 1969			New York, N.Y., Apr. 1969		
Baltimore, Md., Aug. 1969	1660-11.	35 cents	Norfolk-Portsmouth and Newport News-	1023-00,	oo cents
Beaumont-Port Arthur-Orange, Tex., May 1969 1	1625-75.	35 cents	Hampton, Va., Jan. 1970 ¹	1660-50	35 conto
Binghamton, N.Y., July 1969	1660-5	30 cents	Oklahoma City, Okla., July 1969 1	1660-17	35 cents
Birmingham, Ala., Mar. 1970	1660-57	30 cents	Omaha, Nebr.—Iowa, Sept. 1969	1660-17,	30 cents
Boise City, Idaho, Nov. 1969			Paterson-Clifton-Passaic, N.J., May 1969		
Boston, Mass., Aug. 1969			Philadelphia, PaN.J., Nov. 1969 1		
Buffalo, N.Y., Oct. 1969	1660-29	45 cents	Phoenix, Ariz., Mar. 1969		
Burlington, Vt., Mar. 1970	1660-53	25 cents	Pittehurgh Pa Ian 1070 1	1660 60	50 cents
Canton, Ohio, May 1969			Pittsburgh, Pa., Jan. 1970 1 Portland, Maine, Nov. 1969 1	1660-00,	35 cents
Charleston, W. Va., Apr. 1969	1625-73,	30 cents	Portland, Oreg.—Wash., May 1969	1625 76	30 cents
Charlotte, N.C., Mar. 1970 1	1660-61	40 cents	Providence—Pawtucket—Warwick, R.I.—Mass.,	1025-10,	30 cents
Chattanooga, Tenn.—Ga., Sept. 1969	1660 0	30 cents	May 1969 1	1625 74	25
Chicago, Ill., Apr. 1969	1625 92	65 cents	Raleigh, N.C., Aug. 1969	1660 6	35 cents
Cincinnati, Ohio-KyInd., Feb. 1970	1640 40	35 cents	Richmond, Va., Mar. 1969		
Cleveland, Ohio, Sept. 1969				1025-07,	30 cents
			Rochester, N.Y. (office occupations only),	1//0 /	20
Columbus, Ohio, Oct. 1969			July 1969Rockford, Ill., May 1969	1660-4,	30 cents
Dallas, Tex., Oct. 1969	1000-23,	35 cents			
Oct. 1969 1	1660 30	25	St. Louis, MoIll., Mar. 1970Salt Lake City, Utah, Nov. 1969 1	1660-66,	40 cents
Dayton, Ohio, Dec. 1969	1660-20,	30 cents	Salt Lake City, Utan, Nov. 1969	1660-30,	35 cents
Denver, Colo., Dec. 1969	1660-57,	40 cents	San Antonio, Tex., June 1969 Leading San Bernardino-Riverside-Ontario, Calif.,	1025-85,	35 cents
Des Moines, Iowa, Mar. 1969			Dec. 1969	1//0 42	20
Detroit, Mich., Feb. 1970	1660-58	35 cents	San Diego, Calif., Nov. 1969 ¹	1660-45,	30 cents
Fort Worth, Tex., Oct. 1969	1660 19	30 cents	San Francisco-Oakland, Calif., Oct. 1969 1	1660-36,	55 cents
Green Bay, Wis., July 1969	1660-16,	30 cents	San Jose, Calif., Sept. 1969 1	1660-33,	50 cents
Greenville, S.C., May 1969	1625 70		Savannah, Ga., May 1969	1600-24,	35 cents
Houston, Tex., May 1969 1	1625-70,	45 cents	Scranton, Pa., July 1969		
Indianapolis, Ind., Oct. 1969	1660-25	30 cents	Seattle-Everett, Wash., Jan. 1970		
Jackson, Miss., Jan. 1970	1660-39	30 cents	Sioux Falls, S. Dak., Sept. 1969		
Jacksonville, Fla., Dec. 1969			South Bend, Ind., Mar. 1970		
Kansas City, Mo.—Kans., Sept. 1969———————————————————————————————————			Spokane, Wash., June 1969		
Lawrence-Haverhill, MassN.H., June 1969	1625-79	30 cents	Syracuse, N.Y., July 1969		
Little Rock—North Little Rock, Ark., July 1969	1660-2	30 cents	Tampa—St. Petersburg, Fla., Aug. 1969 1	1660-13,	35 cents
Los Angeles-Long Beach and Anaheim-Santa Ana-	1000-2,	Jo cents	Toledo, Ohio-Mich., Feb. 1970		
Garden Grove, Calif., Mar. 1970	1660 61	15 cents	Trenton, N.J., Sept. 1969		
Louisville, Ky.—Ind., Nov. 1969 1	1660-04,	40 cents	Utica—Rome, N.Y., July 1969	1660-21,	30 cents
Lubbock, Tex., Mar. 1970 1	1660-50	35 cents	Washington, D.CMdVa., Sept. 1969 1	1660-1,	30 cents
Manchester, N.H., July 1969	1660-30,	30 cents	Waterbury, Conn., Mar. 1970	1660-19,	35 cents
Memphis, Tenn.—Ark., Nov. 1969 1	1660 31		Waterloo, Iowa, Jan. 1970	1660-54,	30 cents
Miami Fla Nov 1969	1660-31,	30 cents	Wichita, Kans., Dec. 1968	1600-45,	30 cents
Miami, Fla., Nov. 1969Midland and Odessa, Tex., Jan. 1970	1660-32,	35 cents	Worcester, Mass., May 1969		
Milwaylee Wie App 1040	1625 64	35 cents	Vol. Do Tob 10701	1045-04,	30 cents
Milwaukee, Wis., Apr. 1969	1045-00,	50 cents	York, Pa., Feb. 19701 Youngstown-Warren, Ohio, Nov. 19691	1000-03,	35 cents
Minneapolis-St. Paul, Minn., Jan. 19701	1000-40,	50 cents	Toungstown warren, Onto, Nov. 1909	1000-38,	35 cents

¹ Data on establishment practices and supplementary wage provisions are also presented.

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