L2.3: 1728-77

> Dayton & Montgomery Co. Public Library

> > OCT 27 1972

DOCUMENT COLLECTION



AREA WAGE SURVEY

The Atlanta, Georgia, Metropolitan Area, May 1972

Bulletin 1725-77

BUREAU OF LABOR STATISTICS REGIONAL OFFICES ALASKA MONT Boston MINN. N.DAK OREG REGION II * REGION X New York REGION *REGION VIII MICH. Philadelphia IOWA REGION IX ILL ! PA. NEBR. Chicago IND OHIO * REGION VII San Francisco UTAH COLO REGION II MO REGION III KANS Kansas City ARIZ N.MEX. N.C U.S. BR. OKLA TEX. TENN ARK S.C. VIRGIN ISLANDS GA. MISS Atlanta REGION IV LA Dallas **REGION VI** HAWAII **PUERTO RICO** Region I Region II Region III Region IV 1603-JFK Federal Building 406 Penn Square-Building Suite 540 1515 Broadway, Suite 3400 **Government Center** New York, N.Y. 10036 1317 Filbert St. 137I Peachtree St. NE. Boston, Mass. 02203 Phone: 971-5405 (Area Code 212) Philadelphia, Pa. 19107 Atlanta, Ga. 30309 Phone: 223-6761 (Area Code 617) Phone: 597-7796 (Area Code 215) Phone: 526-5418 (Area Code 404) Region V Region VI Regions VII and VIII Regions IX and X 1100 Commerce St., Rm. 6B7 8th Floor, 300 South Wacker Drive **Federal Office Building** 450 Golden Gate Ave. Chicago, III. 60606 Dallas, Tex. 75202 911 Walnut St., 10th Floor Box 36017 ' Phone: 353-1880 (Area Code 312) Phone: 749-3516 (Area Code 214) Kansas City, Mo. 64106 San Francisco, Calif. 94102 Phone: 374-2481 (Area Code 816) Phone: 556-4678 (Area Code 415) * Regions VII and VIII will be serviced by Kansas City. ** Regions IX and X will be serviced by San Francisco.

Digitized for FRASER http://fraser.stlouisfed.org/ Federal Reserve Bank of St. Louis



The Atlanta, Georgia, Metropolitan Area, May 1972

CONTENTS

Page

- 1. Introduction
- 5. Wage trends for selected occupational groups

Tables:

- 4. 1. Establishments and workers within scope of survey and number studied
- 6. 2. Indexes of standard weekly salaries and straight-time hourly earnings for selected occupational groups, and percents of increase for selected periods
 - A. Occupational earnings:
- 7. A-1. Office occupations-men and women
- 11. A-la. Office occupations—large establishments—men and women
- 13. A-2. Professional and technical occupations—men and women
- 15. A-2a. Professional and technical occupations—large establishments—men and women
- 16. A-3. Office, professional, and technical occupations-men and women combined
- 18. A-3a. Office, professional, and technical occupations—large establishments—men and women combined
- 19. A-4. Maintenance and powerplant occupations
- 20. A-4a. Maintenance and powerplant occupations—large establishments
- 21. A-5. Custodial and material movement occupations
- 23. A-5a. Custodial and material movement occupations-large establishments
- B. Establishment practices and supplementary wage provisions:
- 25. B-1. Minimum entrance salaries for women officeworkers
- 26. B-2. Shift differentials
- 27. B-3. Scheduled weekly hours and days
- 28. B-4. Paid holidays
- 29. B-5. Paid vacations
- 31. B-6. Health, insurance, and pension plans
- 33. Appendix. Occupational descriptions

For sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C., 20402 - Price 45 cents

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 the results. After completion of all 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-four 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 Atlanta, Ga., in May 1972. The Standard Metropolitan Statistical Area, as defined by the Office of Management and Budget (formerly the Bureau of the Budget) through January 1968, consists of Clayton, Cobb, DeKalb, Fulton, and Gwinnett Counties. This study was conducted by the Bureau's regional office in Atlanta, Ga., under the general direction of Donald M. Cruse, Assistant Regional Director for Operations.

Note:

Similar reports are available for other areas. (See inside back cover.)

Union wage rates, indicative of prevailing pay levels, are available for building construction; printing; local-transit operating employees; local truckdrivers and helpers; and grocery store employees.

Introduction

This area is 1 of 94 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. In this area, data were obtained by personal visits of Bureau field economists to representative establishments within six broad industry divisions: Manufacturing; transportation, communication, and other public utilities; wholesale trade; retail trade; finance, insurance, and real estate; and services. Major industry groups excluded from these studies are government operations and the construction and extractive industries. Establishments having fewer than a prescribed number of workers are omitted because they tend to furnish insufficient employment in the occupations studied to warrant inclusion. Separate tabulations are provided for each of the broad industry divisions which meet publication criteria.

These surveys are conducted on a sample basis because of the unnecessary cost involved in surveying all establishments. To obtain optimum accuracy at minimum cost, a greater proportion of large than of small establishments is studied. In combining the data, however, all establishments are given their appropriate weight. Estimates based on the establishments studied are presented, therefore, as relating to all establishments in the industry grouping and area, except for those below the minimum size studied.

Occupations and Earnings

The occupations selected for study are common to a variety of manufacturing and nonmanufacturing industries, and are of the following types: (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. Unless otherwise indicated, 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. Earnings data not shown separately for industry divisions are included in all industries combined data, where shown. Likewise, data are included in the overall classification when a subclassification of secretaries or truckdrivers is not shown or information to subclassify is not available.

Included in the 94 areas are eight studies conducted by the Bureau under contract. These areas are Binghamton, N.Y. (New York portion only); Durham, N.C.; Fort Lauderdale—Hollywood and West Palm Beach, Fla.; Huntsville, Ala.; Poughkeepsie—Kingston—Newburgh, N.Y.; Rochester, N.Y. (office occupations only); Syracuse, N.Y.; and Utica—Rome, N.Y. In addition the Bureau conducts more limited area studies in 64 areas at the request of the Employment Standards Administration of the U.S. Department of Labor.

Occupational employment and earnings data are shown for full-time workers, i.e., those hired to work a regular weekly schedule. 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.

These surveys measure the level of occupational earnings in an area at a particular time. Comparisons of individual occupational averages over time may not reflect expected wage changes. The averages for individual jobs are affected by changes in wages and employment patterns. For example, proportions of workers employed by high- or low-wage firms may change or high-wage workers may advance to better jobs and be replaced by new workers at lower rates. Such shifts in employment could decrease an occupational average even though most establishments in an area increase wages during the year. Trends in earnings of occupational groups, shown in table 2, are better indicators of wage trends than individual jobs within the groups.

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

² Special payments provided for work in designated parts of the area by companies not considering such payments a part of the regular salary or hourly rate were not included because of reporting problems. Such instances are few and do not have a large impact on the published data.

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

Information is presented (in the B-series tables) on selected establishment practices and supplementary wage provisions as they relate to plant- and officeworkers. Data for industry divisions not presented separately are included in the estimates for "all industries." Administrative, executive, and professional employees, and construction workers who are utilized as a separate work force are excluded. "Plantworkers" include working foremen and all nonsupervisory workers (including leadmen and trainees) engaged in nonoffice functions. "Officeworkers" include working supervisors and nonsupervisory workers performing clerical or related functions. Cafeteria workers and routemen are excluded in manufacturing industries, but included in nonmanufacturing industries.

Minimum entrance salaries for women officeworkers (table B-1) relate only to the establishments visited. Because of the optimum sampling techniques used, and the probability that large establishments are more likely to have formal entrance rates for workers above the subclerical level than small establishments, the table is more-representative of policies in medium and large establishments.

Shift differential data (table B-2) are limited to plantworkers in manufacturing industries. This information is presented both in terms of (1) establishment policy, presented in terms of total plantworker employment, and (2) effective practice, presented in terms of workers actually employed on the specified shift at the time of the survey. In establishments having varied differentials, the amount applying to a majority was used or, if no amount applied to a majority, the classification "other" was used. In establishments in which some late-shift hours are paid at normal rates, a differential was recorded only if it applied to a majority of the shift hours.

The scheduled weekly hours and days (table B-3) of a majority of the first-shift workers in an establishment are tabulated as applying to all of the plant- or officeworkers of that establishment. Scheduled weekly hours and days are those which a majority of full-time employees were expected to work, whether they were paid for at straight-time or overtime rates.

Paid holidays; paid vacations; and health, insurance, and pension plans (tables B-4 through B-6) are treated statistically on the basis that these are applicable to all plant- or officeworkers if a

³ An establishment was considered as having a policy if it met either of the following conditions: (1) Operated late shifts at the time of the survey, or (2) had formal provisions covering late shifts. An establishment was considered as having formal provisions if it (1) had operated late shifts during the 12 months prior to the survey, or (2) had provisions in written form for operating late shifts.

majority of such workers are eligible or may eventually qualify for the practices listed. Sums of individual items in tables B-2 through B-6 may not equal totals because of rounding.

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

The summary of vacation plans (table B-5) is limited to a statistical measure of vacation provisions. It is not intended as a measure of the proportion of workers actually receiving specific benefits. Provisions of an establishment for all lengths of service were tabulated as applying to all plant- or officeworkers of the establishment, regardless of length of service. Provisions for payment on other than a time basis were converted to a time basis; for example, a payment of 2 percent of annual earnings was considered as the equivalent of 1 week's pay. Only basic plans are included. Estimates exclude vacation bonus and vacation-savings plans and those which offer "extended" or "sabbatical" benefits beyond basic plans with qualifying lengths of service. Such exclusions are typical in the steel, aluminum, and can industries.

Data on health, insurance, and pension plans (table B-6) include those plans for which the employer pays at least a part of the cost. Such plans include those underwritten by a commercial insurance company and those provided through a union fund or paid directly by the employer out of current operating funds or from a fund set aside for this purpose. An establishment was considered to have a plan if the majority of employees was eligible to be covered under the plan, even if less than a majority elected to participate because employees were required to contribute toward the cost of the plan. Legally required plans, such as workmen's compensation, social security, and railroad retirement were excluded.

Sickness and accident insurance is limited to that type of insurance under which predetermined cash payments are made directly to the insured during temporary illness or accident disability. Information is presented for all such plans to which the employer contributes. However, in New York and New Jersey, which have enacted temporary disability insurance laws which require employer contributions, plans are included only if the employer (1) contributes more than is legally required, or (2) provides the employee with benefits which exceed the requirements of the law. Tabulations of paid sick

⁴ The temporary disability laws in California and Rhode Island do not require employer contributions.

leave plans are limited to formal plans⁵ which provide full pay or a proportion of the worker's pay during absence from work because of illness. Separate tabulations are presented according to (1) plans which provide full pay and no waiting period, and (2) plans which provide either partial pay or a waiting period. In addition to the presentation of the proportions of workers who are provided sickness and accident insurance or paid sick leave, an unduplicated total is shown of workers who receive either or both types of benefits.

Long-term disability plans provide payments to totally disabled employees upon the expiration of their paid sick leave and/or sickness and accident insurance, or after a predetermined period of disability (typically 6 months). Payments are made until the end of

⁵ An establishment was considered as having a formal plan if it established at least the minimum number of days of sick leave available to each employee. Such a plan need not be written, but informal sick leave allowances, determined on an individual basis, were excluded.

the disability, a maximum age, or eligibility for retirement benefits. Payments may be at full or partial pay but are almost always reduced by social security, workmen's compensation, and private pension benefits payable to the disabled employee.

Major medical insurance includes those plans which are designed to protect employees in case of sickness and injury involving expenses beyond the coverage of basic hospitalization, medical, and surgical plans. Medical insurance refers to plans providing for complete or partial payment of doctors' fees. Dental insurance usually covers fillings, extractions, and X-rays. Excluded are plans which cover only oral surgery or accident damage. Plans may be underwritten by commerical insurance companies or nonprofit organizations or they may be paid for by the employer out of a fund set aside for this purpose. Tabulations of retirement pension plans are limited to those plans that provide regular payments for the remainder of the worker's life.

Table 1. Establishments and workers within scope of survey and number studied in Atlanta, Ga., by major industry division, May 1972

		Number of est	ablishments	SERVICE STATE	Wor	kers in establishme	ents	
	Minimum employment			The state of the state of	Within scop	oe of study		C+ 11 1
Industry division	in establish- ments in scope	Within scope of study 3	Studied	Tot	tal4	Plant	Office	Studied
	of study	m.t.		Number	Percent	Plant	Office	Total ⁴
All establishments		937		Labraca and	rus mhore e			
All divisions	- 361	1,306	270	307,542	100	180,813	64,103	173,303
Manufacturing	50	353	75	100,047	33	72,289	11, 185	58, 657
onmanufacturing	-	953	195	207, 495	67	108,524	52,918	114,646
Transportation, communication, and				a first strate in the	The state of the state of	100		
other public utilities 5	50	110	31	51,641	17	29,261	9,214	40,333
Wholesale trade	50	258	40	32,361	10	16, 167	8,708	9,188
Retail trade	50	247	41	62,879	20	46,231	9,411	35,519
Finance, insurance, and real estate 6	50	149	33	29,992	10	7 932	19,518	15,823
Services 8	50	189	50	30,622	10	15,933	6,067	13,783
Large establishments								
All divisions	-	90	72	151,946	100	91,419	31,726	139,044
lanufacturing	500	36	26	55,486	37	39,572	6,206	49, 824
onmanufacturing	-	54	46	96,460	63	51,847	25,520	89,220
Transportation, communication, and other public utilities 5								0,,220
other public utilities 5	500	17	14	39,035	25	21,874	7,492	36,890
Wholesale trade	500	7	6	4,442	3	1,581	1,627	3,872
Retail trade	500	17	13	35,792	23	25, 272	6,339	31,267
Finance, insurance, and real estate 6	500	9	9	11,457	8	-	8,844	11,457
Services 8	500	4	.4	5,734	4	3,120	1,218	5,734

The Atlanta Standard Metropolitan Statistical area, as defined by the Office of Management and Budget (formerly the Bureau of the Budget) through January 1968, consists of Clayton, Cobb, DeKalb, Fulton, and Gwinnett Counties. The "workers within scope of study" estimates shown in this table provide a reasonably accurate description of the size and composition of the labor force included in the survey. The estimates are not intended, however, to serve as a basis of comparison with other 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 I establishment.
⁴ Includes executive, professional, and other workers excluded from the separate plant and office categories.

5 Abbreviated to "public utilities" in the A- and B-series tables. Atlanta's transit system is municipally operated and is excluded by definition from the scope of the study. Taxicabs and

services incidental to water transportation were excluded.

⁶ Abbreviated to "finance" in the A- and B-series tables.

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

⁸ 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.

One-third of the workers within scope of the survey in the Atlanta area were employed in manufacturing firms. The following presents the major industry groups and specific industries as a percent of all manufacturing:

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 plantworker 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. Annual rates of increase, where shown, reflect the amount of increase for 12 months when the time period between surveys was other than 12 months. These computations were based on the assumption that wages increased at a constant rate between surveys. 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 following key occupations within an occupational group was assigned a constant weight based on its proportionate employment in the occupational group:

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	Mechanics (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	Janitors, porters, and
Messengers (office boys or	women):	cleaners
girls)	Nurses, industrial (registered)	Laborers, material handlin

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.

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 plantworker 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 Atlanta, Ga., May 1971 and May 1972, and percents of increase for selected periods

		All in	dustries		received to the	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)
a construction of the second	WOL VILL		ancotato	Indexes (Ma	y 1967=100)	m Silbsi	/ 1 1 2 2 3	W. L. T. W. T.
sy 1971sy 1972		137.6 147.5	132. 3 143. 1	135.1 144.0	122. 1 128. 9	(1) (1)	128. 2 137. 6	134.8 145.6
				Percents o	f increase	4801V	I I A HE TO	r stedi i
ne 1960 to May 1961: 1-month increase		1. 1 1. 2	3. 6 3. 9	2.7	2. 9 3. 2	1.5 1.6	3. 3 3. 6	4. 1 4. 5
ıy 1961 to May 1962 ıy 1962 to May 1963 ıy 1963 to May 1964	4.2	4.7 3.0 4.9	4. 1 3. 0 3. 5	6.4 2.3 1.5	4.4 3.1 2.7	6.0 2.8 3.2	3.5 3.3 2.8	7.6 .3 1.3
y 1964 to May 1965	4.3	4.7 4.7 3.1 4.3	4.6 3.6 4.6	4.7 .9 8.7	4. 0 3. 4 5. 3	4. 4 3. 0 4. 5	4.6 3.2 5.2	6. 5 2. 3 7. 1
y 1967 to May 1968	5.0	5. 8 10. 2 8. 2	7. 3 5. 3 8. 3	9. 8 4. 9 8. 1	4. 1 5. 8 5. 7	6.7 11.1 4.7	6. 8 5. 5 6. 2	6.6 5.6 9.9
y 1969 to May 1970y 1970 to May 1971y 1970 to May 1971y 1971 to May 1972	6.0	9. 2 7. 2	8. 1 8. 2	8.5	4.9 5.6	(1) (1)	7. 1 7. 3	9. 9 9. 0 8. 0

Data do not meet publication criteria.

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, Atlanta, Ga., May 1972)

	100	uez.			earnings 1 ndard)									s rece	-	-										
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median 2	Middle range ²	60 and under	-	70	75	\$ - 90	90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	an
MEN	- 12		4			- 65	-10	- 1,		,,,	100	110	120	130	140	170	100	170	100	190	200	210	220	230	240	ove
CLERKS, ACCOUNTING, CLASS A	299	39.5	161.00	155.00	138.00-184.00	-	-	-	-	-	2	9	7	40	21	51	36	24	25	22	15	12	24	3	5	
MANUFACTURING		39.5	170.50	155.00	142.50-210.00	-	-	:	-	=	-	-	-	2	6	14	9	3	-	5	4	2	9	3	2	
NONMANUFACTURING	240				133.50-180.00		-	-	-	-	2		7			37	27	21	25		11		15	-	3	
WHOLESALE TRADE	96				170.50-213.00		-	-		-	-	:	2		1 9	23			10	5	4	2	7	-	3	
WHOLESALE TRADE	70	40.0	160.50	152.00	142.50-179.00	1 7		-	-		-		-	10	,	23	13	3	14	6	3	5	8	1/12	101	
CLERKS, ACCOUNTING, CLASS B					116.50-152.50		-	-	-	-		5			27		8	2	11	14	9	1	-	-	-	
NONMANUFACTURING					118.00-156.00		-	-	-	-		4		3.5				1		14	9	1		-	-	
PUBLIC UTILITIES					141.00-185.00		=	-		=	14	-	2 9		17		3 5	1	7	11	1 8	1	100	-	- 2	
		40.0	134.00	127000	110.30-144.00		6 6	13			17		,	23			,		*	,		-	W	-	MARK	
CLERKS, ORDER					123.00-165.50		-	-	-	-		39	52		127	19	29	69	38	-	21	1	1	2	-	
NONMANUFACTURING					122.50-165.50			-		:	-	39	52	26		14		69 56	38	:	20	1	-	1		
	- 8	10.0	110.00	130.00	117470 107170												27	30	30	-	,		390 40	100	-010	
MESSENGERS (OFFICE BOYS)				95.50		-	-	5	2	118	93	57	31	12	15	9	12	-	3	-	1	1	-	-	-	
MANUFACTURING	83			96.50			-	-	-	25 93	30	17	1	7	-	2	-	-	-	-	1	-	-	-	-	
NONMANUFACTURING	276 55				87.50-111.50 103.50-148.50	-	-	5	2	93	63	40	30	5	15	7	12	-	3	-	-	1	-		-	
WHOLESALE TRADE	59				92.50-115.50		:	_		0	20	12	12	ī	0	,	8	-	3	-	-	1	-		16.11	
FINANCE	132			89.50		-	-	-	1	70	32	12	9	2	6	-	8 -	-	-	-	-	=		10		
TABULATING-MACHINE OPERATORS.	1			1	1																					
CLASS B	130	40.0	134.50	131.50	125.50-149.00	-	-	-	-	1	1	2	24	33	32	6	15	11	5	-	-	-	-			
NONMANUFACTURING	130				125.50-149.00		-	:	-	1	1	2	24	33	32	6		11	5	-	-	-	-	-	-	
WOMEN				100	- C	. 2																				
BILLERS, MACHINE (BOOKKEEPING MACHINE)	52	39.5	102.00	97.00	84.00-122.50	-	-	-	1	20	12	1		12	6	-	-	-	-	-	-	-	-	-	-	
BOOKKEEPING-MACHINE OPERATORS,			100	Tenn I	a late and																					
CLASS A	105	39.5	118.00	111.50	106.50-135.50	-	-	-	-	-	3	43	24	8	19	2	-	5	1	-	-	-	-	-	-	
NONMANUFACTURING	101	39.5	117.50	111.00	106.00-130.00	-	-	-	-	-	3	43	24	6	19	0.7	22	5	1	-	-	-	100	-	-	
BOOKKEEPING-MACHINE OPERATORS.		8	N	2 20	1 2 2									11,20	011	0.61	0									
CLASS B	242				99.50-123.00		-	-	-	19	44	35	51 12	67 37	21	3	1	1	-	-	-	-	-	-		
MANUFACTURING	72				109.50-123.50			-	-1	19	13	6	39		18		1	-		-	-	-	-	-	_	
NONMANUFACTURING	170				97.00-122.50 92.50-123.50		- [-	-		16	7	12	23	4	3	-	-	-	-	-	-	0	-	-	
KETATE TRADE	1	-		104	L. ol 122	1																			100	
CLERKS, ACCOUNTING, CLASS A	951				117.00-151.50		-	-	-	2 -	28	129	136	173	115	108	110	41		31				2	1	
MANUFACTURING	198				117.00-165.50			-	-	-	12	117	93	145	97	96	99	35	13	13	18	13	4	-	-	
NONMANUFACTURING	753				117.50-150.50				-1	-	10		- 03	1	i	30	39	20	1	1	17	3	5	-	-	
PUBLIC UTILITIES	118				144.50-168.00			-	-	-	-	28	6	54	18	14	18	3	4	2	1	1	-	-	-	
RETAIL TRADE	172				122.00-151.00		-	-	-	-	2	12	23	27	44	16	33	3	3	2	-	6	1		-	
FINANCE	211				109.00-135.50		-	-	-1	_	4	21	49	46	26	18	7	2	2	6	-	-	-		-	
SERVICES	103				105.50-146.00		-	-	-	2	10	26	5	17	8	18	2	7	3	2	-	3		-	-	
CLERKS, ACCOUNTING, CLASS B	2,295	39.5	112.50	108.00	98.00-122.00		_	-	-	191	479	602	371	275	149	83	57	14	16	15	22	21	-	-	-	
MANUFACTURING	384	39.5	109.00	106.50	97.00-122.00	-	-	-	-1	37	89	103	35	81	22	4	9	3	-	-	1	-	-	-	-	
NONMANUFACTURING	1,911				98.00-122.00	-	-	-	-	154	390	499	336	194	127	79	48	11	16	15	21	21	-	-	-	
PUBLIC UTILITIES	370	39.0	127.50	124.00	108.50-134.50	-	-	-	-	6	20	76	62	59 50	67	20	23	3	12	1	-	21	-	-	-	
WHOLESALE TRADE	399	40.0	121.50	116.00	103.50-130.00	-	-	-	-	-	64	89	97	50	25	16	14	6	4	13	21	-	100	-	-	
RETAIL TRADE	378	40.0	112.00	109.50	99.50-123.50	-	-	-	-	16	83	93	69	50	16	37	11	2	-	1	-	-	-	-	-	
FINANCE	569			101.00			-	-	-	16 100 32	172	171	84	24	12	6	-	50	-	-	-	-	-	-	-	
SERVICES	195	39.0	103.00	103.00	93.00-109.50	-	-	-	-	32	51	70	24	11	,	100	-	-	-	-	-	-	-	-	-	

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, Atlanta, Ga., May 1972)

					earnings 1					N	lumbe	r of w	orkers	rece	iving s	straigh	nt-time	e week	kly ear	rnings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean 2	Median 2	Middle range ²	60 and under	65	70 - 75	-	80	90	100	110	120	130	\$ 140 - 150	150	160	170	180	190	200	210	220	-	an
WOMEN - CONTINUED							-10			-,0	100		120	1,50		1,00	100	2.0	100	170	200	2,10	220	230	240	OVE
CLERKS, FILE, CLASS A NOMMANUFACTURING FINANCE	131 118 52	38.5	108.50	111.00	\$ 99.00-121.50 96.50-119.50 100.00-120.00	-	=	:	13 13 10	4	18 18 3	24 22 12	37 34 15	21 18 10	6 6 2	3 1 -	1	1	Ξ	Ξ	Ξ	Ξ	Ξ	:	:	
ELERKS, FILE, CLASS B	660 70 590 46 67 299 52	39.5 38.0 37.5 39.5 37.0	114.00 93.00 122.50 95.00 89.50	93.00 107.50 92.00 103.00 100.50 91.00 98.00	97.50-128.00 84.50-101.00 92.50-147.50 88.50-103.00 74.50- 98.50	:	10 10 10	96 - 96 - 80 5	8 3 5	151 3 148 6 25 61 5	193 19 174 13 7 94 9	94 11 83 10 34 31 6	66 13 53 4 1 31	14 6 8 1 - 1 3	3 1 2 1 -		14	:	:	2 2	4	5 5	:			
NONMANUFACTURINGFINANCE	617 605 342	38.5	89.00	84.50	80.50- 93.50	-	1 1	24 24 6	110 110 62	273 266 192	125 121 66	47 46 9	17 17 6	2 2 -	:	:	4	6	2 -	=	:	6	Ξ	Ξ	=	
LERKS, ORDER NONMANUFACTURING WHOLESALE TRADE RETAIL TRADE	387 349 196 151	39.5 39.5	113.50	113.00	103.00-119.00 102.50-119.00 111.00-119.00 97.50-118.50	:	Ē	2 - 2	1 - 1	8 6 - 6	60 60 13 45	68 57 21 36	168 154 125 29	39 36 6 30	15 15 15	6 6 6 -	2 2 1 1	3 2 1	6 -	1 1 -	5 4 4 -	2 1 1	1 1 -	:	:	
LERKS, PAYROLL	427 139 288 45 51 96 62	39.5 39.0 38.5 39.5 39.0	116.00 122.50 140.00 121.00 122.50	116.50 120.00 143.00 122.50 118.00	106.00-133.50 103.00-130.00 107.00-135.50 120.50-158.50 110.00-129.00 108.00-141.50	=	:	:		21 16 5 - 3 2	26 8 18 4 - 8 6	107 32 75 5 13 19 20	71 25 46 2 12 22 6	77 24 53 5 17 8 22	54 21 33 3 7 9	28 6 22 7 - 13 2	30 3 27 12 1 13	1 1	8 3 5 4 - 1	1 - 1		2 2 2				
OMPTOMETER OPERATORS NONMANUFACTURING RETAIL TRADE	269 261 184	38.5	112.50	112.00	103.00-119.00 102.50-119.00 102.50-117.50	-	=	=	10 10 10	15 15 3	31 31 25	60 59 50	96 93 60	14 14 13	24 23 12	8 6 6	4 4 3	3 2 2	=	3	1	=	:	:	:	
EYPUNCH OPERATORS, CLASS A MANUFACTURING NONMANUFACTURING HHOLESALE TRADE FINANCE	166	40.0 39.5 39.5 40.0	135.00 137.00 129.50 114.00	129.00 128.00 126.00 110.50	115.00-158.50 114.50-156.00 115.00-159.00 117.00-139.50 103.50-123.00 115.50-130.50	=	:				12 2 10 1 8 1	149 27 122 16 49 21	279 32 247 51 15 54	226 24 202 45 23 70	158 21 137 33 10 36	82 16 66 16 9	45 3 42 18	96 31 65 2	86 86 8	2 -	104	19 10 9				
REYPUNCH OPERATORS, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE RETAIL TRADE FINANCE SERVICES	1,780 247 1,533 133 460 253 385 302	39.5 39.0 39.0 40.0 39.5 39.0	115.00 110.50 121.00 112.50 107.00 108.00	107.00 109.00 116.50 110.00 105.50 108.50	102.00-117.50 101.50-115.00 102.00-117.50 102.50-131.50 104.00-117.50 102.50-114.00 102.50-114.00	:			3 - 3	-	164 11 39 41	653 102 551 27 191 48 162 123	50 434 20 131 65	190 12 178 23 78 21 39 17	54 6 48 15 8 10 4	22 - 22 1 3 16 - 2	28 15 13 5 - 4	5 3 2 2	11 8 3	24 9 15 8 7 -	5 5	1 1				
NONMANUFACTURING	150 129			98.00			:	:	2	40 34	44 38	45 42	17 13	1	:	:	:	1	:	:	1	:	:	:	:	
MANUFACTURING	4,265 1,103 3,162 458 733 451 1,238 282	39.5 39.0 38.5 40.0 39.5 38.5	141.00 142.00 176.50 141.50 142.50 130.00	138.50 136.50 176.00 138.00 139.50 128.00	121.50-159.50 122.00-157.50 121.00-160.00 154.00-193.00 123.00-161.00 125.00-160.00 117.00-141.00 118.00-146.00	:				30 15 15 - 2 13	13 59 -	326 62 264 2 67 42 115 38	566 155 411 3 104 36 228 40	162 499 10 98 55	173 499 8 130 84 226	522 174 348 43 99 54 116 36	358 87 271 80 40 55 90 6	342 58 284 54 104 44 59 23	335 152 183 59 43 28 33 20	137 12 125 63 16 20 20	95 14 81 60 12 4 3 2	51 6 45 28 8 6 3	33 30 22 3 2 2	23 9 14 4 6 4	14 4 10 8 2	2 1

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, Atlanta, Ga., May 1972)

	1				earnings 1 ndard)	31	41.1												kly ea							
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean 2	Median ²	Middle range ²	and under	-	-	-	80	-	-	-	-	-	-	150	160	170	180	190	200	-	220	230	\$ 24 ar
WOMEN - CONTINUED						65	70	75	80	90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	ov
SECRETARIES - CONTINUED																										
SECRETARIES, CLASS A	183 55 128	39.5	158.00	146.00	\$ \$ 140.00-186.50 141.50-168.50 139.00-191.00	-	:	=	=	:	:	:	5	1 1 -	38 7 31	51 27 24	10 3 7	19 6 13	7 1 6	11 1 10	8 4 4	8 - 8	2 - 2	1 3	6 3 3	1
SECRETARIES, CLASS B MANUFACTURING NOMMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE FINANCE SERVICES	724 153 571 131 76 64 220 80	39.5 38.5 39.0 40.0 40.0 38.0	155.50 157.00 188.00 165.00 137.00 145.50	151.50 150.00 192.00 163.00 135.50 141.00	136.00-173.00 137.50-167.50 135.50-174.00 169.50-199.50 145.50-182.00 123.00-154.50 133.50-160.00 131.00-161.50						1 - 1 - 1 - 1 - 1 - 1	27 7 20 - 6 13 1	20 20 - - 14 6	49 12 37 - 7 20 10	154 33 121 - 5 23 71 22	105 19 86 19 25 4 22 16	75 26 49 4 - 3 37 5	6	65 60 10 15 3 18	34 8 26 12 3 4 7	55 5 50 46 3 -	16 5 11 6 5	14 2 12 10 1 -	10 2 8 3 5	5 1 4 2 2	1
SECRETARIES, CLASS C	1,616 476 1,140 187 204 151 510 88	39.5 39.0 38.5 40.0 39.5 39.0	148.00 143.50 171.50 147.00 150.50 130.50	149.50 138.50 173.00 143.00 145.00 128.00	126.00-165.00 130.00-171.50 125.00-161.00 157.50-184.00 131.00-162.50 127.00-168.50 120.50-139.50 122.00-163.50					12 12	6 9 -	65	160 38 122 - 19 13 85 5	38 229 3 22 15	226 50 176 4 51 11 101	222 73 149 20 28 23 69	141 48 93 24 21 20 28	127 25 102 34 25 18 12	219 146 73 34 14 8 11	68 3 65 45 4 10	24 5 19 5 9 3	21 1 20 12 3 5	13 1 12 6 2 2 2	8 6 2 - 2		
SECRETARIES, CLASS D	419	39.0 39.5 39.0 40.0 39.5 38.5	125.00 131.00 162.50 134.00 139.00 120.00	124.50 127.00 155.00 130.00 137.50 118.50	115.50-142.00 117.00-136.50 114.50-149.50 151.50-178.00 117.00-153.50 124.50-157.00 108.00-129.50 110.00-125.00					18 3 15 - 2 13	47	31 177 2 55 11	117 258 3 85 17		250 83 167 4 68 39 47	142 55 87 1 33 25 22 6	132 10 122 52 19 31 20	111 9 70	44 14 12 16 2	24 5 9 5	8 7 - 1	6 6	4	1 - 1	3 3	
STENOGRAPHERS, GENERAL	1,191 252 939 350 283 86 127	40.0 38.5 38.0 40.0 40.0 37.0	112.00 124.00 135.00 119.00 117.50 111.00	112.00 119.50 130.50 119.50 114.50 109.00	107.00-131.00 94.00-127.00 110.50-132.50 114.50-151.00 112.00-126.00 109.00-123.50 102.00-118.50 111.50-128.50				6 6	47 36 11 3 - 8	90 38 52 15 19 5	205 41 164 37 40 19 47 21	276 26 250 68 87 33 32 30	246 59 187 48 97 15 5	141 14 127 60 29 5 22	50 11 39 27 1 5	63 21 42 30 8 3	8 6 2 -	31 29 1	13 13 12	4	11 11				
STENOGRAPHERS, SENIOR MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE FINANCE SERVICES	876 342 534 166 180 117	39.5 39.0 39.0 39.5 38.0	149.00 136.00 152.50 139.50 112.00	166.00 135.50 158.00 140.50	120.50-166.50 134.00-168.00 118.50-151.00 135.50-169.00 129.50-149.50 99.00-122.00 120.00-141.00	:				9 - 9 - 9 -	28 4 24 - 1 23	61 34 27 3 8 13	116 24 92 14 23 39 14	100 19 81 13 15 20 25	117 29 88 38 40 10	101 23 78 9 50 3 12	31 1 30 10 20	264 206 58 47 11	30 1 29 17 12	8 8 -	9 1 8 6 2		2 1 - 1			
SWITCHBOARD OPERATORS, CLASS A	67	40.0	136.00	130.00	112.00-163.00	-	-	-	-	-	2	12	12	8	7	1	4	14	4	1	1	1	-	-	-	
SWITCHBOARD OPERATORS, CLASS B NOMMANUFACTURING FINANCE SERVICES	118	39.5 40.0 38.5	99.00 102.00 109.00	98.00 99.00 108.50	79.00-117.50 78.50-117.50 81.50-128.00 101.00-121.00 71.50- 85.00	24	:	57 57 26 -	35 35 2 -	34 34 9 2 23	88 81 26 15	51 49 12 26 3	54 52 8 14 3	32 31 8 16	43 43 24 6	7 7 3 -	2	7 7	1		-	:	-	:		

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, Atlanta, Ga., May 1972)

- 40 Bioper					earnings 1					N	umber	r of w	orker	s rece	iving s	straigh	nt-tim	e weel	cly ear	rnings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	60 and under	65	70	75	80	90	100	110	120 - 130	130	140	150	160	170	180	190	200	210	220	-	
WOMEN - CONTINUED																										
ITCHBOARD OPERATOR-RECEPTIONISTS-	533				100.00-120.00		-	6	6	29	91	143	127	71	14	8	1	1	6	- 8	6	16	-	-	ATES	
MANUFACTURING	136				106.50-125.50		-	-	6	2	6	47	30	24	11	7	1	-	-	2	-	-	-	-	100	1
NONMANUFACTURING	397				98.00-118.00		-	6	-	27	85	96	97	47	3	1	-	1	6	6	6	16	-	-	1117	20
WHOLESALE TRADE	176				125.00-202.50 97.50-113.00		_	-		6	59	42	55	10	-		-	-	4	6	6	16	-	-	-	•
RETAIL TRADE	60				93.00-124.00	_	_	_	_	7	18	15	2	18	-	-		1	2	_	_		CAUL			_
FINANCE	78				100.50-114.50	-	-	6	-	11	1	24	32	3	1	-	-	-	-	-	-	-	W -		-	-
NSCRIBING-MACHINE OPERATORS,	1																									
NERAL	288				104.00-126.00		-	-	-[-	45	76	63	60	34	4	6	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	270				103.50-125.50		-	-	-	-	45	73	62	51	29	4	6	05	-	-	-	-	-	-	-	-
WHOLESALE TRADE	98				108.00-131.50		-	-	-	-	9	24	10	26	20	3	6	0.5	-	-	-	-	-	-	VIII -	-
FINANCE	157	37.0	108.50	108.50	100.50-117.00	- 1	-	-			36	49	46	19	6	1		-	-	-	-	-		-	17.00	-
PISTS, CLASS A	388	39.0	118.50	115.50	105.50-132.00	-	-	-	-	14	39	111	63	54	45	27	17	10	6	2	-	-	-	-	-	-
MANUFACTURING	84				106.00-122.50		-	-	-	-	6	33	21	12	1	-	-	10	1	-	-	-	-	-	W -	-
NONMANUFACTURING	304				105.50-133.50		-	-	-	14	33	78	42	42	44	27	17	15	5	2	-	-	1.7	-	-	-
PUBLIC UTILITIES	50				124.00-153.00		-	-	-	-	07	4	5	8	7	6	13	-	5	2	-	-	11.	1117	2 115	-
SERVICES	97				99.50-120.00		_	-		9	17	27	21	18	28	4	7	100	-	-	-			11 7	0.1378	
ZEKAICEZ	63	30.0	110.50	121.50	105.00-155.50	_		_		,				,	20	TOO I		95							PERM	Ē
PISTS, CLASS B	1,274	38.0	99.00	97.00		-	16	21	20	251	433	267	140	63	51	1	-	1	2	4	1	3	-	-	-	-
MANUFACTURING	103					-	6	6	-	15	31	26	8	3	7	1	-	45	-	-	-	- 12	-	-	TOTAL T	-
NONMANUFACTURING	1,171			97.00			10	15	20		402			60	44	1	-	1	2	4	1	3	- 5	100	a Yout	-
PUBLIC UTILITIES	100				103.00-129.50		-	-	-	4	15	14	11	33	12	WEST TO	115	1	2	4	1	3	-	-	STATE OF	-
WHOLESALE TRADE	102				93.50-113.00		-	-	7	12	36	28	13	6	18		0.62		-	-	-			-		•
FINANCE	724			93.50			10	-	13	189	293	152	61	4	2	1100	D. VT	195						14112	100	_
SERVICES	145			104.00			-	15	13	20	25	19	45	12	9	-	1	100	-	-		-	-	1	1116	_
SERVICES	1 47	3,63	203.00	-04.00	111.00										400											

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, Atlanta, Ga., May 1972)

	the state of	-	halialas	Weekly (star	earnings l									s recei												
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	Under	75 and under 80	80	85	90	95	100	110	120 - 130	130	140	150	160	170	180	190	200	210	220	230	an
MEN																						sumet		1290	7	
LERKS, ACCOUNTING, CLASS A NONMANUFACTURING PUBLIC UTILITIES	140 98 32	39.5	168.50	171.50	\$ 152.50-197.00 153.00-189.00 167.00-184.50	-	1	:	:	:	=	2 2 -	3	6	7 4 1	12 7	19 13 5	14 11 5	17 17 10	17 12 5	15 11 4	12 10 2	11 2	3 -	2 -	
LERKS, ACCOUNTING, CLASS B NONMANUFACTURING PUBLIC UTILITIES	68 65 31	39.5	149.50	141.00	124.00-178.00 124.00-179.00 137.50-186.50	-	:	:	:	:	=	1	8 8 2	17 16 5	8 8 2	6 6 1	3 3 1	1	8 8 7	11 11 11	3 3 1	1 1 1	:	:	:	
SSENGERS (OFFICE BOYS) NONMANUFACTURING PUBLIC UTILITIES	125 106 45	39.0	107.00	101.00	90.00-114.50 90.50-113.50 102.00-147.50		2 2 -	12 10	17 14 6	17 14 2	11 11 1	30 25 12	7 6 3	2 -	7 7 6	6 4 4	8 8 8	:	3 3 3	:	1 :	:	i	:	:	
ABULATING-MACHINE OPERATORS, CLASS B	59 59	39.5 39.5	131.50 131.50	128.50 128.50	113.00-151.00 113.00-151.00		:	1	:	1	:	2 2	19 19	9	11 11	1 1	7	3	5 5	:	:	:	:			
WOMEN	005 184		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	341	10 10 00																					
LERKS, ACCOUNTING, CLASS A MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES RETAIL TRADE	356 75 281 106 101	39.5 39.5 39.0	174.50 145.50 160.50	182.00 144.50 157.00	129.00-168.50 141.00-209.50 127.00-160.00 144.00-164.00 119.50-149.50	:		:	:	4	2 - 2 - 1	20 -	25 3 22 -	44 8 36 1 21	28 7 21 1	59 6 53 30 16	59 5 54 35 13	29 29 18 3	13 2 11 1 3	23 18 5 1	18 18 17	14 9 5 2 2	15 14 1	2 2 -	1 :	
ERKS, ACCOUNTING, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES RETAIL TRADE FINANCE	799 114 685 329 244 73	39.0 39.0 38.5 40.0	113.50 118.00 122.50 110.50	110.00 114.50 120.00 108.50	102.50-130.50 100.50-126.00 103.00-131.00 107.00-133.50 98.50-122.00 94.00-112.50	:	::::::	5	27 10 17 6 2	64 16 48 8 34 6	52 1 51 12 35 4	31	131 15 116 62 41	117 21 96 43 42 4	12		31	3	13	6 1 1	3 -					
ERKS, FILE, CLASS A	86 73	39.0 39.0	113.00 109.50	114.00 111.50	101.00-121.00	:	1	1	1	9	8 8	17 15	27 24	12	4	2	:	4	:	:	:	:	:	-	:	
ERKS, FILE, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES FINANCE	263 53 210 37 54	39.5 39.0 37.0	118.00 92.50 103.50	94.00 116.50 92.00 100.00 91.50	99.50-150.50 86.50- 98.00 91.50-109.00	11	5	24 24 15	49 3 46 6 8	56 4 52 11 14	43 7 36 2 9	29 11 18 10 5	9		3 1 2 1		14	:		2 2 2	:	:				The Part of the
ERKS, FILE, CLASS C	309 306	39.5 39.5	89.00 88.50		78.00- 94.00 78.00- 94.00	19 19	90 90	81 80	24 24	23 22	14	36 35	8	2 2	-	-	:	6	2 2	:	:	:	:	:	:	
ERKS, ORDER	147 142			104.50 104.50	97.00-125.00 97.00-123.50	2 2	1	5	3	13 13	32 32	28 28	21 21	27 26	1	:	2 2	3	:	1	5	2	1	:	-	
ERKS, PAYROLL	145 57 88 27	39.0	119.00	119.00	104.50-138.00 106.00-133.50 102.50-141.00 105.00-156.00	-	:	3	6 1 5 -	8 2 6 2	9 1 8 2	31 15 16 5	14 8 6 2	25 10 15 5	16 7 9 3	16 6 10 1	11 3 8 4	2 1 1 1	3 3 2	1 -	:	:	:		::	
MPTOMETER OPERATORS NONMANUFACTURING RETAIL TRADE	178 170 132	38.5	110.50	109.50	98.00-127.00 97.50-126.00 100.00-125.50	VI.	10 10 10	8 8 2	7 7 1	8 8	19 19 15	37 36 30		14 14 13	21 20 12	8 6	4 4 3	3 2 2	:	:	1	:	:	:	10y-	

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, Atlanta, Ga., May 1972)

	III Yel				earnings 1 ndard)														dy ear							
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean 2	Median ²	Middle range ²	Under \$ 75	75 and under 80	-	85	90	95	100	-	120	130	140	150	160	170 - 180	180	190	200	210	220	-	ar
WOMEN - CONTINUED																										
EYPUNCH OPERATORS, CLASS A MANUFACTURING NONMANUFACTURING HOLESALE TRADE RETAIL TRADE FINANCE	705 85 620 83 114 54	39.5 39.5 39.5 40.0	148.50 147.50 132.00 114.00	153.50 142.00 125.00 110.50	\$ 122.50-175.50 122.00-168.00 122.50-176.00 118.50-146.00 103.50-123.00 111.50-134.00	=	:	:	:	2 2	9 - 9 - 8 1	71 6 65 2 49 10	68 11 57 25 15	82 9 73 21 23 9	101 6 95 10 10	52 7 45 8 9 7	34 3 31 7	90 31 59 2	80 80 8	2 -	104	10 10 - -	:	:	:	
EYPUNCH OPERATORS, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES RETAIL TRADE FINANCE	661 100 561 119 201 110	39.5 39.5 39.0 40.0	132.00 112.50 120.50 107.00	118.00 110.50 113.00 107.00	101.50-123.00 108.00-158.00 100.00-119.50 101.50-133.00 91.50-120.50 102.00-114.50	=	3 - 3 -	10	51 51 15 31 5	34 2 32 7 20 5	45 3 42 4 21 9	27	177 23 154 20 42 42	56 12 44 9 21 12	38 15 10 4	17 17 1 16	24 15 9 5 4	3 3 -	11 11 8 -	24 9 15 8 -	5	1	:	:	:	
ESSENGERS (OFFICE GIRLS)	72 62	39.0 39.0		100.00		:	1	5	3	9	17 17	26 23	8	1	:	-	Ξ	Ξ	• :	Ξ	1	-	Ξ	Ξ	:	
ECRETARIES MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE RETAIL TRADE FINANCE	622	39.0 39.0 38.5 39.5 39.5	149.00 147.50 178.00 180.00 145.00	146.00 142.50 179.50 181.00 142.50	125.00-171.00 127.50-171.50 124.00-169.50 162.00-192.00 165.00-203.00 127.00-162.00 116.50-140.50	=	:	2 - 2 - 2 -	3 - 3 - 3	10 1 9 - 6 3	32 32 - 5 27	96 18 78 - 16 62	1 2 33	292 82 210 4 2 49 152	266 84 182 6 2 66 108	69	203 55 148 38 5 55 50	144 35 109 36 6 40 22	260 151 109 56 9 28 10	103 12 91 60 8 16 3	78 8 70 55 6 4	39 6 33 16 8 6	14 3 11 5 3 2	20 9 11 4 3 4	11 4 7 5 2	
SECRETARIES, CLASS A	56	39.0	192.50	193.00	162.00-227.00	-	-	-	-	-	-	-	-	1	3	4	5	4	5	4	5	8	1	4	6	
SECRETARIES, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES FINANCE	287 65 222 93 77	38.5 39.0 38.5	175.00 169.00 189.50	169.50 169.00 192.00	149.00-193.00 153.00-196.00 146.50-193.00 179.00-197.50 135.50-158.00	-	:	:	:	:	1 - 1	1 1 - 1	4	12	32 7 25 -	23 5 18 2 12	39 8 31 4 24	35 13 22 9 6	26 5 21 10 7	24 8 16 12 2	50 5 45 41 1	16 5 11 6	6 2 4 2	7 2 5 3	5 1 4 2	
SECRETARIES, CLASS C MANUFACTURING NOMMANUFACTURING PUBLIC UTILITIES FINANCE	1,008 307 701 156 118 373	39.0 39.0 38.0 40.0	160.00 147.00 171.50 157.50	170.00 142.50 175.00 153.50	129.50-172.00 145.50-173.00 126.00-167.00 157.50-184.00 136.50-174.50 120.50-139.00	=	:	:	:	2 - 1 1	5 - 5	24 3 21 - 3 18	76 - 10	151 18 133 1 9 122	123 29 94 4 11 77	38 81 14	108 36 72 24 20 23	20 58	202 145 57 34 8 1	66 3 63 45 10	15 2 13 5 3	15 1 14 6 5	7 1 6 2 2	8 6 2 - 2 -	:::::	
SECRETARIES, CLASS D MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES RETAIL TRADE FINANCE	646 239 407 43 207 141	38.5 39.5 39.0 39.5	126.00 132.50 165.00 139.00	125.50 129.00 169.00 137.50	115.50-142.50 117.00-136.00 112.50-153.50 156.50-179.50 124.50-157.00 102.50-122.50	-	:	2 - 2 -	3 - 3 - 3	8 1 7 - 5 2	24 - 24 - 3 21	68 14 54 - 11 43	130 76 54 1 17 28	128 63 65 3 33 25	104 47 57 2 39 16	56 26 30 1 25 2	51 10 41 10 31	27 2 25 6 18 1	27 27 11 16	9 2 5 -	8 - 8 7 1			1 - 1 - 1 -	:	
ENOGRAPHERS, GENERAL	472 53 419 305 51	39.5 38.5 38.0	123.50 130.00 133.50	127.50 127.00 131.00	113.00-141.00 113.00-132.50 113.00-143.00 114.50-151.00 109.00-132.50	Ξ	:	1	4 3 -	14 2 12 7 2	13 1 12 8 3	59 8 51 35 9	84 6 78 52 8	89 18 71 40 15	84 13 71 55 5	32 2 30 24 5	38 3 35 30 3	8 6	30 29 1	12 12 12	4 4	i	::::	:	:	
PUBLIC UTILITIES	517 213 126	39.0	137.50	137.00	126.00-168.00 117.50-166.00 135.00-168.00	:	Ξ	Ξ	9	2 2	17	49 15 3	32 21 14	29 19 9	61 48 34	33 10	16 15 9	251 45 44	15 14 11	2 2 2	1 -	:	-	=	-	

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, Atlanta, Ga., May 1972)

					earnings 1 idard)	104 110				N	ımbeı	of wo	orkers	recei	ving s	traigh	t-time	week	ly ear	nings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean 2	Median ²	Middle range ²	Unde: \$ 75	and under	80	85	-	-	-	-	-	-	-	150	-	-	-	-	-	-	-	-	an
	-	- 100	-			-	80	85	90	95	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	ove
WOMEN - CONTINUED																										
WITCHBOARD OPERATORS, CLASS A	50	39.5	136.50	\$ 131.00	\$ \$ \$ 109.00-164.00	-	-	-	-	2	-	12	6	5	3	1	3	14	1	1	1	1	-	-	-	
WITCHBOARD OPERATORS, CLASS B	121	39.5	107.00	103.50	94.50-119.00	15 -	2	7	13	9	22	22	18	10	10	6		1	1	-	-	-	-		-	
NONMANUFACTURING	115			102.50			2	7	13	8	22	22	18	10	10	6	-	1	1	-	-	-	-	-	-	
WITCHBOARD OPERATOR-RECEPTIONISTS-	66	39.5	118.00	112.50	96.00-130.50	-	-	-	9	7	3	12	11	8	5	1	1	1	6	2	-	-	-	-	-	
RANSCRIBING-MACHINE OPERATORS,	3 9																									
SENERAL	59				106.00-129.00		-	-	-	3	2	20	14	7	9	4	-	-	-	-	-	-	-	-	-	
NONMANUFACTURING	56	39.0	115.50	116.00	106.00-127.00	-	-	-	-	3	2	20	13	7	7	4	-	-	-	-	-	-	-	-	-	
PISTS, CLASS A	218				110.50-137.00		-	1	8	7	17	20	48	41	30	13	15	10	6	2	-	-	-	-	-	
MANUFACTURING	52				116.00-130.00		-	-	-	-	1	6	21	12	1	-	-	10	1	-	-	-	-	-	-	
NONMANUFACTURING	166				107.50-137.50		-	1	8	7	16	14	27	29	29	13	15	-	5	2	-	-	-	-	-	
FINANCE	50				124.00-153.00	-	-	-	-	-		4	5	8	7	6	13	-	5	2	-	-	-	-	-	
FINANCE	66	39.0	109.50	112.00	98.00-121.00	-	-	1	8	1	12	8	19	12	4	1	-	-	-	-	-	-	-	-	-	
PISTS. CLASS B	354	39.0	104.50	101.00	92.50-114.00	-	9	33	31	33	59	79	44	41	16	1		1	2	4	1		-		-	
MANUFACTURING	57			100.00		-	-	4	5	8	12	15	8	3	1	ī	-	-		-	-	-	-	-	-	
NONMANUFACTURING	297	39.0	105.00	101.50	92.00-115.50	-	9	29	26	25	47	64	36	38	15	-	-	1	2	4	1	-	-	-	-	
PUBLIC UTILITIES	97				103.00-129.50	-	-	-	4	5	10	14	11	33	12	-	-	1	2	4	1	-	-	-	-	
RETAIL TRADE	94			99.50		-	7	4	7	5	28	22	13	5	3	-	-	-	-	-	-	-	-	-	-	
FINANCE	82	38.5	92.50	90.00	84.00-100.50	-	2	25	15	15	4	16	5	-	-	-	-	-	-	-	-	-	-	-	-	

See footnotes at end of tables.

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, Atlanta, Ga., May 1972)

				Weekly (stan	earnings l dard)					N	lumber	of we	orkers	recei	ving s	traigh	t-time	week	dy ear	nings	of—		- 16	i de la	ESTET	1100
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean 2	Median ²	Middle range ²	90 and under	\$ 100 -	110	120	130	140	150	160	\$ 170 -	180	190	200	210	220	230	\$ 240 -	250	260	270		290 and
						100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	270	280	290	over
MEN			\$	\$																						
COMPUTER OPERATORS, CLASS A	231	39.5	173.00	172.50	152.00-190.00	-	-	-	5	11	31	40	12	56	19	16	16	17	4	2	1	-	-	1	-	
NONMANUFACTURING	195				152.50-195.00		-	-	5	11	21	27	12	56 54	16	16	15	12	4	2	1	-	-	-		
COMPUTER OPERATORS, CLASS B	468	38.5	157.CC	157.50	130.50-184.00	10	28	40	38	43	48	36	50	37	73	13	34	1	3	6	1	1	6	-		
MANUFACTURING	63	40.0	185.50	200.50	147.00-204.50	-	1	1	-	3	14	7	3	1	-	-	21	-	2	2	1	1	6	-	-	
NONMANUFACTURING	405	38.5	153.00	155.50	126.50-181.00	10	27	39	38	40	34	29	47	36	73	13	13	1	1	4	-	-	-	-	-	
PUBLIC UTILITIES	75	40.0	183.50	182.50	175.50-192.00	-	-	-	-	-	2	-	14	15	22	11	8	-	-	3	-	-	-	-	-	
WHOLESALE TRADE	74	40.0	163.50	176.00	139.50-187.00	-	11	2	3	3	-	2	14	8	22	2	4	1	1	1	-	-	-	-	-	
FINANCE	121	39.0	152.50	150.50	132.50-178.00		2	5	18	20	15	16	8	12	25	-	-	-	-	-	-	-	-	-	-	

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, Atlanta, Ga., May 1972)

	Co vivini		i sen		r earnings 1 ndard)					N	ımber	of wo	rkers	recei	ving s	traigh	t-time	week	ly ear	nings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean 2	Median ²	Middle range ²	90 and under	100	110	120	\$ 130 - 140	140	150	160	170	180	190	200	210	220	230	240	250	260	270	-	an
MEN - CONTINUED					3																					
OMPUTER OPERATORS, CLASS C NONMANUFACTURING PUBLIC UTILITIES		39.5	133.00	131.00	\$ 117.00-146.50 117.00-146.00 122.50-148.00	5	8 7 4	37 36 2	15 11 2	21 17 7	21 21 11	8 8 -	3	6 6 3	2 -	3 2	2 2 2	1 -	=	=	=	=	:	:	:	
COMPUTER PROGRAMERS, BUSINESS, CLASS A MANUFACTURING NONMANUFACTURING	181 54 127	38.5	233.50	231.00	205.50-257.50 210.00-256.00 204.00-260.50	-	:	Ξ	:	=	Ξ		101	9 - 9	1 1 -	17	33 13 20	19 6 13	21 7 14	18 5 13	7 4 3	21 15 6	15 1 14	6	1 - 1	1
COMPUTER PROGRAMERS, BUSINESS, CLASS B NONMANUFACTURING PUBLIC UTILITIES FINANCE	282 257 73 57	38.5	207.00	202.00	181.50-227.50 182.00-227.50 206.00-272.50 169.50-204.50	9 :	:	:	=	1 - 1	10 10 - 8	9 9 - 2	32 28 - 4	15 12 2 4	23 21 8 4	40 39 6 16	34 28 4 7	25 23 9 4	32 32 6 3	11 9 4 1	15 13 3 2	10 10 9 1	7 4 4	6 6	5 5 5	
OMPUTER PROGRAMERS, BUSINESS, CLASS C	54	39.0	178.50	175.50	148.00-195.50	-	-	-	-	8	8	3	2	10	8	4	2	3		3	1	_			-	
OMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS A NONMANUFACTURING	125 90	39.0 39.0	282.00	272.00	247.50-290.00 246.00-297.00	· -	ī	:	:	:	=			u 3		1	-	-	3 2	11 9	21 15	15	9 5	18	18	
OMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS B NONMANUFACTURING	153 144				234.00-274.00 234.00-269.50		=	:	:	:	=	.00	2 2	-	1	:	11 10	11 11	6	17 17	33 31	25 24	8	10	4 2	** 2
RAFTSMEN, CLASS A	281 117 164	40.0	185.50	187.00	176.50-216.00 171.50-199.50 185.00-219.00		=	:	:	3 1 2	6 4 2	3	37 17 20	36 29 7	30 9 21	47 27 20	40 9 31	26 2 24	32 16 16	7 - 7	1 - 1	9 - 9	:	:	3	
PRAFTSMEN, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES4	374 169 205 32	40.0	147.00	147.00	140.00-168.50 132.50-152.50 148.50-172.50 159.00-194.00	-	del	10 10	27	57 31 26 2	76 44 32 2	82 31 51 5	36 2 34 1	32 2 30 3	16 7 9 5	18 3 15 9	16 12 4	1 1	3 3	la: [c	ie j	1016	=	>	-	
NONMANUFACTURING	418 244				128.00-144.50 127.00-151.50	9	33 15	16 10	68 50	125 41	85 49	52 40	22 22	6	2 2	. :	-:	:	- :	bes 1		(s)	:	:	=	
RAFTSMEN-TRACERS	74	39.5	116.00	117.50	106.00-127.50	12	9	29	12	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
WOMEN	55 613	- 05	5 4	7 6.	0 1/1 0 8/1 1/10					*																
OMPUTER OPERATORS, CLASS B	88 66				117.50-146.00 116.00-137.00		8	24 24	10 10	14	14	5	1	1		2 2	7 5	-	-	1	:	:	:		:	
OMPUTER PROGRAMERS, BUSINESS, CLASS B NONMANUFACTURING PUBLIC UTILITIES	94 91 41	38.0	196.00	197.50	180.50-215.00 180.00-215.50 192.50-221.00	-	:	:	:	:	3	4	10 10	6 6 1	21 19 9	7 7 5	16 15 5	13 13 11	9 9 6	2 2 1	1 1	m 2	1 1	rasen I Can B	Į	
NURSES, INDUSTRIAL (REGISTERED)	91	39.5	178.50	173.50	160.00-195.50	-	-	-	1	_	5	17	18	11	10	15	1	2	5	. 6	216.29	LL ASS	- 23/12	A AST	1 481	N.

* Workers were distributed as follows: 10 at \$290 to \$300; 5 at \$300 to \$320; 4 at \$320 to \$340; 2 at \$340 to \$360; 2 at \$360 to \$380; and 7 at \$400 and over.

** Workers were distributed as follows: 1 at \$290 to \$300; 12 at \$300 to \$320; 7 at \$320 to \$340; and 5 at \$340 to \$360.

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, Atlanta, Ga., May 1972)

					earnings 1 ndard)											-	nt-time			-						
Sex, occupation, and industry division	Number of workers	Average weekly hours ¹ (standard)	Mean ²	Median ²	Middle range ²	and under	100	110 - 120	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	270	280	an
MEN	1	CAALLY CAALLY	- Zini	ripon Bona Maria		741										2.00						MINJA	10.00			
OMPUTER OPERATORS, CLASS A		39.5	178.00		\$ 154.50-201.00 152.50-199.00		:	:	3 3	9		14 10	5 4	15 13	15 12	8	8 7	10	4	2 2	1	mikgi Kraža	de Suje	1 -	-	
COMPUTER OPERATORS, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES FINANCE	54 173 72	40.0 39.5 40.0	192.00 168.00 181.50	201.50 169.00 182.00	149.50-192.50 152.00-206.00 149.00-184.00 175.00-191.00 140.50-163.00	707-7	1 -	6 1 5 - 5	3 - 3	17 3 14 - 5	31 8 23 2 15	18 4 14 -	37 3 34 14 8	20 1 19 15 2	32 32 22 5	13 13 11	34 21 13 8	1 -	3 2 1 -	3 2 1 -	1 -	1 :	6 -	-	=	
COMPUTER OPERATORS, CLASS C					116.00-143.00 115.00-143.00	5	8 7	14 13	15 11	19 15	12 12	8	:		4 2	3 2	1	1	:	:	:	-		NOV.	:	
COMPUTER PROGRAMERS, BUSINESS, CLASS A NONMANUFACTURING					219.50-261.50 227.50-266.50	106-	-	:	:	:			C.	1 1	1	2 2	14	9 3	14	18 13	7 3	9 6	12 11	4	1 1	
COMPUTER PROGRAMERS, BUSINESS, CLASS B NOMMANUFACTURING PUBLIC UTILITIES	120	39.5	223.50	217.00	191.00-249.50 193.00-253.50 206.00-272.50		-		:	1	3 3 -	2 2 -	7 3	7 4 2	15 13 8	13 12 6	17 11 4	18 16 9	10 10 6	9 7 4	8 6 3	10 10 9	7 4 4	6 6	5 5 5	
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS A	81	39.5	294.50	275.00	255.50-301.00	el	-		-		-	154	il je	ag all		113	FFE	-	1	3	9	11	9	12	12	*
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS B NONMANUFACTURING					241.00-275.50 241.50-267.50	STIVE FALL	:	:	:	-		A DOMA	MAGN.	-	1	0.71	3 2	1	4	7	26 24	9 8	6	5 3	4 2	**
DRAFTSMEN, CLASS A	61	40.0	196.00	201.00	170.50-222.50	1	-	-	-	3	4	3	5	6	7	2	5	4	16	1	1	3	1 24/	111	-	
DRAFTSMEN, CLASS B	55	39.5	153.50	149.00	131.00-175.00	-	-	-	12	10	7	9	1	5	3	6	1	1	-	-	-	ELASS	-	102	-	
DRAFTSMEN, CLASS C					131.50-154.00 132.00-154.50	7	9	7 7	26 26	41 41	36 36	40 40	22 22	6	2 2	0.1	1	:	:	:	-		1	500 500 500	=	
WOMEN		301		38	10.101 0.PE																					
OMPUTER PROGRAMERS, BUSINESS, CLASS B NONMANUFACTURING PUBLIC UTILITIES	59	39.0	205.00	205.00	186.50-218.50 187.50-219.00 192.50-221.00	4.			:	2 117	100 and 100 an	2 2 -	3 3 -	2 2 1	13 11 9	5 5 5	12 11 5	13 13 11	7 7 6	2 2 1	1 1 1	N Tarre	1 1 1	113		
NURSES, INDUSTRIAL (REGISTERED)	82	39.5	180.00	175.50	160.50-197.00	-	-	-	1	-	5	14	14	11	10	13	1	2	5	6	-	MIRLI	1	HUGH		

* Workers were distributed as follows: 4 at \$290 to \$300; 5 at \$300 to \$320; 4 at \$320 to \$340; 2 at \$340 to \$360; 2 at \$360 to \$380; 2 at \$400 to \$420; and 5 at \$440 and over. ** Workers were distributed as follows: 1 at \$290 to \$300; 7 at \$300 to \$320; 2 at \$320 to \$340; and 2 at \$340 to \$360.

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, Atlanta, Ga., May 1972)

	Mark Indian	Ave	erage			Ave	erage			Ave	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)	Weekly earnings (standard
OFFICE OCCUPATIONS				OFFICE OCCUPATIONS - CONTINUED	ust		4	OFFICE OCCUPATIONS - CONTINUED			
BILLERS, MACHINE (BOOKKEEPING MACHINE)	5	39.5	\$ 102.00		269 261	38.5	113.00 112.50	SECRETARIES - CONTINUED			\$
BOOKKEEPING-MACHINE OPERATORS,				RETAIL TRADE	184	38.0	111.00	SECRETARIES, CLASS D	1,726		129.5
CLASS A	105	39.5	118.00	KEYPUNCH OPERATORS, CLASS A	1,261	39.5	136.50	NONMANUFACTURING	1,307		131.
NONMANUFACTURING	101		117.50	MANUFACTURING	167	40.0	135.00	PUBLIC UTILITIES	117		162.
				NONMANUFACTURING	1,094		137.00	WHOLESALE TRADE	427		134.
OOKKEEPING-MACHINE OPERATORS, CLASS B	242	40.0	111.00	WHOLESALE TRADE	190		129.50	FINANCE	207		139.
MANUFACTURING	72		115.00	RETAIL TRADE	200		123.00	SERVICES	88		118.
NONMANUFACTURING	170		109.50	THANCE	200	30.0		35.471053	00	37.00	110.
RETAIL TRADE	78	40.0	107.00	KEYPUNCH OPERATORS, CLASS B	1,793		111.50	STENOGRAPHERS, GENERAL	1,191		121.
				MANUFACTURING	250		115.50	MANUFACTURING	252		112.
LERKS, ACCOUNTING, CLASS A MANUFACTURING	1,250 257		142.00	NONMANUFACTURING	1,543		110.50	NONMANUFACTURING	939 350		124.0
NONMANUFACTURING	993		140.50	WHOLESALE TRADE	137 460		112.50	WHOLESALE TRADE	283		119.0
PUBLIC UTILITIES	163		171.00	DETAIL TRADE	253		107.00	RETAIL TRADE	86		117.
WHOLESALE TRADE	245	40.0	142.00	FINANCE	385	39.0	108.00	FINANCE	127	37.0	111.0
RETAIL TRADE	197		138.50	SERVICES	308	36.5	109.50	SERVICES	93	37.5	120.
FINANCE	248		125.50		500	20.0	100 50	STENDORABUERS SENTOR	077	30.0	1.41
SEKAICE2	140	37.0	130.50	MESSENGERS (OFFICE BOYS AND GIRLS)-	509 104		99.50	STENOGRAPHERS, SENIOR	877 534		141.
LERKS, ACCOUNTING, CLASS B	2,474	39.5	114.00	MANUFACTURING	405		100.50	PURITO UTTI ITTES	166		152.
MANUFACTURING	396	39.5	109.50	PUBLIC UTILITIES	72	38.0	119.50	WHOLESALE TRADE	180	39.5	139.
NONMANUFACTURING	2,078		115.00	WHOLESALE TRADE	106		103.50	FINANCE	117		112.
PUBLIC UTILITIES	408		131.00	FINANCE	162	38.0	93.00	SERVICES	54	40.0	129.
WHOLESALE TRADE	379			SECRETARIES	4,275	39.0	141.50	SWITCHBOARD OPERATORS, CLASS A	68	40.0	136.
FINANCE	5/4		101.50	MANUFACTURING	1,103		141.00	CHATCHE OF ENATORS A		1000	2300
SERVICES	222	39.0	104.00	NONMANUFACTURING	3,172		142.00	SWITCHBOARD OPERATORS, CLASS B	435		99.
		20 5		PUBLIC UTILITIES	467		176.50	NONMANUFACTURING	423		99.0
NONMANUFACTURING	139 126		112.00		734 451		141.50	RETAIL TRADE	118		102.
FINANCE	52		107.50	FINANCE	1,238		130.00	FINANCE	136		77.
				SERVICES	282	38.5	137.00		-		1
LERKS, FILE, CLASS B	675					2.3	1.00000	SWITCHBOARD OPERATOR-RECEPTIONISTS-	539	39.5	114.
MANUFACTURING	76 599		94.00		186		168.00	MANUFACTURING	136		115.
PUBLIC UTILITIES	53		128.00		131		172.00	PUBLIC UTILITIES	403		176.0
WHOLESALE TRADE	67				26		216.00	WHOLESALE TRADE	176		105.
WHOLESALE TRADEFINANCE	299							RETAIL TRADE	60		105.0
SERVICES	52	40.0	94.50	SECRETARIES, CLASS B	727	39.0	157.00	FINANCE	78	37.0	104.
	125	20 5	89.00	MANUFACTURING	153		155.50				
LERKS, FILE, CLASS C	625				574 134		157.00	TABULATING-MACHINE OPERATORS,	64	30.0	148.0
FINANCE	344			WHOLESALE TRADE	76		165.00	NONMANUFACTURING	55		138.5
				RETAIL TRADE	64		137.00	The state of the s		-	
LERKS, ORDER	816	40.0	129.00	FINANCE	220		145.50	TABULATING-MACHINE OPERATORS,		1 113	18
MANUFACTURING			131.50		80	38.5	145.00	CLASS B	150		134.0
NONMANUFACTURING	760 555		129.00		1.420	30 0	145.00	NONMANUFACTURING	150	39.5	134.
RETAIL TRADE	203		119.50	SECRETARIES, CLASS C	1,620		148.00	TRANSCRIBING-MACHINE OPERATORS,			
THE PROPERTY OF THE PARTY OF TH				NONMANUFACTURING	1,144		143.50	GENERAL	288	38.5	114.
LERKS, PAYROLL	465		124.50	PUBLIC UTILITIES	190	38.5	171.50	NONMANUFACTURING	270	38.0	114.
MANUFACTURING	145		116.50	WHOLESALE TRADE	205	40.0	147.00	WHOLESALE TRADE	98	40.0	121.
NONMANUFACTURING	320		128.00	RETAIL TRADE	151		150.50	FINANCE	157	37.0	108.
PUBLIC UTILITIES	56		156.50		510		130.50			1	
WHOLESALE TRADE	96	39.0	122.50	SEMAICES	88	30.0	137.30				
FINANCE	62		115.50		1					1	

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, Atlanta, Ga., May 1972)

		Av	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)	Weekly earnings (standard
OFFICE OCCUPATIONS - CONTINUED		3311	\$	PROFESSIONAL AND TECHNICAL OCCUPATIONS	laste		,	PROFESSIONAL AND TECHNICAL OCCUPATIONS - CONTINUED		45	
TYPISTS, CLASS A	394		119.00			13 5 5 1 Kg	\$				
MANUFACTURING	84			COMPUTER OPERATORS, CLASS C	190			COMPUTER SYSTEMS ANALYSTS,	W. G	-	\$
NONMANUFACTURING	310		119.00		174		131.00				280.5
PUBLIC UTILITIES	50		139.00		81		130.50		98	39.0	286.5
FINANCE	97		109.00		50	40.0	141.00				
SERVICES	89	38.5	118.50			13 1 11		COMPUTER SYSTEMS ANALYSTS,	La La Maria		1.0
				COMPUTER PROGRAMERS,			1.0	BUSINESS, CLASS B	180		255.0
YPISTS, CLASS B	1,297		101.00		206		231.00	NONMANUFACTURING	171	38.0	255.5
MANUFACTURING	103		97.50		61		232.50		L GLAS		
NONMANUFACTURING	1,194		101.00		145			DRAFTSMEN, CLASS A	306		197.0
PUBLIC UTILITIES	123		136.50		25		282.50	MANUFACTURING	126		187.5
WHOLESALE TRADE	102		104.50		63	39.0	223.50	NONMANUFACTURING	180	40.0	203.5
RETAIL TRADE	100	39.5	100.00				No.				
FINANCE	724	37.0	94.50	COMPUTER PROGRAMERS.				DRAFTSMEN, CLASS B	390	40.0	155.5
SERVICES	145	39.5	103.00	BUSINESS, CLASS B	376	38.5	204.50	MANUFACTURING	171	40.0	147.0
				NONMANUFACTURING	348	38.5	204.50	NONMANUFACTURING	219	40.0	162.0
PROFESSIONAL AND TECHNICAL				PUBLIC UTILITIES	114	39.5	229.00	PUBLIC UTILITIES	39	38.5	176.0
OCCUPATIONS		Manua -		FINANCE	79	39.0	188.50	WHOLESALE TRADE	72	40.0	162.0
COMPUTER OPERATORS, CLASS A	239	39.5	174-00	COMPUTER PROGRAMERS.	total 1	SHOT !	16	DRAFTSMEN. CLASS C		20 0	135.5
NONMANUFACTURING	199	39.5	174.00	BUSINESS. CLASS C	82	20 6	178.50	NONMANUFACTURING	267		138.0
nominator no romano				NONMANUFACTURING	70		177.00	NUMMANUFACTURING	201	30.3	130.0
COMPUTER OPERATORS. CLASS B	556	38.5	154.00	PUBLIC UTILITIES	32			DRAFTSMEN-TRACERS	154	20 0	117 0
MANUFACTURING	85		176.00		32	40.0	100.50	NONMANUFACTURING	156 114		117.0
NONMANUFACTURING	471		149.50		20 19 11	the grant of the		NUMBARUFACTURING	114	38.5	115.0
PUBLIC UTILITIES	89		180.50		11.73	21		NUDGES INDUSTRIAL ARECTETERED		20 5	170 E
WHOLESALE TRADE	95		154.00				1.0	NURSES, INDUSTRIAL (REGISTERED)	91	39.5	178.5
FINANCE	133		150.00			33.27		and the second of the second o	130011	THE PERIL	1

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, Atlanta, Ga., May 1972)

		Av	erage	the re-		Av	erage			Ave	erage
Occupation and industry division	Number of workers	Weekly hours I (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)	Weekly earnings (standard
OFFICE OCCUPATIONS		LI-ID99	te.	OFFICE OCCUPATIONS - CONTINUED	LANDAL	21108		OFFICE OCCUPATIONS - CONTINUED	AGUJON	33	
CLERKS, ACCOUNTING, CLASS A	496	39.5	157.50	SECRETARIES	2,023	39.0	148.00	TYPISTS, CLASS B	354	39.0	104.5
MANUFACTURING	117		177.50	MANUFACTURING	622		149.00	MANUFACTURING	57		101.5
NONMANUFACTURING	379		151.50	NONMANUFACTURING	1,401		148.00	NONMANUFACTURING	297		105.0
PUBLIC UTILITIES	138		164.00	PUBLIC UTILITIES	320		178.50	PUBLIC UTILITIES	97		121.0
RETAIL TRADE	120	40.0	140.00	WHOLESALE TRADE	61 383		180.00	FINANCE	94		99.5
LERKS, ACCOUNTING, CLASS B	867	39.0	119.50	FINANCE	607		129.50	FINANCE	04	30.5	32.03
MANUFACTURING	117		114.00	77111102	380000	9 9 9 9 9					
NONMANUFACTURING	750		120.50	SECRETARIES, CLASS A	59	39.0	193.50	1701 C. H. 1885. L. 1	2.00		
PUBLIC UTILITIES	360		126.50	Andrew State		Che Marini	To British	PROFESSIONAL AND TECHNICAL	10 7 11		
RETAIL TRADE	245		110.50	SECRETARIES, CLASS B	290		171.00	OCCUPATIONS			1
FINANCE	78	39.0	105.50	MANUFACTURING	65		175.00	100 h. 01 501 The comment of Suit	0.1		
LEDNE ETTE CLASE A	04	20.0	115 00	NONMANUFACTURING	225		170.00	countries and the countries of the count			
NONMANUFACTURING	94 81		115.00	PUBLIC UTILITIES	96 77		147.50	NONMANUFACTURING	111		180.0
HUMANUFACTURING	01	39.0	112.50	FINANCE	38419	37.0	141	NONHANOFACTORING	89	39.5	111.0
CLERKS, FILE, CLASS B	273	39.0	99.50	SECRETARIES, CLASS C	1,012	39.0	151.00	COMPUTER OPERATORS, CLASS B	253	39.5	172.0
MANUFACTURING	54		119.00	MANUFACTURING	307		160.00	MANUFACTURING	58		191.5
NONMANUFACTURING	219		95.00	NONMANUFACTURING	705		147.00	NONMANUFACTURING	195	39.5	166.5
PUBLIC UTILITIES	44		113.00	PUBLIC UTILITIES			171.50	PUBLIC UTILITIES	86		178.5
FINANCE	54	39.0	92.00	RETAIL TRADE	118		157.50	FINANCE	59	38.5	147.5
CLERKS, FILE, CLASS C	311	39.5	88.50	FINANCE	313	37.5	130.00	COMPUTER OPERATORS, CLASS C	139	20 5	130.5
NONMANUFACTURING	308	39.5		SECRETARIES, CLASS D	646	39.0	130.00	NONMANUFACTURING	123		128.5
FINANCE	114	38.5		MANUFACTURING	239		126.00			30.5	12000
	LINE HOL	1 .20		NONMANUFACTURING	407		132.50	COMPUTER PROGRAMERS.			
CLERKS, ORDER	158		117.50	PUBLIC UTILITIES	43		165.00	BUSINESS, CLASS A	124	39.5	240.5
NONMANUFACTURING	149	39.5	115.00	RETAIL TRADE	207		139.00	NONMANUFACTURING	81	39.5	246.0
CLERKS, PAYROLL	164	20 0	124.50	FINANCE	141	39.5	113.50	COMPUTER PROGRAMERS,			
MANUFACTURING	63		120.00	STENDERADUERS GENERAL	472	38.5	129.50	BUSINESS, CLASS B	207	30 E	215.5
NONMANUFACTURING	101		127.50	MANUFACTURING	53		123.50	NONMANUFACTURING	179		217.5
PUBLIC UTILITIES	35		136.00	NONMANUE ACTURING	419		130.00	PUBLIC UTILITIES	114		229.0
				PUBLIC UTILITIES	305		133.50	FINANCE	55		194.0
COMPTOMETER OPERATORS	178		111.50	RETAIL TRADE	51	40.0	121.00			0.000	
NONMANUFACTURING	170		110.50			20.0	146.00	COMPUTER PROGRAMERS,			
RETAIL TRADE	132	38.0	111.00	STENOGRAPHERS, SENIOR	518 213		137.50	BUSINESS, CLASS C	63		179.0
KEYPUNCH OPERATORS, CLASS A	708	30.5	147.50	NONMANUFACTURING	126		148.50	NUMMANUFACTURING	60	39.5	176.0
MANUFACTURING	86		148.50	PODEIC OTTETTIES	120	30.0	. 10.30	COMPUTER SYSTEMS ANALYSTS.			
NONMANUFACTURING	622		147.50	SWITCHBOARD OPERATORS, CLASS A	51	39.5	136.50	BUSINESS. CLASS A	87	39-0	293.0
WHOLESALE TRADE	83	39.5	132.00					NONMANUFACTURING	52		313.0
RETAIL TRADE	115	40.0	114.00	SWITCHBOARD OPERATORS, CLASS B	121		107.00				
FINANCE	55	39.0	123.50	NONMANUFACTURING	115	39.5	107.00	COMPUTER SYSTEMS ANALYSTS.			
								BUSINESS, CLASS B	91		257.0
KEYPUNCH OPERATORS, CLASS B	669		116.00	SWITCHBOARD OPERATOR-RECEPTIONISTS-	66	39.5	118.00	NONMANUFACTURING	82	38.5	258.0
MANUFACTURING	103 566		132.50								
PUBLIC UTILITIES	123		122.00	TABULATING-MACHINE OPERATORS, CLASS B	70	30.5	131.50	MANUFACTURING	71		198.5
RETAIL TRADE	201		107.00	NONMANUFACTURING	70		131.50	HANDFACTORING	53	40.0	195.0
FINANCE	110		109.00	NONHANOFACTORING		3,		DRAFTSMEN, CLASS B	65	30.0	154.5
				TRANSCRIBING-MACHINE OPERATORS,				NONMANUFACTURING	0,	37.00	134.5
ESSENGERS (OFFICE BOYS AND GIRLS)-	197		104.50	GENERAL	59		116.00	PUBLIC UTILITIES	27	38.0	168.5
NONMANUFACTURING	168		104.00	NONMANUFACTURING	56	39.0	115.50		-		
PUBLIC UTILITIES	60	38.0	117.50					DRAFTSMEN, CLASS C	206		142.5
				TYPISTS, CLASS A	218		123.50	NONMANUFACTURING	203	38.0	143.0
				MANUFACTURING	52		126.00	MINISTE TAIDUSTOTAL ADSCRETS			
				NONMANUFACTURING	166	39.0	139.00	NURSES, INDUSTRIAL (REGISTERED)	82	39.5	180.0
				PUBLIC UTILITIES	66		109.50				
				FINANCE	00	37.0	20,000				1

Table A-4. Maintenance and powerplant occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis by industry division, Atlanta, Ga., May 1972)

			Hourly ea	rnings 3					Nu	mber	of wor	kers i	eceiv	ing str	aight-	time !	hourly	earni	ngs of	-							
Sex, occupation, and industry division	Number of workers	Mean 2	Median ²	Middle range ²	\$ 2.30 v	2.30 2 and ander 2.40 2	-	-	-	-	-	3.20	10	3.60	3.80	-	-	-	4.60	-	-	-	-	-	-	-	and
MEN																											
ARPENTERS, MAINTENANCENONMANUFACTURINGRETAIL TRADE	83			\$ 4.36- 5.81 4.79- 5.86 5.03- 5.79		:	:	-	:	1	10 5	3 -	1 1 1	5	6 6 5	3 3 3	7 2 2	14	6 2 2	:	17 11 9	5 5 5	6 6	15 9	20 18	2 2 2	
ELECTRICIANS, MAINTENANCE ————————————————————————————————————		5.56	5.75	4.55- 5.85 4.46- 5.85 5.15- 5.87 5.12- 5.83	-	:	:		1 -	:	7	9	:	14 13 1	16 16	-	23 23 -	49	41 34 7 6	8 5 3 2	31 5 26 25	65 64 1	3 1 2		132 107 25 18	2 - 2 -	1
MANUFACTURING	146 76 70	4.73 4.67 4.79	5.01	4.09- 5.27 4.37- 5.25 4.06- 5.36		:		-	:	2 2 -	14 7 7	7 7 -	2 - 2	2 - 2	:	11	5 5	12 9 3	9 6 3	1	33 12 21	21 16 5	3	7 2 5	8 6 2	3	
TREMEN, STATIONARY BOILER	72 60	3.14		2.35- 3.37 2.33- 3.85	7 7	24 24	6	-	5	4	4	6	:	1		1	2 2	92	1	:	:	:	1	11	1	:	
MANUFACTURING	259 120	3.29	3.13 3.54	3.03- 3.56 2.89- 3.58		1	3	-	4 2	25 24	100	8 -	78 77	4	21 5	12 2	:	007	:	1	:	:	:	Clore	W	-	
MANUFACTURING	386 303	4.70		4.24- 5.28 4.12- 4.67	:	I	3	-	:	9	:	13 13	:	22	8	33 33	48 48	66	35 35	8	31 31	21	6	001 To	83	-	
MECHANICS, AUTOMOTIVE (MAINTENANCE)	1,154 183 971 865 77	4.66 4.03 4.77 4.85 4.18	3.78 4.67 4.68	4.22- 5.31 3.56- 4.56 4.48- 5.36 4.55- 5.43 3.66- 4.63		12 12		11111	8 8 -	6 6 -	40 9 31 29	12 8 4 4	6 5 1 1 -	101 56 45 8 32	20 3 17 8 4	80 14 66 54	55 55 50 4	141 20 121 106 15	246 3 243 228 13	29 7 22 18 4	35 35 35	101 101 99 2	35	172 32 140 135 3	55 55 55		
MECHANICS, MAINTENANCE MANUFACTURING NONMANUFACTURING	568 442 126	4.19 4.02 4.79		3.61- 5.00 3.56- 4.49 4.29- 5.18	=	=	Ī	-	24 24	18 18	13 12 1	46 39 7	36 23 13	69 65 4	36 36	68 65 3	22 18 4	49 45 4	39 31 8	6 2 4	59 5 54	63 55 8	6 4 2	6	1 -	1 1	
MANUFACTURING	99 53	4.78 5.01		3.37- 5.70 4.48- 5.66	=	=	1	-	:	=	7	22	1	1	:	:	3	5	10 10	:	:	:	:	27 26	18	2 2	
IPEFITTERS, MAINTENANCE	144 143	5.27	5.71 5.71	4.98- 5.76 4.98- 5.76	:	:	:	-	:	1	3	2 2	1	:	:	1	7	17 17	1	4	1	21 21	:	85 84	:	:	
OOL AND DIE MAKERS	176 176	5.25	5.47	4.63- 5.95 4.63- 5.95	-	-	-	-	2	na.	:	1	-	10 10	:	5	7 7	10	39 39	2 2	:	-	23	:	80 80	:	

* Workers were distributed as follows: 1 at \$6.20 to \$6.40; and 10 at \$7.20 to \$7.40.

Table A-4a. Maintenance and powerplant occupations-large establishments

(Average straight-time hourly earnings for selected occupations studied in all establishments employing 500 workers or more by industry division, Atlanta, Ga., May 1972)

			Hourly ea	rnings 3						Num	ber of	work	ers re	eceivi	ng stra	ight-	time h	ourly e	earnin	igs of	_						
Sex, occupation, and industry division	Number of workers	Mean ²	Median ²	Middle range ²	Under \$ 3.00	and under	-	-	3.30	3.40 -	3.50	3.60	3.70	3.80	3.90	4.0C -	4.10	4.20	4.40 -	4.60	4.80	5.00	5.20	5.40	5.60	5.80	and
MEN																											
CARPENTERS, MAINTENANCE NONMANUFACTURING RETAIL TRADE	108 75 51	5.46	5.64	\$ 4.37- 5.84 5.12- 5.87 5.12- 6.05	-	2 2 -	6 1	3 -	:	:	1 1 1	3 1 -	2 -	1 1 -	1 1 1	2 2 2	1 1 1	7 2 2	2 1 -	3 2 2	:	15		6 6	15 9 9	20 18	13
ELECTRICIANS, MAINTENANCE MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES	361 281 80 45	5.18 5.61	5.35 5.79	4.61- 5.87 4.52- 5.87 5.16- 5.88 5.14- 5.84	1 -	3	4	:	9 9 -	:	:	1 -	1 -	1 -	1	:	:	23 23 -	44	20 19 1	5		1	2 -	8 1 7	132 107 25 18	**1
ENGINEERS, STATIONARY	105 67			4.37- 5.31 4.44- 5.25		:	8	Ξ	7	:	2	Ξ	2	:	- 1	2	- :	5	10	9	2	13		2	7 2	8	. :
HELPERS, MAINTENANCE TRADES	198	3.28	3.12	3.05- 3.55	7	91	9	8	-	1	71	-	4	-	5	1	1	-	-	-	-	-	-	-	-	-	
MACHINISTS, MAINTENANCE				4.39- 5.81 4.31- 4.66		Ξ	:	2 2	11 11	:	:	1	:	:	5	12	:	48 48	66 66	29 29		31 31	3	6	:	83	:
MECHANICS, AUTOMOTIVE (MAINTENANCE)	412 74 338 289	4.93	4.84 5.16	4.25- 5.47 4.45- 5.74 4.22- 5.42 4.18- 5.44	=	2 1 1	:	:	4 - 4	:	6 5 1	1 1 1	11 4 7 7	6 6	6 - 6 2	37 1 36 36	19 1 18 18	27 27 23	37 20 17 2	28 3 25 10	7	21	71	29 - 29 29	37 32 5	55 55 55	:
MECHANICS, MAINTENANCE MANUFACTURING NONMANUFACTURING	363 257 106	4.28	4.24	3.93- 5.18 3.67- 4.95 4.87- 5.20	-	Ξ	2 1 1	6 5 1	35 34 1	12 10 2	1	19 19	10 10	1	17 17	24 23 1	6 4 2	13 9 4	43 39 4	27 19		59 5 54		5 3 2	6	1 1	:
PAINTERS, MAINTENANCE	79 53			4.71- 5.82 4.48- 5.66		Ξ	1_	8	Ξ	Ξ	1	1	:	-	:	:	-	3	5	10		- :	:	:	27 26	18	
PIPEFITTERS, MAINTENANCE	144 143			4.98- 5.76 4.98- 5.76		:	3	1	1	:	1	Ξ	Ξ	:	:	1	:	7 7	17 17	1	4	1	21 21	:	85 84	:	
TOOL AND DIE MAKERS MANUFACTURING	133 133			5.42- 5.96 5.42- 5.96		:	:	-	-	:	=	Ξ	:	:	:	:	=	2 2	5	21 21	2 2	:	:	23	:	80 80	-17

* Workers were distributed as follows: 2 at \$6 to \$6.20; 1 at \$6.20 to \$6.40; and 10 at \$7.20 to \$7.40.

** Workers were distributed as follows: 2 at \$6 to \$6.20; 5 at \$6.20 to \$6.40; 2 at \$6.40 to \$6.60; 4 at \$6.60 to \$6.80; and 1 at \$6.80 to \$7.

Table A-5. Custodial and material movement occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis by industry division, Atlanta, Ga., May 1972)

			Hourly ea	irnings "								er of w			-				•								
Sex, occupation, and industry division	Number of workers	Mean 2	Median ²	Middle range ²	1.60 and under													\$ 3.60 -									5.4
ALL MATERIAL AND ADDRESS OF THE PARTY OF THE		-154	, Pro	Jad. a	1.70	1.80	1.90	2.00	2.10	2.20	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	5.00	5.20	5.40	5.0
MEN																											
RDS AND WATCHMEN	262	3.57	4.22	\$ 1.78- 2.10 2.36- 4.71 1.76- 1.94	-	-	24	176 6 170	13		128 34 94	32 3 29		16 5 11	12		32 2 30	7 - 7	10	3 - 3	72 68 4	4 3 1	74 64 10	11 11 -	=	:	
ARDS MANUFACTURING	177	4.24	4.29	4.22- 4.75	-		-	-	-	-	6	-	-	2	11	10	2	-	-		68	3	64	11	-	-	
TCHMEN MANUFACTURING	85	2.15	2.09	1.89- 2.36	-	-	24	6	13	4	28	3	3	3	1	-	-	-	-	-		-	-				
ITORS, PORTERS, AND CLEANERS MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES HHOLESALE TRADE FINANCE SERVICES	892 3,713 307 128 331 123	3.24 1.96 3.46 2.64 2.45 2.04	1.74 3.51 2.33 2.37	1.67- 2.45 2.29- 4.32 1.66- 2.04 3.24- 3.78 2.22- 3.02 2.12- 2.76 1.68- 2.55 1.65- 1.78	1561 - 13 40	12 776 - - 20	302 36 266 14 10 242	21	291 -	13	240 83 157 1 46 69 13 28	22 2 46	1 3 35		14 17	45	36 96	89 53 36 33 1 2	81 77 4 4 -	53 5 48 48 -	274 261 13 - 13	28 9 19 18 - 1	1 1	1 - 1 - 1	***************************************		
ORERS, MATERIAL HANDLING MANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE METALL TRADE	1,293 2,425 503	2.74 2.99 3.98		2.30- 3.25 2.20- 2.89 2.34- 3.34 2.98- 5.33 2.25- 2.73 2.43- 3.35	:	20 20 - -	65 11 54 -		138 107 31 -	248 94 154 143 11	175 447 2 362	643 275 368 4 239 125	178 208 7 91	24	280 46 79	39 85	46 37 9 - 9	268 59 209 102 -	74 10 64 -	62 45 17 10		192 114 78 - 78	1			182 182 182	
ER FILLERS	448	3.33 3.54 3.26 3.15 3.40	3.24 3.63 3.21 3.02 3.37	2.79- 3.86 2.86- 4.60 2.75- 3.77 2.63- 3.32 3.03- 3.85	:	:	:	12	28 15 13 13	22 9 13 13	59 12 47 39 8		183 88	160 62 98 87 11	143	1	48 4 44 14 30	114 73 41 12 29	98 12 86 - 86	124 40 84 -	23 1 22 20 2	108 6 102 102	112				
KERS, SHIPPING	706 530 176 59	3.12	2.82	2.43- 3.32 2.45- 2.97 2.28- 4.52 2.64- 3.18	=	:	=	:	19 6 13	6		143 143	58 36 22 22	175 165 10 10	8 1 7 7	15 6 9 9	12 11 1	17 16 1	2 2 2	84 84 -	:	52 52	:	::	:	:	
EIVING CLERKS	127 262 102		3.65	2.82- 4.39 3.06- 4.64 2.75- 4.31 2.30- 3.43 2.82- 4.49	=	:	:	:	:	4 3 1 - 1	30 30 26 4	16 3 13 -	13	55 14 41 17 24	18 8 10 -	47 19 28 19	31 6 25 21 4	11 8 3 - 3	7 6 -	10 5 5 - 5	28 3 25 - 25	26 2 24 - 24	59 49 10 -	8 - 8 - 8			
PPING CLERKS	86	4.19	3.51	3.25- 4.63 3.45- 4.67 3.15- 3.59 3.15- 3.59	-	:	:	:	:	-	3	:	14 1 13 13	2 -		31 18 13 13	30 2 28 28	9 6 3 3	:	19 6 13 13	3 -	1 1 1	57 57	1 -	7 7 -	:	
CKDRIVERS MANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE RETAIL TRADE SERVICES	1,045 5,475 3,080 1,238 1,025	3.09 4.15 4.95 2.98	5.42 2.68 2.78	2.88- 5.43 4.65- 5.46	:	6	18 11 7 - 6	7 7		40	186 105	359 244	78 397 	30	558 164 98 43	379 22 357 168 139 50	227 17 210 57 141 9	158 54 104 81 12 11	78 12 14	26	298 221 40	117 64 53 39 14	429 2 427 406 - 21	33 5 28 - 1 27	92 92 33 59	9 2 - 2 9	208

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, Atlanta, Ga., May 1972)

		- Name	Hourly ea	mings 3		9 143	9-14									_	_		e hourl	•	-						
Sex, occupation, and industry division	Number of workers	Mean 2	Median ²	Middle	range ²	and under	1.70	1.80	1.90	2.00	2.10	2.20	2.40	2.60	2.80	3.00	3.20	3.40	3.60	-	4.00	4.20	4.40	-	- 80 5	-	5.20 5. - 5.40 5.
MEN - CONTINUED	1																										
RUCKDRIVERS - CONTINUED			-	+		10																					
TRUCKDRIVERS, LIGHT (UNDER 1-1/2 TONS)	1,124 75 1,049 454 500	3.12 2.72 2.67	\$ 2.64 3.08 2.63 2.62 2.66		3.29 2.86 2.93	=		7 - 6	:	31 31 31	40 - 40 26 14	140 - 140 66 49	261 9 252 124 84	18	6	64 12 52 30 14	106 15 91 59 32	11 9 2 - 2	1 -		:	6 - 6	6	20 20 20			:
TRUCKORIVERS, MEDIUM (1-1/2 TO AND INCLUDING 4 TONS) MANUFACTURING PUBLIC UTLLITIES HOLESALE TRADE RETAIL TRADE	2,620 291 2,329 1,519 450 310	3.14 4.26 4.92 2.71	5.42 2.60	2.87- 2.55- 3.14- 4.62- 2.49- 2.54-	3.88 5.44 5.46 2.85	=		11	1	33 33 -		46 46 39 7	387 32 355 - 190 160	160 57 103 - 98	30 2 28 - 24 4	153 41 112 98 13	93 7 86 - 68 18	19 2 17 1 13	100 28 72 57 4 11	63 6 57 12 - 8	26	179 5 174 167	40 39 1 -	286 286 286	28 1 27 - - 27		
TRUCKDRIVERS, HEAVY (OVER 4 TONS, TRAILER TYPE)		3.49 4.78 4.99 3.96	3.63	4.77-	3.72 5.45 5.47 4.43			:::::::::::::::::::::::::::::::::::::::	:	:		5 5	3 - 3 - 3 -	3 3 -	19 12 7 -		180 180 168 12	197 6 191 56 128 7	57 26 31 23 8	8 - 8 - 1 7	105 105 4 5 96	127 9 118 54 40 24	51 51 - 38 13	121 121 120	5 4 1 - 1	92 92 - 33 59	9 1 9 1 - 1 9
RUCKERS, POWER (FORKLIFT) MANUFACTURING NONMANUFACTURING HHOLESALE TRADE RETAIL TRADE	1,064	3.45 3.64 3.23		2.93- 2.76- 2.97- 2.93- 3.14-	4.42	=	:	:	16	9	12	70 58 12 12	97 55 42 18 24	125	98 187 14	313 152 161 17 14	104 44 60 58 2	142 56 86 42 44	74 63 11 - 6	124 60 64 -	75 13 62 - 52	39 30 9 - 7	283 263 20 18 2	10		:	:
WOMEN	- 1																										
NNITORS, PORTERS, AND CLEANERS MANUFACTURING NONMANUFACTURING	92 1,802 104	2.24 1.80 2.28		1.84- 1.64- 2.01-	2.35	1145	295 13	129 22 107 3 104	20 15 5 2 1	62 2 60 19 41	12 7 5 4	44 13 31 19	18 18 9	21 1 20 15	13 13 3	31 10 21 6	6 5	68	9 1 8 -	7 7		::::		:	27 28 28 28 28 28 28 28 28 28 28 28 28 28		SHIP I
CKERS, SHIPPING	834 612 222 150	2.62	2.60 2.30 2.84 2.69	2.25- 2.24- 2.49- 2.27-	3.14	=	:	:	6	17 9 8 8	26 12 14 14	330 308 22 22	37 22 15 15	31 31 19	75 75 15	261 240 21 21	25 25 25	10 5 5 5	5 5 5	11 10 1	=	:	:	:	:		i

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, Atlanta, Ga., May 1972)

	11101-11	8	Hourly ea	mings ³											-			e hourl		-							
Sex, occupation, and industry division	Number of workers	Mean ²	Median ²	Middle range ²	and under	1.70	-	1.90	2.00	2.10	2.20	2.40	2.60	2.80	3.00	3.20	3.40	3.60	3.80	4.00	4.20	4.40	-	4.80	5.00	5.20	
DESTRUMENT OFFICE OFFI OFFI WOLF OFFI	100	700	10010	-	1.70	1.80	1.90	2.00	2.10	2.20	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	5.00	5.20	5,40	5.
MEN																											
WARDS AND WATCHMEN	334 196 138	4.07	4.27	\$ 3.05- 4.70 3.46- 4.74 2.76- 3.64	-	:	=	:	3 1 2	10 4 6	18 10 8	9 3 6	20 3 17	16 5 11	24 12 12	21 10 11	32 2 30	7 - 7	10	3 - 3	72 68 4	4 3 1	74 64 10	11		1	
GUARDS MANUFACTURING	171	4.31	4.29	4.23- 4.75	-	_	-		-	-			-	2	11	10	2	18			68	3	64	- 11		128	
JANITORS, PORTERS, AND CLEANERS MANUFACTURING NONMANUFACTURING	2,403 557			1.66- 3.32 3.09- 4.35		182	79 7	60 34	78 24	38	97 25	76 10	51 10	44 16	62 19	75 7	89	83 53	74 71	41 5	274 261	12	1	1 -	-	-	
PUBLIC UTILITIES				3.25- 3.73 2.20- 2.84	=	-	-	21	23	23	63	22 36	1 31	11	14 29	45 22	87 2	27	3	36	:	2	0 570	ī	:	:	
LABORERS, MATERIAL HANDLING MANUFACTURING NONMANUFACTURING MHOLESALE TRADE RETAIL TRADE	1,553 616 937 81 647	3.03 3.61 4.44	2.68 3.38 4.45	2.57- 4.05 2.36- 3.66 2.77- 4.43 4.42- 4.48 2.57- 3.62	=	2 -	7 5 2 -	40 35 5	62 44 18 -	30 19 11 -	100 67 33 -	183 70 113 -	198 122 76	44 19 25 -	170 11 159 -	35 35 35	46 37 9	166 59 107	74 10 64	17	1 3 3	192 114 78 78	1			182	
ORDER FILLERS MANUFACTURING NONMANUF ACTURING RETAIL TRADE	746	3.88 4.13 3.79	3.89 4.61 3.83	3.36- 4.53 3.58- 4.66 3.36- 4.18 3.33- 3.89	:	:	:	:	3 3 -	-	1 1	13 8 5 5	12 1 11 11	11	60 34 26 26	140 1 139 139	34 4 30 30	29 29 29	86 86 86	114 30 84 84	23 1 22 2	108 6 102	112	:	:	:	
PACKERS, SHIPPING	292 77		2.50	2.44- 3.18 3.35- 4.56		:	-	=	-	-	12	143	30	28	8 7	6 5	2	7	4 2	=	:	52 52	:	-	:	:	
RECEIVING CLERKS NOMMANUFACTURING RETAIL TRADE	205 124 123	3.83		3.06- 4.54	-	=	=	:	=	1 1 1	4 4	6 6	14 7 7	15 7 7	12 10 10	16 9 9	5 4	3 3 3	1	10 5 5	25 25 25	26 24 24	59 10 10	8 8 8	:	:	
TRUCKDRIVERS	170	3.95 4.37 4.78	4.62	4.30- 5.42	=	-	1 -	1	:	1 - 1	9 -	59 8 51 -	145 145 142	63 2 61 -	9 6 3 - 3	22 4 18 -	17 14 3 1	46 36 10 7 3	18 6 12 12	134 23 111	267 5 262 221 37	96 58 38 -	429 2 427 406 21	33 5 28 -	59 59 59		33 28 5
TRUCKDRIVERS, MEDIUM (1-1/2 TO AND INCLUDING 4 TONS) NONMANUFACTURING PUBLIC UTILITIES RETAIL TRADE	828 727 600 127	4.66	4.65		-	:	:	1	:	-	:	5 -	:	6 4 -	1 - 1	22 18 -	3 1 1	22 9 6 3	18 12 12		179 174 167	40 1 -	286 286 286	28 27 -		:::	17 17 12 5
TRUCKDRIVERS, HEAVY (OVER 4 TONS, TRAILER TYPE) NONMANUFACTURING	582 552 330 194	4.78 5.00	4.75	4.27- 5.41	:	:::::::::::::::::::::::::::::::::::::::	:	:	:	-	:::	-		:	::	:	3	23	:::	96 96 -	82 82 54 24	36 36 -	121 121 120	5	59 59 -	::	15 15 15
TRUCKERS, POWER (FORKLIFT) MANUFACTURING NONMANUFACTURING RETAIL TRADE	744 517 227 193	3.90	3.98 4.02 3.97	3.44- 4.53 3.16- 4.54 3.50- 4.15	-	-	:	:	6	-	1 -	10	16 16	39 38 1	94 80 14 14	5 3 2 2	76 32 44 44	48 42 6	94 30 64	67 5 62 52	39 30 9	244 224 20 2	:	:	:	:	

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, Atlanta, Ga., May 1972)

			Hourly ea	rnings 3						N	Numbe	r of w	orkers	s recei	iving	straig	ht-tim	e hou	rly ea	rnings	of—						
Sex, occupation, and industry division	Number of workers	Mean ²	Median ²	Middle range ²	and under	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4.00	-	-	-	-	-	-	-
					1.10	1.00	1.70	2.00	2.10		2.40	2.00	2.00	3.00	3.20	3.40	3.00	3.00	4.00	4.20	4.40	4.00	4.00	7.00	, ,	9.40	, ,,,,,
WOMEN										- 1																	
NITORS, PORTERS, AND CLEANERS MANUFACTURING NONMANUFACTURING RETAIL TRADE		2.38	2.08	\$ 1.76- 3.12 1.87- 3.03 1.75- 3.32 2.14- 2.78	7	149 1 148	22	11 9 2 2	15 2 13 13	10 5 5 4	32 8 24 12	8 - 8 5	19 1 18 15	11 - 11 3	16 10 6 6	6 5	68	9 1 8	7 7 -	:	:						:
CKERS, SHIPPING	183 150 150	2.77	2.69	2.29- 3.31 2.27- 3.20 2.27- 3.20	-	:	=	=	8 8 8	14 14 14	24 22 22	31 15 15	19 19 19	15 15 15	21 21 21	25 25 25	10 5 5	5 5 5	11 1 1	:	=	=					:

B. Establishment practices and supplementary wage provisions

Table B-1. Minimum entrance salaries for women officeworkers

(Distribution of establishments studied in all industries and in industry divisions by minimum entrance salary for selected categories of inexperienced women officeworkers, Atlanta, Ga., May 1972)

							11			ed clerical wo		
	or the last of	Manufac	turing	Non	manufactur	ring	Carbo ou	Manufact	turing	Non	manufactur	ing
Minimum weekly straight-time salary 4	All	Ва	sed on sta	andard weekly	hours 6 of-	-	All	Ba	sed on st	andard weekly	hours 6 of-	-
The state of the s	industries	All schedules	40	All schedules	371/2	40	Industries	All schedules	40	All schedules	371/2	40
							- por					
Establishments studied	270	75	xxx	195	xxx	XXX	270	75	xxx	195	xxx	XX
Establishments having a specified minimum	82	18	17	64	10	41	104	28	27	76	11	5
\$62.50 and under \$65.00	1	- 1	_	1		1	1	_		, ,		
\$65.00 and under \$67.50		- 1	_		-	1	2	To partie !	4 - 12	2	1	
\$67.50 and under \$70.00			_		1		1	1	1	2	1	
		1 5		2			2	and the same	1	1		
\$70.00 and under \$72.50		1	1		1	1	11	1	1	1 2	1	
\$72.50 and under \$75.00		-	-	1	-	1	3		7	3	1	
\$75.00 and under \$77.50		-	-	2	1	1	3	1	1	2	-	
\$77.50 and under \$80.00		-	-	2	-	-	6	1	1	5	2	
\$80.00 and under \$82.50		4	4	7	3	3	20	8	8	12	2	
\$82.50 and under \$85.00		-	-	3	-	2	3	-	-	3	-	
\$85.00 and under \$87.50	15	4	4	11	-	8	19	4	4	15	1	1
\$87.50 and under \$90.00	2	-	-	2	2	-	2	-	-	2	1	
\$90.00 and under \$92.50	8	-	-	8	1	4	8	1	1	7	-	
\$92.50 and under \$95.00		- 1	-	6	-	5	3	1	1	2	-	
\$95.00 and under \$97.50		1	1	2	-	2	4	1	1	3	-	
\$97.50 and under \$100.00		l i l	i	4		4	4	i	i	3	-	
\$100.00 and under \$100.00		1 1	-	6	1	3	1 6	1 1	î	5	1	
\$102.50 and under \$105.00		,	_	1		i	1 4	2	1	2	1	
\$105.00 and under \$107.50		1 ; 1	1	1		1	4	2	1	2	-	
\$107.50 and under \$10.00		1	1	-		8 6-	1			- 1	-	
\$110.00 and under \$115.00	2	-	_	2	1	1	4	1	1	3	1	
\$115.00 and under \$120.00		1 1	1	-	-	-	1	1	1	-	-	
\$120.00 and under \$125.00		l i l	ī	1	-	1	2	1	ī	1 1	-	
\$125.00 and under \$130.00		-	-	-	-	-	-	-	_		-	
\$130.00 and under \$135.00		1 1	1	-	-	-	1	1	1	- 1		
\$135.00 and under \$140.00		1 1	-	-	-		1 1	1	- 1	1		
\$140.00 and under \$145.00		1	1	1	-	1	2		1	i		
\$145.00 and under \$150.00		1 1	-	1 1	_	l i	1 1	1	- 1	1 1		
\$150.00 and over		-	-	1		1	1			1	-	
Stablishments having no specified minimum	41	15	xxx	26	xxx	xxx	53	21	xxx	32	xxx	xx
		13	***	20	***	***	1 33	21	***	32	***	**
Stablishments which did not employ workers								0.00				
in this category	147	42	xxx	105	xxx	xxx	113	26	xxx	87	xxx	xx
						1930						

Table B-2. Shift differentials

(Late-shift pay provisions for manufacturing plantworkers by type and amount of pay differential, Atlanta, Ga., May 1972)

(All plantworkers in manufacturing = 100 percent)

		Percent of manufactu	ring plantworkers	
Late-shift pay provision	In establishments for la	having provisions 7 te shifts	Actually worki	ng on late shifts
	Second shift	Third or other shift	Second shift	Third or other shift
			1502	
Total	75.6	63.4	17.8	4.4
o pay differential for work on late shift	7.1	1.5	2.1	0.4
Pay differential for work on late shift	68.6	61.9	15.7	4.0
	00.0	61.9	15.7	4.0
Type and amount of pay differential:				1
Uniform cents (per hour)	51.6	32.2	10.4	3.5
2 cents	.7		-	
4 cents	1.5	-	.1	-
5 cents	6.2	5.1	.9	.8
6 cents	-	.7	-	(8)
7 cents	2.2	.9	.2	'-'
8 cents	5.3	1.7	1.1	-
10 cents	8.4	1.6	2.1	.3
11 cents	1.2	-	.2	-
12 cents	4.7	1.7	1.3	.2
12 ¹ / ₂ cents	1.2	1.2	.4	.2
13 cents	3.2	-	1.0	-
13 ¹ / ₃ cents	1.5	-	.4	-
14 cents	.8.	1.5	.1	-
15 cents	2.5	4.2	.4	.3
16 cents	-	5.4	-	1.1
17 cents	-	.8	-	(8)
18 cents	11.9	.9	2.0	.1
20 cents	-	1.4		1
22 cents	.5		(8)	-
24 cents	-	2.3	-	.2
25 cents	-	1.8	-	(8)
26 cents	· ·	1.0	-	
Uniform percentage	16.0	16.0	5.2	(8)
5 percent	15.5		5.1	
10 percent	.5	16.0	.1	(8)
Full day's pay for reduced hours	-	.8	- 1	(8)
Full day's pay for reduced hours plus cents differential	-	11.9	-	.4
Other formal pay differential	1.0	1.0	.1	.1

Table B-3. Scheduled weekly hours and days

(Percent distribution of plantworkers and officeworkers in all industries and in industry divisions by scheduled weekly hours and days of first-shift workers, Atlanta, Ga., May 1972)

			Planty	vorkers			Officeworkers						
Weekly hours and days	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Services	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Finance	Service
All workers	100	100	100	100	100	100	100	100	100	100	100	100	_100
15 hours—5 days	(°) (°) (°) (°) (°) (°) (°) (°) (°) (°)	90	93 (*) 93	8889	(°)	(9) -2 -3 -63 -61 -7 -7 -7 -20 -20 -1 4	4 5 (9) (9) (16 1 7 7 66 6 6 (9) (9) (9) (9) (9) (9) (9) (9) (9) (9)	(°)	7	86 	86 86	5 16 - 17 3 18 42 - 42 - - - - - - -	13 -3 3 (9) 36 -7 42 -2 -42 -1 1 -1 -1 -1 -1 -1 -1 -1 -1

Table B-4. Paid holidays

(Percent distribution of plantworkers and officeworkers in all industries and in industry divisions by number of paid holidays provided annually, Atlanta, Ga., May 1972)

			Planty	vorkers					4	Officeworkers	B and the last	graph of season	
Item	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Services	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Finance	Service
			100						73 047			100	
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100
Workers in establishments providing paid holidays	94	99	100	100	92	62	99	100	100	100	99	100	99
Workers in establishments providing no paid holidays	6	1			8	38	(9)	-			(9)	7	(9)
Number of days					·			00					
2 holidays	1	-	-	-	-	7	(9)	-	-		-	-	1
3 holidays	2	119	-	- 1	2	17		-				10.	2
4 holidays	3	4	2	-	5		1	(9)	-	make a	5	(9)	2
5 holidays	12	7	-	18	24	18	9	7	-	14	15	6	19
5 holidays plus 1 or 2 half days6 holidays	17	14	7	16	29	6	22	10	10	2	15	40	37
6 holidays plus 1 half day	1 1	14	,	5	1	0	1	10	10	(9)	1	2	31
7 holidays	14	14	9	26	15	6	11	13	9	16	16	8	1 1
7 holidays plus 1 half day	(9)	1		-	-	-	4	5		6	-	8	
8 holidays	19	13	53	12	12	5	22	11	57	4	38	10	31
8 holidays plus 1 or 3 half days	(9)	1		- 1	-	-	(9)	1	-			_	(9)
9 holidays	12	14	29	16	2	(9)	16	18	24	48	6	4	5
9 holidays plus 1 half day	6	-	-	- 1	-	-	2	-		1		6	-
10 holidays		15	-	2	-	-	7	27	-	5	1	4	
10 holidays plus 1 half day	-	:	-		-	-	(9)	and the same	-	1		3	-
11 holidays	1	1	-	2	-		2	1	-	1		7	-
11 holidays plus 1 or 2 half days 12 holidays	6	16	-	3			1	6	100	1	44	-	1 :
Total holiday time 10				1 5		14			100				
12 days	6	16		3			3	6	7 The	1		4	
11½ days or more	6	16		3	-		3	6		i	-	7	1 .
11 days or more	7	17	-	5	_		3	7	-	1	-	7	
10 1/2 days or more	7	17	-	5	-	-	4	7	-	1	-	10	-
10 days or more	13	32	-	7	-	_	11	34	-	6	1	14	-
9 1/2 days or more	13	32	-	7	-	-	13	34	-	6	1	20	(9)
9 days or more	26	46	29	23	2	(9)	29	52	24	53	7	24	6
8½ days or more	26	46	29	23	2	(9)	29	53	24	53	7	24	6
8 days or more	44	60	82	35	14	6	51	64	81	58	45	34	36
7½ days or more	45	60	82	35	14	6	55	69	81	63	45	42	36
7 days or more	58 59	74 74	91 91	61	30 31	11	66	82 82	90 90	79	61	49 51	38 38
6 ½ days or more	76	88	91	82	60	18	89	93	100	86	77	92	75
6 days or more $\frac{1}{2}$ days or more $\frac{1}{2}$	76	88	98	82	62	20	89	93	100	86	79	93	76
5 days or more	88	95	98	100	86	38	98	99	100	100	95	99	95
4 days or more	92	99	100	100	90	38	98	100	100	100	99	100	96
3 days or more	93	99	100	100	92	55	98	100	100	100	99	100	98
2 days or more	94	99	100	100	92	62	99	100	100	100	99	100	99

Table B-5. Paid vacations

(Percent distribution of plantworkers and officeworkers in all industries and in industry divisions by vacation pay provisions, Atlanta, Ga., May 1972)

			Planty	workers				Officeworkers							
Vacation policy	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Services	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Finance	Services		
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100		
Method of payment Workers in establishments providing paid vacations		100	100	100	98	86	99	100	100	100	99	100	99		
Length-of-time payment	91 7 (°)	83 17 -	100	100	96 - 1	86	99 (°) -	(°) -	100	100	99 - -	100	99 (°) -		
no paid vacationsAmount of vacation pay11	2	-	-	-	2	14	(9)	-	-	-	(9)	-	(*)		
After 6 months of service Under 1 week	10 21 2	12 13 2	- 55 -	9 22 8 -	15 19 1	3 2 -	3 49 3 4	2 45 5	- 55 - -	5 32 1 8	13 23 2	70 5 8	1 41 2		
After 1 year of service Under 1 week	(9) 61 5 31 -	62 6 31 -	42 17 41 -	- 49 - 51 -	1 74 - 22 -	- 66 - 16 -	(°) 25 1 74 (°) (°)	17 (°) 83 - (°)	47 6 47 1	14 - 86 -	70 (⁹) 30	- 1 - 99 -	(°) 30 - 69 (°)		
After 2 years of service Under 1 week	(°) 28 7 60 2	41 11 47 - 2	- 9 10 74 7	- 24 5 71 -	1 21 1 69 4	26 - 56 - 4	- 2 1 95 1 (°)	- 5 2 93 - (9)	- 6 4 87 3	(⁹) 1 99	3 1 94 2	(°) - 99 -	- 1 - 94 4		
After 3 years of service Under 1 week 1 week Over 1 and under 2 weeks 2 weeks Over 2 and under 3 weeks 3 weeks	(°) 11 9 70 7	- 13 19 59 8 2	- 2 - 82 17	13 8 79 1	1 7 1 83 4	23 - 59 - 4	- 1 1 94 4 (⁹)	- 2 2 89 5	- - - 93 7	(⁹) 1 95 4	- 2 1 95 2 (*)	(⁹) - 97 3	- 1 - 94 4 1		
After 4 years of service Under 1 week	(°) 9 9 70 7 3	- 11 19 57 8 6	2 - 82 17	13 8 79 1	1 7 1 83 4	- 17 - 64 - 4	- 1 1 93 5	- 2 2 86 5	- - - 93 7 -	(⁹) 1 95 4	2 1 95 2 (⁹)	(°) 94 5	- 1 - 94 4		
After 5 years of service 1 week	4 1 73 8 13	2 2 74 8 14	80 17 3	5 - 89 - 6	6 - 65 8 19	9 - 65 - 12	(°) (°) 77 5	(9) 1 85 (9) 14	- - 89 7 5	- - 60 - 40	71 8 21	- 74 7	1 - 85 4 10		

Table B-5. Paid vacations—Continued

(Percent distribution of plantworkers and officeworkers in all industries and in industry divisions by vacation pay provisions, Atlanta, Ga., May 1972)

			Plant	workers		. emain	Officeworkers						
Vacation policy	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Services	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Finance	Services
Amount of vacation pay 11—Continued	557.	08				924.8	907	1919	101			The state of the s	N E S
After 10 years of service						Anna Carlo						in the second	
1 week	_ 3	2	-	(9)	6	9	(9)	(9)	-	-	70-	-	1
2 weeks		27	4	47	21	48	16	26	6	26	16	4	34
Over 2 and under 3 weeks		16 44	80	8 41	71	29	75	66	85	47	83	89	62
3 weeksOver 3 and under 4 weeks		9	12	1	-	-	2	5	7	4	-	- 07	- 02
4 weeksAfter 12 years of service		i	(9)	3	-	-	6	3	2	23	1	5	3
1 week	2	2	Brita yo	(9)	4	9	(9)	(9)			1000		
1 week2 weeks		2 25		(°)	6	47	15	25	2	26	15	4	34
Over 2 and under 3 weeks	- 6	14	4	3	-	-	(9)	1	-	- 100		-	-
3 weeks	- 58	48	81	46	73	30	76	66	88	47	84	90	62
Over 3 and under 4 weeks		10	12	1 3	-	-	2 6	5 4	7 4	23	1	5	2
4 weeks		1	3	3	-		0	-	*	23		,	
1 week	_ 3	2	-	(9)	6	9	(9)	(9)	-	-	and the second	o Akey-	1
2 weeks		21	-	25	19	45	10	17	2	16	15	2	14
Over 2 and under 3 weeks3 weeks		51	4 47	64	66	28	71	66	61	27	80	89	82
Over 3 and under 4 weeks		8	-	-	-	-	(9)	(9)	-	-	-	- 07	- 02
4 weeks		15	37	11	7	4	19	17	30	57	5	8	4
Over 4 and under 5 weeks5 weeks		(9)	12	-	-		(9)	(9)	7 -	-		-	
After 20 years of service											0.000	9	
1 week	_ 3	2	-	(9)	6	9	(9)	(9)			-	-	1
2 weeks		19	-	25	19	45	9	16	2	16	15	2	14
Over 2 and under 3 weeks		2 14	7	46	21	25	18	18	5	20	13	17	42
3 weeksOver 3 and under 4 weeks		5		46	-	- 25	(9)	(9)	-	20	13	17	47
4 weeks		51	49	27	52	8	62	56	62	36	71	81	39
Over 4 and under 5 weeks		-	12	-	-	-	1	2 - A	7	-	-	A STATE OF THE STA	-
5 weeks	- 8	7	28	3		-	9	10	24	27	1	The state of the s	
After 25 years of service			-							100			Section Land
1 week	_ 3	2	-	(9)	6	9	(9)	(9)	-	-	-		1
2 weeks	- 19	19	3.6	22	19	45	9	16	2	12	15	2	14
Over 2 and under 3 weeks		13	4	34	.7	-	11-		5	-	Black Bar	- www	or him to take
3 weeksOver 3 and under 4 weeks		13	7	34	14	23	14 (9)	17	5	18	4	9	46
4 weeks		49	28	26	55	4	56	51	37	19	80	82	22
Over 4 and under 5 weeks	_ 3	2	12	-	-	-	1	-	7	-	-	-	-
5 weeks6 weeks		10 2	22 26	17	4 -	4	17	15 2	28 21	51	1 -	6 -	17
Maximum vacation available*		1					188 F. X		The state of			101	The spine of
1 week	. 3	2	1	(9)	6	9	(9)	(9)		-		Megw Labor	1
2 weeks	- 19	19	-	22	19	45	9	16	2	12	15	2	14
Over 2 and under 3 weeks		1 2	4	-	.5	-			-		Walter and	1 1 Car 3 13	-
3 weeks Over 3 and under 4 weeks		13	7	34	14	23	14 (9)	16	5	18	4	9	46
4 weeks		49	27	25	55	4	52	51	37	16	80	71	22
Over 4 and under 5 weeks		2	12	-	-	-	1	-	7	-	-		-
5 weeks	- 10	8	23	18	4	-	20	13	29	51	1	17	17
6 weeks		3	26	(9)	-	4	4	3	21	2	-	-	1
Over 6 weeks	(9)	1	-	-	-	-	(9)	(9)	-		-	1	

* Estimates of provisions for 30 years of service are identical.

Table B-6. Health, insurance, and pension plans

(Percent of plantworkers and officeworkers in all industries and in industry divisions employed in establishments providing health, insurance, or pension benefits, Atlanta, Ga., May 1972)

Type of benefit and			Planty	vorkers			Officeworkers						
financing 12	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Services	All industries	Manu- facturing	Public utilities	Wholesale trade	Retail trade	Finance	Service
All workers	100	100	100	100	100	100	100	100	100	100	100	100	100
				7.0									
rkers in establishments providing at ast 1 of the benefits shown below	97	100	100	96	99	76	99	100	99	99	99	99	99
Life insurance	96	100	100	96	95	73	98	99	99	99	93	99	96
Noncontributory plansAccidental death and dismemberment	66	74	85	52	47	63	65	73	82	65	31	66	72
insurance	75	88	81	86	60	48	75	87	78	85	62	69	74
Noncontributory plansSickness and accident insurance or	51	65	72	39	24	42	46	62	70	57	14	30	64
sick leave or both 13	73	79	82	76	72	35	83	88	93	79	89	82	62
Sickness and accident insurance	51	73	53	49	28	13	44	73	39	48	23	41	37
Noncontributory plans Sick leave (full pay and no	38	57	48	27	16	8	29	57	35	28	13	18	32
waiting period)	21	19	10	31	27	24	51	59	54	54	36	55	39
Sick leave (partial pay or waiting period)	18	3	58	7	27	2	19	5	36	13	46	9	17
Long-term disability insurance	14	19	16	26	4	(9)	24	30	8	37	7	34	13
Noncontributory plans	12	19	. 16	14	2	(9)	12	19	8	23	4	9	13
Hospitalization insurance	93 57	99 69	100	90 37	87 28	73 49	96 49	98 62	99 85	95 33	87 13	99 44	9.
Surgical insurance	93	99	100	90	87	73	97	98	99	95	87	99	9
Noncontributory plans	57	69	90	37	28	49	49	62	85	33	13	44	6
Medical insurance	85	92	99	86	71	67	90	96	96	93	53	99	9
Noncontributory plans	54	66	90	32	23	45	49	62	85	33	12	44	64
Major medical insurance	79	72	97	89	83	60	96	96	99	94	86	99	9
Noncontributory plans	44	45	85	30	24	35	47	56	84	33	12	44	6
Dental insurance	9	3	35	1	8	- 1	15	2	29	2	13	28	
Noncontributory plans	7 64	2 74	35 79	64	57	17	11 81	(⁹) 86	28 77	2 74	77	21 90	70
Retirement pension Noncontributory plans	57	69	72	53	45	12	65	75	71	57	42	78	4
Noncontributory plans	51	69	12	33	40	12	05	13	11	31	42	1 '0	4:

Footnotes

All of these standard footnotes may not apply to this bulletin.

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; half receive less 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 the higher rate.

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

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

5 Excludes workers in subclerical jobs such as messenger.

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

7 Includes all plantworkers in establishments currently operating late shifts, and establishments whose formal provisions cover late shifts, even though the establishments were not currently operating late shifts.

8 Less than 0.05 percent.

9 Less than 0.5 percent.

All combinations of full and half days that add to the same amount are combined; for example, the proportion of workers receiving a total of 9 days includes those with 9 full days and no half days, 8 full days and 2 half days, 7 full days and 4 half days, and so on. Proportions then were cumulated.

Includes payments other than "length of time," such as percentage of annual earnings or flat-sum payments, converted to an equivalent time basis; for example, a payment of 2 percent of annual earnings was considered as 1 week's pay. Periods of service were chosen arbitrarily and do not necessarily reflect the individual provisions for progression. For example, the changes in proportions indicated at 10 years' service include changes in provisions occurring between 5 and 10 years. Estimates are cumulative. Thus, the proportion eligible for 3 weeks' pay or more after 10 years includes those eligible for 3 weeks' pay or more after fewer years of service.

Estimates listed after type of benefit are for all plans for which at least a part of the cost is borne by the employer. "Noncontributory plans" include only those plans financed entirely by the employer. Excluded are legally required plans, such as workmen's compensation, social

security, and railroad retirement.

13' Unduplicated total of workers receiving sick leave or sickness and accident insurance shown separately below. Sick leave plans are limited to those which definitely establish at least the minimum number of days' pay that can be expected by each employee. Informal sick leave allowances determined on an individual basis are excluded.

Appendix. Occupational Descriptions

The primary purpose of preparing job descriptions for the Bureau's wage surveys is to assist its field staff in classifying into appropriate occupations workers who are employed under a variety of payroll titles and different work arrangements from establishment to establishment and from area to area. This 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 (combination typing and adding machine) to prepare bills and invoices from customers' purchase orders, interally 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 (with or without a 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 (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 biler, 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

Performs one or more accounting clerical tasks such as posting to registers and ledgers; reconciling bank accounts; verifying the internal consistency, completeness, and mathematical accuracy of accounting documents; assigning prescribed accounting distribution codes; examining and verifying for clerical accuracy various types of reports, lists, calculations, posting, etc.; or preparing simple or assisting in preparing more complicated journal vouchers. May work in either a manual or automated accounting system.

The work requires a knowledge of clerical methods and office practices and procedures which relates to the clerical processing and recording of transactions and accounting information. With experience, the worker typically becomes familiar with the bookkeeping and accounting terms and procedures used in the assigned work, but is not required to have a knowledge of the formal principles of bookkeeping and accounting.

CLERK, ACCOUNTING-Continued

Positions are classified into levels on the basis of the following definitions.

Class A. Under general supervision, performs accounting clerical operations which require the application of experience and judgment, for example, clerically processing complicated or nonrepetitive accounting transactions, selecting among a substantial variety of prescribed accounting codes and classifications, or tracing transactions through previous accounting actions to determine source of discrepancies. May be assisted by one or more class B accounting clerks.

<u>Class B.</u> Under close supervision, following detailed instructions and standardized procedures, performs one or more routine accounting clerical operations, such as posting to ledgers, cards, or worksheets where identification of items and locations of postings are clearly indicated; checking accuracy and completeness of standardized and repetitive records or accounting documents; and coding documents using a few prescribed accounting codes.

CLERK, FILE

Files, classifies, and retrieves material in an established filing system. May perform clerical and manual tasks required to maintain files. Positions are classified into levels on the basis of the following definitions.

Class A. Classifies and indexes file material such as correspondence, reports, technical documents, etc., in an established filing system containing a number of varied subject matter files. 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. May perform 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.

NOTE: The Bureau has discontinued collecting data for oilers and plumbers,

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

Operates a keypunch machine to record or verify alphabetic and/or numeric data on tabulating cards or on tape.

Positions are classified into levels on the basis of the following definitions.

<u>Class A.</u> Work requires the application of experience and judgment in selecting procedures to be followed and in searching for, interpreting, selecting, or coding items to be keypunched from a variety of source documents. On occasion may also perform some routine keypunch work. May train inexperienced keypunch operators.

<u>Class B.</u> Work is routine and repetitive. Under close supervision or following specific procedures or instructions, works from various standardized source documents which have been coded, and follows specified procedures which have been prescribed in detail and require little or no selecting, coding, or interpreting of data to be recorded. Refers to supervisor problems arising from erroneous items or codes or missing information.

MESSENGER (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. Exclude positions that require operation of a motor vehicle as a significant duty.

SECRETARY

Assigned as personal secretary, normally to one individual. Maintains a close and highly responsive relationship to the day-to-day work 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 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, memorandums, and reports prepared by others for the supervisor's signature to assure procedural and typographic accuracy;

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;
- 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.

SECRETARY-Continued

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 on 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

- 1. 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
- 2. 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
- 3. Secretary to the head, immediately below the corporate officer level, of a major segment or subsidiary of a company that employs, in all, $\underline{\text{over 25,000 persons}}$.

Class B

- 1. Secretary to the chairman of the board or president of a company that employs, in all, fewer than 100 persons; or
- 2. 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
- 3. 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
- 4. 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
- 5. 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) or a company that employs, in all, over 25,000 persons.

Class C

- 1. 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 organizational unit 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
- 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

- 1. Secretary to the supervisor or head of a $\underline{\text{small}}$ organizational unit (e.g., fewer than about 25 or 30 persons); or
- 2. 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

Primary duty is to take dictation using shorthand, and to transcribe the dictation. May also type from written copy. May operate from a stenographic pool. May occasionally transcribe from voice recordings (if primary duty is transcribing from recordings, see Transcribing-Machine Operator, General).

 ${
m NOTE}$: This job is distinguished from that of a secretary in that a secretary normally works in a confidential relationship with only one manager or executive and performs more responsible and discretionary tasks as described in the secretary job definition.

Stenographer, General

Dictation involves a normal routine vocabulary. May maintain files, keep simple records, or perform other relatively routine clerical tasks.

STENOGRAPHER-Continued

Stenographer, Senior

Dictation involves a varied technical or specialized vocabulary such as in legal briefs or reports on scientific research. May also set up and maintain files, keep records, etc.

OR

Performs stenographic duties requiring significantly greater independence and responsibility than stenographer, general, as evidenced by the following: Work requires a high degree of stenographic speed and accuracy; a thorough working knowledge of general business and office procedure; 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, and letters; composing simple letters from general instructions; reading and routing incoming mail; and answering routine questions, etc.

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.)

These classifications do not include switchboard operators in telephone companies who assist customers in placing calls.

SWITCHBOARD OPERATOR-RECEPTIONIST

In addition to performing duties of operator on a single-position or monitor-type switchboard, acts as receptionist and may also type or perform routine clerical work as part of regular duties. This typing or clerical work may take the major part of this worker's time while at switchboard.

TABULATING-MACHINE OPERATOR (Electric Accounting Machine Operator)

Operates one or a variety of machines such as the tabulator, calculator, collator, interpreter, sorter, reproducing punch, etc. Excluded from this definition are working supervisors. Also excluded are operators of electronic digital computers, even though they may also operate EAM equipment.

TABULATING-MACHINE OPERATOR (Electric Accounting Machine Operator)—Continued

Positions are classified into levels on the basis of the following definitions.

Class A. Performs complete reporting and tabulating assignments including devising difficult control panel wiring under general supervision. Assignments typically involve a variety of long and complex reports which often are irregular or nonrecurring, requiring some planning of the nature and sequencing of operations, and the use of a variety of machines. Is typically involved in training new operators in machine operations or training lower level operators in wiring from diagrams and in the operating sequences of long and complex reports. Does not include positions in which wiring responsibility is limited to selection and insertion of prewired boards.

Class B. Performs work according to established procedures and under specific instructions. Assignments typically involve complete but routine and recurring reports or parts of larger and more complex reports. Operates more difficult tabulating or electrical accounting machines such as the tabulator and calculator, in addition to the simpler machines used by class C operators. May be required to do some wiring from diagrams. May train new employees in basic machine operations.

Class C. Under specific instructions, operates simple tabulating or electrical accounting machines such as the sorter, interpreter, reproducing punch, collator, etc. Assignments typically involve portions of a work unit, for example, individual sorting or collating runs, or repetitive operations. May perform simple wiring from diagrams, and do some filing work.

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.

TYPIST

Uses a typewriter to make copies of various materials 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; or 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; or routine typing of forms, insurance policies, etc.; or setting up simple standard tabulations; or copying more complex tables already set up 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 most of the following: 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

COMPUTER OPERATOR-Continued

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.

O

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.

Class C. 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

COMPUTER PROGRAMER, BUSINESS-Continued

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 analysis 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 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.

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 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

COMPUTER SYSTEMS ANALYST, BUSINESS-Continued

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 ssist.

Class B. 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, 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.

OI

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 dimensions 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.

ELECTRONIC TECHNICIAN

Works on various types of electronic equipment or systems by performing one or more of the following operations: Modifying, installing, repairing, and overhauling. These operations require the performance of most or all of the following tasks: Assembling, testing, adjusting, calibrating, tuning, and alining.

Work is nonrepetitive and requires a knowledge of the theory and practice of electronics pertaining to the use of general and specialized electronic test equipment; trouble analysis; and the operation, relationship, and alinement of electronic systems, subsystems, and circuits having a variety of component parts.

ELECTRONIC TECHNICIAN-Continued

Electronic equipment or systems worked on typically include one or more of the following: Ground, vehicle, or airborne radio communications systems, relay systems, navigation aids; airborne or ground radar systems; radio and television transmitting or recording systems; electronic computers; missile and spacecraft guidance and control systems; industrial and medical measuring, indicating and controlling devices; etc.

(Exclude production assemblers and testers, craftsmen, draftsmen, designers, engineers, and repairmen of such standard electronic equipment as office machines, radio and television receiving sets.)

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 te 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. Nursing supervisors or head nurses in establishments employing more than one nurse are excluded.

MAINTENANCE AND POWERPLANT

CARPENTER, MAINTENANCE

Performs the carpentry duties necessary to construct and maintain in good repair building woodwork and equipment such as bins, cribs, counters, benches, partitions, doors, floors, stairs, casings, and trim made of wood in an establishment. Work involves most of the following: Planning and laying out of work from blueprints, drawings, models, or verbal instructions; using a variety of carpenter's handtools, portable 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. ELECTRIGIAN. 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 blue-prints, 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, 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 cross-industry wage study purposes, machine-tool operators, toolroom, in tool and die jobbing shops are excluded from this classification.

MACHINIST, MAINTENANCE

Produces replacement parts and new parts in making repairs of metal parts of mechanical equipment operated in an establishment. Work involves most of the following: Interpreting written instructions and specifications; planning and laying out of work; using a variety of machinist's handtools and precision measuring instruments; setting up and operating standard machine tools; shaping of metal parts to close tolerances; making standard shop computations relating to dimensions of work, tooling, feeds, and speeds of machining; knowledge of the working properties of the common metals; selecting standard materials, parts, and equipment required for his work; and fitting and assembling parts into mechanical equipment. In general, the machinist's work normally requires a rounded training in machine-shop practice usually acquired through a formal apprenticeship or equivalent training and experience.

MECHANIC, AUTOMOTIVE (Maintenance)

Repairs automobiles, buses, motortrucks, and tractors of an establishment. Work involves most of the following: Examining automotive equipment to diagnose source of trouble; disassembling equipment and performing repairs that involve the use of such handtools as wrenches, gages, drills, or specialized equipment in disassembling or fitting parts; replacing broken or defective parts from stock; grinding and adjusting valves; reassembling and installing the various assemblies in the vehicle and making necessary adjustments; and alining wheels, adjusting brakes and lights, or tightening body bolts. In general, the work of the automotive mechanic requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

This classification does not include mechanics who repair customers' vehicles in automobile repair shops.

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.

PAINTER, MAINTENANCE

Paints and redecorates walls, woodwork, and fixtures of an establishment. Work <u>involves</u> the <u>following</u>: 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

PAINTER, MAINTENANCE-Continued

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 machines; 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.

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

SHEET-METAL WORKER, MAINTENANCE-Continued

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

TOOL AND DIE MAKER

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

Constructs and repairs machine-shop tools, gages, jigs, fixtures or dies for forgings, punching, and other metal-forming work. Work involves most of the following: Planning and laying out of work from models, blueprints, drawings, or other oral and written specifications; using a variety of tool and die maker's handtools and precision measuring instruments; understanding of the working properties of common metals and alloys; setting up and operating of machine tools and related equipment; making necessary shop computations relating to dimensions of work, speeds, feeds, and tooling of machines; 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

PACKER, SHIPPING-Continued

and size of container; inserting enclosures in container; using excelsior or other material to prevent breakage or damage; closing and sealing container; and applying labels or entering identifying data on container. Packers who also make wooden boxes or crates are excluded. SHIPPING AND RECEIVING CLERK

Prepares merchandise for shipment, or receives and is responsible for incoming shipments of merchandise or other materials. Shipping work involves: A knowledge of shipping procedures, practices, routes, available means of transportation, and rates; and preparing records of the goods shipped, making up bills of lading, posting weight and shipping charges, and keeping a file of shipping records. May direct or assist in preparing the merchandise for shipment. Receiving work involves: Verifying or directing others in verifying the correctness of shipments against bills of lading, invoices, or other records; checking for shortages and rejecting damaged goods; routing merchandise or materials to proper departments; and maintaining necessary records and files.

For wage study purposes, workers are classified as follows:

Receiving clerk
Shipping clerk
Shipping and receiving clerk

TRUCKDRIVER

Drives a truck within a city or industrial area to transport materials, merchandise, equipment, or men between various types of establishments such as: Manufacturing plants, freight depots, warehouses, wholesale and retail establishments, or between retail establishments and customers' houses or places of business. May also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order. Driver-salesmen and over-the-road drivers are excluded.

For wage study purposes, truckdrivers are classified by size and type of equipment, as follows: (Tractor-trailer should be rated on the basis of trailer capacity.)

Truckdriver (combination of sizes listed separately) Truckdriver, light (under $1^{1}/_{2}$ tons) Truckdriver, medium ($1^{1}/_{2}$ 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)

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 Employment Standards Administration 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		number	<u>Area</u>		number
Akron, Ohio, July 1971 1	1685-87.	40 cents	Minneapolis-St. Paul, Minn., Jan. 1972	1725-45	50 cents
Albany-Schenectady-Troy, N.Y., Mar. 1972			Muskegon-Muskegon Heights, Mich., June 1971		
Albuquerque, N. Mex., Mar. 1972 1			Newark and Jersey City, N.J., Jan. 1972 1		
Allentown-Bethlehem-Easton, PaN.J., May 1971			New Haven, Conn., Jan. 1972	1725-41.	35 cents
Atlanta, Ga., May 1972 1			New Orleans, La., Jan. 1972		
Baltimore, Md., Aug. 1971			New York, N.Y., Apr. 1971		
Beaumont-Port Arthur-Orange, Tex., May 1972			Norfolk-Portsmouth and Newport News-		
Binghamton, N.Y., July 1971		35 cents	Hampton, Va., Jan. 1972	1725-42.	30 cents
Birmingham, Ala., Mar. 1972		30 cents	Oklahoma City, Okla., July 1971 1	1725-8.	35 cents
Boise City, Idaho, Nov. 1971			Omaha, NebrIowa, Sept. 1971	1725-13.	35 cents
Boston, Mass., Aug. 1971	1725-11,	40 cents	Paterson-Clifton-Passaic, N.J., June 1971	1685-84,	35 cents
Buffalo, N.Y., Oct. 1971			Philadelphia, PaN.J., Nov. 1971 1		
Burlington, Vt., Dec. 1971	1725-25,	25 cents	Phoenix, Ariz., June 1971		
Canton, Ohio, May 1972 1	1725-75,	35 cents	Pittsburgh, Pa., Jan. 1972		
Charleston, W. Va., Mar. 1972 1	1725-63,	35 cents	Portland, Maine, Nov. 1971 1		
Charlotte, N.C., Jan. 1972 1	1725-48,	35 cents	Portland, OregWash., May 1971	1685-85,	35 cents
Chattanooga, TennGa., Sept. 1971	1725-14,	30 cents	Poughkeepsie-Kingston-Newburgh,		
Chicago, Ill., June 1971	1685-90,	70 cents	N.Y. (to be surveyed in 1972)		
Cincinnati, Ohio-KyInd., Feb. 1972	1725-56,	35 cents	Providence-Pawtucket-Warwick, R.IMass.,		
Cleveland, Ohio, Sept. 1971	1725-17,	40 cents	May 1972	1725-70,	30 cents
Columbus, Ohio, Oct. 1971			Raleigh, N.C., Aug. 1971	1725-5,	30 cents
Dallas, Tex., Oct. 1971			Richmond, Va., Mar. 1972 1	1725-72,	35 cents
Davenport-Rock Island-Moline, Iowa-Ill., Feb. 1972 1	1725-55,	35 cents	Rochester, N.Y. (office occupations only), July 1971	1725-7,	35 cents
Dayton, Ohio, Dec. 1971 1	1725-36,	35 cents	Rockford, Ill., May 1971	1685-79,	30 cents
Denver, Colo., Dec. 1971	1725-44,	35 cents	St. Louis, MoIll., Mar. 1972		
Des Moines, Iowa, May 1971	1685-70,	30 cents	Salt Lake City, Utah, Nov. 1971		
Detroit, Mich., Feb. 1972	1725-68,	40 cents	San Antonio, Tex., May 1972	1725-67,	30 cents
Durham, N.C., Apr. 1972 1	1725-64,	30 cents	San Bernardino-Riverside-Ontario, Calif.,		
Fort Lauderdale-Hollywood and West Palm			Dec. 1971		
Beach, Fla., Apr. 1972 1	1725-74,	35 cents	San Diego, Calif., Nov. 1971	1725-32,	35 cents
Fort Worth, Tex., Oct. 1971			San Francisco-Oakland, Calif., Oct. 1971		
Green Bay, Wis., July 1971			San Jose, Calif., Mar. 1972		
Greenville, S.C., May 1972	1725-66,	30 cents	Savannah, Ga., May 1972 1		35 cents
Houston, Tex., Apr. 1971	1685-67,	50 cents	Scranton, Pa., July 1971	1725-1,	30 cents
Huntsville, Ala., February 1972 1			Seattle-Everett, Wash., Jan. 1972		
Indianapolis, Ind., Oct. 1971	1725-23,	30 cents	Sioux Falls, S. Dak., Dec. 1971		
Jackson, Miss., Jan. 1972	1725-38,	30 cents	South Bend, Ind., Mar. 1972 1		
Jacksonville, Fla., Dec. 1971	1725-39,	30 cents	Spokane, Wash., June 1971	1685-88,	30 cents
Kansas City, MoKans., Sept. 1971	1725-18,	35 cents	Syracuse, N.Y., July 1971 1	1725-10,	35 cents
Lawrence-Haverhill, MassN.H., June 1971			Tampa-St. Petersburg, Fla., Nov. 1971 1		
Little Rock-North Little Rock, Ark., July 1971	1725-4,	30 cents	Toledo, Ohio-Mich., Apr. 1971		
Los Angeles-Long Beach and Anaheim-Santa Ana-			Trenton, N.J., Sept. 1971		
Garden Grove, Calif., Mar. 1972			Utica-Rome, N.Y., July 1971	1725-9,	35 cents
Louisville, KyInd., Nov. 1971	1725-29,	35 cents	Washington, D.CMdVa., Apr. 1971		
Lubbock, Tex., Mar. 1972 1	1725-57,		Waterbury, Conn., Mar. 1972 1		
Manchester, N.H., July 1971	1725-2,	30 cents	Waterloo, Iowa, Nov. 1971		
Memphis, TennArk., Nov. 1971	1725-40,		Wichita, Kans., Apr. 1971	1685-64,	30 cents
Miami, Fla., Nov. 1971	1725-28,	30 cents	Worcester, Mass., May 1972 1		
Midland and Odessa, Tex., Jan. 1972 1	1725-37,	30 cents	York, Pa., Feb. 1972 1	1725-54,	35 cents
Milwaukee, Wis., May 1971	1685-76,	35 cents	Youngstown-Warren, Ohio, Nov. 1971 1	1725-51,	35 cents

U.S. DEPARTMENT OF LABOR BUREAU OF LABOR STATISTICS WASHINGTON, D.C. 20212

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, \$300

FIRST CLASS MAIL

POSTAGE AND FEES PAID
U.S. DEPARTMENT OF LABOR

