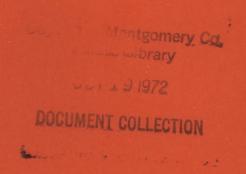
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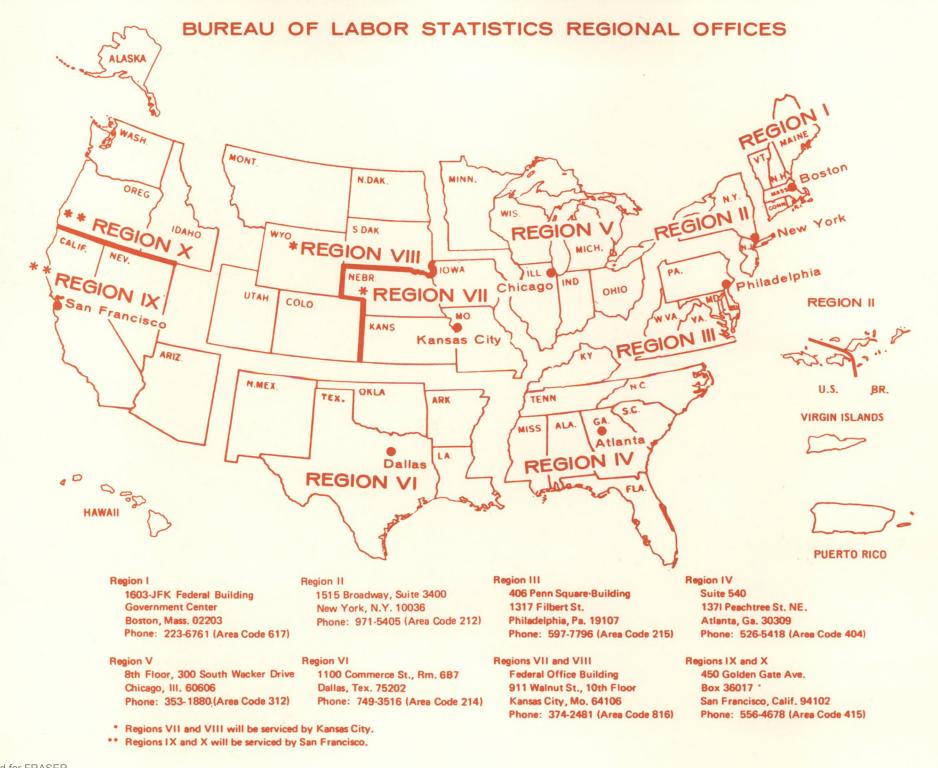




# AREA WAGE SURVEY

The Houston, Texas, Metropolitan Area, April 1972

Bulletin 1725-79



# The Houston, Texas, Metropolitan Area, April 1972

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# **Preface**

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

At the end of each survey, an individual area bulletin presents 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 Houston, Tex., in April 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 Brazoria, Fort Bend, Harris, Liberty, and Montgomery Counties. This study was conducted by the Bureau's regional office in Dallas, Tex., under the general direction of Boyd B. O'Neal, Assistant Regional Director for Operations.

#### Note:

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

A current report on occupational earnings and supplementary wage provisions in the Houston area is also available for machinery manufacturing (November 1970). 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.

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

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

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

#### Occupations and Earnings

The occupations selected for study are common to a variety of manufacturing and nonmanufacturing industries, and are of the following types: (1) Office clerical; (2) professional and technical; (3) maintenance and powerplant; and (4) custodial and material movement. Occupational classification is based on a uniform set of job descriptions designed to take account of interestablishment variation in duties within the same job. The occupations selected for study are listed and described in the appendix. Unless otherwise indicated, the earnings data following the job titles are for all industries com-

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.

bined. 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 the overall classification when a subclassification of secretaries or truckdrivers is not shown or information to subclassify is not available.

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 from the sample of establishments studied serve only to indicate the relative importance of the jobs studied. These differences in occupational structure do not affect materially the accuracy of the earnings data.

#### Establishment Practices and Supplementary Wage Provisions

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

Table 1. Establishments and workers within scope of survey and number studied in Houston, Tex.,1 by major industry division,2 April 1972

	Minimum	Number of est	ablishments	Wor	kers in establish	ments
Industry division	employment in establish-	Within scope	calura son	Within scop	e of study 4	1112 384
	ments in scope of study	of study 3	Studied	Number	Percent	Studied
All establishments	1 45 54		Marian adv	man et and	and information	The Pile
All divisions	- 4	1,675	293	352,886	100	166,427
Manufacturing	50	485	96	124,819	35	60,575
Nonmanufacturing	-	1,190	197	228,067	65	105, 852
Transportation, communication, and	10000000					
Transportation, communication, and other public utilities 5	50	161	38	47, 346	13	31,664
Wholesale trade	50	283	42	39,651	11	13,746
Retail trade	50	332	48	73, 363	21	35,813
Finance, insurance, and real estate 6	50	166	24	26,786	8	10,310
Services 7	50	248	45	40,921	12	14,319
Large establishments						
All divisions	A 70 - 15 LNB	129	92	157,670	100	130,510
Manufacturing	500	47	32	59,012	37	47,010
Nonmanufacturing	Street Later 1	82	60	98,658	63	83,500
Transportation, communication, and						
Transportation, communication, and other public utilities 5	500	20	16	30,307	19	28, 137
Wholesale trade	500	8	7	8,747	6	8, 120
Retail trade	500	36	22	42,785	27	32,154
Finance, insurance, and real estate 6	500	6	6	7,203	5	7,203
Services 7	500	12	9	9,616	6	7,886

1 The Houston Standard Metropolitan Statistical Area, as defined by the Office of Management and Budget (formerly the Bureau of the Budget) through January 1968, consists of Brazoria, Fort Bend, Harris, Liberty, and Montgomery 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 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.

Includes all establishments with total employment at or above the minimum limitation. All outlets (within the area) of companies in such industries as trade, finance, auto repair service, and motion picture theaters are considered as 1 establishment.

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

S Abbreviated to "public utilities" in the A-series tables. Taxicabs and services incidental to water transportation were excluded.

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

7 Hotels and motels; laundries and other personal services; business services; automobile repair, rental, and parking; motion pictures; nonprofit

membership organizations (excluding religious and charitable organizations); and engineering and architectural services.

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

g presents the major moustry groups and specific moustries a	a percent of all manufacturing:
Industry groups	Specific industries
Machinery, except electrical.       19         Chemicals and allied products       18         Fabricated metal products       14         Petroleum and coal products       10         Food and kindred products       9         Primary metal industries       6         Printing and publishing       5	Construction and related machinery
Instruments and related products 4	

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 Machinists Stenographers, general A and B Stenographers, senior Mechanics Switchboard operators, classes Mechanics (automotive) Clerks, file, classes 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 Unskilled plant (men): Keypunch operators, classes Industrial nurses (men and women): Janitors, porters, and cleaners A and B Office boys and girls Nurses, industrial (registered) Laborers, material handling

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 Houston, Tex., April 1971 and April 1972, and percents of increase for selected periods

		All in	dustries			Manufa	acturing	
Period	Office clerical (men and women)	Industrial nurses (men and women)	Skilled maintenance trades (men)	Unskilled plant- workers (men)	Office clerical (men and women)	Industrial nurses (men and women)	Skilled maintenance trades (men)	Unskille plant- workers (men)
				Indexes (Jun	e 1967=100)			
April 1971	122.9 129.5	127.0 132.2	127.4 137.3	122.6 130.1	123.7 130.3	123.5 129.2	125.5 135.3	128.8 140.4
				Percents o	f increase		081	
May 1960 to May 1961	3.2	4.9	2.8	1.1	3.2	6.6	1.6	2.2
13-month increase	2.3	1.9 1.8	4.0 3.7	7.3 6.7	2.9	.9	3.1 2.9	8.0 7.4
Tune 1962 to June 1963	3.3 1.5	1.8 2.3	2.1	.9 5.5	5.4	3.1 3.0	1.3	1.5 4.0
Tune 1964 to June 1965	2.5 4.0	.9 4.4	1.9 5.7	3.4 1.4	2.1	0 6.2	1.8	3.4
Tune 1966 to June 1967	3.8 5.0	5.9 4.8	3.1 4.1	7.1 5.6	3.7 6.6	4.3 4.9	3.2 4.3	3.0 10.1
11-month increase	6.4 7.0	7.6 8.3	8.1 8.9	5.1 5.6	5.8 6.3	6.5 7.1	7.1 7.8	5.3 5.8
May 1969 to April 1970:	4.9	7.0	5.2	6.5	4.1	5.4	5.0	7.3
Annual rate of increase	5.4	7.7	5.7	7.1	4.5	5.9	5.5	8.0
pril 1970 to April 1971pril 1971 to April 1972	4.9 5.4	5.3 4.1	7.6 7.8	3.8 6.1	5.4 5.3	4.8 4.6	7.0 7.8	3.6 9.0

# 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, Houston, Tex., April 1972)

			-1		earnings 1						Numbe	er of v	worker	rs rec	eiving	straig	ht-tim	ne wee	ekly ea	rning	s of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours <sup>1</sup> (standard)	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range <sup>2</sup>	60 and under 70	70 -	\$ 80 - 90	90	100	110	120	130	140	150	160	170	180	190	200	2 £0 -	220	230	240	-	aı
MEN																										
LERKS, ACCOUNTING, CLASS A MANUFACTURING	598 196 402 217 146	40.0 40.0 39.5	172.00 165.00 166.00	165.50 157.50 151.50	\$ 140.50-189.00 139.50-205.00 141.00-186.00 133.00-203.00 143.50-186.50	-	=	=	-	1 1 -	27 2 25 24	67 32 35 26 8	32	66 39	72 19 53 17 27	93 39 54 23 16	45 16 29 10 16	26 7 19 5 8	20 5 15 -	24	13	7 1 6 6		8 - -	5 2 3 3	
ERKS, ACCOUNTING, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES MHOLESALE TRADE	226 75 151 67 54	40.0 39.5 39.5	132.50 131.50 147.50	127.50 124.00 140.00	112.50-145.50 107.50-150.00 114.00-140.50 117.00-182.50 119.00-128.50	=			18 13 5 3 1	12 9 5		16	1	10 14 9	4 4	2 2 2 -		19 7 12 12	-	2	6 6	=======================================	=	:	-	
ERKS, ORDER  MANUFACTURING  NONMANUFACTURING  HOLESALE TRADE	569 274 295 295	40.0	151.00	143.50	132.00-166.50 134.00-174.00 125.00-154.50 125.00-154.50	=		=	=	40 22 18 18	51 18 33 33	36 6 30 30	120 69 51 51	61	54 20 34 34	34 15 19	27 14 13 13	57 42 15	5 4 1		4	3 - 3 3	3 3 -	=	=	
SENGERS (OFFICE BOYS)	50 165	40.0	93.60	93.00	82.50-120.50	=	25	74 15 59 8	39	5 24			7 -	1	1 1	1	=	=======================================	= =	=	=	=	=	:	-	
MOMEN																										
LLERS, MACHINE (BILLING ACHINE) MANUFACTURING NONMANUFACTURING WHOLESALE TRADE	174 53 121 102	40.0	102.50	101.50 100.00 101.50 101.00	87.00-121.00 87.50-128.00	3	6		19 1 18 16	37 8 29 15		26 12 14 14	24	-		=	=======================================		-	=	1711	=======================================	=	=	=	
LLERS, MACHINE (BOOKKEEPING ACHINE)				95.00 92.50			1	17 17	21 21	9	5	1 -	Ξ	14	Ξ	Ξ	Ξ	-	=	=	=	Ξ	Ξ	-	-	
OKKEEPING-MACHINE OPERATORS, LASS A	123 104				106.50-131.50 106.00-132.50		-	-	2 -	45 45	38 26	3	18	=	13	1 -	=	3	Ξ	-	=	=	Ξ	=	-	
OKKEEPING-MACHINE UPERATORS, ASS B	61	40.0	101.50	103.00 100.00 103.00	91.00-113.00	-	Ξ	43 13 30	36 18 18	49 13 36	37 17 20	-	=	11	1 1	=	=	-	=	=	Ξ	Ξ	=	Ξ	=	
ERKS, ACCOUNTING, CLASS A MANUFACTURING NOMANUFACTURING PUBLIC UTILITIES HOLESALE TRADE SERVICES	312 932 174 410	40.0 39.5 40.0 40.0 40.0	134.50 136.50 146.00 139.00 133.00	129.00 130.00 141.50 140.00 125.00	113.00-152.50 113.00-146.00 113.00-155.50 130.50-158.00 112.50-160.00 115.50-162.50 127.00-150.00	-	-	-	9 64 - 48	44 112 3 34 7	71 96 19 43	38 123 19 35	61 120 41 45	28 137 28 59 5	16 94 32 45	19	42	26 1 21	16 1 15	12 2 10	- 2	1	9	2	-	

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, Houston, Tex., April 1972)

	Table 1	3-250	Sec. 16. 11.	Weekly (sta	earnings 1 ndard)												ght-tin									
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean 2	Median <sup>2</sup>	Middle range <sup>2</sup>	60 and under 70	70	80	90	100	-	120	130	140	150	160	170	180	190	200	210	220	230	240	250	an
THE DAY HEX CARLES OF THE B	2 044	393		1 001	001 303 40		_ tribe		- 00																	
WOMEN - CONTINUED CLERKS, ACCOUNTING, CLASS B	2,467	40.0	\$ 104.50	\$	\$ \$1.00-115.50	13	101	434	512	614	339	219	116	58	16	30	6	2	1	_	6	ierre	0 1	a louis		
MANUFACTURING	641		109.00			-	15	87	106	173	99	80	41	9	11	18	6 1 5 2 3 -	-	ī	-	-	-	-	-	-	
MANUFACTURING	1,826		103.00			13	86	347	406	441	240	139	75	49	5	12	5	2	-	-	6		-		1 8 K =	
PUBLIC UTILITIES	327				102.50-127.00	-	-	8	59	90	55	43	17	45	Mark House	2	2	0-	-	-	6	-	-	-	-	
	573		104.50			-	13	122	133	123	74	32	53	3	5	10	3	2	15	-	-	-	101-	-	M - 1 -	
RETAIL TRADE	440		97.50			1	33	107	98	110	56	31	4	-	-	- 15	-		-	-	-	-	-	-	101-	
SERVICES	169	40.0	97.00	98.00	87.00-110.50	1																				
NUNMANUFACTURING	101 84				108.50-141.00		-	-		32 27	13	14	13	11	2	4 2	3	2 2	=	2	-	-	-	:	-	
TERKS- ETIE- CLASS B	364	39.0	97.00	92.00	86.00-103.00	- VAL	25	133	94	71	10	8	7	3	4	3	3	1	2		-		-	-	M FU	
	74		99.50			-	4	19	22	20	3	3	Bo	10-1	-	2	1	13.00	-	-	-	-	W 4		100-	
NUMBANIE ACTURING	290		96.50			-	21	114	72	51	7	5	7	3	4	1	1 2	1	2	-	-	-	-	-	uni-	
WHOLESALE TRADE	75	40.0	102.50	100.00	87.00-113.50	-	13	17	8	17	7	1	6	3	3	4.1-4	4.00	-	-	-	-	-	dia-	-	THE PERSON	
CLERKS, FILE, CLASS C	521		83.50				143		67	51	2	3		111-	162		-	0-	1	-	-		-	-	(A) 15-	
MANUE ACTUBING	50						2		11	9	-	3	00.	I Ut	110	1110	-	-	-	-	-	-	-	-	-	
NUMMANUFACTURING	471		82.50				141		56	42	2	6 1+	00, 0	Line.	-	A ra + L	-	-	-	-	-	-	9 -	-	-	
WHOLESALE TRADE	122	39.5	84.50	81.00	72.50-101.00	12	43	29																		
MANUFACTURING	493		167.50			1		53	67	209	44	35	17	22	10	1	11	1	1	-	-	-	=	-	4-10-	
NUNMANUFACTURING	382				103.00-123.00	ī	21	12		163	15	14	12	12	10		11	1		_	_	_	-	-	-	
WHOLESALE TRADE	238				101.00-121.00		3			115	19	12	12	12	10		ii			-	_	_	_	-	-	
KETAIL TRADE	83				81.00-105.50	1	18	19	13	19	11	2	1000	1.00	-	C-1-1	0.0	100	-	-	-	-	William -	-	man-	
MANUFACTURING	454		128.00	119.00	103.50-143.50	-	3	17	65	46	113	68	17	29	5	18	17	28	4	23	_	1	-	10-	suri-	
MANUFACTURING	193				113.50-149.00	-	3	2	19	6	50	39	11	17	4	13	17	4	4	3	-	1	-	-	WAR-	
NUMANUFACTURING	261				100.50-137.00	-	-	15	46	40	63	29	6	12	1	5	-	24	-	20	-	-	-	0.3-	W/102	
PUBLIC UTILITIES	82				116.50-192.50	-	-	1	13	5	6	1	3	5			-	24	-	20	-	-	-	-		
RETAIL TRADE	54				113.50-122.00 97.50-115.00		-	-	20	20	11	12	2	-	-	-	-	-	_	_	_		-	-	A 10-	
COMPTOMETER OPERATURS	201	40.0	105.00	103-50	93.00-116.50	0.000		33		47	38	22	13	4	1	1	-	-	_	_	_	-	111-1	-	180-	
NUNMANUFACTURING	172		103.00			-		33	35	44		13	7	4	1	1	-	-	-		-	-	Uhr.	1.00	Juli-	
NUMANUFACTURING	137		100.50		90.50-111.00	-		30	30	39		10	6	1	1	0-1+1	0	-	-	-	-	-	-	312 -	ATS-	
KEYPUNCH UPERATURS, CLASS A	946				103.00-126.00	-		35			238	130	96	38	18	41	9	-	3	-	-	-	-	-	-	
MANUFACTURING	174				106.50-131.00	-		1 5	8	58	25	37	22	5	11-0	15	i		3	-	-	-	ang-		MAN	
NUMMANUFACTURING	772				102.50-124.50	-	10	35	94	168	213	93	74	33	18	26	8 8	100	-	-	-	-				
NUMANUFACTURING	106				102.50-165.50	7	-	20	17	29	13	15	23	20	17	26	8			_	_		200		-	
	228				100.50-134.00	2	4		2	10	30	15	11	20	-	7 T	_		_		_	_	1811-	1 14-	Jun-	
RETAIL TRADE	247	40.0	114.00	114.00	111.00-123.00	-	6	3	9	18	118	65	24	4	-	8 10 5	- -	-	-	-	-	-	-	210	V - 3-	
KEYPUNCH UPERATORS, CLASS B	947	40.0	105.00	103.50	95.50-114.50	11	12	149	199	253	196	67	18	25		6		2		_	_	_			-	
MANUFACTURING	197		107.50			-		4	42	40	5.5	14		2		-	-	-	_	_	_	_	-	-	-	
MANUFACTURING	750		104.50			11	12	143	136	205	141	52	10	22	-	4	0	2		_	_	_	-		-	
PURI IC UTILITIES	120		111.00				-	18	18	30	26	10	2	12	-			2	_	_	-	-	-	-	-	
WHOLESALE TRADE	267		110.00			-	9	18			64	18	7	0		6	Q	-	-	-	-	-	-	-	-	
RETAIL TRADE	127	40.0	97.50	100.50	86.50-110.50	11	3	24	25	31							6.4									
MESSENGERS (UFFICE GIRLS)	212		90.00			36	40	66	13	23	20	1	3	100	2	2	2.0	U=2	-	-	22-	3 90	OFA-1	Au.	inoth.	
MANUFACTURING	70					10	10	18	2	16	15	2	2	0-1	-	2	91-	10-	-		-	-	1111	-	_	
NUNMANUF ACTURING	142	39.0	87.00	85.50	73.00- 93.00	26	30	48	11	-	15	2	1	-	2	U	No To	-	-	-	-	-	10.00	-		

## 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, Houston, Tex., April 1972)

Sex, occupation, and industry division  WOMEN - CONTINUED	Number of workers	Average weekly hours <sup>1</sup> (standard)	Mean <sup>2</sup>	ed un	A 352 53	60	70	80	\$ 90	\$	5	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
SECRETARIES	- 2			Median <sup>2</sup>	Middle range <sup>2</sup>	and	-	-	-	-	-	-	-	-	-	160	170	180	198	-	-	-	-	240		26 an
SECRETARIES		-	-111	04 NC	MET BLES	70	80	90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	ove
ECRETARIES				80	81. 00																					
MANUEACTURING	4,941	40.0	\$ 142.50	\$ 135.50	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-	11	6	143	377															3	1
	1.150				119.50-159.00					67																
NONMANUFACTURING	3,791				120.00-159.50					310																
PUBLIC UTILITIES	919	40.0	157.50	150.50	131.00-176.00					38																
HUOLES ALE TRADE	1,234				122.00-161.00	-	-	3	49	72	125	251	173	168	79	63	50	53	26	33	48	29	9	3	-	
RETAIL TRADE	204				111.50-145.50	-	1	2	15	27	31	25	45	16	21		4		-	-	2	-	-	-	-	
RETAIL TRADE	664				113.00-145.00	-	-	-	39	27 102	148	80	98	63	50	22		19	6	1	1	=	2	-	-	
SECRETARIES, CLASS A	366				146.50-194.50	-	-	-	10	11	2	21	43	18	42	49	45		18			5	29	3	-	
MANUFACTURING	64				135.00-174.50		-	-	-	-	-	15	13	8	6	4	4		6					-	-	
NONMANUF ACTURING	302				156.00-202.50	-	-	-	10	11	2	6	30	10	36	45	41	20	12	19	15	4	29	3	-	
		40.0	201.50	194.00	165.50-232.50	-	-	-	-	-	-	-	1	-	16.	16	7	5	2	9	1	-	10	-	=	
WHOLESALE TRADE	92	40.0	177.50	175.50	157.50-205.00	-	-	-	-	-	1	3	12	-	14	12	9	9	4	9	12	3	1	3	-	
SECRETARIES, CLASS B	1,005	39.5	158.50	150.50	138-50-174-00	-	-	-	3	20	66	76	111	164	125	135	116	61	26	23	22	27	27		3	
MANUE ACTURING	183				136.00-167.50	-	-	-	-	-	12	12	36	22	28	41	13	12	5	-	-	-	2	-	-	
NUMMANUFACTURING	822	39.5	160.00	157.00	139.00-176.00	-	-	-	3	20	54	64	75	142	97	94	103	49	21	23	22	27	25	-	3	
PUBLIC UTILITIES	232	40.0	170.00	164.50	146.50-184.00	-	-	-	-	11 7	2	3	23	31	37	22	39	13	2	6	7	15	18	-	3	
	287	40.0	163.50	158.50	143.50-187.00	-	-	-	3	7	18	22	7	64	31	27	23	19	16	17	15	12	6	-	-	
SERVICES	55	38.5	164.50	177.00	143.50-186.00																		1	-	-	
MANUFACTURING	1,415	40.0			126.00-155.50	-	-	-	25	30	162	263	279	229	119	80	74	37	23	23	39	18	9	4	-	
MANUFACTURING	345	40.0	147.50	139.00	119.00-170.50	-	-	-	10	15	67	32	53	33	33	16	21	15	14	11	18	2	3	1	-	
NI)NMANUE ACTURING	1,070	40.0	143.50	138.00	126.50-152.50	-	-	-	15	15	95	231	226	196	86	64	53	22	9	12	21	16	6	3	-	
PUBLIC UTILITIES					128.50-158.00	-	-	-	-	1	19	54	63	43	22	10	24	2	4	6	5		6	3	-	
WHOLESALE TRADE					128.50-158.50	-	-	-	7	5	15	88	83	78	34	22	18	17	4	5	15	12	-	-	-	
RETAIL TRADE					130.50-149.50	-	-	-	2	3	2	7	19	12	6	6	1	-	-	-	-	-	-	-	-	
SERVICES	135	40.0	142.50	141.50	123.00-161.50	1	-	-	5	30 15 15 1 5 3	21	17	21	19	16	20	10	3	1	1	1	-	-	-	-	
SECRETARIES, CLASS D					113.50-138.00	-	11	6	105	316	475	398	351	167	96	68	55	27	17	31	23	2	5	2	-	
MANUFACTURING	558				117.00-147.00	-	10	1	14	52	114	84	91	61	44	42	11	4	. 2	3	3	-	3		-	
NUNMANUF ACTURING		39.5	127.50	122.00	111.50-135.00	-	1	5	91	264	361	314	254	100	52	26	38	23	15	28	20	2	2			
PUBLIC UTILITIES	361	40.0	149.50	140.00	123.00-172.50	-	-	-	30	20	40	130	0.3	24	26	24	34	13	13	20	14	-	-		_	
WHOLESALE IKADE	452				111.50-131.00		-	3	39	52 264 26 60 11	91	130	11	20	-	2	1		2	~	•	-	~	_	_	
WHOLESALE TRADE	75 439				110.50-128.50	-	-	-	34	11	122	55	74	31	20	-	1	-	-	-	-	Ξ	-	-	-	
STENUGRAPHERS, GENERAL	1.153	40.0	122.00	118.50	103.00-134.50	The sale		20	172	220	170	162	102	72	20	22	17	22	12	,	-	_	and the	171	-	
MANUFACTURING	394				111.50-137.00	-	_	10	25	59 170 79 24	72	74	70	15	26	19	3	3	9	-	-		-	-	-	
NONMANUE ACTURING	759				101.00-133.50	-	_	19	148	170	107	79	104	58	12	14	14	29		1	_	_	-	_	_	
	321				99.00-132.00	-	_	4	87	70	54	12	18	5	4	12	10	20	1	:	-	-	make.	-	-	
WHOLESALE TRADE	178				105.00-137.00	_	_	12	18	24	23	30	34	23	9	2	4			-	-	-		-	-	
WHOLESALE TRADE	81	39.0	116.50	118.00	104.00-132.00	-	-	-	12	18	15	3	32	1	-	-	1000	15 =	-	-	-	-	-	-	-	
TENNICOADHERS SENIOR	1.051	40.0	138.00	131.00	118.00-156.00	-	_	16	8	125	155	212	97	137	74	63	67	29	44	23	1	414		-	-	
MANUFACTURING	272	40.0			122.00-160.50																		-	-	_	
NUNMANUFACTURING	779				117.00-149.50	-	-	16	i	97	127	180	73	95	31	46	41	17	36	19	-	-	-	-	-	
	303				112.00-133.50	-	-	-	i	60	87	69	20	44	8	4	4	6	-	-	-	-	-	-	-	
WHOLESALE TRADE	267				140.00-180.00	-	-	-	_	4	23	9	30	37	20	41	37	11	36	19	-	-	-	-	-	
WHOLESALE TRADE	106				115.00-129.50	-	-	-	-	28 97 60 4 21	10	52	13	6	3	1	-	112	-	-	-	-	-	-	-	
SWITCHBOARD OPERATORS, CLASS A	150	39.5	119.00	116.00	96.00-136.00	-	-	24	31	14	18	17	16	9	9	1	1	3	2	5	_	-				
NUNMANUFACTURING				116.50		-	-	18	17	12	12	12	11	7	9	1	1	3	-	3	-	-	-	-	-	
PUBLIC UTILITIES	46			116.00		-	-	12	8	1	4	3	3	2	9		1	-	-	3	-	-	-	-	-	

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, Houston, Tex., April 1972)

	-	-	-		earnings l						Numb	er of	worke	rs rece	eiving	straig	ght-tin	ne we	ekly e	arning	s of-					
Sex, occupation, and industry division	Number of workers	Average weekly hours i (standard)	Mean 2	Median 2	Middle range <sup>2</sup>	\$ 60 and under 70	70 - 80	80	-	100	-	120	130	140	150	160	170	180	190	200	210	220	230	240	250	
WOMEN - CONTINUED			74		65 1																					
LITCHBOARD OPERATORS, CLASS B	476	40.5	\$ 100.00	\$ 96.00	\$5.00-111.50	1	56	95	110	81	68	30	5	16	4	7	3	-	_	_	-	-	0.81 8	FD49	Million	_
MANUFACTURING	66			106.50		-	-	1	29	10	9	7	3	6	1	-	-	-	-	-	-	-	-	-	-	_
NONMANUFACTURING	410			94.00		1	56	94	81	71	59	23	2	10	3	7	3	-	-	-	-	-	-	-		-
MHOLESALE TRADE	69	39.5	114.50	111.50	102.50-114.50	-	-	4	6	18	28	1	-	6	3	-	3	-	-	-	-	-	-	-	-	-
RETAIL IRADE						1	22	24	27	11	16	4	2	4	-	-	-	-	-	-	-	-	-	10-	LIE	-
SERVICES	138	43.0	86.50	85.00	80.00- 91.50	-	34	62	27	12	1	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TCHBOARD OPERATOR-RECEPTIONISTS-	672			100.00		-	67		159	111	121	45	29	15	5	3	6	1	-	-	-	-	-	430		_
MANUFACTURING				100.00		-	10	34	79	19	41	23	11	15	3	3	6	-	-	-	-	-	17	1007	2000	-
NONMANUFACTURING	428			100.00		-	57	7.7	80	92	80	22		Ţ.	2		-	-	-	-	-	-	WITH THE	1100	100	-
PUBLIC UTILITIES	29			107.50		-	-	-	12	6	11	-	-	-	-	02.50	100	-	-	-	-	-	-	-	1300	-
WHOLESALE TRADE				105.00		-	3	47	24	20	28	21	18	-	2	-	-	-	-	-	-	-	-	-	-	-
RETAIL TRADE	107			99.00		-	40	16	25	54	20	1	-	-	-	_	-	-	-	-	-	-	-	-	_	-
DANCOTOTOC MACUTAL ODERATORS	1																									
RANSCRIBING-MACHINE OPERATORS.	160	20 E	105 40	99.50	94.00-119.00			17	66	17	25	35														
NONMANUFACTURING	128			99.50				15	52	14	18	29	400 EX	44.704	NO EU	00.000	L Day	1 23		_		450	HATT.	Phillips.	99.35	
		1				1		13	32	14	10	23	-022	4.5	WE TO	00	125		-				2001	NE SEE	100	
PISTS, CLASS A	450				96.50-118.00	-	1	41	100	116	97	51	20	14	10	-	-	-	-	-	-	-	11-	10-	100	-
MANUFACTURING					101.50-126.50	-	1	4	25	30	36	17		7	10	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	308				95.00-116.00	-	-	37	75	86	61	34	8	7	-	-	-	-	-	-	-	11671	-	10.00	DIA T	-
PUBLIC UTILITIES	74				102.00-115.00	-	-	-	7	41	15	3	2	6	11.7		-	-	-	-	-	-	-	ALDED	1330	-
SERVICES	131	39.5	109.00	108.50	98.50-118.50	- 5	-	16	20	37	32	22	4	-	SIT	-	11070		-	-	-	-	1	CIVE!	Uda.	-
PISTS, CLASS 8	1, 155					4			286	201	93	47	22	10	6	100	-	-	-	-	-	-		ANI-	DES 1	-
MANUFACTURING	343					-	62	79	57	75	44	24	2	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING			95.00			4		278	229	126	49	23	20	10	6	0.0	226	-	-	-	-	-	287	0 (7)	187 7	-
SERVICES	184		103.50			-	16	39	50	6	26	18	14	9	6	ar its	0.00	- 50	-	-	-	-	100.73	17 72	1900	-
PERAILEY	134	40.0	94.50	94.50	89.00- 99.50	4	-	34	66	19	6	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-

## 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, Houston, Tex., April 1972)

				Weekly (star	earnings 1 ndard)						umber															
Sex, occupation, and industry division	Number of workers	Average weekly hours <sup>1</sup> (standard)	Mean 2	Median <sup>2</sup>	Middle range <sup>2</sup>	and under	70 -	-	90	-	110	120	130	140	150	160	170	180	190	200	210	228	230	240	-	an
						70	80	90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	ove
MEN CLERKS, ACCOUNTING, CLASS A	263	40-0	\$ 162.00	\$ 153.50	\$ \$ 136.50-176.00	-	_	_	_	1	27	30	12	47	33	37	16	11	11	10	4	an the	5	8	2	
MANUFACTURING NUNMANUFACTURING PUBLIC UTILITIES	86 177 143	40.0	186.00	169.00	153.50-233.00 128.00-168.00 126.50-155.00	=	Ξ	Ξ,	-	-	2	27	11	8 39 37	16	16	12	6	4		-	1	5	8 -	2	
CLERKS, ACCOUNTING, CLASS B NORMANUFACTURING PUBLIC UTILITIES	100 72 53	40.0	135.00	132.00	116.00-179.00 115.00-149.00 119.50-179.50	-	Ξ	3	8 5 3	11 9 5	12 10 6		12 11 9		4 -	2 -	5 4 4	19 12 12	2 -	2 -	:	:	1	:	Ξ	
CLERKS, ORDER	91	40.0	159.00	161.00	135.00-186.50	-	-	-	-	3	9	7	5	12	9	15	2	12	5	8	4	-	-	-		
MESSENGERS (UFFICE BOYS) NUNMANUFACTURING PUBLIC UTILITIES	122 85 33	40.0	90.00	85.50	80.50- 94.50 80.50- 92.50 76.00- 92.50	-	19		21 16 3	9 4 1	3	=	-	1	1 1	*	1	1351	Ξ	:	:	:	-	:	:	
MOMEN																										
CLERKS, ACCOUNTING, CLASS A MANUFACTURING NOMANUFACTURING PUBLIC UTILITIES	115 250	40.0	146.50	139.50	117.50-159.00 115.00-167.50 119.50-157.50 127.00-158.00	=	1111	1	13 6 7	34 16 18		43 6 37	44 12 32	40 9 31	51 13 38	28 8 20	11 9 2	13 3 10	5 1 4 1				3 -	2 2 -	1 -	
CLERKS, ACCOUNTING, CLASS B MANUFACTURING NUNMANUFACTURING WHULESALE TRADE RETAIL TRADE	867 209 658 97	40.0 40.0 40.0 40.0	108.50 111.50 107.50 120.50	106.50 110.50 106.00 116.50	94.00-120.00 94.50-122.50 94.00-119.00 104.00-133.00	1 -	2 26 -	30 90 4	154 35 119 12	211 37 174 22	137 46 91 19	85 22 63 14	50 19 31 9	58 9 49	7	9	4	2	1 -	-			-	-	-	
CLERKS, FILE, CLASS B	138 105	39.5	99.50	92.50		-	13		70 29 19	23	28	8 5	1 1		1					-	:	-	10.0	-		
CLERKS, FILE, CLASS C	105			87.50			9		28	2	2	_	-	_	-	JGs AV	-	-		-	-	-	-	-	-	
CLERKS, ORDERNONANUFACTURING	82	40.0 39.5 39.5	95.00	95.50 92.50 91.50		1	18	21 19 19	13	27 19 19	7 7 7	2 2 2	2 -	Ξ	=	1	1	1	1	:	13170	=	Ξ	=	=	
CLERKS, PAYROLL	65 107	39.5	144.50	139.50	109.00-182.00 119.00-176.00 99.00-186.00 132.00-189.00	-	=	14 2 12 1	1	13 3 10 5	27 13 14 6	12 6 6	15 9 6 3	13 8 5	5 4.	6 1 5 4	7 -	28 4 24 24	3 -	11 3 8 8	:	1 -	:	:	-	
COMPTOMETER OPERATORS	157 155 137	40.0	101.50	101.00	91.00-114.00 90.50-113.00 90.50-111.00	-		33 33 30		41 41 39	21 20 17	13 13 10	8 7 6	1 1	1 1	1	-	-	=	:	:	=	=	:	-	
AEYPUNCH UPERATORS, CLASS A MANUFACTURING NUNMANUFACTURING PUBLIC UTILITIES	324 105 219 73	40.0	125.00	121.50	104.50-135.00 111.00-131.50 103.00-137.00 114.00-167.50	=	4	4	2		55 23 32 13	18	50 14 36 6	9 5 4 2	_	26	9 1 8 8	-	3 -	:	-	:	:	:	-	
KEYPUNCH ÜPERATÜRS, CLASS B MANUFACTURING NOMMANUFACTÜRING PUBLIC UTILITIES RETAIL TRADE	478 129 349 114	40.0 40.0 40.0	109.00 107.00 112.00	108.00 105.00 109.50	98.00-116.50 100.00-118.00 97.00-115.00 99.50-120.50 89.00-110.50	1	4	62 6 56 18	82 27 55 12	135 40 95 30 12	33 75 26	47 12 35 10	15 8 7 3	22 3 19 13		=	=	2 2 2	=	-	:	:	-	:		

# 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, Houston, Tex., April 1972)

	William war	-			rearnings 1 andard)												ht-tim									
Sex, occupation, and industry division	Number of workers	Average weekly hours 1 (standard)	Mean <sup>2</sup>	Median 2	Middle range <sup>2</sup>	60 and under 70	70	-	90	100	110	120	130	140	150	160	\$ 170 - 180	180	190	200	210	220	230	240	250	ar
WOMEN - CONTINUED	S 687	00.2	01111	DE DE	24 AT A	1 190	Cile	- UK		- 4							100	190	200	210	220	230	240	250	260	ov
MESSENGERS (OFFICE GIRLS)	102 71		\$ 97.00 93.00		\$ \$ 79.80-116.00 78.80-110.00	1	28 21	23 18	10	9	17	7 2	3	=	2 2	2	:	=	=	=	-	-	-	-	-	
MANUFACTURING NONMANUFACTURING PUBLIC UTALITIES RETAIL TRADE SERVICES	2, 395 693 1, 702 611 164 208	40.0 40.0 40.0 40.0	147.50 145.50 148.50 129.00	143.00 139.50 144.50 130.50	123.50-163.00 124.00-165.00 123.50-162.50 127.50-166.00 114.50-141.00 125.00-149.00	-	1 - 1 -	3 1 2 - 2 -	28 1 27 2 5 6	149 38 111 27 17 15	290 91 199 57 31 18	324 101 223 88 25 25	393 92 301 96 41 58	288 82 206 78 12 37	258 85 173 80 17 20	189 60 129 50 7 17	157 45 112 53 4	91 26 65 29	12			22 3 19 3	17 8 9 - - 2	6 2 4 1 -	-	
SECRETARIES, CLASS A NONHANUFACTURING	121 101 29	40.0	187.00	187.50	167.00-207.00 172.00-209.00 174.00-205.50	-	=	=	Ξ	1	2 2	2 -	7	2	9 3 -	8 7 5	21 20 7	17 13 5	10 7 2	16 16 9	14 14 1	5 4	2 2 -	3	Ξ	
SECRETARIES, CLASS B	441 83 358 140	40.0	163.00	164.50	149.50-179.58 151.50-173.50 149.00-181.50 147.00-171.50	=	=		=	2 - 2 -	1 -	15 6 9 2	33 5 28 13	62 7 55 31	81 11 70 37	82 28 54 20	58 13 45 19	36 6 30 13	23 5 18 2	12	13 13 1	14 - 14 2	9 2 7	:	=	
SECRETARIES, CLASS C MANUFACTURING MONMANUFACTURING MONMANUFACTURING MUBLIC UTILITIES SERVICES	788 230 558 187 82	40.0 40.0 40.0	158.50 142.50 140.60	150.50 139.50 135.50	130.00-158.50 132.50-183.00 129.50-153.50 126.50-148.00 138.00-163.00	=	100Th	7	3 -	10 2 8 1	70 19 51 19 6	110 28 82 44 6	176 32 144 50 13	133 33 100 33 15	100 30 70 20 16	53 11 42 1 17	43 14 29 10 3	25 12 13 2 3	23 14 9 4	13 10 3 -	21 18 3 2 1	3 2 1 1	3	1 -		
SECRETARIES, CLASS D  MANUFACTURING  NONMANUFACTURING  PUBLIC UTILITIES  RETAIL TRADE  SERVICES	1,045 360 685 255 71 121	40.0 40.0 40.0 40.0	135.50 130.00 144.00 115.50	130.50 124.00 134.00 115.50	115.50-143.00 118.00-150.50 114.00-139.00 119.50-166.50 110.50-124.50 119.00-139.50	-	1 1 - 1	3 1 2 - 2 -	25 1 24 2 3 6	136 36 100 26 11 15	217 72 145 38 28 12	197 65 132 42 13 19	177 55 122 33 10 42	89 40 49 14 1 22	68 38 30 23 2	46 20 26 24	35 17 18 17 -	13 4 9 9	6 2 4 4	13 2 11 11	14 3 11 11		3 3 -	1 1 -		
STENGGRAPHERS, GENERAL  MANUFACTURING NOMMANUFACTURING PUBLIC UTILITIES	611 225 386 260	40.0	131.00	127.00	101.00-135.00 112.50-151.00 98.50-125.00 97.50-120.50	=	-	7 - 7 4	126 19 107 87	137 32 105 73	84 31 53 31	73 43 30 12	56 31 25 6	21 12 9 2	26 23 3 1	21 19 2	14 3 11 10	32 3 29 29	13 9 4 4	1 1 1		=	-	:		
STENDGRAPMERS, SENIOR  MANUFACTURING	617 180 437 248	40.0	144.50	141.00	118.00-149.50 123.50-166.50 116.50-146.50 113.00-134.00	=	-		4 3 1 1	57 10 47 40	127 23 104 87	123 28 95 49	72 24 48 17	87 24 63 41	34 18 16 5	28 12 16 1	28 17 11 1	20 9 11 6	13 7 6	23 4 19	1 -	-	100		100	
NUTCHBOARD OPERATORS, CLASS A NONMANUFACTURING	111 79 43	40.0	119.00	118.00 119.00 112.50	98.00-139.00	-	=	15 12 12	24 13 8	8 6 1	13 10 4	11 9 3	16 11 3	9 7 2	9 9	1 -	1 1	=	2 -	2	=	=	1	2	2	
MAITCHBOARD OPERATORS, CLASS 8 MANUFACTURING NONMANUFACTURING RETAIL TRADE	210 60 150 65	40.0	109.00	97.00 102.50 93.50 84.50	96.00-119.50 84.50-107.50	-	22 22 22	31 1 30 14	69 29 40 9	31 7 24 7	25 9 16 6	12 4 8 4	5 3 2 2	6	1	7 - 7 -	3011	1110			1111	1111	10.1			
MITCHBOARD OPERATOR-RECEPTIONISTS-	53	40.0	117.50	116.50	100.50-137.50	-	4	4	9	8	8	6	5	6	5	2	-	-	-	-	-	-	-	10 3	Taro 5	
TYPISTS, CLASS A	220 51 169 29 82	40.0 39.5 40.0	120.50 106.50 111.50	107.50	97.00-121.00 110.00-135.00 95.00-118.00 106.00-119.00 100.50-119.50	=	1	22 1 21 -	45 4 41 6 20	39 7 32 4 22	53 10 43 14 22	37 14 23 3 14	14 6 8 2 4	5 4 1 -	4		10011	1151511	11111			17111	11011	110.11	00011	

### 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, Houston, Tex., April 1972)

		ETECO- SI	PAST C	Weekly (stand				,	- 15	N	lumbe	r of w	orker	s rece	iving	straigh	nt-tim	e weel	kly ear	nings	of—					
Sex, occupation, and industry division	Number of workers	Average weekly hours <sup>1</sup> (standard)	Mean 2	Median <sup>2</sup>	Middle range <sup>2</sup>	60 and under	70 -	80	90	100	110	120	130	140	150	160	170	180	190	200	\$ 210 -	\$ 220 -	230	\$ 240 -	\$ 250	26 and
	245 119,	-		01 0.84		70	80	90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	ove
WOMEN - CONTINUED					5																					
TYPISTS, CLASS B	432 72 360	40.0	\$ 94.50 98.50 93.50	97.00	\$ \$ 84.50-103.00 88.00-110.00 84.00-102.00	-	15	173 25 148	90 16 74	104 14 90	39 13 26	2 2 -	4 2 2	1 -		Ē	1.0	100	Ē	=	:	=	=	Ξ	=	A 72.

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, Houston, Tex., April 1972)

	181	61		Weekly	earnings 1 dard)						Numb	er of v	vorke	s rec	eiving	straig	ght-tin	ne we	ekly ea	rning	s of-			3318	3 (8)	12
	Number	Average				90	\$	110	120	130	140	150	160	170	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Sex, occupation, and industry division	of	weekly	19 . 1	11	14 14 14 14 14	350	100	110	120	130	140	130	100	110	100	1.90	200	210	220	230	200	230	260	270	280	29
	workers	hours 1 (standard)	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range 2	and under	-	-	-	-	45	-		001			9-0-3	12	-	-	-	-	-	-	-	and
						100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	270	280	290	ove
				. 1	11: 11: 21	1																				
					The state of the s	0.00																				
MEN	1	-		1		-																				
	-31	15		4	4 4	1 11																				
UMPUTER UPERATURS, CLASS A	202	40.0	170.00	169.50	144.00-196.00	-	-	10	12	8	38	12	22	30	16	5	14	24	5	3	2	1	-	-	-	
MANUFACTURING	50	40.0	170.50	154.00	144.00-204.00	-	-	-	-	-	21	6	2	5	2	-	5	3	4	-	1	1	-	-	-	
NUMANUFACTURING	152				144.00-193.50	-	-	10	12	8	17	6	20	25	14	5	9	21	1	3	1	-	-	-	-	
OMPUTER UPERATURS, CLASS &	317	39.5	140.00	142.00	132.00-159.50	-	10	15	40	80	52	43	25	35	6	5	6	15.4	-	-	695	-	-	-	-	
MANUFACTURING	72	40.0	155.00	154.50	136.00-173.00	-	-	-	9	14	10	11	7	12	5	2	2	-	-	-	-	-	-	-	-	
NUNMANUFACTURING	245	39.5	143.00	140.00	131.00-156.00	-	10	15	31	66	42	32	18	23	1	3	4	-	-	-	-	-	-	-	-	
PUBLIC UTILITIES	25				142.50-178.00		-	1	2	2	4	7	1	4	-	1	3	-	-	-	200		-	-	-	
WHULESALE TRADE	58	40.0	143.50	147.50	126.00-162.00	-	8	-	10	5	8	10	12	1	1	2	. 1	-	-	-	-	-	-	-	-	
SERVICES	91	39.5	143.00	138.50	133.00-153.50	-	-	10	0	40	14	8	2	17	-	1.86	4, 5	-	-	-	-	-	4:15	11.7	42.5	
UMPUTER UPERATURS, CLASS C	175				104.00-132.00		66	32	25	23	19	3	2	-	-	2	EARS	-	-	-	-	-	-	-	-	
NUMMANUFACTURING	107				103.50-131.50		66	30	22	23	18	2	1	0.7	13.5	2	-	-	-	3 6 2 70	31 7 5	200	-	-	ADMIC	
PUBLIC UTILITIES	29	40.0	136.00	133.50	120.50-148.00	-	1	6	6	3	8	2	1	-	-	2	-	-	-	-	-	-	-	-	-	
OMPUTER PRUGRAMERS.		-		2	21 14 Cr																					
BUSINESS, CLASS A	223				216.50-252.00		-	-	-	-	-	-	-	5	1	17	17	28	20	27	46	31	11	8	5	
NUNMANUFACTURING	201	40.0	235.50	239.00	210.00-251.50	-	-	-	-	-	1.7	-	10	2	1	16	17	26	17	25	41	28	9	8	5	
					10 00 00	1 10																				

## 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, Houston, Tex., April 1972)

					earnings 1 andard)										-	-				rnings						
Sex, occupation, and industry division	Number of workers	Average weekly hours <sup>1</sup> (standard)	Mean 2	Median 2	Middle range <sup>2</sup>	90 and under	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	270	200 3	and
MEN - CONTINUED					200					-																
COMPUTER PROGRAMERS, BUSINESS, CLASS B NOMMANUFACTURING	166 130				\$ 184.00-209.00 182.00-206.00		-	-	-	=	1	4 4	14	16 14	26 20	45 37	23 21	15 13	5 2	6	2 -	Į.	3 -	2 -	4 3	uno.
COMPUTER PROGRAMERS, BUSINESS, CLASS C					145.50-164.00 146.00-164.50	-	1	-	1	12	30 28	8 6	16 16	4 4	2 2	2 2	2	3	ī	=	-	-	1	1	-	440.2
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS A	116 102				273.50-336.00 275.00-336.50		1	1	-	1	-	1	-	-	-	-	-	1	1	1	6 5	5 2	10 8	17	5 4	*6
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS B NUNMANUFACTURING	138 105				218.50-266.50 223.00-271.00	-	-	:	Ξ	=	100	1	Ī	1	5	1	6 3	28 12	11	11 8	16 15	22 20	6 3	5 5	3 3	**10
COMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS C	53	40.0	230.50	230.00	205.50-267.50	-	-	-	-	-	7.	1	1	2	7	1	5	6	4	7	4	1	2	3	7	
DRAFTSMEN, CLASS A	529 296 233 74	40.0	211.50	207.00	187.00-228.00 196.00-232.00 177.00-224.00 186.50-237.00	-					2 4 3	17 - 17 5	29 10 19 5	64 36 28 4	32 13 19 6	62 28 34 3	114 76 38 12	40 25 15 10	45 27 18 3	32 15	29 19 10 5	16 11 5 3	10 3 7 7	9 6 3 1	9 8 1	N CONTRACTOR OF THE PARTY OF TH
DRAFTSMEN, CLASS B ——————————————————————————————————	681 339 342 210 96	40.0 40.0 40.0	176.00 175.00 188.50	172.50 163.00 176.00	149.50-194.50 156.50-193.50 145.50-204.00 156.00-232.00 143.50-162.00	1	1 1 -	8 - 8 2 -	27 1 26 12 10	27 6 21 12 4	114 55 59 17 36	79 41 38 16 17	93 50 43 26 15	96 59 37 30 6	38 27 11 8 3	43 33 10 7 2	28 25 3 -	30 15 15 12 1	32 18 14 12	12	27 2 25 25	17 5 12 12	7 1 6	11111	= = = = = = = = = = = = = = = = = = = =	
DRAFTSMEN, CLASS C ——————————————————————————————————	424 270 154 88	40.0	139.00	135.50	119.00-152.50 119.00-160.00 119.00-141.00 115.00-141.00	29	19 3 16 11	57 39 18 15	97 53 44 19	49 19 30 19	54 28 26 11	39 33 6 6	32 32 -	4	17 17 -	11 7 4 3	4 - 4 3	2 2 -	=	4	:	=======================================	1	1	-	
DRAFTSMEN-TRACERS	112				110.00-126.00	12	16	27 20	44	13 13	2	=	-	-	I	-	=	1	-	=	-	=	-	-	-	
ELECTRONIC TECHNICIANS	308	40.0	175.50	178.00	152.00-198.50	-	-	2	14	30	27	26	36	21	41	36	23	36	11	1	-	- 22	1700	381 3	Lane.	
WOMEN																										
OMPUTER PROGRAMERS, BUSINESS, CLASS A	60				209.00-247.00	1	7	1	1	1	100	1	(b . T	1	on IT is	6	11 9	7 6	9		13 13	10	1	10.0		DANI
DRAFTSMEN, CLASS C	55	40.0	133.50	128.00	121.00-151.50	5	1	>	19	7	1	14	-	2	-	1	-	-	-	-	-	-	-	-	-	-
NURSES, INDUSTRIAL (REGISTERED)	123 85				150.00-184.00		-	2	6	7	10	13	31 19	12	13	10	4 2	8	-	. :	1	:	:		:	

\* Workers were distributed as follows: 8 at \$290 to \$300; 18 at \$300 to \$320; 17 at \$320 to \$340; 13 at \$340 to \$360; 8 at \$360 to \$380; and 1 at \$380 to \$400.

\*\* Workers were distributed as follows: 5 at \$290 to \$300; 6 at \$300 to \$320; and 7 at \$320 to \$340.

# 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, Houston, Tex., April 1972)

					earnings 1										T	_				rnings						
Sex, occupation, and industry division	Number of workers	Average weekly hours l (standard)	Mean 2	Median 2	Middle range <sup>2</sup>	90 and under	100	110	\$ 120 -	130	140	150	160	170	180	190	200	210	\$ 220 -	230	\$ 240 -	\$ 250 -	260	270	280	2 ar
	-			81 80	DEL: 04) V	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	250	260	270	280	290	ov
MEN																										
OMPUTER OPERATORS, CLASS A			185-00		\$ \$ 166.00-211.00 170.50-211.00		Ξ	-	2 2	3	8	9	14	26 21	16	5	10	24	5	3	2	1 -	-	-	-	
OMPUTER OPERATORS, CLASS B NONMANUFACTURING	138	39.5	148-00	145.50	134.00-162.00 134.00-159.50 142.50-178.00	-	2 2 -		22 13 2	32 28 2	36 29 4	38 27 7	22 17 1	13 8 4	6	3 1	5 4 3	1	=	=	=	=	Ξ	=		
OMPUTER OPERATORS, CLASS C NONMANUFACTURING	89	40.0	129.00	130.50	118.00-142.00 118.00-141.00 120.50-148.00	3	13 13 1		19 16 6	23 23 3	19 18 8	3 2 2	2 1 1	1	201	2 2 2	0.33	651	Ξ	=	=	=	=	=	10.5	
OMPUTER PROGRAMERS, BUSINESS, CLASS B	105				179.50-218.00 175.50-211.00		Ξ	-	=	=	3	4	10	13	10	16	20 18	9 7	5 2	6	2 -	= =	3	2	4 3	
OMPUTER SYSTEMS ANALYSTS, BUSINESS, CLASS A	89				273.50-330.50 276.50-330.00		Ξ	=	=	=	=	100	-	S 1/2	-	12.01.	1 - 1 - 1	2	=	=	5	5 2	9 7	8 8	5 4	5 *
OMPUTER SYSTEMS ANALYSTS. BUSINESS. CLASS B	106				221.50-259.50 222.50-257.50		=	-	=	-	-	-	1	1 1	5 5	1	6 3	11 8	11		16 15	19	6 3	5 5	3	3
RAFTSMEN, CLASS A	174	40.0	207.50	205.50	186.00-221.00 188.00-222.00 179.50-221.00 179.00-224.00	=	1	-	1	-	6 2 4 3	7 7 5	17 10 7 5	28 23 5 4	21 13 8 6	26 22 4 3	54 37 17 12	37 22 15 10	12	14				6 3 3 1	9 8 1	
RAFTSHEN, CLASS B	139	40.0	171.00	167.00	147.50-180.06 151.00-183.00 142.50-177.50 141.50-174.00	1	1 1	- 2	12	20 6 14 12	46 26 20 17	39 23 16 16	42 19 23 20	52 24 28 27	26 18 8 5	16 9 7 4	4 1 3	6 3	5 3 2							H ALA
RAFTSMEN, CLASS C	199 105	40.0	143.00	138.00	120.50-148.50 122.50-154.50 117.00-140.50 115.00-140.00	1	11		45 22 23 19	33 13 20 19	28 15 13	23 17 6	4 4	3 3 -	1 1 -	5 4 1	4 - 4 3	2 2 -	1	4	-	=	=	2	313	AAH
LECTRONIC TECHNICIANS	400	620	person	12	148.00-204.50	1	-	-		29		-117	16	21	20	36	N. T.	36	11	1	-	-	-	-	- DING	
MOMEN																										
URSES, INDUSTRIAL (REGISTERED)	113				149.00-185.50 154.00-190.50		-	2	6	7	16	13 13	25 16	12	9	10	4 2	8	-	:	1	-	- 0		45	120

\* Workers were distributed as follows: 8 at \$290 to \$300; 17 at \$300 to \$320; 17 at \$320 to \$340; 4 at \$340 to \$360; 3 at \$360 to \$380; and 1 at \$380 to \$400.

## 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, Houston, Tex., April 1972)

		Ave	erage	manuf -		Av	erage			Av	erage
Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings 1 (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings 1 (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard	Weekl earning (standar
OFFICE OCCUPATIONS	30H34 AFTORS	RAREN ROCCUR		OFFICE OCCUPATIONS - CONTINUED	Ziki 1 Y	2233D		OFFICE OCCUPATIONS - CONTINUED	TYA MUS	pu-30:	130
BILLERS, MACHINE (BILLING	L. Control	- Lesile	\$	COMPTOMETER OPERATORS	201	40.0	105.00	SECRETARIES - CONTINUED	0.15		PERM
MACHINE)	174		103.50	NONMANUFACTURING	172		103.00		Justinia.	21144	15
MANUE ACTUE INC	53		102.50	RETAIL TRADE	137	40.0	100.50	SECRETARIES. CLASS D	2,171	40.0	
NONMANUFACTURING	121		104.00					MANUFACTURING	562		
WHULESALE TRADE	102	40.0	104.50	KEYPUNCH OPERATORS, CLASS A	948 176		122.50	NONMANUFACTURING			
ILLERS, MACHINE (BOOKKEEPING	BOY EAS			MANUFACTURING	772		114.50	PUBLIC UTILITIES	373 452		
MACHINE)	68	40.0	103.00	PUBLIC UTILITIES	106		128.50	RETAIL TRADE	75		
NUNMANUFACTURING	53		93.00	WHULESALE TRADE	228		115.00	SERVICES	439		
	E	21 12.00		RETAIL TRADE	50	39.5	110.00			1000	1
BOOKKEEPING-MACHINE OPERATORS,	100			SERVICES	247	40.0	114.00	STENOGRAPHERS, GENERAL	1,160	40.0	122.
CLASS A	123		120.50	Chartes Cold at the latter of the property of the property of the contract of	OR 2 ALL 7 D	100		MANUFACTURING	394	40.0	126.
NUNMANUFACTURING	104	39.0	120.50	KEYPUNCH OPERATORS, CLASS B	951		105.50	PUBLIC HILL TIES	766	39.5	120-
WOKKEEPING-MACHINE UPERATORS,	1843 SERVICES	TURKANO	DN 3	MANUFACTURING	197 754		107.50	PUBLIC UTILITIES	170	40.0	
CLASS B	177	40.0	102.50	PUBLIC UTILITIES	124		113.50	SERVICES	81	39.0	116
MANUFACTURING	61		101.50	WHULESALE TRADE	267		110.00	A STATE OF THE STA		3,	110.
CLASS B MANUFACTURING NUNMANUFACTURING	116	40.0	103.00	WHULESALE TRADE	127		97.50	STENGGRAPHERS, SENIOR	1,051	40.0	138.
	PALK	13990	Alta	SUPER STOLON TRAL		0 0 6 5 3		MANUFACTURING	272	40.0	
LERKS, ACCOUNTING, CLASS A	1,842	39.5	146.00	MESSENGERS (OFFICE BUYS AND GIRLS)-	427			NUMANUFACTURING	779		
MANUFACTURING	508		149.00	MANUFACTURING	120			HAD ECALE TRADE	303		
	1, 334		145.00	NONMANUFACTURING	307 76	39.5		WHOLESALE TRADE		39.5	
PUBLIC UTILITIES	556		145.50		88	40.0		02.11.1023	106	40.0	124.
WHOLESALE TRADE	103		133.00	MIDEESAEE IMADE	00	40.0	30.30	SWITCHBOARD OPERATORS, CLASS A	150	39.5	119
SERVICES	95	39.0	142.50	CCC DE TADICS	4,961	40.0	142.50	NGNMANUFACTURING	106		
		8				40.0	142.00	PUBLIC UTILITIES	46		
LERKS, ACCOUNTING, CLASS B	2,693		107.00	MANUFACTURING NUMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE RETAIL TRADE SERVICES	3, 806		143.00	SHITCHBOARD URSDATORS STARS			-
MANUFACTURING	1,977		111.50	PUBLIC UTILITIES	932		158.50	SWITCHBOARD UPERATORS, CLASS B	479		
DUBLIC WILL ITIES	394		122.00	BETAIL TRADE	1,236		144.50	MANUFACTURING	67	40.0	
WHULESALE TRADE	627		106.00	SERVICES	664		130.50	WHOLESALE TRADE	71		
RETAIL TRADE	442	40.0	97.00			3,00	130.30	RETAIL TRADE		39.5	93.
NUMANUFACTURING  PUBLIC UTILITIES  HHULESALE TRADE  RETAIL TRADE  SERVICES	187	39.5	98.50	SECRETARIES, CLASS A	366		170.50	SERVICES	138		
	103	30.0	130.00	MANUFACTURING	64		153.50	SWITCHBOARD OPERATOR-RECEPTIONISTS-	400		
NUNMANUFACTURING	85		127.50	PUMANUFACTURING	302		201.50	MANUFACTURING	254	39.5 40.0	
		37.0	121130	PUBLIC UTILITIES	92		177.50	MANUFACTURING	428	39.5	90
LERKS. FILE. CLASS B	376	39.0	98.00	MIGESTEE THAT	-			PUBLIC UTILITIES	29	39.0	105.
MANUFACTURING	75			SECRETARIES, CLASS B	1.007	39.5	158.50	WHOLESALE TRADE	163	40.0	105.5
LERKS, FILE, CLASS B	301			MANUFACTURING	183		153.50	MHOLESALE TRADE		40.0	
WHULESALE TRADE	79	40.0	102.00	NUNMANUFACTURING	824		160.00	2EKAICE2	72	39.5	101.0
	527	39.5	84.00	PUBLIC UTILITIES	233		170.00	TABULATING-MACHINE OPERATORS.			
MANUFACTURING	50			WHOLESALE IKADE	288		164.50	CLASS B	77	40.0	122 0
NUMBER OF THE INC	477				,,	30.5	104.50	NUNMANUFACTURING	71	40.0	
NUMANUFACTURING	122		84.50	SECRETARIES, CLASS C	1,417	40.0	144.50	PUBLIC UTILITIES	26	40.0	
				MANUFACTURING	340		147.50				
LERKS, URDER	1,062		129.00	NUNMANUFACTURING	1,071	40.0	143.50	TRANSCRIBING-MACHINE OPERATORS.			
MANUFACTURING	385		140.00	PUBLIC UTILITIES	266		148.50	NUMMANUFACTURING		38.5	
ALLEMANTIE AT THE INC.	677		123.00	WHULESALE TRADE	404		147.00	NUMMANUFACTURING	128	38.0	105.0
WHOLESALE TRADE	533		130.50	WHULESALE TRADE	58	40.0	136.50	TYPISIS, CLASS A	450	100	
RETAIL TRADE	83	34.5	93.00	SEKAICES	135	40.0	142.50	TYPISTS, CLASS A	452	40.0	
LERKS, PAYRULL	499	40.0	131.00					NONMANUFACTURING	308	39.5	
	999		135.50					PUBLIC UTILITIES	74	40.0	
NUMMANUE ACTURING	216		127.00					SERVICES		39.5	
			160.00								
RETAIL TRADE	54		115.00								
SERVICES	54	40.0	103.50		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, Houston, Tex., April 1972)

		Av	erage	2000		Av	rage	INDE N		Ave	erage
Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings <sup>1</sup> (standard)	Occupation and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings ! (standard)	Occupation and industry division	Number of workers	Weekly hours i (standard)	Weekly earnings (standard
OFFICE OCCUPATIONS - CONTINUED		1. 18	\$	PROFESSIONAL AND TECHNICAL OCCUPATIONS - CONTINUED	1124	31 13	Nage -	PROFESSIONAL AND TECHNICAL OCCUPATIONS - CONTINUED	10 121		
YPISTS, CLASS B	1, 159						-		1		\$
MANUFACTURING	346						\$	DRAFTSMEN, CLASS A	538		206.0
NONMANUF ACTURING	813		95.00		289		233.50		298		211.5
WHOLESALE TRADE	184				264	40.0	234-00			40.0	
SERVICES	134	40.0	94.50					PUBLIC UTILITIES	74	40.0	208-
			1	COMPUTER PRUGRAMERS,	1						
			- 1	BUSINESS, CLASS B				DRAFTSMEN, CLASS B		40.0	
			1	NONMANUFACTURING			193.50				176-
PROFESSIONAL AND TECHNICAL				PUBLIC UTILITIES	- 32	40.0	197.00		360		1760
OCCUPATIONS				CAR PERMIT	1-11	J. C. S. 1758		PUBLIC UTILITIES		40.0	
				COMPUTER PRUGRAMERS,	A MINST	15413		SERVICES	98	40.0	153-
				BUSINESS, CLASS C	- 99		155.50				
OMPUTER OPERATORS, CLASS A	212		168.00		- 95	39.5	155.50	DRAFTSMEN. CLASS C			136.
MANUFACTURING	52	40.0	169.50	ACTUAL LINE SITE TO THE PERSON NAMED IN COLUMN TO THE PERSON NAMED		Burn Ma	PART ON A	MANUFACTURING			138-0
NUMMANUFACTURING	160	40.0	167.50		2001	1 19 19		NONMANUFACTURING			132.5
				BUSINESS, CLASS A			312.50				132.0
OMPUTER OPERATURS, CLASS B	332	39.5	147.00	NUNMANUF ACTURING	- 122	39.5	314.00	SERVICES	70	40.0	129.5
MANUFACTURING	80	40.0	156.50	10 - 17 10 - 0 × 1 × 0 ×	-	- 10 018			1		
NONMANUFACTURING	252	39.5	144.00	COMPUTER SYSTEMS ANALYSTS,	-Jedi	11111		DRAFTSMEN-TRACERS		40.0	117-5
PUBLIC UTILITIES	28	40.0	160.50	BUSINESS, CLASS B			247.00		65	40.0	115-5
WHOLESALE TRADE	61	40.0	145.00	NONMANUFACTURING			247.50		62	40.0	119.5
SERVICES	97	39.5	143.00	PUBLIC UTILITIES			231.00		1 100		
	60.2			WHOLESALE TRADE	- 52	40.0	263.00	ELECTRONIC TECHNICIANS	317	40.0	176.0
OMPUTER UPERATORS, CLASS C	216	40.0	120.00	Of the Street Street	1 1 1 1	1-1200		THE STATE OF THE PARTY OF THE P	1		
NONMANUFACTURING	203	40.0	120.00		1	THE WAR		NURSES, INDUSTRIAL (REGISTERED)	127	40-0	166.5
PUBLIC UTILITIES	48	40.0	134.50	BUSINESS, CLASS C	- 63		224.00	MANUFACTURING	89		170-1
		1		NONMANUFACTURING	- 53	40.0	218-00	The state of the s			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, Houston, Tex., April 1972)

	-	Av	rerage		-	Av	erage			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)	Weekl earning (standar
OFFICE OCCUPATIONS	10-c 110	V		OFFICE OCCUPATIONS - CONTINUED	200	Me.		OFFICE OCCUPATIONS - CONTINUED			
CLERKS ACCOUNTING CLASS A	420	400	\$ 150.50				0-13				\$
LERKS, ACCOUNTING, CLASS A	628		163.50	SECRETARIES - CONTINUED	1			MANUFACTURING	433		
MANUFACTURING	427		144-00	SECRETARIES, CLASS A	121	40.0	184-00	NONMANUFACTURING	72		
PUBLIC UTILITIES	280		142.50	NONMANUE ACTURING	101		187.00	NUNMANUFACTURING	361	40.0	93.
A TODETO GILLITES	-			NONMANUFACTURING	29		187.00		100	MAKET	108.
LERKS, ACCOUNTING, CLASS B	967	40.0	112.00		1			PROFESSIONAL AND TECHNICAL OCCUPATIONS			1350
MANUE ACTURING	227		116.50	SECRETARIES, CLASS B	443	40.0	147.00	OCCUPATIONS			100
NONMANUFACTURING	730		110.50	MANUFACTURING	83		163.00	COMPUTER OPERATORS, CLASS A	131	40.0	184.
WHOLESALE TRADE	105		120.50	NONMANUFACTURING	360		168.00	NONMANUFACTURING	96		
MONANUFACTURING MHOLESALE TRADE RETAIL TRADE	255		94.50	PUBLIC UTILITIES	141		160.50				13.003
		1			1			COMPUTER OPERATORS, CLASS B	201	40.0	151.
LERKS. FILE. CLASS B	148	39.5	102.50	SECRETARIES, CLASS C	789	40.0	147-00	MANUFACTURING	56	40.0	157.
NONMANUFACTURING	114	39.0	102.50	MANUFACTURING NONMANUFACTURING PUBLIC UTILLTIES SERVICES	230		158.50	MANUFACTURING	145	39.5	149.
	1			NONMANUFACTURING	559		142.50	PUBLIC UTILITIES	28	40.0	160.
CLERKS, FILE, CLASS C	111	40.0	88.00	PUBLIC UTILLTIES	187		140.00	A. C. Company of the state of t			1
			-	SERVICES	82	40.0	150.00	COMPUTER OPERATORS, CLASS C	122	40.0	128.
LERKS, ORDER	187	40.0	127.50					NONMANUFACTURING	109	40.0	129.
LERKS; ORDER	52		161.00	SECRETARIES, CLASS D	1,061		133.00	NONMANUFACTURING	48	40.0	134.
NONMANUFACTURING	135		114.50	MANUFACTURING	364		136.00				3.80
RETAIL TRADE	79	39.5	92.00	NONMANUFACTURING	697		131.50	COMPUTER PROGRAMERS.			
			100				147.50	BUSINESS, CLASS B	127	40.0	
LERKS, PAYROLL	207		143.50	RETAIL TRADE	71		115.50	BUSINESS: CLASS B	84		
MANUFACTURING	85		149.50	SERVICES	121	40.0	129.00	PUBLIC UTILITIES	32	40.0	197.
LERKS: PAYROLL	122	39.5	139.50		1						
PUBLIC UTILITIES	73	40.0	163.00	STENOGRAPHERS, GENERAL	618		123.50	COMPUTER SYSTEMS ANALYSTS,	1		1000
	1			STENOGRAPHERS, GENERAL	225		131.00	BUSINESS + CLASS A	93	40.0	
COMPTOMETER OPERATORS	157	40.0	102.00	NONMANUFACTURING	393		118.50	NUMMANUFACTURING	79	40.0	302.
NONMANUFACTURING	155	40.0	101.50	PUBLIC UTILITIES	267	40.0	120.00				
KETAIL THADE	137	40.0	100.50	STENOSDARWERS SENIOS	417	400	127 00	COMPUTER SYSTEMS ANALYSTS.		20.0	244
* 224 C 200747020 C 400 A	224	30 €	122.50	STENOGRAPHERS, SENIOR	180		137.00	BUSINESS; CLASS B	114	39.5	
CEYPUNCH OPERATORS, CLASS A	320		124-50	MANUFACTURING	437		134.00	NUMANUF ACTURING	94	39.5	
MANUFACTURING	210		122.00	DUDI IC UTILITIES	249		124.50	POBLIC DIREITES	25	40.0	231.
DURI IC UTILITIES	73		140.00	POBLIC OFFICIALES	240	40.0	124.30	DRAFTSMEN, CLASS A	269	40.0	205
PUBLIC UNILITIES	1 13	40.0	140.00	SWITCHBUARD OPERATORS, CLASS A	111	40-0	119.50	MANUFACTURING	176		
EVPLINCH OPERATORS. CLASS R	482	40-0	108.00	NONMANUFACTURING	79		119.00	NONMANUE ACTURING		40.0	
MANUFACTURING	129		109.00	NONMANUFACTURING	43		115.50	NONMANUFACTURING		40.0	
NONMANUFACTURING	353		107.50						-		
PUBLIC UTILITIES	118			SWITCHBOARD OPERATORS, CLASS B	213	41.0	101-00	DRAFTSMEN, CLASS B	302	40.0	166-
RETAIL TRADE	64		98.00	MANUFACTURING	61		109.00	MANUFACTURING		40.0	
	1			MANUFACTURING	152		98.00	NONMANUFACTURING		40.0	
MESSENGERS (OFFICE BOYS AND GIBLS)-	224	40.0	94.00	RETAIL TRADE			90.00	PUBLIC UTILITIES		40.0	
MANUFACTURING	68						- 0		1		130
MUNMANUE ACTUDING	156			SWITCHBOARD OPERATOR-RECEPTIONISTS-	53	40.0	117.50	DRAFTSMEN, CLASS C	218	40.0	137.
PUBLIC UTILITIES	57		91.50				100	MANUFACTURING	110		
The state of the s	10	25.9		TYPISTS, CLASS A	222	39.5	110.00	MANUFACTURING	108	40.0	133.
ECRETARIES	2,414	40.0	146.50	MANUFACTURING	53		121.00	PUBLIC UTILITIES	95		
MANUE ACTURING	407	40.0	147.50	NONMANUE ACTURING	169	39.5	106.50	AND REPORT OF THE PARTY OF THE		-	180
NONMANUFACTURING	1,717		146.00	PUBLIC UTILITIES			111.50	ELECTRONIC TECHNICIANS	252	40.0	178.
			150.00	SERVICES	82	40.0	110.00		11-11-10	NATE OF	
RETAIL TRADE	164		129.00					NURSES, INDUSTRIAL (REGISTERED)	115	40.0	165.
SERVICES	208		138.50					MANUFACTURING		40.0	
	1	1	1	ft .	1			The second secon	1	1	+

# Table A-4. Maintenance and powerplant occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis by industry division, Houston, Tex., April 1972)

			Hourly ea	armings 3						N	lumbe	r of w	orkers	rece	iving s	traigh	nt-tim	e hour	ly ear	nings	of—						
Sex, occupation, and industry division	Number of workers	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range <sup>2</sup>	5	and under	2.40	2.60	2.80	3.00	3.20	3.40	3.60	3.80	\$ 4.00 4 - 4.20 4	-20	4.40	4.60	4.80	5.00	5.20	5.40	5.60	-	6.00	-	and
MEN	TRUE -		10.7	THE PARTY OF		2.40	2.00	2 200	3.00	3.20	3.40	3.00	10-10-1	4.00			4.00	42.00	3.00			-	7.00	-			OVE
CARPENTERS, MAINTENANCE	351 237 114	4.90	4.99	\$ \$ 4.45- 5.25 4.80- 5.25 3.85- 6.31			-	2 - 2	:	8 - 8	2	3 - 3	15 12 3	27 3 24	14 6 8	5 1 4	38 23 15	18 15 3	69 60 9		103	6	1	:	2 - 2	31	
MANUFACTURING	1,113 991 122	4.98	5.05 5.02 6.08		-	-	=	Ξ	=	=	7 - 7	7 7	17 10 7	78 54 24	76 74 2	38 38	31 31	39 39	243 243	41 41 -	257 257	83 82 1	125 113 12	3	2 - 2	6	*5
MANUFACTURING NUMMANUFACTURING SERVICES	415 137 278 107	4.80	4.02 4.78 3.79 3.95	3.93- 5.56	=		=	3 2 1	7 1 6 4	17 1 16 14	21 1 20 16	72 14 58 10	44 4 40 8	40 30 10 4	24	8	28 4 24 2	32 16 16	3 - 3 -	14 14 12	25 24 1	17 8 9 5	10 E	8 8 -	52 24 28 28	=	:
FIREMEN, STATIONARY BOILER	51 50					- :	-	Ξ	-	-	1	8	-	funds		10 10	8	1	1	-	24 24	Ξ	-:	-	-	:	
MANUFACTURING	427 331 96	3.61	3.62	3.29- 4.15	11	24 11 13	23 16 7	7 7 -	14	10	35 35	73 57 16	45 45	6 4 2	82 82	11	22	12 12	Ξ	:	52 52	Ē	=	=	=	=	
MACHINE-TOOL OPERATURS, TOOLROOM	398 398		4.28			5.5	-	Ξ	Ξ	10	20 20	10	42 42	52 52	25 25	89 89	132 132	18	=	-	:		TA EA	=	:	=	
MACHINISTS, MAINTENANCE	696 669		5.22	4.85- 5.33 4.84- 5.33		2 2	Ξ	Ξ	-	-	-	2	4	4	23 23	14	64	15 15	124 124	69 57	268 256	72 72	39 36	=		1	
MECHANICS, AUTOMOTIVE  (MAINTENANCE)	1,038 197 841 730 82	4.17 4.62 4.72	5.40	3.45- 4.92 3.78- 5.50 3.88- 5.61	1	-	1	7 4 3 - 3	11 10 -	25 8 17 13 4	50 11 39 35 4	121 48 73 57 16	75 4 71 63 8	56 32 24 23	106 4 102 89 12	31 - 31 20 8	12 5 7 3 3	118 22 96 59 24	19 19 - -	1	36 36 - -	164 164 164	203 3 200 200	2 2 2 -	2 2 2 2 -		
MECHANICS, MAINTENANCE	1,841 1,639 202	4.72	4.90 4.89 5.24	4.39- 5.24	-	=	=	Ξ	1	32 32	36 30 6	158 126 32	49 46 3	65 55 10	75 72 3		107 100 7	100 98 2	421 415 6	88	438 362 76	10	190 156 34	9 - 9	6	Ξ	
MANUFACTUKING	139 129		5.40			-	-	Ξ	Ξ	-	-	073	1	9	=	I	4	5	16 16	40	14 3	48 48	6	No.	1.0		1
AINTERS, MAINTENANCE  MANUFACTURING  NUMMANUFACTURING  SERVICES	265 159 106 83	5.00	4.91	4.84- 5.26 3.11- 5.85	100	:	:	16 16 16	8 8	12 12 12	8 - 8 -	-			4	4 3 1 -	6 -	9 7 2	81 69 12	:	54 54 -	12 12 -	:	47 47 47	:	=	
PIPEFITTERS, MAINTENANCE	174 132						-	-	-	-	-	-	1	2 2	4	-	8	17	219 219	10	426 426	40	6	-	28 <u>7</u> 4	-	4
MAINTENANCE	56 54		5.22		=	:	1	:	-	-	- :	=	-	-	1	9	-	4	11	-	27 27	:	Ξ	-2	X - 12	-	!
TOUL AND DIE MAKERS	245	4.62	4.65		-	-	-	-	-	-	=	8	-	-	19	67	8	50 50	67 67	=	6	20	1	-	**-	=	

\* All workers were at \$7 to \$7.20.

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

(Average straight-time hourly earnings for selected occupations studied in establishments employing 500 workers or more by industry division, Houston, Tex., April 1972)

AEAN ALTERANCE 281 5.08 5.20 4.00 5.20 5.40 5.00 5.20 5.40 5.60 5.20 6.40 5.40 6.40 6.40 6.40 6.40 6.40 6.40 6.40 6		13.		Hourly ea	mings 3	91 95					Nı	mber	of wo	rkers	recei	ving s	traigh	t-time	hour	ly ear	nings	01-						
HEN  AMPENTERS, MAINTENANCE  281 5.08 5.20 4.82 5.22 2 1 1 2 5 2 5 31 18 63 9 103 6 2 31 1 000 A 1 1 1 2 1 1 2 1 1 2 7 1 2 1 5 7 7 103 6 2 31 1 1 2 1 2 7 1 2 1 2 1 2 7 1 1 2 1 2 7 1 1 2 1 2	San compation and industry district		1 50		05 to 10 at 1	100	\$ 3.20	\$ 3.30	\$ 3.40	3.50	3.60	3.70	3.80	3.90	\$ 4.00	\$ 4.10	\$ 4.20	\$ 4.40	4.60	\$ 4.80	5.00	5.20	5.40	\$ 5.60	\$ 5.80	\$ 6.00	6-20	\$ 6-
HEN  ANPENTERS, MAINTENANCE  221	sex, occupation, and industry division		Mean 2	Median <sup>2</sup>	Middle range 2	5	and	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	a
ARPENTERS, MINITENANCE 281 \$ 0.08 \$ 0.20 \$ 0.00 \$ 0	DATE DAVE TO BE THE SHAP DAVE OF A	9 het 9	-1 90	1 (4)	09.0 00.1			3.40	3.50	3.60	3.70	3.80	3.90	4.00	4.10	4.20	4.40	4.60	4.80	5.00	5.20	5.40	5.60	5.80	6.00	6.20	6.40	oy
APPENTERS, MAINTENANCE 281 \$ .00 \$ .20 \$ .91 \$ .27 \$ 2 1 1 2 5 2 5 31 18 63 9 103 6 2 31 AMAUNIAGURING 2 1 1 2 5 2 5 31 18 63 9 103 6 2 31 AMAUNIAGURING					,																							
AMPRITERIS, MAINTENANCE 281 5.08 5.20 4.81 5.27 2 1 1 2 5 2 5 31 18 63 9 103 6 2 31 AMPRITERISC 281 5.98 7.20 4.82 5.25 4 2 1 23 15 57 71 103 6 2 31 AMPRITERISC 281 5.98 7.20 4.82 5.25 4 2 1 1 2 - 1 1 - 4 8 3 6 2 2 2 31 AMPRITERISC 281 5.98 7.20 4.82 5.25 4 - 8 8 2 1 6 21 29 217 22 248 73 97 - 2 - AMPRITERISC 281 5.98 7.20 4.82 5.25 4.87 5.44 4 - 8 8 2 1 6 21 29 217 22 248 73 97 - 2 - AMPRITERISC 281 5.98 7.20 4.86 5.25 5.30 4.80 5.25 5.30 4.80 5.25 5.30 4.80 5.25 5.30 4.80 5.25 5.30 5.20 4.80 5.25 5.30 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.30 5.20 5.20 5.20 5.20 5.20 5.20 5.20 5.2	MEN																											
NUMANUFACTURING	ARPENTERS, MAINTENANCE	281		\$ 5.20		-	-	-	2	1	1	2	4	-	5	2	5	31	18	63	9	103	6		19 Jimil	2	31	
MANUFACTURING — 74 5.12 5.23 4.86 5.39 4 - 8 8 2 16 21 29 217 22 248 72 97 NOINEERS, STATIONARY — 235 4.46 4.33 3.75 5.28 9 3 2 15 7 8 28 3 17 16 5 8 21 23 3 2 25 12 - 28 - NOINEARIS — 79 4.62 4.76 3.94 5.35 4.08 3.72 4.78 5 2 2 15 3 6 26 - 6 16 5 8 17 7 3 2 1 4 - 28 8 - 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8						=	-	-	2	ī	ī	2	-	-	4	2	1 4	23					6	-	-	2	31	
MANDFACTURING	MANUFACTURING	803 744				-	=	-	-	-	-	4	=	8		2 2									:	2 -	=	
NUMANUFACTURING						9	3	2	15	7	8	28	3			5	8			3	2		12	-	-	28	351-1	
MANUFACTURING							2	2	15	3	6	26	3			5	8			3	2	1	8	-	-	28	V-	
MANUFACTURING — 141 3.78 3.83 3.50 4.19 19 2 3 12 32 2 - 4 - 12 22 11 22							1 -	=	Ξ	8	=	-	-	-	-	=		8	-	=	=		=	-	185	:	-	
MANUFACTURING											2 2	-	6	-					Ξ	=	-	:	:	Ξ	:	:	101	
HANUFACTURING							-	-	=	-	-	2 2	5	7						:	1 P -	=	=	100-0	17	:	-	
IMAINTENANCE	ACHINISTS, MAINTENANCE					-	-	-	. =	-	-	4	2 2											3	-	-	-	
MANUFACTURING	ECHANICS, AUTOMOTIVE	363	4.36	4.27	4-12- 4-76	12		4	30	9	1	3	A	4	6	88	23	9	107	19		36			,	2		
NOMANUFACTURING	MANUFACTURING	121					-0	i		-	1	-	-	-				5			-		-	-	-	1	CATA	
ECHANICS, MAINTENANCE	NONMANUFACTURING	242					-	3	-	9	-	3		4						-	-	-	-	:	2 2	2 2	3.1.	
NUMANUFACTURING	ECHANICS. MAINTENANCE	1.170		5.20	4.87- 5.29	1	1	-	4	-	1	3	9	8						354	46	396			-	-		
AINTERS, MAINTENANCE	MANUFACTURING	1,049				1 -	1	=	4	-	1	3				2									-	-	14 1-11 10703 -07	
MANUFACTURING	ILLWRIGHTS	102	5.33	5.42	5.05- 5.47	-	-	-	+	-	-	-	-	-	-	-	-	4	-	-	40	-	48	-	-	-	-	
MANUFACTURING	MANUFACTURING	208 149				10	1	=	=	-	=	=	-	=			4 3	18-			=			:	39	1	1	
OOL AND DIE MAKERS 134 4.84 4.91 4.66-4.98 1 - 11 8 30 64 20	IPEFITTERS, MAINTENANCE	743 701				-	-	-	-	-	=	=	2 2	=	4	-	-	8			-			:	-	-		
MANUFACTURING 134 4.84 4.91 4.66- 4.98 1 - 11 8 30 64 20	OOL AND DIE MAKERS						-	-	-	-	-	-	-	-	1	-	11	8	30	64	-	-	20	:	- N-Z-R	-		

# Table A-5. Custodial and material movement occupations

(Average straight-time hourly earnings for selected occupations studied on an area basis by industry division, Houston, Tex., April 1972)

MARIATERINO		s tilt.		Hourly ea	mings 3	197 10					r	Numbe	r of w	orker	s rece	iving	straign	it-time	e nour	ly ear	nings	01-					
MAIN  MAIN		Number	7	E PER PER PER PER PER PER PER PER PER PE																							
ARUS ANU MATCHEM - 2.00	Sex, occupation, and industry division		Mean 2	Median <sup>2</sup>	Middle range <sup>2</sup>	and		-	-	-	2.10	-	-	-	- 80	-	3.20	-	-	3.80	-		4.40		- 80	- 00	-
AND AND MATCHERS 2.5								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
NECOS AND DATIONES:  2	MEN																										
ANDS AND WAIGHTEN																											
MANUFACTURING 224 3.64 4.8 23 37 9 3  NITUREN MANUFACTURING 224 2.92 2.78 2.10 3.36 14 21 21 10 7 19 46 4 7 14 2 43 4 4 8 23 37 9 3  NITUREN MANUFACTURING 224 2.92 2.78 2.10 3.36 14 21 21 75 20 - 20 18 4 2 4 15 4 2  NITUREN MANUFACTURING 3 1.20 1.20 1.20 1.20 1.20 1.20 1.20 1.20	MANUFACTURING	475	3.30	3.03	1.72- 2.91	14	21	21	-	-	10	7	19	121	24	7	34	20	47	4						5	14
MANUFACTURING —	ARDS MANUFACTURING	251	3.63	3.74	2.66- 4.49	-	-	-	_	-	10	7	19	46	4	7	14	2	43	4	4	8	23	37	9	3	11
1,12  3,00  2,70  2,50  1,50  1,50  1,70  1,00  2,50  1,50  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70  1,00  1,50  1,70		224	2.92	2.78	2.10- 3.38	14	21	21	-	_	-	-	-	75	20	-	20	18	4	-	_	2	4	15	4	2	3
UMMANDEATURING	TURS, PURTERS, AND CLEANERS																									-	-
##ULESALE TRADE	UNMANUFACTURING	4, 100	1.91	1.79	1.09- 2.06	1096	1072	420	194	499		249	130	106	48	27	11	1	14	50		9		15	-	=	-
SERVICES	WHULESALE TRADE	163	2.43	2.32	2.12- 2.58	-	12	12	-	12		33	33	16	-	1	-	-	-	10	2		-	-	=	-	-
ANUFACTURING	SERVICES																-	-			=	-	-	-	-	-	
DMANUFACTURING																									-	-	3
#HULESALE TRADE	DNMANUFACTURING	2,107	2.50	2.37	2.00- 2.85	23	92	119	192	200	80	400	151	199	232	34	21	26	90	158	38	8	35		=	-	3
ANUFACTURING	WHULESALE TRADE	196	2.71	2.30	2.09- 3.78	-	-	-	132	71	58	180	89	-	21	18	1	-	34	142	15	2	33	=	=	=	3
DIMANUFACTURING	R FILLERS																							-	-	-	-
ANUFACTURING	DINMANUFACTURING	1,122	3.26	3.14	2.73- 3.91	-		10				65	89	228	106	40	21	52	-	314	113	4	44	=======================================	=	-	
DUMANUFACTURING										-												-	-	-	-	-	-
IVING CLEKKS	UNMANUFACTURING	121	2.43	2.44	2.24- 2.69	21			-	-		28	16	26	13	-	1	11			-	-	-		=		11
NNUFACTURING		0.0					-											PLYS	86.	E 50	1		-				1-17
HHULESALE TRADE	ANUFACTURING	148	3.71	3.55	3.21- 4.17	-	-	-	-	-	-	-	11	6	3	15	28	11	20	6	18	1	9	2	(U.M.)	5	13
PING CLERKS	WHULESALE TRADE	126	2.93	2.93	2.26- 3.44		-	_		-	12	12	9	7.	22			15	-		6		-	-	-		-
ANUFACTURING				1		1	-	-	-	6	1		2					5	16	23	5	2	-	1	-	TA D	343
PING AND RECEIVING CLERKS 182 3.49 3.50 3.13 3.80 - 1 1 23 9 31 24 15 33 9 2 4 26 4 ANUFACTURING 6,220 3.61 3.10 2.81 4.24 9 31 12 15 21 9 2 4 26 4 4 6.0 4 6	ANUFACTURING						_	_	_	_	_	_	-								_				2	2	. 1
ANUFACTURING		81	3.14				-	-	-	-	-	-	-			6	30	1	-	-	-	-	-	-	2	2	314 -
ANUFACTURING	PING AND RECEIVING CLERKS ANUFACTURING						-	-	=	_ =	_ =	=	=	23							2	*	26 26	=	=	4	=
UNMANUFACTURING 4,580 3.85 3.83 2.85- 5.42 20 109 63 - 116 78 150 152 212 756 296 201 54 32 185 533 112 2		6,220					109		-																=		44
	UNMANUFACTURING	4,580				20		63	-						756	296		54	32						-	-	20
HHOLESALE TRADE	WHOLESALE TRADE	1,696	2.99	2.89	2.79- 3.08	-	48	24		13	19	92	124	109	652	257	35	20	16	-	286	1		-	-	-	-

## 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, Houston, Tex., April 1972)

			Hourly e	arnings 3							Numbe	r of w	orker	rs rece	eiving	straig	ght-tim	e hou	rly ea	rnings	of—						
Sex, occupation, and industry division	Number of workers	Mean 2	Median <sup>2</sup>	Middle range <sup>a</sup>	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	3.80	<b>4.00</b>	4.20	4.40	-	4.80	5.00	\$ 5.20 - 5.40	
MEN - CONTINUED		100	3								74																
TRUCKDRIVERS - CONTINUED  TRUCKDRIVERS, LIGHT LUNDER 1-1/2 TONS)	969 212 757 393 177	2.75	2.81 2.82 2.81	2.10- 3.3	5 - 8 20 2 -	48	77 40 37 24	111111	35 - 35 - 35	14	9	69 17 52 48	53 23 30 15	34 180 176	16 16 -	31 - 31 17 4	26 21		137 4 133	3 25	11 6 5		6 6 -	111111	3 3		
TRUCKORIVERS, MEDIUM (1-1/2 TO AND INCLUDING 4 TONS)  MANUFACTURING  MONMANUFACTURING  PUBLIC UTILITIES  MHOLESALE TRADE  RETAIL TRADE	3,352 620 2,732 1,261 964 473	2.86	5.44 2.87	2.84- 5.4 2.18- 3.8 2.86- 5.4 5.42- 5.4 2.81- 3.0 2.20- 4.0		10	40 20 20 - - 20			176 117 59 - 19 40	41 2 39 - 39	98 10 88 - 76 12	174 23 151 66 69 16	112	373 97 276  240 36	54 26 28 - 12 16	24 2 22 - - 22	31 12 19 -	67 21 46 6 -	276 58 218 70 25 123	14 14	30 30 - - -	8 8 - - -		2 2	10	
TRUCKDRIVERS, HEAVY (OVER 4 TONS, TRAILER TYPE)  MANUFACTURING NONHANUFACTURING PUBLIC UTILITIES  MHOLESALE TRADE	1,304 350 954 566 339	2.83	4.07	2.86- 5.4 2.55- 2.8 3.29- 5.4 3.27- 5.4 4.00- 4.0		11111		4.11114	6 6	12 - 12 12	69 45 24 24	104 92 12 12	104 79 25 - 25	66 54 12 -	40 20 20 -	167 29 138 132	15 4 11 - 8	14 2 12 -	6 2 4		8 - 8 - 1	23 23 - -	:	2110	11111	10	37
TRUCKDRIVERS, HEAVY LOVER 4 TONS, OTHER THAN TRAILER TYPE)	552 455	3.09	2.88	2.83- 2.9 2.83- 2.9		-	=	-		-	9	18	10	418 418	= =	=	10.0 7.04	115	7	=	97	=	=	-	1	2	
TRUCKERS, POMER (FORKLIFT)  MANUFACTURING  NOMMANUFACTURING  PUBLIC UTILITIES  WHOLESALE TRADE	1,496 890 606 241 241	3.57	2.73	2.73- 3.9 2.98- 4.0 2.20- 3.7 2.20- 2.9 2.75- 3.8		11111	46 36	33 7 26 6	42 42 12	38 - 38 6 12	74 46 28 18	61 19 42 18 24	170 41 129 76 52	129 118 11 10		140 109 31		34 10 24 - 24	182 122 60 -		7 4 3 - 3	87	- I	30 30 - -	16 16 - -	9	4 4
MOMEN	45 18																										
MANUFACTURING ————————————————————————————————————	3,240 70 3,170 67 113 2,532	2.10 1.69 2.52 1.93	1.90	1.64- 1.7 1.67- 2.3 1.64- 1.7 2.35- 2.7 1.77- 2.0 1.63- 1.7	26 2209 11 7	604	10 157 - 23	33 - 33 - 8 19	61 10 51 - 20 25	22 22 2 13 1	14	26 26 22 1 3	20 20 19 1	1111111		6 6	6 1 5 5	2 2	3 1 2 2	-			1	A7 -		344 (T.) (1) (T.) (1) (T.) (1) (T.)	

# 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, Houston, Tex., April 1972)

	Char		Hourly ea	mings 3	1	100									-	raight.				-							
Sex, occupation, and industry division	Number of workers	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range <sup>2</sup>	and under	1.70	-	1.90	-	-	-	2.40	-	2.80	3.00	3.20	-	3.60	-	<b>4.</b> 00	4.20	-	-	- 80	-	5.20 5 - 5.40 5	-
MEN																											
GUARDS AND WATCHMEN	248	\$ 3.43 4.00 2.68	4.06	\$ 2.56- 4.41 3.46- 4.66 2.10- 3.23	-	17 3 14	17 1 16	3 - 3	15 - 15	4 - 4	30 7 23	35 9 26	21 6 15	16 4 12	21 7 14	22 14 8	34 20 14	52 47 5	23 4 19	6 4 2	10	27 27 -	52 52	13 13	5 5 -	14 14 -	
GUARDS MANUFACTURING	191	3.98	3.99	3.55- 4.64	-	-	-	-	-	-	7	9	6	4	7	14	2	43	4	4	8	23	37	9	3	11	
JANITORS, PORTERS, AND CLEANERS —  MANUFACTURING —  NONMANUFACTURING —  PUBLIC UTILITIES —  RETAIL TRADE —	1,432 32	3.37	3.37 1.80 3.24	1.72- 2.02	278	448 1 447 	16	-	134 14 120 - 56	69 2 67 - 49	103 24 79 1 56	52 8 44 6 38	19 8 11 1 9	30 22 8 - 8	36	122 111 11 10 1	14	44 39 5 2 3		61 59 2 -	15 15 - -		=	:	1	-	
ABORERS, MATERIAL HANDLING MANUFACTURING NONMANUFACTURING RETAIL TRADE	269 468	3.14 3.26 3.08 2.83	3.51	2.66- 3.86 2.93- 3.79 2.53- 3.81 2.12- 3.48	3	2 2 2	7 7	14 - 14 14	91 40 51 51	10 10 10	22 22 22	28 8 20 7	27 27 15	139 60 79 67	19 8 11 8	24 7 17 14	53 27 26 25	113 56 57 55	113 39 74 3	50 12 38 5	20 12 8 5	2 - 2 2	-		100	1	
NONMANUFACTURING	409 369					-	10	-	28 28	8	12	4	-	2	28 28	21	=	12	183 167	98 86	1	2 2	=	=	=	=	
PACKERS, SHIPPING	83	3.67	3.85	3.81- 3.90	1	1	2	-	-	2	-	-	2	1	-	1	7	11-1	66	+	-	-	-	-	1.7	-	
RECEIVING CLERKS	52 87	3.74 4.53 3.26 3.20	4.35 3.34	3.03- 4.26 4.12- 5.22 2.64- 3.89 2.65- 3.86	=	-	-	2 -	8 6	1 1	2 2 2	3 2	14 14 14	3 3 3	6 6	13 2 11 11	1 1 1	1 -	29 6 23 23	16 15 1	10 1 9 2	6	3 2 1 1	=	7 5 2	13 13 -	
FRUCK DRIVERS ————————————————————————————————————	295 711	3.78 3.55 3.87 3.75	3.59 4.04	3.36- 4.09 2.85- 4.38 3.88- 4.09 3.54- 4.00	=	-	-	=	13	8 - 8 1	10 5 5		11 32	131 115 16 16	10 1 9 3	24	21 8 13 13	18 14 4 4	27	411 18 393 170	20	54 52 2 2	14	1	2 2 -	20	un
TRUCKDRIVERS, LIGHT (UNDER 1-1/2 TONS) NONMANUFACTURING RETAIL TRADE	55	3.60 3.34 3.32	3.45	2.76- 4.33 2.75- 4.04 2.75- 4.03	-	:	=	-	-	1 1 1	7 4 4	8 4 4	11 10 10	4 4 4	1	4 4 4	4 4 4	1 1 1	7 3 3	20 20 18	6 -	12	6	Ē	2	2002 1002	
TRUCKDRIVERS, MEDIUM (1-1/2 TO AND INCLUDING 4 TONS)  MANUFACTURING  NUMANUFACTURING  RETAIL TRADE	470 122 348 205	4.02 3.79	4.06	3.81- 4.5	-	:	-	-	13	7 - 7 -	3 2 1	10	19 10 9	13 1 12 12	1 -	17 1 16 16	8 2 6 6	12	21	236 18 218 123	14	30 30 -	8 8 -	-	2 2 -	10	e.
TRUCKDRIVERS, HEAVY (OVER 4 TONS, TRAILER TYRE)	222	3.98	4.04	4.01- 4.0	-	_	_	-	_	-	-	-	13	1	9	2	7	5	6	155	4	10	-	122		10	
TRUCKERS, POMER (FORKLIFT)  MANUFACTURING  NONMANUFACTURING	603 492 111	3.77	3.92	3.38- 4.1 3.38- 4.1 3.38- 4.0	-	:	=	=	=	-	20 20 -	=	16 15 1	20 19 1	Ξ	120 89 31	68 67 1	10		130 101 29	7 4 3	87 87	:	=	=	:	
MOMEN																											
JAMITORS, PORTERS, AND CLEANERS RETAIL TRADE		1.76		1.65- 1.83					27 20	16 13		5	2	-	-	6	5	2	3	-	-	-	-	-	-	-	

#### Footnotes

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

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.

#### 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, internally prepared orders, shipping memorandums, etc. Usually involves application of predetermined discounts and shipping charges and entry of necessary extensions, which may or may not be computed on the billing machine, and totals which are automatically accumulated by machine. The operation usually involves a large number of carbon copies of the bill being prepared and is often done on a fanfold machine.

Biller, machine (bookkeeping machine). Uses a bookkeeping machine (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 biller, machine), cost distribution, expense distribution, inventory control, etc. May check or assist in preparation of trial balances and prepare control sheets for the accounting department.

#### CLERK, ACCOUNTING

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.

Class B. 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.

Class A. 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.

Class B. 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 or credit actions; administer individual trust accounts; directly supervise a clerical staff) are not considered to be "corporate officers" for purposes of applying the following level definitions.

#### Class A

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, over 25,000 persons.

#### Class E

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

2. 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 small organizational unit (e.g., fewer than about 25 or 30 persons); or

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).

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.

#### OF

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, ets.); 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.

#### OR

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

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 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 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.

OF

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.

Class C. 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 assist.

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.

OR

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

Class C. Works under immediate supervision, carrying out analyses as assigned, usually of a single activity. Assignments are designed to develop and expand practical experience in the application of procedures and skills required for systems analysis work. For example, may assist a higher level systems analyst by preparing the detailed specifications required by programmers 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 to subsequent dressing of employees' injuries; keeping records of patients treated; preparing accident reports for compensation or other purposes; assisting in physical examinations and health evaluations of applicants and employees; and planning and carrying out programs involving health education, accident prevention, evaluation of plant environment, or other activities affecting the health, welfare, and safety of all personnel. 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.

#### ELECTRICIAN, MAINTENANCE

Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or utilization of electric energy in an establishment. Work involves most of the following: Installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment; working from 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. <a href="Driver-salesmen and over-the-road drivers are excluded.">Driver-salesmen and over-the-road drivers are excluded.</a>

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 11/2 tons)

Truckdriver, medium (11/2 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)

# Available On Request-

The following areas are surveyed periodically for use in administering the Service Contract Act of 1965. Copies of public releases are available at no cost while supplies last from any of the BLS regional offices shown on the inside front cover.

Alaska Albany, Ga. Alpena, Standish, and Tawas City, Mich. Amarillo, Tex. Asheville, N.C. Atlantic City, N.J. Augusta, Ga.-S.C. Austin, Tex. Bakersfield, Calif. Baton Rouge, La. Biloxi, Gulfport, and Pascagoula, Miss. Bridgeport, Norwalk, and Stamford, Conn. Charleston, S.C. Clarksville, Tenn., and Hopkinsville, Ky. Colorado Springs, Colo. Columbia, S.C. Columbus, Ga.-Ala. Crane, Ind. Dothan, Ala. Duluth-Superior, Minn.-Wis. Durham, N.C. El Paso, Tex. Eugene, Oreg. Fargo-Moorhead, N. Dak.-Minn. Fayetteville, N.C. Fitchburg-Leominster, Mass. Fort Smith, Ark.-Okla. Frederick-Hagerstown, Md.-Pa.-W. Va. Great Falls, Mont. Greensboro-Winston Salem-High Point, N.C. Harrisburg, Pa. Huntsville, Ala. Knoxville, Tenn.

Laredo, Tex. Las Vegas, Nev. Lexington, Ky. Lower Eastern Shore, Md.-Va. Macon, Ga. Marquette, Escanaba, Sault Ste. Marie, Mich. Meridian, Miss. Middlesex, Monmouth, Ocean and Somerset Cos., N.J. Mobile, Ala., and Pensacola, Fla. Montgomery, Ala. Nashville, Tenn. New London-Groton-Norwich, Conn. Northeastern Maine Ogden, Utah Orlando, Fla. Oxnard-Ventura, Calif. Panama City, Fla. Pine Bluff, Ark. Portsmouth, N.H.-Maine-Mass. Pueblo, Colo. Reno, Nev. Sacramento, Calif. Santa Barbara, Calif. Shreveport, La. Springfield-Chicopee-Holyoke, Mass.-Conn. Stockton, Calif. Tacoma, Wash. Topeka, Kans. Tucson, Ariz. Vallejo-Napa, Calif. Wichita Falls, Tex. Wilmington, Del.-N.J.-Md.

The twelfth annual report on salaries for accountants, auditors, chief accountants, attorneys, job analysts, directors of personnel, buyers, chemists, engineers, engineering technicians, draftsmen, and clerical employees. Order as BLS Bulletin 1742, National Survey of Professional, Administrative, Technical, and Clerical Pay, June 1971, 75 cents a copy, from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C., 20402, or any of its regional sales offices.

# 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	Área		number
Akron, Ohio, July 1971 1	1685_87	40 cents	Minneapolis-St. Paul, Minn., Jan. 1972 1	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		
Allentown-Bethlehem-Easton, PaN.J., May 1.971			New Haven, Conn., Jan. 1972		
Atlanta, Ga., May 1971			New Orleans, La., Jan. 1972		
Baltimore, Md., Aug. 1971			New York, N.Y., Apr. 1971		
Beaumont-Port Arthur-Orange, Tex., May 1972	1725-69	30 cents	Norfolk-Portsmouth and Newport News-	1003-07,	os comos
Binghamton, N.Y., July 1971		35 cents	Hampton, Va., Jan. 1972	1725-42	30 cents
Birmingham, Ala., Mar. 1972			Oklahoma City, Okla., July 1971	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	1725-34	45 cents	Philadelphia, PaN.J., Nov. 1971		
Burlington, Vt., Dec. 1971			Phoenix, Ariz., June 1971		
Canton, Ohio, May 1972 1	1725-25,	35 cents	Pittsburgh, Pa., Jan. 1972		
Charleston, W. Va., Mar. 1972 1	1725-63	35 cents	Portland, Maine, Nov. 1971		
Charlotte, N.C., Jan. 1972 1	1725-48	35 cents	Portland, Oreg.—Wash., May 1971	1685 85	35 cents
Chattanooga, Tenn.—Ga., Sept. 1971				1005-05,	33 cents
Chicago, Ill., June 1971			Poughkeepsie-Kingston-Newburgh,		
Cincinnati, Ohio-KyInd., Feb. 1972	1725 54	70 cents	N.Y. (to be surveyed in 1972)		
Classiand Ohio Cost 1071	1725 17	40 cents	Providence—Pawtucket—Warwick, R.I.—Mass.,	1725 70	30 0004-
Cleveland, Ohio, Sept. 1971	1725-17,	20 cents	May 1972Raleigh, N.C., Aug. 1971		
Columbus, Ohio, Oct. 1971	1725-19,	30 cents			30 cents
Dallas, Tex., Oct. 1971 Davenport-Rock Island-Moline, Iowa-Ill., Feb. 1972 1	1725-20,	35 cents	Richmond, Va., Mar. 1972 1	1725 7	
			Rochester, N.Y. (office occupations only), July 1971		35 cents
Dayton, Ohio, Dec. 1971 Denver, Colo., Dec. 1971 Denver, Colo., Dec. 1971 Denver, Colo., Dec. 1971 Denver	1725-30,	35 cents	Rockford, Ill., May 1971St. Louis, MoIll., Mar. 1972		
Des Moines, Iowa, May 1971			Salt Lake City, Utah, Nov. 1971		
Detroit, Mich., Feb. 1972	1725-68	40 cents	San Antonio, Tex., May 1972		
Durham, N.C., Apr. 1972	1725-64	30 cents	San Bernardino-Riverside-Ontario, Calif.,	1125-01,	30 cents
Fort Lauderdale-Hollywood and West Palm	1125-01,	Jo cents	Dec. 1971	1725 42	20 cents
Beach, Fla., Apr. 1972 1	1725-74	35 cente	San Diego, Calif., Nov. 1971		
Fort Worth, Tex., Oct. 1971	1725-21	30 cents	San Francisco-Oakland, Calif., Oct. 1971		
Green Bay, Wis., July 1971	1725-21,	30 cents	San Jose, Calif., Mar. 1972		
Greenville, S.C., May 1972	1725-66		Savannah, Ga., May 1972	1725-73	35 cents
Houston, Tex., Apr. 1971	1685-67	50 cents	Scranton, Pa., July 1971		30 cents
Huntsville, Ala., February 1972 1	1725-50	35 cents	Seattle-Everett, Wash., Jan. 1972		
Indianapolis, Ind., Oct. 1971			Sioux Falls, S. Dak., Dec. 1971		
Jackson, Miss., Jan. 1972	1725-23,	30 cents	South Bend, Ind., Mar. 1972 1		
Jacksonville, Fla., Dec. 1971			Spokane, Wash., June 1971		
Kansas City, MoKans., Sept. 1971	1605 03	30 cents	Syracuse, N.Y., July 1971	1725 - 10,	35 cents
Lawrence-Haverhill, MassN.H., June 1971		30 cents	Toledo, Ohio-Mich., Apr. 1971		
Little Rock-North Little Rock, Ark., July 1971	1725-4,	30 cents			
Los Angeles-Long Beach and Anaheim-Santa Ana-	1/05 //	50	Trenton, N.J., Sept. 1971		
Garden Grove, Calif., Mar. 1971	1085-00,	ou cents	Utica-Rome, N.Y., July 1971	1/25-9,	35 cents
Louisville, KyInd., Nov. 1971			Washington, D.CMdVa., Apr. 1971		
Lubbock, Tex., Mar. 1972 1			Waterbury, Conn., Mar. 1972 1		
Manchester, N.H., July 1971	1725 40	30 cents	Waterloo, Iowa, Nov. 1971		
Memphis, TennArk., Nov. 1971			Wichita, Kans., Apr. 1971		
Miami, Fla., Nov. 1971			Worcester, Mass., May 1972 1	1725-71,	35 cents
Midland and Odessa, Tex., Jan. 1972	1725-37,	30 cents	York, Pa., Feb. 1972	1725-54,	35 cents
Milwaukee, Wis., May 1971	1085-76,	35 cents	Youngstown-Warren, Ohio, Nov. 1971 1	1725-51,	35 cents

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