## L 2.3: <br> AREA WAGE SURVEY

Nassau-Suffolk, New York, Metropolitan Area June 1975
Bulletin 1850-39

U.S. DEPARTMENT OF LABOR

Bureau of Labor Statistics

## Preface

This bulletin provides results of a June 1975 survey of occupational earnings and supplementary wage benefits in the Nassau-Suffolk, New York, Standard Metropolitan Statistical Area (Nassau and Suffolk Counties). The survey was made as part of the Bureau of Labor Statistics' annual area wage survey program. The program is designed to yield data for individual metropolitan areas, as well as national and regional estimates for all Standard Metropolitan Statistical Areas in the United States, excluding Alaska and Hawaii.

A major consideration in the area wage survey program is the need to describe the level and movement of wages in a variety of labor markets, through the analysis of (1) the level and distribution of wages by occupation, and (2) the movement of wages by occupational category and skill level. The program develops information that may be used for many purposes, including wage and salary administration, collective bargaining, and assistance in determining plant location. Survey results also are used by the U.S. Department of Labor to make wage determinations under the Service Contract Act of 1965.
cover.) Currently, 82 areas are included in the program. (See list of areas on inside back In each area, occupational earnings data are collected annually. Information on establishment practices and supplementary wage benefits is obtained every third year.

Each year after all individual area wage surveys have been completed, two summary bulletins are issued. The first brings together data for each metropolitan area surveyed. The second summary bulletin presents national and regional estimates, projected from individual metropolitan area data.

The Nassau-Suffolk survey was conducted by the Bureau's regional office in New York, N.Y., under the general direction of Alvin I. Margulis, Associate Assistant Regional Director for Operations. The survey could not have been accomplished without the cooperation of the many firms whose wage and salary data provided the basis for the statistical information in this bulletin. The Bureau wishes to express sincere appreciation for the cooperation received.

## Note:

Reports on occupational earnings and supplementary wage provisions in the NassauSuffolk area are available for the department stores (September 1973), construction September 1973), and auto dealer repair shops (June 1973) industries.

## Nassau-Suffolk, New York, Metropolitan Area, June 1975

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B. Establishment practices and supplementary wage provisions:










## Introduction

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

## A-series tables

Tables A-1 through A-6 provide estimates of straight-time hourly or weekly earnings for workers in occupations common to a variety of manufacturing and nonmanufacturing industries. Occupations were selected from the following categories: (a) Office clerical, (b) professional and technical, (c) maintenance and powerplant, and (d) custodial and material movement. In the 31 largest survey areas, tables $A-1 a$ through A-6a provide similar data for establishments employing 500 workers or more.

Following the occupational wage tables is table A-7 which provides percent changes in average earnings of office clerical workers, electronic data processing workers, industrial nurses, skilled
maintenance workers, and unskilled plant workers. This measure of wage trends eliminates changes in average earnings caused by employ ment shifts among establishments as well as turnover of establishments included in survey samples. Where possible, data are presented for all industries, manufacturing, and nonmanufacturing. Appendix A discusses this wage trend measure.

## B-series tables

The B-series tables present information on minimum entrance salaries for office workers; late-shift pay provisions and practices for plant workers in manufacturing; and data separately for plant and office workers on scheduled weekly hours and days of first-shift workers; paid holidays; paid vacations; and health, insurance, and pension plans.

## Appendixes

This bulletin has two appendixes. Appendix A describes the methods and concepts used in the area wage survey program. It provides information on the scope of the area survey and information on the area's industrial composition in manufacturing. It also provides information on labor-management agreement coverage. Appendix $B$ provides job descriptions used by Bureau field economists to classify workers in occupations for which straight-time earnings information is presented.

## A. Earnings

Table A-1. Weekly earnings of office workers in Nassau-Suffolk, N.Y., June 1975


[^0]Table A-1. Weekly earnings of office workers in Nassau-Suffolk, N.Y., June 1975 —Continued

| Occupation and industry division | $\begin{gathered} \text { Number } \\ \text { of } \\ \text { orken } \end{gathered}$ |  | Weekly earnings ${ }^{\text {a }}$ (standerd) |  |  | Number of workers receiving straight-time weekly earnings of- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Mean ${ }^{2}$ | Median 2 | Middle range ${ }^{2}$ | $\begin{array}{\|r\|} \hline 5 \\ 7 \\ \text { and } \\ \text { ande } \\ 8 \\ \hline \end{array}$ | $8_{80}{ }^{8}$ | $\begin{gathered} 90 \\ - \\ 100 \\ \hline \end{gathered}$ | $\begin{gathered} 5 \\ 100 \\ 0 \\ 110 \\ \hline \end{gathered}$ | $\begin{gathered} \mathbf{5} 110 \\ - \\ 120 \\ \hline \end{gathered}$ | $\begin{gathered} 120 \\ - \\ 130 \\ \hline \end{gathered}$ | $\begin{gathered} 5 \\ 130^{3} \\ - \\ 140 \\ \hline \end{gathered}$ | $\begin{gathered} 140 \\ - \\ 150 \\ \hline \end{gathered}$ | $\begin{gathered} \$_{150} \\ - \\ 160 \\ \hline \end{gathered}$ | $\begin{gathered} 160 \\ - \\ 170 \\ \hline \end{gathered}$ | $\begin{gathered} 5_{170} \\ - \\ 180 \\ \hline \end{gathered}$ | 180-190 | $190$$200$ |  | $\begin{gathered} 210 \\ - \\ 220 \\ \hline \end{gathered}$ | 5220-230 |  | 30 <br> 40. | $\$ 240$-250 | $250$$260$ | $260{ }^{5} 270$$-\quad$ and270 over |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| ALL WORKERS-COntinjen |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | \$ 119 | \$ | $\$ 10.00$ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MANUFACTURIN | 174 | 370 | 119.00 | 116.50 | 105.00-123:00 | - | 13 | 15 | 29 | 14 | 34 | 24 7 | 2 | E | 2 | 1 | 4 | - | - | - | - | - |  | - | - | - |  |
| nonmanuf actuéing | 1114 | 36.5 | 122.00 | 120.00 | 174.00-130.00 | - | - | 5 | 23 | 20 | 28 | 17 | 4 | - | 2 | 5 | - | - | - | - | - | - |  | - | - |  |  |
| SECRETARIES | 3,569 | 38.0 | 171.50 | 166.00 | 145.005-195.00 | - | - | - | 21 | 71 | 190 | 362 | 411 | 425 | 398 | 329 | 301 | 314 | 227 | 149 | 144 | 93 |  | 57 | 26 | 17 | 24 |
| manuFacturing | 1.815 | 39.11 | 173.50 | 170.00 | 146.01-195.00 | - | - | - |  | 25 | 93 | 172 | 215 | 178 | 203 | 204 | 169 | 182 | 95 | 71 | 86 | 34 |  | 44 | 12 | 6 |  |
| NONMAMUFACTURING | 1.764 | 37.0 | 170.00 | 164.00 | 144.50-195.00 | - | - | - | 21 | 46 | 97 | 190 | 196 | 247 | 195 | 125 | 132 | 132 | 13 ? | 78 | 63 | 59 |  | 13 | 14 | 11 | 13 |
| PUALIC UTILITIES | 49 | 38.4 | C15.5n | 2211.00 | 191.00-225.50 | - | - | - | - | - | - | - | - |  | - | 8 | 8 | 17 | 8 | B | 25 | 14 |  | - | 1 | 4 |  |
| wholesale tande | 407 | 36.5 | 109.50 | 162.un | 145.01-195.00 | - | - | - | 13 | 2 | 30 | 45 | 37 | 90 | 78 | 30 | 22 | 39 | 32 | 18 | 14 | c2 |  | 4 | 7 | 1 |  |
| retail trade | 141 | 37.5 | 166.50 | 158.00 | 145.03-185.00 | - | - | - | - | 1 | 4 | 14 | 28 | 24 | 13 | 12 | 13 | 9 | 14 | 3 | 3 | 1 |  | - | - | 2 |  |
| FINANCE | 684 | 36.5 | 186.00 | 157.00 | 142.5n-165.00 | - | - | - | 1 | 9 | 46 | 92 | 102 | 103 | 70 | 45 | 61 | 45 | $4{ }^{11}$ | 30 | 11 | 7 |  | 3 | 5 | 4 |  |
| SERVICES | 357 | 38.0 | 16F.00 | 164.50 | 136.0n-194.00 | - | - | - | 7 | 34 | 17 | 39 | 29 | 30 | 34 | 30 | 20 | $2 ?$ | 30 | 19 | 10 | 15 |  | 4 | 1 | - |  |
| secretaries, rlass | 304 | 38.0 | 205.00 | $204.0 n$ | 182.50-231.00 | - | - | - | - | - | - | 15 | 2 | 10 | 15 | 28 | 20 | 28 | 56 | 38 | 13 | 3 a |  | 13 | 11 | a |  |
| MANUFACTUNING | 140 | 39.4 | 213.00 | $\leq 10.00$ | 195.00-232.50 | - | - |  | - | - | - | - | 1 | 2 | 1 | 16 | 4 | 23 | ? 4 | 24 | 7 | 19 |  | 12 | $\stackrel{8}{8}$ | 2 |  |
| nonmanuF acturing | 158 | 36.5 | 198.00 | $200 \cdot 70$ | 170.00-225.00 | - | - | - | - | - | - | 15 | 1 | 8 | 14 | 12 | 16 | 5 | 32 | 14 | 6 | 19 |  | 1 | 3 | 6 |  |
| pualic utilities <br> finance | 25 60 | 38.5 35.5 | <28.00 | 231.50 190.50 | $\begin{aligned} & 185.00^{2}-267.00 \\ & 104.0\end{aligned}-209.30$ | - | - | - | - | - | - | - | i | $\overline{3}$ | 14 | 4 | 3 4 | - | 14 | 4 | 1 | 4 |  | - | - | 3 |  |
| SECRETARIFS, class a | 779 | 37.5 | 183.50 | 180.00 | 16n-00-201.5n | - | - | - | - | - | 9 | 41 | 54 | 77 | 90 | 103 | 72 | 120 | 72 | 44 | 51 | 17 |  | 3 | 6 | 7 |  |
| 'AAAUFACTIAKIVG -- | 373 | 39.10 | 189.00 | 186.40 | 168.00-209.00 | - | - | - | - | - | 4 | 16 | 8 | 33 | 36 | 56 | 43 | 49 | 39 | 20 | 44 | 7 |  | 3 | 3 |  |  |
| nunmanufactuming | 406 | 30.0 | 179.50 | 175.0n | 155.00-198.00 | - | - | - | - | - | 5 | 25 | 46 | 44 | 54 | 47 | 29 | 71 | 33 | 24 | 7 | 10 |  | - | 3 | 4 |  |
| Wholesale traue | 113 | 34.5 | 192.00 | 170.00 | 160.00-195.40 | - | - |  | - | - | $\overline{5}$ | , |  | 18 | 27 | 16 | 2 | 32 | 10 | - | - | - |  |  | 3 | 1 |  |
| Fsidance | 148 61 | 35.5 | 105.00 | 163.93 | 145.06-196.50 | - | : | Z | - | - | 5 | 24 | 35 4 | 26 | 20 | 21 | 14 | 24 | 8 | 21 | 5 | $\bar{\square}$ |  | - | - | - |  |
| SERVICES | 61 | 37.0 | 194.00 | 196.00 | 177.50-203.0n | - | - | - | - | - |  |  | 4 |  |  |  |  |  | 10 | 2 | 5 | a |  | - | - | - |  |
| secketapies, class C | 967 | 3 c .5 | 102.07 | 17H. 20 | 154.n介-201.00 | - | - | - | - | $?$ | 11 | 26 | 82 | 140 | 117 | 110 | 101 | 115 | 82 | 30 | 54 | 24 |  | 34 | 9 | 2 |  |
| manuFacturing - | 515 | 39.5 | 140.50 | 176.00 | 102.0:190.50 | - | - | = | : | 1 | 3 | 5 | 47 | 57 | 75 | es | 64 | 85 | 23 | 22 | 13 | 7 |  | 25 | 1 | 1 |  |
| NOMMANUFACTULING - | 452 | 37.0 | 184.00 | 18ट.0n | 154.00-207.00 | - | - | - | - | 1 | B | 21 | 35 | 83 | 42 | 24 | 37 | 30 | 59 | 28 | 45 | 17 |  | 11 | 8 | 1 |  |
| PUALIC UTILITES | 48 | 34.5 | 21u-0i | 211.50 | 19H.01-223.5n | - | - | - | - | - | - | - | - | - | - | 3 | + | 4 | 1 | 3 | 22 |  |  |  | 4 | - |  |
| WHDLESALE THADE | 111 | 36.: | $1)^{17} 050$ | cou. 00 | 164.00-225.04 | - | " | - | - | = | 7 | $\bar{\square}$ | 2i | 18 | 15 | 8 | 14 | 4 | 12 | 11 | 11 | 10 |  | 4 | 4 | - |  |
| FINANCE | 168 | 36.11 | 173.00 | 15\%.50 | 146.00-20:00 | - | - | - | Z | - |  | 19 | 21 | 45 | 12 | ${ }^{2}$ | 14 | 8 | 15 | 8 | 6 | 4 |  | b | 2 | 1 |  |
| Sepvices | 89 | 37.1 | 186.00 | 186.0n | 164.00-201.0n | - | - | - | - | - | - | 2 |  | 14 | 10 | 10 | 11 | 7 | 23 | 3 | , | 3 |  | 8 | 1 | - |  |
| Sechetafies, class | 1.441 | 37.5 | 152.50 | 146.64 | 133.00-165.0u | - | - | - | 10 | 69 | 170 | 280 | 262 | 176 | 154 | 88 | 97 | 51 | 17 | 17 | 27 | 14 |  | 4 | - | - |  |
| manuFactuhing -- | 771 | 38.0 | 153.50 | 146.19 | 135.0n-160.00 | - | - | - |  | 24 | 86 | 151 | 159 | 86 | 91 | 46 | 54 | 25 | 9 | 5 | 22 | 1 |  | 4 | - | - |  |
| NONMANUF ACTUNLING | 070 | 37.0 | 1b1.50 | 145.50 | 132.00-164.50 | - | - |  | 10 | 45 | 84 | 129 38 | 103 | 90 | 63 | 42 | 34 | 26 | $\stackrel{\text { - }}{-}$ | 12 | 5 | 13 |  | - | - | : |  |
| WHDLESALE TFADE | 156 | 36.1 | 144.50 | 140.10 | 133.01-150.00 | - | - |  |  |  |  | $38$ |  |  |  | 5 |  | 1 | $\square$ | 3 | 3 | - |  | - | - | - |  |
| Finance ------ SE SVICES | 253 188 | 37.5 37.5 | 151.50 149.00 | 144.50 142.50 | $134 \cdot 0 u-166 \cdot 10$ $128.0 n-164.30$ |  | - | - | 1 | 9 3 | 177 | 49 | 45 25 | 29 15 | 24 17 | 15 15 | 䂠 | 11 | 3 5 | 9 | z | 4 |  | - | Z | : |  |
| SEqVICES | 188 | 37.5 | 149.00 | 142.50 | 128.0n-164.>0 | - | - | - | 7 | 34 | 17 | 32 | 25 | 15 | 17 | 15 | ك | 4 | 5 | 9 | ? | 4 |  | - | - | - |  |
| STENOGRAPHEPS, TENEPAL | 282 | 37.10 | 137.50 | 14.3.06 | 123.06147.30 | - | - | - | 14 | 33 | 49 | 45 | 90 | 15 | 31 | 4 | 1 | - | - | $=$ | - | - |  | - | - | - |  |
| nonmanufactuming | 239 | 36.5 | 135.00 | 13H.n(1) | 123.0.3-147.00 | - | - | - | 14 | 29 | 47 | 45 | 85. | 11 | 4 | 4 | - | - | - | - | - | - |  | - | - | - |  |
| Findice | 124 | 36.0 | 128.00 | 124.10 | 118.04-135.30 | - | - | - | 8 | 29 | 37 | 30 | 9 | 8 | 3 | - | - | - | - | - | - | - |  | - | - | - |  |
| Stenographers, SEMint | 463 | 37.5 | 162.5 C | 169.50 | 145.00-175.00 | - | - | - | - | - | 46 | 34 | 62 | 59 | 127 | 28 | 31 | 12 | 41 | 21 | - | - |  | 1 | - | - |  |
| manufacturing -- | 187 | 37.5 | 157.50 | 16U. 10 | 146.0:-172.00 | - | - | - | - | - | 29 | 8 | 18 | 33 | 48 | 17 | 20 | 4 | 1) | - | - | - |  | - | - | - |  |
| nonmanuF actur ing | 276 | 37.5 | 186.1) ${ }^{\text {d }}$ | 161.00 | 145.0n-185.30 | - | - | - | - | - | 17 | 26 | 44 | 26 | 79 | 11 | 10 | 8 | 31 | 21 | - | - |  | 1 | - | - |  |
| Wholesale trade | 104 | 37.0 | 161.00 | 160.00 | 144.53-165.00 | - | - | - | - | - | 0 | 14 | 25 | 12 | 28 | 5 | 9 | 3 | , | - | - | - |  | 1 | - | - |  |
| Finance ------ | 69 | 36.5 | 174.50 | 16H.00 | 160.00-200.00 | - | - | - | - | - | 10 | - | - | 5 | 26 | 1 | - | 3 | 12 | 12 | - | - |  | - | - | - |  |
| SWITCHEOARD OPERATORS | 235 | 37.5 | 141.50 | 138.50 | 120.0r-157.50 | - | - | - | 11 | 49 | 33 | 41 | 26 | 41 | 21 | 13 | 11 | 3 | 3 | 1 | 2 | - |  | - | - | - |  |
| NONMANUF ACTURING | 206 | 37.5 | 141.50 | 134.0n | 124.0.0157.00 | - | - | - | 9 | 31 | 31 | 36 | 22 | 38 | 14 | 12 | 10 | 1 | 2 | - | - | - |  | - | - | - |  |
| Retail trade | 88 | 37.0 | 136.50 | 134.50 | 122.50-153.00 | - | - | - | $?$ | 19 | 11 | 18 | 10 | 21 | 5 | - | 2 | - | - | - | - | - |  | - | - | - |  |
| FINANCE | 61 | 37.0 | 139.50 | 141.00 | 127.00-155.00 | - | - | - | 7 | 4 | 6 | 13 | 7 | 17 | 6 | - | 1 | - | - | - | - | - |  | - | - | - |  |

[^1]See footnotes at end of tables.

Table A-1. Weekly earnings of office workers in Nassau-Suffolk, N.Y., June 1975 —Continued


[^2]Table A-1a. Weekly earnings of office workers-large establishments in Nassau-Suffolk, N.Y., June 1975


* Workers were at $\$ 270$ to $\$ 280$.

See footnotes at end of tables.

Table A-1a. Weekly earnings of office workers-large establishments in Nassau-Suffolk, N.Y., June 1975—Continued


See footnotes at end of tables.

Table A-2. Weekly earnings of professional and technical workers in Nassau-Suffolk, N.Y., June 1975


[^3]See footnotes at end of tables,

Table A-2. Weekly earnings of professional and technical workers in Nassau-Suffolk, N.Y., June 1975_Continued


[^4]Table A-2a. Weekly earnings of professional and technical workers-large establishments in Nassau-Suffolk, N.Y., June 1975

| Occupation and industry division | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { workers } \end{aligned}$ | $\left\|\begin{array}{c} \text { Average } \\ \text { wethly } \\ \text { houn } \\ \text { standa rod } \end{array}\right\|$ | $\begin{aligned} & \text { Weekly earnings } \\ & \text { (standand) } \end{aligned}$ |  |  | Number of workers receiving atraight-time weekly earnings of- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Mean 4 | Median ${ }^{2}$ | Middle range ${ }^{\text {d }}$ | $\begin{array}{r} \mid 11 \\ \text { and } \\ \text { ande } \\ 12 \\ \hline \end{array}$ | $\begin{gathered} \$ 120 \\ - \\ 130 \\ \hline \end{gathered}$ | $\begin{gathered} 130 \\ - \\ 140 \\ \hline \end{gathered}$ | $\begin{gathered} \mathbf{S}_{140} \\ - \\ 150 \\ \hline \end{gathered}$ | $\begin{array}{ccc} \mathbf{S} & \mathbf{S} & \mathbf{\$} \\ 150 & 160 & 170 \\ - & - & - \\ 160 & 170 & 180 \\ \hline \end{array}$ |  |  | ${ }^{5} 180$ | 200$220$ | $\begin{gathered} 520 \\ - \\ 240 \end{gathered}$ | $\begin{gathered} 540 \\ - \\ 260 \\ \hline \end{gathered}$ | $\begin{gathered} 360 \\ - \\ 280 \\ \hline \end{gathered}$ | $\begin{gathered} \mathbf{S}^{280} \\ - \\ 300 \\ \hline \end{gathered}$ | $\begin{array}{r}50 \\ \\ \hline\end{array}$ | $320$$340$ | $\begin{gathered} \mathbf{5}_{340} \\ - \\ 360 \\ \hline \end{gathered}$ |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | - |  |  | - |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  | 200 |  |  |  |  |  |  |  |  |  | 380 | 40 |  | 420 | 440 | over |
| ALL WOPRERE5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| COMPUTER OFERATORS. CLASS A -------- | 130 | 38.0 | $\left\lvert\, \begin{aligned} & \$ \\ & 221.50 \end{aligned}\right.$ | $\$ 19.00$ | $\left\|\begin{array}{\|c} \$ 04.50-238.50 \end{array}\right\|$ | - | - | - | - |  | 3 | 4 | 15 | 45 | 31 | 18 | 13 | 1 | - | - | - |  | - |  |  | - |  |  |
| NONMANUF 4 CTUNING ----------------- | 97 | 37.5 | 213.00 | 215.00 | 201.00-225.00 | - | - | - | - | - | 3 | 4 | 14 | 40 | 24 | 12 |  | - | - | - | - |  | - |  |  | - | - |  |
| COMPUTER OPERATORS, CLASS - ------- | 217 | 37.0 | 178.00 | 179.50 | 158.5i-180.00 | - | - | 2 | 23 | 31 | 20 | 33 | 72 | 19 | 12 | 4 | - | - | 1 | - |  |  | - |  |  | - |  |  |
|  | 51 | 38.0 | 194.00 | 193.50 | 176.00-207.50 | - | - | 2 | 1 | 1 | 4 | 8 | 15 | 10 | 7 | 3 | - | - | $-$ | - |  |  | - |  |  | - |  |  |
|  | 166 | 37.3 | 173.50 | 175.50 | 151.00-184.50 | - | - | - | 22 | 30 | 16 | 25 | 57 | 9 | 5 | 1 | - | - | 1 | - | - |  | - | - |  | - | - |  |
| COMPUTER DPERATORS, CLASS C -------- | 99 | 37.5 | 143.50 | 132.00 | 1c2.50-16c.0u | 2 | 42 | 7 |  | 5 | 8 | 5 | 8 | 2 | 1 | - | - | - | - | - | - |  | - |  |  | - |  |  |
| NONMANUF ACTUKING ------------------ | 79 | 37.0 | 140.00 | 128.00 | 12ट.501-144.50 | 2 | 42 | 7 | 9 | 5 | 2 | 4 | 5 | 2 | , | - | - | - | - | - | - |  | - |  |  | - | - |  |
| COMPUTER PROGRAMMERS, |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| RUSINESS, CLASS A ------------------ | 140 | 38.5 | 308.00 | 304.50 | 281.05-327.50 | - | - | - | - | - | - | - | - | - | 1 | 6 | 27 | 29 | 35 | 14 | 18 |  | 3 | 3 |  | 1 | 3 |  |
| NONMANUFACTURING ------------------ | 122 | 38.5 | 364.50 | 303.00 | $280.50-314.00$ | - | - | - | - | - | - | - | - | - | 1 | 6 | 23 | 28 | 34 | 11 | 13 |  | 3 |  |  | 1 |  |  |
| COMPUTER PROGRAMMEDS, |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 162 | 38.0 | 249.08 | 246.50 | 228.00-268.5v | - | - | - | - | - | - | - | 3 | 21 | 46 | 36 | 25 | 26 | 1 | 3 | 1 |  | - | - |  | - | - |  |
|  | 50 | 37.0 | 255.50 | 256. 51 | 228.5c-284.00 | - | - | - | - | - | - | - | , | 9 | 10 | 9 | 7 | 11 | 1 | 3 | - |  | - |  |  | - |  |  |
| MONMANIFF ACTUKIMG -------------------- | 112 | 38.5 | 246.00 | 240.50 | 228.00-265.00 | - | - | - | - | - | - | - | 3 | 12 | 36 | 27 | 18 | 15 | - | - | 1 |  | - | - |  | - | - |  |
| COMPUTER PRDGRAMMEKS. <br> business. CLASS C | 61 | 38.5 | 199.50 | 185.00 | 172.511-217.00 | - | - | - | - | 3 | 7 | 15 | 12 | 14 | 4 | - | 1 | 2 | 3 | - | - |  | - | - |  | - | - |  |
| COMPUTER SYSTEMS ANALYSTS, |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  <br>  | 120 85 | 38.7 37.5 | 372.00 372.00 | 369.00 365.50 | $345.56-394.00$ $347.00-380.00$ | - | - | - | - | - | - | - | - | - | - | - | - | 7 2 | 6 | 13 | 26 22 |  | 23 18 | 19 |  | 6 | 3 | 113 10 |
| COMPUTER SYSTEMS ANALYSTS, |  |  |  |  | 293.50-357.5. | - | - | - | - | - | - | - | - | - | 1 | 4 |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 37.5 | 326.00 347.50 | 331.00 | 306.50-379.00 | - | = | - | - | - | - | - | - | - | $\underline{-}$ | 4 | 14 | 7 | 14 | 15 | 1 |  | 9 | 5 |  | 8 | 4 |  |
| COMPUTER SYSTEMS ANALYSTS, <br> BUSINESS, CLASS C | 51 | 38.5 | 287.00 | 323.00 | 213.03-357.00 | - | - | - | - | 1 | - | - | 9 | 5 | 3 | 4 | 1 | - | 2 | 8 | 8 |  | 8 | 2 |  | - | - |  |
| flectronics technicians ----------- | 602 | 40.0 | 230.00 | 236.00 | 194.50-257.00 | - | - | - | , | 9 | 41 | 40 | 82 | 65 | 147 | 110 | 17 | 139 | - | 3 | - |  | - | - |  | - | - | - |
| MANUFACTURING --------------------1- | 401 | 40.0 | 219.50 | 222.00 | 184.00-238.00 | - | - | - |  | 8 | 39 | 39 | 75 | 49 | 130 | 40 | 15 | 54 | - | 3 | - |  | - | - |  | - | - |  |
| ELECTHONICS TECHIMICIANS, CLASS A- | 345 | 40.11 | 258.50 | 255.00 | 244.00-280.00 | - | - | - | - | - | - | - | 4 | 28 | 47 | 107 | 17 | 139 | - | 3 | - |  | - | - |  | - | - | - |
| MANUFACTUFING ------------------ | 163 | 40.0 | 256.50 | 255.00 | 231.00-292.00 | - | - | - | - | - | - | - | 4 | 20 | 30 | 37 | 15 | 54 | - | 3 | - |  | - | - |  | - | - |  |
| electronics tecmivtcians. Class b- | 260 | 40.0 | 207.00 | 206.00 | 184.0u-236.00 | - | - | - | - | - | 21 | 25 | 74 | 37 | 100 | 3 | - | - | - | - | - |  | - | - |  | - | - |  |
| MANUFACTURING ------------------- | 242 | 40.0 | 207.50 | 110.0n | 184.00-230.00 | - | - | - | - | - |  | 24 | 67 | 29 | 100 | 3 | - | - | - | - | - |  | - | - |  | - | - |  |
| NURSES, industrial. (REGISTEAED) --- | 60 | 39.5 | 208.50 | 21b.00 | 200.00-223.50 | - | - | 2 | - | 4 | 2 | 1 | 5 | 26 | 14 | 4 | 2 | - | - | - | - |  | - | - |  | - | - | - |

[^5]See footnotes at end of tables.

Table A-3. Average weekly earnings of office, professional, and technical workers, by sex, in Nassau-Suffolk, N.Y., June 1975

| Sex, occupation, and induatry divinion | $\begin{aligned} & \text { Number } \\ & \text { olden } \end{aligned}$ | $\begin{gathered} \text { Avoraze } \\ \text { (mean }{ }^{2} \text { ) } \\ \hline \end{gathered}$ |  | Sex, occupation, and induntry divinion | $\begin{gathered} \text { Number } \\ \text { of } \\ \text { workea } \end{gathered}$ | $\begin{aligned} & \text { (monery } \\ & \text { (mane } \end{aligned}$ |  | Sex, occupation, and industry divioion | $\begin{aligned} & \text { Numbar } \\ & \text { of } \\ & \text { woiker } \end{aligned}$ | (manal |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | $\left\lvert\, \begin{gathered} \text { Woakly } \\ \text { houry } \\ \text { (rumadiarl) } \end{gathered}\right.$ | $\begin{gathered} \text { Weativy } \\ \text { eaming } \\ \text { (tasiders) } \end{gathered}$ |  |  | $\left\|\begin{array}{c} \text { Wookly } \\ \text { howin } \\ \text { (Htreaderd }) \end{array}\right\|$ |  |  |  | $\begin{array}{\|l\|l\|} \text { Woably } \\ \text { hourd } \\ \text { pranderal } \end{array}$ |  |
| Office occupations - men |  |  |  | OFFICE OCCUPATIONS - WOMEN-CONTINUED |  |  |  | office occupations -WOMEN--CONTINUEO |  |  |  |
|  |  |  |  |  | 33 | 38.0 | 120.50 | transcriging-machine operatoks. |  |  | \$ |
| MESSENGERS | 121 | 36.5 | 118.50 |  |  |  |  | GE Vehal | 75 | 37.0 | 136.50 |
| MANUFACTURING | 52 | 36.5 | 116.50 | SECRETARIES | 1,5034 | 38.0 | 171.50 | NOMMANUFACTURING | 50 | 37.5 | 145.00 |
| NONMANUFACTUQ1NG $=-\infty-$----------- | 69 | 36.1 | 120.00 | MANUF ACTURI | 1.004 | 39.0 | 173.50 |  |  |  |  |
|  |  |  |  | NONMANUF ACTUPING | 1,764 | 37.0 | 170.013 | TVFISTS, CLASS A -------------------------- | 397 | 38.0 | 142.50 |
|  |  |  |  | PUBLIC UTILITIES | 99 | 36.0 | 215.50 | hUNMANUF ACTURING | 255 | 37.0 | 141.50 |
| Office uccupationis - humen |  |  |  | WHOLESALE TRADE --------------- | 407 | 36.5 | 164.50 | PUBLIC UTILITIE |  | 37.0 | 161.50 |
| BOOKKEEPING-MACHINE OPEHATUKS. |  |  |  | FINANCE $\qquad$ | 680 | 36.5 | 166.00 | SERVICES | 96 | 34.0 | 137.50 |
| CLASS A | 51 | 37.0 | 137.00 | SERVICES ------------------------ | 357 | $3 \mathrm{P}, 0$ | 16E.00 |  |  |  |  |
| NTING. CIASS |  |  |  |  |  |  |  | TYPISTS. Class it | 478 | 37.0 | 122.00 |
| CLERKS* ACCOUNING, CLASSA | 293 | 37.5 | 166.50 | sechetaries, class | 304 | 36.0 | 205.00 | MANUFACTURIN |  | 37.0 | 117.00 |
| NONMANUFACTURTAG | 438 | 30.5 | 164.00 | MANUFACTURING | 158 | 36.5 | 198.00 | FINANCE ---- | 3964 | 36.0 | 115.50 |
| Wholesale thaie | 152 | 37.6 | 171.50 | PUALIC UTILITIES ---------------- | (2) | 39.5 | 225.00 |  |  |  |  |
| FINAHCE ----------------------- | 155 | 35.5 | 159.00 | Finamide --. | 00 | 35.5 | 195.00 |  |  |  |  |
| CLERKS, ACCOUNTIHG. CLASS C ------- | 1,294 | 37.1 | 131.50 | SECRETARIES, CLASS | 778 | 37.5 | 143.50 | Professional avo technical |  |  |  |
| MANUF ACTURING ---------------------- | 473 | 38.0 | 129.50 | MANUFACTUAING - | 312 | 39.0 | 169.00 | occupations - men |  |  |  |
| NONMANUF ACTUR ING ------------------ | 421 | 37.0 | 133.00 | NONMANUF ACTUPIVG | 406 | 36.0 | 178.50 |  |  |  |  |
| PUQLIC UTILITIES -------------------- | 69 | 36.5 | 171.00 | WHOLESALE TRAJE | 1139 | 36.5 | 282.00 |  |  |  |  |
| WhOLESALE TRADK | 379 115 | 37.0 | 128.50 | FINANCE | 199 | 35.5 | 154.00 194.00 | COMPUTER OPERATURS, CLASS - -------------- NONMANUF ACTURING | 13 E |  | 220.50 215.00 |
| FINANCE | C34 | . 36.0 | 123.06 | SEAVICE |  |  |  | SERVICES | 53 | 38.0 | 209.00 |
| SEGVICES | 34 | 34.0 | 148.00 | SECHETARIES, CLASS C | 967 | 38.5 | 16̂c.00 |  |  |  |  |
| LERKS, FILE, CLASS | 216 |  |  | ManuFactuking | 515 | 39.5 | 18 n .50 | COMPUTER OPERATOTS, CLASS ------- | 321 | 37.5 | 186.00 |
| NONMANUF ACTUEING | 212 | 37.11 | 120.00 |  | 4 b | 38.0 | 210.00 | NOHMAICUF ACTUR:NG |  | 37.0 | 106.06 105.0c |
|  |  |  |  | aholesalf TPadF | 131 | 36.0 | 195.5 c | FINANCE | 7 E | 37.5 | 164.00 |
| CLERK5, FILE, CLASS C ------------- | 424 | 37.0 | 110.03 | Finance | 100 | 36.0 | 173.00 | SEryICES | 104 | 37.5 | 196.50 |
| MANUF ACTURING ---------------------- | $1<1$ | 37.7 | 121.50 | SEovices | 89 | 39.0 | 186.00 |  |  |  |  |
|  | 303 | 37.0 | 1.15.00 |  |  |  |  | COMPUTER OPERATORS, CLASS C ------- | 113 | 37.0 | 144.00 |
| WHOLESALE TRADE | 66 | 36.5 | 110.50 | SECFETARIES, CLASS i | 1.442 | 37.5 | 152.56 | NONMANUFACTURING | 104 | 36.5 | 142.00 |
| FINANCE ---- | 184 | 36.5 | 101.50 | manuF acturing - | 771 | 38.0 | 153.50 |  |  |  |  |
|  |  |  |  | MONMANUFACTUNING | 570 | 37.0 | 151.50 | COMPUTER PROGRAKAELSS, |  |  |  |
| MANUF ACTURING | 480 | 37.5 37.5 37 | 131.00 |  | 158 | 36.0 37.5 | 144.50 |  | 166 | 38.0 37.5 | 320.50 368.50 |
| NONMANLIFACTURING --------------- | 578 | 37.5 | 130.00 | SEPVICES | 188 | 37.5 | 149.00 | Senvices | 44 | 38.0 | 306.30 |
| Wholestil trauf | 332 | 37.0 | 129.50 |  |  |  |  |  |  |  |  |
|  |  |  |  | Steinographeris, geneval | 282 | 37.0 | 137.50 | COMPUTER PROGRAMMEAS, |  |  |  |
| CLERK 5, HAYHOLL | 135 | 38.0 | 145.00 | NONMANUFACTURING --------------- | 239 | 36.5 | 135.00 | nuSiness, Class b | 231 | 38.0 | 249.00 |
| MANNIF ACTURING -------------------- | 82 | 38.0 | 124.50 | finance | 124 | 36.0 | 12R.00 | MANUFACTURING | 67 | 38.5 | 238.00 |
| NONNANUFACTURIN, ---------------* | 53 | 38.0 | 176.00 |  |  |  |  | NONMANUF ACTUR ING | 164 | 37.5 | 253.50 |
|  |  |  |  | STE HOGRAPHERS, SENIOR --------------------- | 483 | 37.5 | 162.50 |  |  |  |  |
| EYPUNCH OPERATARS: CLASS A -------- | 417 | 38.3 | 154.50 | MANUF ACTURING --------------------- | 187 | 37.5 | 157.50 | COMPUTER SYSTEMS ANALYSTS: |  |  |  |
|  | 85 | 34.0 | 154.00 | NONMANUF ACTUHING | 276 | 37.5 | 166.00 | BUSINESS, CLASS A ---------------*-* | 136 | 3 3 .0 | 374.50 |
| NONMANUF ACTUNING ------------------ | 332 | 37.5 | 153.50 | WHOLESALE TRAUF -------------- | 104 | 37.0 | 161.00 | Nonmanuf acturing | d7 | 37.5 | 374.50 |
|  | 43 | 38.0 | 144.50 | finance | 69 | 36.5 | 174.50 |  |  |  |  |
| SERVICES --- | 104 | 38.0 | 149.00 153.50 | SWITCHROARD OPERATOE | 255 | 37.5 | 141.50 |  | 113 | 37.5 |  |
|  |  |  | 15. | NONMANUF ACTURING | 206 | 37.5 | 141.50 | NONMANUF ACTUAING ------------------- | 71 | 37.5 |  |
| KEYPUNCH OPERATORS, CLASS B -----**********) | 651 | 37.7 | 135.50 | petail trade - | 88 | 37.0 | 136.5n |  |  |  |  |
| MANUFACTURING -------------------- | 170 | 38.0 | 133.50 | finance | 61 | 37.0 | 139.50 | Ofat | 389 | 39.5 | 268.50 |
| NONMANUF ACTURING ------------------- | 6-1 | 37.0 | 135.00 |  |  |  |  | manuF acturing | 338 | 39.5 | 270.50 |
| WHOLESALE TRAUF | 105 | 37.0 | 137.00 | SWITCHAOARO OPERATOG-2ECEPTIONISTS- | 606 | 37.5 | 130.00 | NONMANUFACTURING | 51 | 40.0 | 255.00 |
| PETAIL TRADE | ${ }^{\text {c }}$ | 37.0 | 139.00 | manufacturing | 395 | 38.0 | 127.50 |  |  |  |  |
| FINANCE | 119 | 36.0 | 125.00 | NONMANUF ACTURING | 271 | 37.0 | 134.00 |  |  |  |  |
| SERVICES | 204 | 37.5 | 128.50 | WHOLESALE TRADE -------------- | 131 | 37.0 | 136.00 |  |  |  |  |

See footnotes at end of table.

Table A-3. Average weekly earnings of office, professional, and technical workers, by sex, in Nassau-Suffolk, N.Y., June 1975-Continued

| Sex, occupation, and induatry division | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { woiken } \end{aligned}$ | $\begin{aligned} & \text { Avrage } \\ & \text { (mean }^{2} \text { ) } \end{aligned}$ |  | Sex, occupation, and induatry division | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { woikea } \end{aligned}$ | $\begin{aligned} & \text { Averife } \\ & \left(\text { mean }^{2}\right) \end{aligned}$ |  | Sex, occupation, and induatry diviaion | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { orkenen } \end{aligned}$ | $\begin{aligned} & \text { Avarage } \\ & \left(\text { meman }{ }^{2}\right) \\ & \hline \end{aligned}$ |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  | $\begin{gathered} \text { Woekly } \\ \text { houn } \\ \text { (htanderd) } \end{gathered}$ |  |  |  | $\begin{gathered} \text { Waokly } \\ \text { hoour } 1 \\ \text { (theeded } \end{gathered}$ |  |
| professional and technical occupations - men--CONTINUED |  |  |  | PROFESSIONAL AND TECHNICAL occupations - men-ciontinued |  |  |  | PROFESSIONAL ANO TECHNICAL OCCUPATIONS - WOMEN |  |  |  |
| DRAFTERS, CLASS B $\qquad$ MANUFACTURING $\qquad$ | $\begin{aligned} & 240 \\ & 160 \end{aligned}$ | $\begin{aligned} & 3 A .0 \\ & 38.5 \end{aligned}$ | $\begin{aligned} & 224.00 \\ & 207.00 \end{aligned}$ | electronics techaicians--continued |  |  | \$ | COMPUTER OPERATORS, CLASS C $\qquad$ NONMANUFACTURING $\qquad$ | 118 | $\begin{aligned} & 36.5 \\ & 35.5 \end{aligned}$ | $\begin{aligned} & 146.50 \\ & 149.50 \end{aligned}$ |
| DRAFTERS, CLASS C ------------------- | 74 | 38.5 | 166.00 | ELECTROHICS TECHNICIANS, CLASS AmanuFacturing | 502 | $\begin{aligned} & 40.0 \\ & 39.5 \end{aligned}$ | $\begin{aligned} & 248.50 \\ & 242.50 \end{aligned}$ | NURSES, INDUSTRIAL (REGISTERED) --- | 73 | 39.0 | 203.00 |
| electronics technicians manufacturing | 1.043 | 40.0 40.0 | 220.50 212.50 | ELECTRONICS TECHNICIANS, CLASS Bmanufacturing | 372 354 | 40.0 40.0 | 199.00 199.50 |  |  |  |  |
| NONMANUFACTURING ---------------- | 230 | 40.0 | 249.00 | ELECTRONICS TECHNICIANS, CLASS CmanuFacturing $\qquad$ | $\begin{aligned} & 161 \\ & 155 \end{aligned}$ | $\begin{aligned} & 40.0 \\ & 40.0 \end{aligned}$ | 183.50 <br> 183.50 |  |  |  |  |

[^6]Table A-3a. Average weekly earnings of office, professional, and technical workers, by sexlarge establishments in Nassau-Suffolk, N.Y., June 1975


See footnotes at end of tables.

Earnings data in table A-3a relate only to workers whose sex identification was provided by the establishment. Earnings data in an occupation. (See appendix $A$ for publication criteria.)

Table A-4. Hourly earnings of maintenance and powerplant workers in Nassau-Suffolk, N.Y., June 1975


* Workers were distributed as follows: 4 at $\$ 3$ to $\$ 3.20 ; 2$ at $\$ 3.60$ to $\$ 3.80$; and 2 at $\$ 3.80$ to $\$ 4$.

See footnotes at end of tables.

Table A-4a. Hourly earnings of maintenance and powerplant workers-large establishments in Nassau-Suffolk, N.Y., June 1975


[^7]See footnoter at end of tables.

Table A-5. Hourly earnings of custodial and material movement workers in Nassau-Suffolk, N.Y., June 1975

| Sex, occupation, and industry division | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { workers } \end{aligned}$ | Hourly esmuggr ${ }^{3}$ |  |  | Number of workera receiving atraight-time hourly earnings of- |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Mean ${ }^{2}$ | Median ${ }^{2}$ | Middle range ${ }^{2}$ | $\begin{gathered} \$ \\ 2.00 \\ \text { and } \\ \text { under } \\ 2.20 \\ \hline \end{gathered}$ | $\begin{gathered} 5.20 \\ = \\ 2.40 \end{gathered}$ | $\begin{gathered} \mathbf{5} \\ 2.40 \\ - \\ 2.60 \end{gathered}$ | $\begin{gathered} 3.60 \\ - \\ 2.80 \\ \hline \end{gathered}$ | $\begin{gathered} \$ .80 \\ 2 . \\ 3.00 \end{gathered}$ | $\begin{gathered} \mathbf{S}^{\mathbf{3}} \mathbf{3 . 0 0} \\ - \\ 3.20 \\ \hline \end{gathered}$ | $\begin{gathered} \mathbf{5} \\ 3.20 \\ - \\ 3.40 \\ \hline \end{gathered}$ | $\begin{gathered} \mathbf{5} \\ 3.40 \\ - \\ 3.60 \\ \hline \end{gathered}$ | $\begin{gathered} 3.60 \\ - \\ 3.80 \\ \hline \end{gathered}$ | $\begin{gathered} 5.80 \\ - \\ 4.00 \\ \hline \end{gathered}$ | $\begin{gathered} 5.00 \\ 4 . \\ 4.20 \\ \hline \end{gathered}$ | $\begin{gathered} 5.20 \\ 4 . \\ 4.40 \\ \hline \end{gathered}$ | $\begin{gathered} 5.40 \\ - \\ 4.60 \\ \hline \end{gathered}$ | $\begin{gathered} \$ .60 \\ - \\ 4.80 \\ \hline \end{gathered}$ | $\begin{gathered} \$ .80 \\ - \\ 5.00 \\ \hline \end{gathered}$ | $\begin{gathered} \hline \mathbf{s} .00 \\ 5 . \\ 5.20 \\ \hline \end{gathered}$ | $\begin{gathered} 5.20 \\ - \\ 5.40 \end{gathered}$ | $\begin{gathered} \mathbf{\$} .40 \\ 5.40 \\ 5.60 \\ \hline \end{gathered}$ | $\left[\begin{array}{c} 5.60 \\ - \\ 0.00 \end{array}\right.$ | $\begin{gathered} 8.00 \\ - \\ 6.46 \end{gathered}$ | $\begin{gathered} 5.40 \\ = \\ 6.80 \\ \hline \end{gathered}$ | $\begin{gathered} 5.80 \\ - \\ 7.20 \\ \hline \end{gathered}$ | $\begin{array}{r} \mathbf{5} .20 \\ \text { and } \\ \text { over } \end{array}$ |
| ALL WORKERS |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | \$ | \$ \$ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| GUARDS AND WATCHMEN $-=-=-=-=-=-$ | 2,168 284 | 2.73 4.27 | 2.40 4.45 | $2.20-2.75$ $3.70-4.80$ | 502 | 560 | 322 | 326 | 37 | 27 | 20 3 | 36 9 | 37 24 | 10 | 47 | 47 | 28 | 82 | 28 | 20 | 9 | 6 | 22 | 1 | 1 | - |  |
|  | - | 4.27 2.49 | 4.45 2.35 | $3.70-4.80$ $2.15-2.75$ | 50 | 558 | 20 302 | 10 316 | 36 | 27 | 17 | 27 | 13 | 8 | 32 15 | 19 28 | 12 | 56 26 | 24 4 | 12 | 9 | 6 | 22 | 1 | 1 |  |  |
|  | 154 | 2.95 | 2.88 | 2.62- 3.25 | - | 12 | 20 | 36 | 26 | 17 | 7 | 21 | 9 |  | 4 | , | 12 | 1 | $\underline{-}$ | 8 | = |  |  |  |  |  |  |
| SERVICES ------------------------ | 1,668 | 2.39 | 2.20 | 2.15- 2.50 | 500 | 546 | 280 | 280 | 10 | - | - | 6 | 1 | - | 2 | 24 | - | 19 | - | - | - | - | - | - | - | - | - |
| JANITORS, PORTERS, AND CLEANERS --- | 2,434 | 3.49 | 3.25 | 2.86-4.05 | 23 | 80 | 124 | 317 | 136 | 490 | 155 | 133 | 139 | 144 | 215 | 96 | 127 | 73 | 49 | 72 | 36 | 10 | - | 15 |  | - | - |
| MANUFACTURING ------------------- | 1,132 | 3.57 | 3.33 | 2.92-4.05 | 19 | 17 | 34 | 122 | 114 | 177 | 97 | 93 | 61 | 94 | 37 | 69 | 15 | 21 | 48 | 69 | 35 | 10 |  | - | - | - |  |
|  | 1,302 | 3.43 | 3.15 | 2.75-4.05 | 4 | 63 | 90 | 195 | 22 | 313 | 58 | 40 | 78 | 50 | 178 | 27 | 112 | 52 | 1 | 3 | 1 |  |  | 15 |  |  |  |
|  | 511 579 | 3.22 3.23 | 3.25 3.15 | $2.50-3.86$ $2.75-3.41$ | 4 | 62 | 83 | 40 155 | 12 | 44 260 | 46 8 | 26 14 | 53 | 25 24 | 87 | 17 | 5 | 4 | - | 3 | $\underline{-}$ | - |  | - | - | - | - |
| SERVICES ------------------------- | 579 | 3.23 | 3.15 | 2.75-3.41 |  |  | - | 155 | 10 | 260 | 8 | 14 | 25 | 24 | 77 | 4 | 1 | 1 | - | - | - | - | - | - | - | - |  |
| LABORERS, MATERIAL HANOLING -------- | 1,462 | 4.20 | 3.78 | 3.00-5.19 | - | 28 | 40 | 119 | 75 | 216 | 65 | 60 | 135 | 82 | 69 | 15 | 33 | 57 | 28 | 89 | 31 | 18 | 19 | 98 | 184 | 1 |  |
| MANUFACTURING --------------------- | 726 | 3.86 | 3.72 | 3.00- 4.70 | - | 24 | 25 | 52 | 62 | 108 | 32 | 36 | 112 | 35 | 36 | 13 | 18 | 53 | 20 | 59 | 25 | 8 | 14 | 14 | 1 | 1 |  |
|  | 736 271 | 4.54 6.36 | 4.00 6.48 |  | - | 24 | 15 | 67 | 13 | 108 | 33 | 30 | 23 | 47 | ${ }^{33}$ | 2 | 15 | 4. | 8 | 30 | 6 | 10 | 5 | 80 80 | 183 183 | - |  |
|  | 214 | 3.62 | 3.55 | 3.00-4.00 | - | 6 | 15 | 18 | 3 | 42 | 3 | 23 | 5 | 36 | 22 | - | 15 | 4 | 8 | 4 | 6 | - | 4 | 8 | 183 | - |  |
|  | 248 | 3.35 | 3.14 | 2.72-3.73 | - | 18 | - | 49 | 10 | 66 | 30 | 7 | 18 | 9 | 10 | 2 | - | - | - | 18 | - | 10 | 1 | - | - | - |  |
|  | 1.082 | 4.09 | 3.59 | $3.50-5.20$ | = | 28 | 39 | 34 | 12 | 43 | 67 | 320 | 39 | 30 | 91 | 20 | 1 | 15 | - | 148 | 78 | 4 | 153 | - | - | - |  |
|  | 473 | 3.64 4.44 | 3.50 4.63 | $3.50-3.50$ $3.44-5.68$ $3.46-5.0$ | - | 22 | 12 | 12 | 4 | $4{ }^{1}$ | 31 | 279 | 1 | 8 | 45 | ${ }^{8}$ |  |  | - | 32 | 18 |  | - |  |  | - |  |
| NONMANUFACTURING $\qquad$ <br> Wholesale trade $\qquad$ | 609 276 | 4.44 | 4.63 3.90 | $3.44-5.68$ $3.46-4.70$ | - | 6 | 27 21 | 22 5 | 8 | 42 21 | 36 10 | 41 36 | 38 33 | 22 22 | 46 | 12 9 | 1 | 15 | - | 76 | 60 | $\stackrel{4}{-}$ | 153 | - | - | - |  |
| PACKERS, SHIPPING -------------------- | 1,002 | 3.28 | 3.20 | 2.68- 3.70 | - | 92 | 109 | 64 | 27 | 209 | 69 | 127 | 73 | 103 | 55 | 18 | 22 | - | 15 | 4 | - | 15 | - | - | - | - |  |
| MANUFACTURING $=--$----------------- | 782 | 3.17 | 3.14 | 2.61-3.54 | - | 92 | 96 | 56 | 17 | 171 | 59 | 102 | 51 | 93 | 23 | - | 10 | - |  | - |  |  |  |  |  |  |  |
| NONMANUFACTURING -------------------- | 220 | 3.69 | 3.67 | 3.11-4.17 | - | - | 13 | $\stackrel{1}{1}$ | 10 | 38 36 | 10 | 25 | 22 | 10 | 32 | 18 | 12 | - | 15 | 4 | - | 3 | - | - | - | - |  |
|  | 201 | 3.68 | 3.69 | 3.11-4.16 | - | - | 13 | 8 | 6 | 36 | 8 | 24 | 20 | 10 | 30 | 16 | 12 | - | 14 | 4 | - |  | - | - | - | - | - |
| RECEIVINE CLERKS -------------------- | 275 | 4.10 | 4.10 | $3.50-4.45$ | - | - | - | 14 | - | 33 | 11 | 27 | 14 | 23 | 39 | 40 | 18 | 5 | 1 | 11 | 12 | 21 | - | a | 2 | 2 |  |
| MANUFACTURING -------------------- | 136 | 3.88 | 3.56 | 3.20-4.12 | - | - | - | 4 | - | 33 | 11 | 25 | 4 | 17 | 18 | \% | 2 | 2 | - |  | 6 | 16 | - |  | - | - |  |
|  | 139 | 4.31 | 4.25 | 4.00-4.50 | - | - | - | 14 | - | - | - | 2 | 10 | 6 | 21 | 38 | 16 | 3 | 1 | 11 | 6 | 5 | - | 2 | 2 | 2 |  |
| RETAIL TRADE -------------------- | 110 | 4.33 | 4.28 | 4.11-4.50 | - | - | - | 14 | - | - | - | 2 | 4 | 6 | 4 | 38 | 16 | 3 | 1 | 11 | - | 5 | - | 2 | 2 | 2 | - |
|  | 119 | 4.85 | 4.38 | 3.63-6.24 | - | - | - | - | - | 29 | - | - | 4 | 2 | 15 | 10 | 9 | 5 | 7 | - | - | - | - | 12 | - | - | *26 |
| MANUFACTURING ----------------********** | 91 | 4.76 | 4.19 | 3.13-7.21 | - | - | - | - |  | 29 | - | - | - | 2 | 15 | 8 | 4 | - | 7 | - | - | - | - | - | - | - | 26 |
| SHIPPING AND RECEIVING CLERKS ----- | 282 | 4.38 | 4.25 | 3.90-4.58 | - | - | - | 1 | 1 | 2 | 6 | 20 | 37 | 6 | 46 | 47 | 46 | 31 | 2 | - | 12 | 12 | - | 7 | - | - |  |
| MANUFACTURING ---------------------- | 190 | 4.20 | 4.25 | $3.76-4.57$ $4.05-5.38$ | = | $=$ | - | 1 | 1 | 2 | 4 | 13 | 29 | 2 | 39 | 28 | 32 | 31 | 2 | - |  |  | - | 6 | - | - |  |
| NONMANUFACTURING -----------------* | 92 | 4.76 | 4.39 | 4.05-5.3日 | - | - | - | - | - | - | 2 | 7 | 8 | 4 | 7 | 19 | 14 | - | - | - | 12 | 12 | - | 1 | - | - | 6 |
|  | 2.375 | 5.99 | 6.55 | $5.30=6.72$ | - | - | - | 2 | 11 | 25 | 8 | 17 | 69 | 38 | 11 | 83 | 24 | 51 | 48 | 85 | 178 | 176 | 141 | 196 | 864 | 219 | 124 |
|  | 691 | 5.57 | 5.82 | 4.54- 6.74 | - | - | - | E | 11 | 25 | 2 | 7 | 57 | 17 | 2 | 38 | 22 | 51 | 29 | 37 | 10 | 9 | 71 | 111 | 106 | - |  |
| NONMANUFACTURING ----------------- | 1,684 | 6.17 | 6.55 | 5.55-6.72 | - | - | - | - | - | - | 6 | 17 | 12 | 21 | 9 | 45 | 2 |  | 19 | 48 | 168 | 167 | 70 | 85 | 763 | 219 | 33 |
|  | 831 480 | 6.58 5.77 | 6.72 5.55 | 6.55- 6.72 $5.30-6.04$ | $=$ | - | = | - | - |  | 5 | - | 12 | $\overline{3}$ | 3 | - | 2 | - | 1 | 26 | 11 | 1 | 1 | - | 763 | 26 | - |
|  | 256 | 6.16 | 6.23 | 5.58-7.11 | - | - | = | $=$ | $=$ | - | 6 | 17 | 12 | 18 | 6 | 6 | - | - | 13 | 2 | 104 | 144 22 | 69 | 24 61 | - | 67 126 | 33 |
| truckorivers, light funder <br> 1-1/2 TONS) | 166 | 4.24 | 4.25 | 3.63-4.88 | - | - | - | - |  | - | 6 | 17 | 46 | 3 | 1 | 39 | 2 | - | 22 | 26 | - | - | 4 | - | - | - |  |
| NONMANUFACTUR1NG ---------------- | 112 | 4.46 | 4.25 | 4.25-5.18 | - | - | - | - | - | - | 6 | 17 | - | - | - | 39 | 2 | - | 18 | 26 | - | - | 4 | - | - | - | - |

* Workers were distributed as follows: 20 at $\$ 7.20$ to $\$ 7.60 ; 2$ at $\$ 7.60$ to $\$ 8 ; 2$ at $\$ 8$ to $\$ 8.40$; and 2 at $\$ 9.20$ to $\$ 9.60$.
** Workers were at $\$ 7.20$ to $\$ 7.60$.

See footnotes at end of tables.

Table A-5. Hourly earnings of custodial and material movement workers in Nassau-Suffolk, N.Y., June 1975—Continued


* Workers were at $\$ 7.20$ to $\$ 7.60$.

See footnotes at end of tables.

Table A-5a. Hourly earnings of custodial and material movement workers-large establishments in Nassau-Suffolk, N.Y., June 1975


[^8]Table A-6. Average hourly earnings of maintenance, powerplant, custodial, and material movement workers, by sex, in Nassau-Suffolk, N.Y., June 1975

| Sex, occupation, and industry division | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { worken } \end{aligned}$ |  | Sex, occupation, and industry division | $\begin{aligned} & \text { Number } \\ & \text { oof } \\ & \text { worker } \end{aligned}$ |  | Sex, occupation, and industry division | $\begin{aligned} & \text { Number } \\ & \text { oor } \\ & \text { worken } \end{aligned}$ |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| maintenance and powerplaint occupations - MEN |  |  | CUSTODIAL AND MATERIAL MUVEMENT OCCUPATIONS - MEN--CONTINUED |  |  | tustodial and material mjvfment occupations - men--Continued |  |  |
| CARPENTERS, MAINTENANCE | 139 | 5.76 | LABORERS, MATERIAL HANDLING ------- | 1.442 | \$. 22 | truckdrivers - CCNTINUED |  |  |
| MANUFACTURING --- | 105 | 5.61 | MANUFACTURING | 705 | 3.89 |  |  |  |
|  |  |  | NONMANUFACTURING | 736 | 4.54 | TRUCKORIVERS, MEDIUM (1-1/C TO |  | \$ |
| ELECTRICIANS, MAINTENANCE | 242 | 5.90 | PUALIC UTILITIES | 271 | 6.36 | AND INCLUDING 4 TONS) | 090 | 5.83 |
| MANUFACTURING | 181 | 5.75 | WHOLESALE TRADE | 214 | 3.62 | MANUFACTUNING -- | 135 | 4.96 |
| NONMANUF ACTURING | 61 | 6.35 | RETAIL TRADE | 248 | 3.35 | NONMANUFACTURING | 555 | 6.04 |
| ENGINEERS, STATIONARY | 119 | 6.86 | ORDER FILLERS | 616 | 4.55 | truckdrivers, heavy cover 4 TONS, |  |  |
| NONMANUFACTURING | 83 | 6.86 | MANUFACTURING | 79 | 4.28 | TRAILER TYPE) ---------------------- | 1,016 | 6.56 |
|  |  |  | NONMANUFACTURING | 539 | 4.59 | MANUFACTURING ---------------------- | 293 | 6.38 |
| MACHINE-TOOL OPËRATORS, TOULROOM -- | 137 | 5.66 | WHOLESALE TRADE --------------- | 216 | $4.22{ }^{\text {a }}$ | NONMANUFACTURING | 723 | 6.6" |
|  |  |  | Packers, SHIPPING | 565 | 3.18 | TRUCKDRIVERS, HEAVY IOVER 4 TONS, |  |  |
| MACHINISTS, MAINTENANCE | 190 | 5.91 | MANUFACTURING | 443 | 3.07 | OTHER THAN THAILER TYPE) -------- | 370 | 5.68 |
| MANUFACTURING ---- | 183 | 5.86 | NONMANUFACTURING | 122 | 3.56 | MANUFACTURIVG | 100 | 4.85 |
|  |  |  | WHOLESALE TRADE ---------------- | 115 | 3.50 | NONMANUF ACTURING | 270 | 5.99 |
| MECMANICS. AUTOMOTIVE | 444 | 5.47 | deceiving Cleaks | 224 | 4.30 | TRUCKERS, POWER (FORKLIFT) --------- |  |  |
| NONMANUF ACTURING | 409 | 5.96 | MANUFACTURING | 100 | 4.07 | MANUFACTURING | 305 | 4.88 |
| pualic utilities | 321 | 5.79 | NONMANUF ACTURING | 124 | 4.49 | NONMANUFECTURING | 201 | 5.23 |
|  |  |  | RETAIL TRADE | 5 | 4.56 | WHOLESALE TRADE | 97 | 4.87 |
| MECHANICS, MAINTENANCE | 297 | 5.75 |  |  |  |  |  |  |
| MANUFACTURING | 216 | 5.29 | SHIPPING CLERKS | 94 | 5.27 | WAREHOUSEMEN | 777 | 4.86 |
|  |  |  | MANUFACTURING | 66 | 5.32 | MANUFACTURING | 281. | 4.32 |
| Painters, Maintenance --- | 65 | 5.40 |  |  |  | NONMANUF ACTUE ING | 496 | 5.16 |
| TOOL AND DIE MAKERS ---------------- | 579 | 5.89 | SHIPPIVG AND RECEIVING CLERKS ------ | 276 184 | 4.40 4.228 | wholesale trau | 407 | 5.41 |
|  | 564 | 5.89 | hONMANUFACTURING ------------------- | 92 | 4.76 | custodial ano |  |  |
|  |  |  |  |  |  | OCCUPATIONS - WOMEN |  |  |
| CUSTODIAL AND MATERIAL MUVEMENT |  |  | UCKDRIVERS | 2,372 | 5.99 |  |  |  |
| occilpations - men |  |  | MANUFACTURING | 690 | 5.57 | JANITORS, PORTERS, ANO CLEANERS | 234 | 3.13 |
|  |  |  | NONMANUF ACTURING | 1,682 | 6.17 | MANUFACTURING | 74 | 3.44 |
| GUARDS AND WATCHMEN --------------------- | 2,135 | 2.72 | PUALIC UTILITIES | 829 | 6.58 | NONMANUF ACTURING | 160 | 2.99 |
| MANUFACTURING - | . 284 | 4.27 | WHOLESALE TRADE | 480 | 5.77 | RETAIL TRAOE | 4 | 3.07 |
| NONMANUF ACTURING | 1,851 | 2.49 2.39 | retail trade | 256 | 6.16 |  |  |  |
| SERVICES | 1,668 | 2.39 |  |  |  | OROER FILLERS | 464 | 3.48 |
| JANITORS, PORTERS, $A N D$ CLEANERS --- | 2,200 | 3.53 | TRUCKDRIVERS, LIGHT (UIVOER <br> 1-1/2 TONS) |  |  | CKERS, SHIPPIN |  |  |
| MANUFACTURING | 1,058 | 3.58 | NONMANUFACTURING - ------------------ | 110 | 4.46 | MANUFACTURIN | 339 | 3.30 |
| NONMANUF ACTURING | 1,142 | 3.49 |  |  |  | NOMMANUFACTURIN | 98 | 3.84 |
| PETAIL TRADE - | 457 | 3.24 |  |  |  |  |  |  |
| services | 475 | 3.30 |  |  |  | peceiving clerks | 51 | 3.21 |

See footnotes at end of tables,

[^9]Table A-6a. Average hourly earnings of maintenance, powerplant, custodial, and material movement workers, by sex-large
establishments in Nassau-Suffolk, N.Y., June 1975

| Sex, occupation, and industry division | $\begin{gathered} \text { Number } \\ \text { of } \\ \text { workers } \end{gathered}$ | $\begin{array}{\|c} \begin{array}{c} \text { Average } \\ \text { (mean } \\ \text { mounly } \\ \text { hhorly } \end{array} \\ \text { Eamings } \end{array}$ | Sex, occupation, and industry division | $\begin{aligned} & \text { Number } \\ & \text { of } \\ & \text { woikers } \end{aligned}$ | $\begin{gathered} \text { Average } \\ \left(\text { (mean }{ }^{2}\right) \\ \text { hourly } \\ \text { earning }{ }^{3} \end{gathered}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
| MAINTENANCE AND POWERPLANT occupations - men |  |  | CUSTODIAL AND MATERIAL MOVEMENT OCCIJPATIONS - MEN--CONTINUED |  |  |
| CARPENTERS, MAINTENANCE ------------- | 83 | \$. 8.86 | JANITORS, PORTERS, AND CLEANERS --- | 916 | \$ 4.19 |
| CARPENTERS, MAINTENANCE |  |  | MANUFACTURING | 384 | 4.42 |
| electricians, maintenance | 197 | 5.99 | NONMA VUF ACTUR ING | 532 | 4.02 |
| manufacturing --- | 140 | 5.85 | RETAIL TRADE | 270 | 3.61 |
| NONMANUF ACTURING | 57 | 6.36 |  |  |  |
|  |  |  | ABORERS, MATEFIAL | 340 | 4.92 |
| ENGINEERS, STATIONARY --------------- | 98 | 6.74 | MANUFACTURING --- | 189 | 4.62 |
|  | 83 | 6.86 | NONMANUF ACTURING | 151 | 5.30 |
| MACHINISTS, MAINTENANCE | 76 | 6.59 | ORDER FILLERS | 314 | 3.44 |
| MANUFACTURING -------------------- | 69 | 6.53 | SHIPPING AND PECEIVING CLERKS | 61 |  |
| mechanics, automotive |  |  |  |  |  |
| (MAINTENANCE) ----- | 195 | 6.30 | TRUCKDRIVERS --- | 773 | 6.28 |
| NONMANUF ACTURING | 168 | 6.35 | MANUFACTURING | 224 | 6.40 |
| PUBLIC UTILITIES -------------- | 129 | 6.43 |  |  |  |
|  |  |  | TRUCKDRIVERS, HEAVY COVEK 4 TONS, |  |  |
| Chanics. maintenance | 182 | 5.83 | NONMANUFACTURI | 169 | 6.51 6.07 |
| PAINTERS, MAINTENANCE |  | 5.38 |  |  |  |
|  |  |  | TRUCKERS, Pomer ifurnlifti | 206 | 4.98 |
| TOOL AND DIE MAKERS ---------------- | 168 | 6.14 | MANUFACTUEING | 96 | 4.31 |
|  | 168 | 6.14 | *AREHOUSEMEN | 145 | 5.24 |
| CUSTODIAL AND MATERIAL MOVEMENT OCCUPATIONS - MEN |  |  | CUSTODIAL AND MATERIAL MOVEMENT OCCUPATIONS - WOMEN |  |  |
| GUARDS AND WATCHMEN | 442 | 4.09 | JANITORS, PORTEIS, AND CLEANESS | 99 | 3.41 |
| NONMANUFACTURING | 198 | 3.58 | NONMANUFACTURING ----------- | 57 | 3.17 |

See footnotes at end of table,

> Earning data in table A-6a relate only to workers whose sex identification was provided by the establishment. Earnings data in tables A-ta and A-5a, on the other hand, relate to all workers in an occupation. (See appendix A for publication criteria.)

# Table A-7. Percent increases in average hourly earnings for selected occupational groups, adjusted for employment shifts 

> NOTE: Data for table A-7 are not available for the NassauSuffolk survey since this is the first year a survey of comparable acope was conducted in the area.
> Reference to table A-7 in the standard text of the bulletin does not apply in this area.
NOTE: The percent increases presented in this table are based on changes in average
hourly earnings for establishments reporting the trend jobs in both the current and previous
year (matched establishments). They are not affected by changes in average eamings
reaulting from employment shifta among establishments or turnover of eatablishment
included in survey amples. The percent increases, however, are atill affected by factors
other than wage increases. Hirings, layoffs, and turnover may affect an establishment
average for an occupation when workers are paid under plans providing a range of wage rates
bottom of the range, depressing the average without a change in wage rate s.
These wage trends are not linked to the wage indexes previously published for thia
area because the wage indexes measured changes in area averages whereas the se wage trends
measure changes in matched establishment averages. Other characteristics of these wage
rende which differ from the discontinued indexes include (1) earnings data of office clerical
workers and incustrial nurses are converted to an hourly basis, (2) trend estimates are
provided for electronic data procesaing jobs.
For a more detailed description of the method used to compute these wage trends, see
$\begin{aligned} & \text { For a more detailed description of the method used to compute these wage trends, aee } \\ & \text { "Improving Area Wage Survey Indexes," Monthly Labor Review. January 1973, pp. 52-57. }\end{aligned}$
B. Establishment practices and supplementary wage provisions

Table B-1. Minimum entrance salaries for inexperienced typists and clerks in Nassau-Suffolk, N.Y., June 1975

| Minimum weekly straight-time salary* | Inexperienced typists |  |  |  |  |  |  | Other inexperienced clerical workers ${ }^{5}$ |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | All induatries | Manufacturing |  | Nonmanufacturing |  |  |  | $\underset{\text { industries }}{\text { All }}$ | Manufacturing |  | Nonmanufacturing |  |  |  |
|  |  | Based on standard weekly hours ${ }^{6}$ of- |  |  |  |  |  |  | Based on standard weekly hours ${ }^{\circ}$ of- |  |  |  |  |  |
|  |  | All schedules | 40 | All <br> achedules | 35 | $371 / 2$ | 40 |  | All schedules | 40 | All schedules | 35 | $371 / 2$ | 40 |
| Establishments studied | 208 | 68 | xrx | 140 | xxx | xxx | xxax | 208 | 68 | xxx | 140 | ${ }^{\times \times x}$ | x $\times$ x | xxx |
| Establishments having a specified minimum --- | 50 | 15 | 8 | 35 | 9 | 9 | 8 | 70 | 26 | 12 | 44 | 9 | 15 | 10 |
|  | - | - | - | - | - | - | - | 1 | 1 | - | - | - | - | - |
|  | - | $:$ | - | i | - | - | - | 1 | - | - | 1 | i | - | - |
|  | 1 | : | - | 1 | 1 | - | - | ${ }_{1}^{2}$ | 1 | - | 1 | 1 | - | - |
|  | $\overline{1}$ | - | - | $i$ | - | 1 | - | 2 | - | - | 2 | - | 2 | - |
|  | 3 | 1 | 1 | 2 | - | 1 | 1 | 5 | 1 | 1 | 4 | - | 2 | 1 |
|  | 2 | 2 | 1 | - | - | - | - | 3 | 2 | 1 | 1 | , | - | 1 |
|  | 4 | 1 | - | 3 | - | 2 | - | 6 | 1 | 1 | 5 | 1 | 2 | - |
|  | 1 | i | - | 1 | 1 | 1 | - | 1 | 1 | $\overline{3}$ | 4 | - | - | 3 |
|  | 3 2 | 1 | 1 | ${ }_{1}^{2}$ | 1 | - | - | 8 4 | 4 2 | 3 | 4 2 | 1 | 1 | 3 |
|  | 9 | 4 | 3 | 5 | 1 | - | 3 | 15 | 5 | 4 | 10 | 1 | 2 | 4 |
|  | 1 | - | - | 1 | - | - | 1 | 1 | - | - | 1 | 1 | - | - |
|  | 4 | 1 | - | 3 | - | 1 | - | , | - | - | - | - | - | - |
|  | 2 | - | - | 2 | 2 | - | - | 1 | 1 | i | - | - | \% | - |
|  | 4 | 1 | - | 3 | - | 1 | 1 | 9 | 4 | 1 | 5 | 1 | 3 | - |
| \$ 112.50 and under \$ 115.00 --------------------------------- | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
|  | 4 | 1 | - | 3 | - | 1 | 1 | 5 | 1 | - | 4 | - | 2 | 1 |
|  | 4 | 2 | 1 | 2 | - | 1 | 1 | 1 | 1 | - | - | - | $i$ | - |
|  | 3 | - | - | 3 | 2 | 1 | - | 2 | - | - | 2 | 2 | $-$ | - |
|  | 1 | - | - | 1 | 1 | - | - | 1 | - | - | 1 | 1 | - | - |
|  | 49 | 17 | xxx | 32 | xxx | xxx | xxx | 62 | 23 | xxx | 39 | x $x \times$ | xxor | xxx |
| Establishments which did not employ workers in this category $\qquad$ | 109 | 36 | xxx | 73 | xxx | xxx | xxx | 76 | 19 | xxox | 57 | xxax | xax | xxa |

See footnotes at end of tables.

Table B-2. Late shift pay provisions for full-time manufacturing plant workers in Nassau-Suffolk, N.Y., June 1975

| Item | All workers ${ }^{\text {? }}$ |  | Workers on late shifts |  |
| :---: | :---: | :---: | :---: | :---: |
|  | Second shift | Third shift | Second shift | Third shift |
| Percent of workers |  |  |  |  |
| In establishmenta with late shift provisions ---- | 71.2 | 49.9 | 7.7 | 1.9 |
| With no pay differential for late shift work ----- | 3.2 | 1.4 | . 2 | . 1 |
| With pay differential fot late shift work ---------- Uniform centa-per-hour differential | 68.0 19.1 | 48.5 13.3 | 7.5 3.2 | 1.7 1.3 |
| Uniform percent differential ------------------------ | 46.0 | 34.7 | 4.3 | . 4 |
| Other differential --------------------------------------------- | 2.8 | . 5 |  | - |
| Average pay differential |  |  |  |  |
| Uniform cents-per-hour differential ------------ | 18.1 | 27.3 | 22.0 | 32.9 |
| Uniform percent differential ----------------------- | 10.3 | 13.4 | 10.3 | 12.0 |
| Percent of workers by type and amount of pay differential |  |  |  |  |
| Uniform centa-per-hour: |  |  |  |  |
|  | . 6 | . 6 | - | - |
|  | 6.0 2.2 | 1.3 1.1 | .4 | . 1 |
|  | 2.1 | 1.1 | .4 | - |
|  | 2.6 | 1.5 | . 7 | . 4 |
| 25 centa | 1.2 | 1.1 | . 2 | ${ }^{8}$ ) |
|  | 2.8 | 2.8 | . 6 | - |
|  | 1.4 | 1.2 | 8 ${ }^{5}$ | - |
|  | . 2 | 1.6 2.1 | $\stackrel{8}{8}$ | .6 |
| Uniform percent: |  |  |  |  |
| 5 percent ------- | . 7 | . 7 | - | - |
|  | 1.0 | 1.0 | . 3 | . 2 |
|  | 2.9 | . 7 | . 3 | - |
|  | 31.6 | 8.9 | 2.7 | - |
|  | 5.9 | - | 7 | - |
|  | - | 1.5 | - | - |
|  | 4.0 | 19.6 | . 4 | . 1 |
|  | - | 2.4 | - | . 1 |
| Other differential | 2.8 | . 5 | - | - |

See footnotes at end of tables.

Table B-3. Scheduled weekly hours and days of full-time first-shift workers in Nassau-Suffolk, N.Y., June 1975

| Itern | Plant workers |  |  |  |  |  | Office workers |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | All induatries | Manufacturing | Public utilities | Wholesale trade | $\begin{aligned} & \text { Retail } \\ & \text { trade } \end{aligned}$ | Services | $\begin{gathered} \text { All } \\ \text { industries } \end{gathered}$ | Manufacturing | Public utilities | Wholesale trade | Retail trade | Finarce | Services |
| $\frac{\text { Percent of workers by acheduled }}{\text { weekly hours and day日 }}$ |  |  |  |  |  |  |  |  |  |  |  |  |  |
| All full-time workera | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| 15 hour - 5 days . | (9) | - |  |  | - | 4 |  | - | - | - | - | - |  |
|  |  | - | - | - | - | - | $\left({ }^{9}\right)$ | - | - | - | - | - | $\left({ }^{9}\right)$ |
| 25 hours-5 day | 1 | - | 13 | - | - | - | - | - | - | - | 9) | - | - |
|  | $\left({ }^{-9}\right)$ | $-$ | - | $-$ | $i$ | - | (9) | - | - | - | ${ }^{9}$ ) | - | - |
|  | 1 | 2 | - | - | - | - |  | - | - | - | - | 8 | - |
|  | 6 | 9 | 4 | 17 | 1 | 4 | 28 | 18 | 47 | 36 | 28 | 31 | 26 |
| $353 /$ hours -5 days -------------------------------------------------------- | - | - | - | - | - | - | (1) | - | - | - | - | 3 | - |
|  | 1 | 1 | - | - | - | - | ${ }_{8}$ | 3 | - | $\overline{2}$ | - | 19 | 17 |
|  | - | - | - | - | - | - | 1 | (9) | - | - | - | 3 | 7 |
|  | - | - | - | - | - | - | (9) | ) | - | - |  | 1 | - |
|  | - | - | - | - | 1 | - | ${ }^{(9)}$ | 4 | - |  | 3 | - |  |
| $371 / 2$ hours- 5 days | 12 | 3 | 3 | 4 | 31 | 4 | 24 | 14 | 31 | 46 | 57 | 23 | 13 |
|  | (9) | - | - | - | - | (9) | (9) | - | - | - | - |  | 3 |
| $383 / 4$ hours-5 days | 1 | - | - | 9 | - | ( | 2 | 1 | 15 | 5 | - | - | - |
|  | 75 | 80 | 78 | 67 | 66 | 85 | 32 | 64 | 8 | 12 | 11 | 13 | 40 |
| 4 days 5 days ------------ | $(95$ | $8{ }^{1}$ | 78 | 67 | $6{ }^{-7}$ | 85 | 32 | 64 | 8 | 12 | 11 | 13 | 40 |
| $42^{1 / 2}$ hours- 5 days | (9) |  | 2 |  | 66 | 8 | 3 | 64 | - | 12 | , | , | . |
| 43 hour - 5 days. | ${ }^{9}$ ) | - | 1 | - | - | - | - | - | - | - | - | - | - |
|  | 3 | 6 | - | 2 | 2 | - | - | - | - | - | - | - | - |
| Average scheduled weekly hours |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 39.2 | 39.6 | 37.9 | 39.0 | 39.3 | 38.7 | 37.4 | 38.6 | 36.7 | 36.9 | 37.0 | 36.5 | 37.6 |

[^10]Table B-4. Annual paid holidays for full-time workers in Nassau-Suffolk, N.Y.. June 1975

| Item | Plant workers |  |  |  |  |  | Office workers |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{gathered} \text { All } \\ \text { industries } \end{gathered}$ | Manu- <br> facturing | Public utilities | Wholesale trade | Retail trade | Servicea | $\underset{\text { Andustries }}{\text { All }}$ | Manufacturing | Public utilities | Wholesale trade | Retail trade | Finance | Services |
| Percent of workers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| All full-time workera | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| In establishmente not providing paid holidays $\qquad$ | 2 | - | - | 4 | 2 | 16 | ( ${ }^{9}$ ) | - | - | - | (9) | - | - |
| In eatablishments providing paid holidays | 98 | 100 | 100 | 96 | 98 | 84 | 99 | 100 | 100 | 100 | 99 | 100 | 100 |
| Average number of paid holidavs |  |  |  |  |  |  |  |  |  |  |  |  |  |
| For workers in eatablishments providing holidays $\qquad$ | 9.6 | 9.9 | 10.9 | 11.4 | 8.6 | 8.4 | 10.7 | 10.8 | 11.1 | 10.7 | 9.0 | 11.0 | 10.7 |
| Percent of workers by number of paid holidays provided |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 holidays - - | 1 | - | - | - | - | 9 | - | - | - | - | - | - | - |
|  | ${ }^{1}$ | 3 | - | - | - | - | (9) | - | - | - | - | 1 | - |
|  | ${ }^{(9}{ }_{3}$ ) | - | - | 7 | 5 | 10 | ${ }^{(9)}$ | - | 1 | 10 | 11 | - | $i$ |
|  | 12 | 9 | 4 | 2 | 22 | 6 | 3 | 4 | (9) | 8 | 10 | - | 1 |
|  | ${ }^{(9)}$ | (9) | - | - | 1 | - | $\left({ }^{(9)}\right.$ | (9) |  | (9) | (9) | - | 1 |
|  | 16 | 11 | 1 | 3 | 28 | 24 | 5 | 5 | (9) | 2 | 31 | - | 5 |
|  | 9 | 12 | - | 3 | 10 | - | 4 | 5 | 2 | 5 | 8 | 1 | 5 |
|  | 1 | 3 | - | - |  | - | 2 | 6 | 2 | 5 | 8 | - | $\stackrel{5}{2}$ |
|  | 17 | 21 | 20 | - | 16 | 8 | 11 | 16 | 16 | 2 | 5 | 3 | 24 |
|  | 2 | 3 | - | - | 2 | - | 2 | 1 | - | - | 3 | 4 | 5 |
|  | 14 5 | 9 | 45 | 36 | 9 | 2 | 37 | 13 | 47 | 21 | 20 | 75 | 23 |
|  | 12 | 20 | 7 | 6 | $\overline{3}$ | 17 | 88 | 41 | 29 | 16 | 8 | 15 | 23 |
|  | - |  | - | 6 | - | 5 | 1 | $\stackrel{-}{4}$ | - | 7 | 2 | 15 | 8 |
|  | 3 | 5 | 2 | 15 | - | - | 1 | 2 | 1 | 6 | - | - | - |
|  | - | - | - | - | - | - | $\left({ }^{9} 9\right.$ | - | - | - | (9) | - | - |
|  | - | - | : | - | - | - | (9) | (9) | - | 1 |  | - | - |
|  | 1 | () | - | 17 | - | - | 1 | $\because$ | - | 6 | - | : | : |
|  | (9) | (9) | - | - | - | - | - | - | - | - | - |  | - |
|  |  |  | - | - | - | - | $(9)^{9}$ | - | - | - | - | - | 3 |
| Percent of workers by total paid holiday time provided ${ }^{11}$ |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 98 | 100 | 100 | 96 | 98 | 84 | 99 | 100 | 100 | 100 | 99 | 100 | 100 |
|  | 97 | 100 | 100 | 96 | 98 | 75 | 99 | 100 | 100 | 100 | 99 | 100 | 100 |
|  | 96 | 97 | 100 | 96 | 98 | 75 | 98 | 100 | 100 | 100 | 99 | 99 | 100 |
|  | 96 | 97 | 100 | 96 | 98 | 74 | 98 | 100 | 99 | 100 | 99 | 99 | 100 |
|  | 93 | 97 | 100 | 89 | 92 | 64 | 98 | 100 | 99 | 90 | 88 | 99 | 99 |
| 8 daye or more | 81 | 88 | 96 | 87 | 69 | 58 | 94 | 95 | 99 | 82 | 78 | 99 | 98 |
|  | 65 | 76 63 | 95 | 86 | 41 | 33 | 89 | 90 | 99 | 80 75 | 48 | 99 | 91 |
|  | 55 | 63 | 95 | 78 | 30 | 33 | 84 | 82 | 97 | 75 | 40 | 97 | 86 |
|  | 36 19 | 38 27 | 74 30 | 76 38 | 15 | 25 | 69 28 | 61 | 81 35 | 69 | 35 | 90 | 58 |
|  | 4 | - 5 | - 2 | 31 | 3 | 5 | 28 3 | 47 2 | 35 1 | 36 20 | 3 3 | 15 | 14 3 |
|  | 1 | (9) | - | 17 | - | - | 1 | (9) | - | 7 | $\checkmark$ | - | 3 |
| 15 days or more $-\cdots-$ | 1 | $\stackrel{9}{ }{ }^{9}$ | : | 17 | 5 | : | (9) | : | - | 6 | : | - | 3 3 3 |

See footnotes at end of tables.

Table B-4a. Identification of major paid holidays for full-time workers in Nassau-Suffolk, N.Y., June 1975


[^11]Table B-5. Paid vacation provisions for full-time workers in Nassau-Suffolk, N.Y., June 1975


[^12]Table B-5. Paid vacation provisions for full-time workers in Nassau-Suffolk, N.Y., June 1975—Continued

| Item | Plant workers |  |  |  |  |  | Office workers |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | All industries | Mantifacturing | Public utilities | Wholesale trade | Retail trade | Services | $\underset{\text { All }}{\text { industries }}$ | Manufacturing | Public utilities | Wholesale trade | Retail trade | Finance | Services |
| Amount of paid vacation after ${ }^{14}$-Continued |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 years of service: | ${ }^{\frac{1}{9}}$ ) |  |  |  |  |  |  | ${ }^{9}$ ) | - | - | - | - |  |
| 1 week |  | - | 69 | - | 42 | 551 | ${ }^{9}$ ) |  |  |  |  |  |  |
|  | 599 | 70 |  | 48 |  |  | 58 | 86 | 79 | 4815 | 62 | 2715 | 403 |
| Over 2 and under 3 weeks ---------- |  | 15 | 14 | 838 |  | 15 | 7 | 2 | 21 |  | 2 |  |  |
|  | 222 |  |  |  | 34 |  | 34 | 11 |  | 15 37 |  | 57 | 54 |
|  |  | 2 | 13 | 1 | 5 | - | $(9)$ | - | - | - | 32 4 | - |  |
|  | $\left(^{2}\right)$ |  | 13 |  | - |  | (9) | - | - | - | - | - | 3 |
|  |  | $\overline{6}$ | - | $-$ | - | - | - | - | - | - | - | - |  |
| 10 years of service: | (9) |  | - |  | 2 | 2 | (9) | ${ }^{9}$ ) | - | $\overline{-}$ | - | - | - |
|  |  | 20 | 1 | 11 | 5 | 5 | 11 |  |  |  | 5 | 7 | 11 |
|  | 12 |  |  |  |  |  |  | 14 | $\overline{1}$ | 25 |  |  |  |
| 3 weekn --------- |  | 68 | 78 <br> - | 56 | 7115 | 43 5 | 801 | ${ }^{81}{ }^{9}$ | 99 | 45 | 81 | 92 | 54 |
| Over 3 and under 4 weeks | 68(9) | 2 4 |  |  |  | 6 |  |  | (9) | 30 | $\stackrel{4}{4}$ |  | 9 |
| 4 weekr |  | $\begin{gathered} 4 \\ (9) \end{gathered}$ | 17 | 26 7 | 7 | 6 | $\left(^{7}\right)$ |  | $\bigcirc$ | 3 | 10 | - | 3 |
|  | ${ }_{3}$ | 6 | - | - | - | - | - | - | - | - | - |  |  |
| 12 years of service: |  | - |  | - | 2 | 25 |  | (9) | - | - |  |  |  |
| 1 week ...-..-......---------- | (9) |  | $\bar{i}$ | 11 |  |  | (9) |  |  |  | - | - | - |
| 2 weeks | ${ }_{12}{ }^{1}$ | 181 |  |  | 5 | 11 | 10 | 11 | $\overline{1}$ | 25 | 5 | 7 | 11 |
| Over 2 and under 3 weeks - |  |  | - |  | - |  | 1 |  | - | - | - | - | - |
| 3 wekk -------------- | 66 | 66 | 78 | 52 | 71 | 43 | 77 | 79 | 98 | 43 | 73 | 92 | 45 |
| Over 3 and under 4 weeks ------- | 4 | 3 | - | 30 | 5 | 6 | 3 | 1 | - | - | 4 | - | 18 |
| 4 weeks - Over 4 and under 5 weeke | 8 3 | (9) | 17 | 30 | ${ }^{7}$ | 6 | (9) | 5 | 1 | 31 | 19 | - | 22 |
|  | 3 | ${ }_{6}$ | - | 7 | 10 | - | ( | - | - | - | - | - | - |
| 15 years of service: |  |  |  |  |  |  |  |  |  |  |  |  |  |
| ${ }^{\text {O }}$ week ------------------------ | (9) | - | - | - | 2 | 2 | $\left({ }^{9}\right)$ | (9) | - | - | - | - | - |
| 2 week | ${ }_{8}$ | 11 | 1 | 11 | 4 | 11 | 8 | 8 | 1 | 25 | 4 | 4 | 11 |
| 3 weeks | 55 | 61 | 48 | 41 | 53 | 42 | 53 | 69 | 49 | 32 | 64 | 45 | 40 |
| Over 3 and under 4 weeks ---- | 3 | 3 | - | - | 5 | ${ }^{9}$ ) | 5 | 1 | - | - | 4 | 13 |  |
|  | 24 | 19 | 46 | 41 | 26 | 7 | 32 | 21 | 50 | 43 | 27 | 38 | 27 |
|  | 4 | - | - | 7 | 10 | 5 | ${ }^{19}$ | $\left({ }^{( }\right)$ | - | - | - | - | 12 |
|  | 3 | 6 | - | - | - | - | (9) | 1 | - | - | - | - | - |
| 20 yearg of service: <br> 1 week $\qquad$ |  | - | - | - | 2 | 2 | ${ }^{9}$ ) | (9) |  | - | - | - | - |
|  | (9) | - | - | - | - | 5 | $\because$ | $\because$ | - | - | - | - | - |
| 2 week m ------------------- | 8 | 11 | 1 | 11 | 4 | 11 | 8 | 8 |  | 25 | 4 | 4 | 11 |
| 3 weeks | 28 | 28 | 13 | 24 | 35 | 27 | 18 | 16 | 2 | 13 | 42 | 17 | 22 |
|  | 3 | 1 |  | 37 | ${ }^{7}$ | 2 | (9) | 6 |  | $5-$ | 2 | 7 | 5 |
|  | 44 | 45 | 73 | 37 | 41 | 22 | 68 | 69 | 79 | 54 | 47 | 78 | 52 |
| Over 4 and under 5 weeks | 3 | 15 | $\overline{8}$ | 12 | 10 | (9) | 1 5 | $\left({ }^{9}\right.$ ) | 18 | $\overline{9}$ | $\overline{5}$ | - | 12 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 2 | 2 | (9) | (9) |  |  | - |  |  |
|  | (9) | - | - | - | - | 5 | $\because$ | $\because$ | - | - | - | : | - |
|  | 8 | 11 | 1 | 11 | 4 | 11 | 8 | 8 | 1 | 25 | 4 | 4 | 11 |
|  | 24 | 28 | 13 | 24 | 21 | 27 | 16 | 16 | 2 | 13 | 30 | 17 | 20 |
|  | 1 | 1 | $\overline{-}$ | - | $4{ }^{-}$ | - | 57 | 6 | $\overline{3}$ | - | $\stackrel{\square}{-}$ | - | - |
|  | 6 | 35 | 1. | 24 1 | 17 | 28 | 57 3 | 64 | 3 | 51 | 43 2 | 78 | 41 |
| 5 weeks --------------------1-1 | 25 | 25 | 68 | 40 | 14 | (9) | 15 | 12 | 80 | 11 | 21 | : | 6 |
|  | - | - | - | - | - | $\bigcirc$ | 1 | - | 15 | - | - | - | - |

See footnotes at end of tables.

Table B-5. Paid vacation provisions for full-time workers in Nassau-Suffolk, N.Y., June 1975-Continued

| Item | Plant workers |  |  |  |  |  | Office workers |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\underset{\text { All }}{\text { Andustries }}$ | Manufacturing | Public utilities | Wholesale trade | Retail trade | Services | $\underset{\text { Andustries }}{\text { All }}$ | Manufacturing | Public utilities | Wholeasle trade | $\begin{aligned} & \text { Retail } \\ & \text { trade } \end{aligned}$ | Finance | Services |
| Amount of paid vacation after ${ }^{14}$-Continued |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 30 years of service: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | (9) | - | - | - | 2 | 2 | (9) | (9) | - | - | - | - | - |
| 2 weeks -------- | ) | 11 | 1 | 11 | 4 | 11 | 8 | 8 | 1 | 25 | 4 | 4 | 11 |
|  | 24 | 28 | 13 | 24 | 21 | 27 | 16 | 16 | 2 | 13 | 30 | 17 | 20 |
| Over 3 and under 4 weekb ----------------------------------------- | 1 | 1 | - | - | - | - | - | - | - | - | - | - | - |
|  | 32 | 32 | 13 | 24 | 42 | 22 | 56 | 60 | 3 | 51 | 42 | 78 | 41 |
|  | 6 26 | 27 | 68 | 1 | 17 | 5 | 2 | - | - | 1 | 2 | - | 12 |
|  | 26 | 27 | 68 | 40 | 14 | 1 | 17 1 | 16 | 80 15 | 11 | 22 | - | 15 |
| Maximum vacation available: |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | - |  | 2 | (9) | (9) | - | - | - | - | - |
|  | (9) | - | - | - | - | 5 | $\bigcirc$ | $\bigcirc$ | , | 5 | - | - |  |
|  | 8 | 11 | 1 | 11 | 4 | 11 | 8 | 8 | 1 | 25 | 4 | 4 | 11 |
|  | 24 | 28 | 13 | 24 | 21 | 27 | 16 | 16 | 2 | 13 | 30 | 17 | 20 |
|  | ${ }_{32}^{1}$ | 32 | 13 | 24 | 42 | 22 | $55^{\circ}$ | 60 | 3 | 51 | 4 | 6 | 41 |
|  | 36 | 32 | 13 | 24 1 | 17 | 2 | 5 2 | 6 | 3 | 51 | 42 | 76 | 41 |
| 5 weeks .------..---- | 24 | 27 | 47 | 40 | 14 |  | 15 | 16 | 51 | 11 | 22 | 3 | 15 |
|  | 2 | - | 21 | - | - | - | 4 | - | 44 | - | - | - | - |

See footnotes at end of tables,

Table B-6. Health, insurance, and pension plans for full-time workers in Nassau-Suffolk, N.Y., June 1975

| Item | Plant workers |  |  |  |  |  | Office workera |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{gathered} \text { All } \\ \text { industries } \end{gathered}$ | Manufacturing | Public utilities | Wholeasle trade | Retail <br> trade | Services | $\begin{gathered} \text { All } \\ \text { industries } \end{gathered}$ | Manufacturing | Public utilities | Wholesale trade | Retail trade | Finance | Services |
| Percent of workers |  |  |  |  |  |  |  |  |  |  |  |  |  |
| All full-time workers | 100 | 160 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| In establishmente providing at least one of the benefits shown below ${ }^{15}$ $\qquad$ | 98 | 100 | 100 | 100 | 100 | 75 | 99 | 100 | 100 | 100 | 100 | 100 | 99 |
| Life inaurance $\qquad$ <br> Noncontributory plane $\qquad$ | 92 86 | 96 91 | 87 66 | 93 82 | 98 94 | 53 53 | 96 83 | 98 90 | 99 70 | 90 69 | 93 65 | 96 85 | 95 90 |
| Accidental death and diamemberment insurance $\qquad$ Noncontributory plans $\qquad$ | 72 68 | 78 72 | 60 60 | 79 69 | 73 71 | 41 | 78 65 | 89 81 | 70 70 | 71 51 | 66 38 | 74 53 | 78 74 |
| Sickness and accident insurance or sick leave or both ${ }^{16}$ $\qquad$ | 88 | 89 | 94 | 93 | 91 | 63 | 90 | 89 | 98 | 82 | 94 | 86 | 95 |
| Sickness and accident insurance $\qquad$ <br> Noncontributory plans | 47 44 | 36 36 | 70 69 | 38 38 | 64 55 | 26 26 | 41 39 | 27 27 | 97 97 | 15 15 | 58 28 | 47 | 33 32 |
| Sick leave (full pay and no waiting period) | 73 | 79 | 55 | 74 | 74 | 53 | 82 | 88 | 94 | 75 | 74 | 70 | 93 |
| Sick leave (partial pay or waiting period) |  |  | - | 16 | 8 | 3 | 2 |  |  | 7 | 11 | 3 |  |
| Long-term disability insurance $\qquad$ Noncontributory plans <br>  | 23 18 | 28 23 | 21 21 | 24 23 | 18 11 | 20 14 | 44 36 | 50 44 | 47 32 | 41 26 | 31 6 | 37. 36 | 54 42 |
| Hospitalization insurance $\qquad$ <br> Noncontributory plans $\qquad$ | 95 90 | 100 95 | 87 87 | 98 89 | 98 94 | 61 46 | 96 71 | 95 83 | 100 99 | 97 81 | 98 70 | 93 39 | 96 87 |
| Surgical insurance $\qquad$ Noncontributory plans $\qquad$ | 95 90 | 100 95 | 87 87 | 100 91 | 98 94 | 58 43 | 96 71 | 95 83 | 100 99 | 97 81 | 98 70 | 93 39 | 95 86 |
| Medical ingurance $\qquad$ Noncontributory plans $\qquad$ | 92 86 | 98 93 | 87 87 | 100 91 | 92 88 | 51 37 | 96 71 | 98 86 | 100 99 | 97 81 | 97 69 | 93 38 | 95 86 |
| Major medical insurance $\qquad$ <br> Noncontributory plans $\qquad$ | 74 64 | 78 72 | 81 81 | 81 72 | 71 52 | 44 29 | 97 71 | 96 84 | 99 99 | 94 70 | 92 52 | 99 47 | 95 86 |
| Dental ingurance $\qquad$ <br> Noncontributory plans $\qquad$ | 41 39 | 41 39 | 31 31 | 40 33 | 51 49 | 8 8 | 33 24 | 47 43 | 50 50 | 33 23 | 20 18 | 21 | 18 |
| Retirement pension $\qquad$ <br> Noncontributory plans $\qquad$ | 76 73 | 74 70 | 86 81 | 84 77 | 86 86 | 30 24 | $\begin{aligned} & 85 \\ & 77 \end{aligned}$ | 78 68 | 98 82 | 75 71 | $\begin{aligned} & 86 \\ & 86 \end{aligned}$ | 96 92 | $\begin{aligned} & 78 \\ & 64 \end{aligned}$ |

See footnoter at end of tables.

## Footnotes

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

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

The mean is computed for each job by totaling the earnings of all workers and dividing by the number of workers. The median designates position-half of the employees surveyed receive more and half receive less than the rate shown. The middle range is defined by two 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.
${ }_{4}$ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts.
4 These salaries relate to formally established minimum starting (hiring) regular straight-time salaries that are paid for standard workweeks.

5 Evcludes workers in subclerical jobs such as messenger.
6 Data are presented for all standard workweeks combined, and for the most common standard workweeks reported.
7 Includes all plant workers in establishments currently operating late shifts, and establishments whose formal provisions cover late shifts, even though the establishments were not currently operating late shifts.

Less than 0.05 percent.
9 Less than 0.5 percent.
10 For purposes of this study, pay for a Sunday in December, negotiated in the automobile industry, is not treated as a paid holiday.
${ }^{11}$ All combinations of full and half days that add to the same amount are combined; for example, the proportion of workers receiving a total of 9 days includes those with 9 full days and no half days, 8 full days and 2 half days, 7 full days and 4 half days, and so on. Proportions then were cumulated.

12 A Christmas-New Year holiday period is an unbroken series of holidays which includes Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day. Such a holiday period is common in the automobile, aerospace, and farm implement industries.

13 "Floating" holidays vary from year to year according to employer or employee choice.
14 Includes payments other than "length of time," such as percentage of annual earnings or flat-surn payments, converted to an equivalent time basis; for example, 2 percent of annual earnings was considered as 1 week's pay. Periods of service are chosen arbitrarily and do not necessarily reflect individual provisions for progression; for example, changes in proportions at 10 years include changes between 5 and 10 years. Estimates are cumulative. Thus, the proportion eligible for at least 3 weeks' pay after 10 years includes those eligible for at least 3 weeks' pay after fewer years of service.

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

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

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## Appendix A

Area wage and related benefits data are obtained by personal visits of Bureau field represent-
at 3 -year intervals. ${ }^{1}$ In each of the intervening years information on employment and atives at 3 -year intervals. ${ }^{1}$ In each of the intervening years, information on employment and occupational earnings is collected by a combination of personal visit, mail questionnaire, and telephone

In each of the $82^{2}$ areas currently surveyed, data are obtained from representative estabpublic utilities; wholesale trade; retail trade; finance, insurance, and real estate; and services. Major induatry groups excluded from these studies are government operations and the construction and execause of insufficient employment in the occupations studied Separate tabulations are provided for each of the broad induatry divisions which meet publication criteria.

These surveys are conducted on a sample basis. The sampling procedures involve detailed stratification of all establishments within the scope of an individual area survey by industry and number of employees. From this stratified universe a probability sample is selected, with each establishment proportion of large than small establishments is selected. When data are combined, each establishment is weighted according to its probability of selection, so that unbiased estimates are generated. For example, if one out of four establishments is zelected, it is given a weight of four to represent itself plus three othera. An alternate of the same original probability is chosen in the same industry-size classification if data are not available for the original sample member. If no suitable substitute is available, additional weight is assigned to a sample member that is similar to the missing unit. Occupations and Earnings

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) based on a uniform set of job descriptions designed to take account of interestablishment variation in dutios within the same job. Occupations selected for study are listed and described in appendix B. Unless otherwise indicated, the earnings data following the job titles are for all indurtries combined. Earnings data for some of the occupations listed and described, or for some industry divisions within occupations, are not presented in the A-series tables, because either (1) employment in the occupation
is too small to provide enough data to merit presentation, or (2) there is possibility of disclosure of individual establishment data. Separate men's and women's earnings data are not presented when the number of workers not identified by sex is 20 percent or more of the men or women identified in an occupation. Earnings data not shown separately for industry divisions are included in all industries combined data, where shown. Likewise, data are included in the overall classification when a subclassification of electronics technicians, 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 achedule. Earnings data exclude premiurn pay for overtime and for work on weekends, occupations refer to the standard workweek (rounded to the nearest half hour) for which employees receive regular straight-time salaries (oxclusive of pay for overtime at regular and/or premium rates). Average weokly earning for these occupations are rounded to the nearest half dollar.

These surveys measure the level of occupational earnings in an area at a particular time. Comparisons of individual accupational 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

1 Penonal visita were on a 2 -year cycle before July 1972.
2 included in the 82 areas are 12 sudies conducted by the

 Durbara, N. C. isyracuse, N.Y.; and Westcherter County, N.Y. In addition, the Bureau conduct
areas at the requett of the Employment Standard Adminlatration of the U. 5 . Department of Labor.
workers may advance to better jobs and be replaced by new workera 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 A-7 re better indicators of wage trends than individual jobs within the groups.

Average earnings reflect composite, areawide estimates. Industries and establishrments differ in pay level and job ataffing, and thus contribute differently to the estimates for each job. Pay

Average pay levels for men and women in selected occupations should not be assumed to
differences in pay of the sexes within individual establishments. Factors which may contribute reflect differences in pay of the sexes within individual establishments. Factors which may contribute are collected, and performance of specific duties within the general survey job descriptions. Job descriptions used to classify employees in these surveys usually are more generalized than those used in individual establishments and allow for minor differences among establishments in specific duties performed

Occupational employment estimates represent the total in all establishments within the scope of the study and not the number actually surveyed. Because occupational structures among eatablish ments differ, estimates of occupational employment obtained from the sample of establishments atudied arve only to indicate the relative importance of the jobs studied. These differences in occupationa atructure do not affect materially the accuracy of the earnings data.
Wage trends for selected occupational groupe
The percents of change in table A-7 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 span between surveys was other than 12 months. Annual rates are based on the assumption that wage
Occupations used to compute wage trende are:

Office clerical (men and women):
Bookkeeping-machine operators,
Clerks, accounting, classes $A$ and $B$
Clerks, file, classes A, B, and C
Clerks, order
Clerks, payroll Keypunch operators, classes A and B
Keypunch ope
Messengers
Secretaries
Stenographera, general
Stenographers, senior
Tabulating-machine operators,
class B
Electronic data processing
(men and women):
Computer operators, classes A, B, and C
Computer programmers, classes A, B, and C

## Electronic data processing (men

Computer systems analysts, clases
$B$, and $C$

## Industrial nuraes (men and women):

Nurses, industrial (registered)
Skilled maintenance (men):
Carpenters
Electricians
Machinista
Mechanics
Mechanics (automotive)
Painters
Tool and die maker
Unskilled plant (men):
Janitors, porters, and cleaners
Laborera, material handling

## Percent changes for individual areas in the program are computed as followe:

1. Each occupation is assigned a weight based on its proportionate employment in the selected roup of occupations in the base year.
arnings is multiplied by its weight. the compute group averages. Each occupation's average (mean) 3. The ratio of group averagea for 2 consecutive years la computed by dividing the average for the current year by the average for the earlier year. The reault-mexpressed as a percent-less 100 is the percent change.

## Establishment practice: and supplementary wage provisions

The B-series tables provide information on establishment practices and supplementary wage provisions for full-time plant and office workers. "Plant workers" include working foremen and all non $u p e r v i s o r y ~ w o r k e r s ~(i n c l u d i n g ~ l e a d m e n ~ a n d ~ t r a i n e e s) ~ e n g a g e d ~ i n ~ n o n o f f i c e ~ f u n c t i o n s . ~ C a f e t e r i a ~$ Office workers" include working supervisors and nonsupervisory workors performing elerical or related functions. Administrative, executive, professional, and part-time employees are excluded. the establiahment's schedule for full-time employees in the same general type of work. The determination is based on the employer's distinction between the two groups which may take into account not only differences in work schedules but differences in pay and benefits

Minimum entrance salaries for office workers relate only to the establishments visited. (See table B-1.) Because of the optimum sampling techniques used and the probability that large subclerical level, the table is more representative of policies in medium and large establishments.

Shift differential data are limited to full-time plant workers in manufacturing industries. (See table B-2.) This information is presented in terms of (1) establishment policy ${ }^{3}$ for total plant worker mployment, and establishments having some late-shift hours paid at normal rates, a differential is recorded only if it applies to a majority of the shift hours. A second (evening) shift ends work at or near midnight. A third (night) shift starts work at or near midnight.

The scheduled weekly hours and days of a majority of the first-shift workers in an establish ment are tabulated as applying to all full-time plant or office workers of that establishment. (See expected to work for atraight-time or overtime rates.

Paid holidays; paid vacations; and health, insurance, and pension plans are treated statistically as applying to all full-time plant or office workers if a majority of such workers are eligible or may ventually qualify for the prachion

Data on paid holidays are limited to holidays granted ann
Data on paid holidays are limited to holiday granted annually on a formal basis, which (1) are provided for in written form, or (2) are established by custom. (See table B-4.) Holidays granted another day off. The first part of the paid holidays table presents the number of whole and half holidays actually granted. The second part combines whole and half holidays to show total holiday
time. Table B-4a reports the incidence of the most common paid holidays.
${ }^{3}$ An establishment was considered as having a polltry if it met ether of the following conditionse (1) Operited late shifts at the time of the
in thifto durimg the 12 months before the survey, or (2) had provisious in written form to operate late shifts.

The summary of vacation plans is a statiatical measure of vacation provisions rather than a measure of the proportion of full-time workers actually receiving apecific benefits. (See table B-5.) Payments on other than a time basis are converted to a time period; for example, 2 percent of annual earninga are considered equivalent to 1 week's pay. Only basic plans are included. Estimates exclude vacation bonuses, vacation-savings plans, and "extended" or "sabbatical" benefits beyond basic
plans. Such provisions are typical in the steel, aluminum, and can industries.

Health, insurance, and pension plans for which the employer pays at least a part of the cost nclude those (1) underwritten by a commercial insurance company or nonprofit organization, (2) provided through a union fund, or (3) paid directly by the employer out of current operating funds or
from a fund get aside for this purpose. (See table B-6.) An establishment is considered to have from a fund set aside for this purpose. (See table B-6.) An establishment is considered to have under the plan because employees are required to contribute toward the cost. Excluded are legally required plans, such as workmen's compensation, social security, and railroad retirement.

Sickness and accident insurance is limited to that type of insurance under which predetermined cash payments are made directly to the insured during temporary illness or accident disability. Information is presented for all such plans to which the employer contributes. However, in New York and New Jersey, which have enacted temporary disability insurance laws requiring employer contributions, ${ }^{4}$ plans are included only if the employer (1) contributes more than is legally required,
or (2) provides the employee with benefits which exceed the requirements of the law. Tabulations of paid sick leave plans are limited to formal plans ${ }^{5}$ which provide full pay or a proportion of the worker's pay during absence from work becauge of illness. Separate tabulations are presented according to (1) plans which provide full pay and no waiting period, and (2) plans which provide either partial pay or a waiting period. in addition to the presentation of proportions of workers provided sicknes and accident insurance or paid sick leave, an unduplicated total is shown of workers who receive either or both types of benefits.

Long term disability insurance plans provide payments to totally disabled employees upon the expiration of their paid sick leave and/or sickness and accident insurance, or after a predetermined period of disability (typically 6 months). Payments are made until the end of the disability, a reduced by social security, workmen's compensation, and private pensions benefits payable to the disabled employee.

Major medical insurance plans protect employees from sickness and injury expenses beyond the coverage of basic hospitalization, medical, and surgical plans. Typical features of major medical plans are (1) a "deductible" (e.g., $\$ 50$ ) paid by the insured before benefits begin; (2) a coinsurance eature requiring the insured to pay a portion (e.g. 20 percent) of certain expenses; and (3) stated dollar maximum benefits (e.g., $\$ 10,000$ a year). Medicat insurance provides complete or partial payment of doctors lees. Dis insurance usually covers ings, extractions, and K -ray. Exchud payments for the remainder of worker's life

5 The temporary disability laws in Califoria and Rhode slingd do not require employer consributions employee. Such a plan need not be written; but informal sick leave allowances, determined on an individual basis, are excluded.

Establishments and workers within scope of survey and number studied in Nassau-Suffolk, N.Y.,' June 1975

| Industry division ${ }^{2}$ | Minimum employment in eatablishments in cope of study | Number of entablishments |  | Workers in establishments |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Within acope of study ${ }^{3}$ | Studied | Within acope of study |  |  |  | Studied |
|  |  |  |  | Total ${ }^{\text {4 }}$ |  | Full-time plant workers | Full-time office workers |  |
|  |  |  |  | Number | Percent |  |  | Total ${ }^{4}$ |
| All e tablishments |  |  |  |  |  |  |  |  |
| All divisions. | - | 1,284 | 208 | 263,937 | 100 | 136,434 | 52,652 | 132,798 |
| Manufacturing--- | 50 | 551 | 68 | 109.623 | 42 | 63,606 | 17.600 | 53,567 |
|  | - | 733 | 140 | 154, 314 | 58 | 72,828 | 35,052 | 79,231 |
| Tranaportation, communication, and other public utilities ${ }^{5}$ $\qquad$ | 50 | 68 148 | 17 29 | 22,556 16580 | 9 | 13,305 7 7 | 4,707 4,902 | 17,027 |
|  | 50 | 148 | 29 | 16,580 | 6 | 7,572 41580 | 4,902 4 | 4,829 |
|  | 50 50 | 254 107 | 37 <br> 22 | 63,760 24,157 | 24 9 | ${ }^{41}{ }_{4}{ }_{480} 580$ | 4,190 15,410 | 32,207 12,022 |
|  |  | 156 | 35 | 24, 261 |  | 9,891 | 5,843 | 13, 146 |
| Large establishmente |  |  |  |  |  |  |  |  |
| All diviaiona------------------------------------------ | $-$ | 78 | 51 | 132,517 | 100 | 60,997 | 29,000 | 109,628 |
| Manufacturing------------------------------------------------- | 500 | 20 | 15 | 48,469 | 37 | 19,522 | 10,793 | 45, 018 |
|  | - | 58 | 36 | 84, 048 | 63 | 41,475 | 18,207 | 64,610 |
| Transportation, communication, and other public utilities ${ }^{5}$ $\qquad$ | 500 | 4 | 4 | 15,229 | 11 | 7,787 | 4,280 | 15,229 |
|  | 500 | 2 | 2 | 1,145 | 1 | . 690 | 140 | 1,145 |
|  | 500 500 | 30 | 16 | 43,496 12,249 | 33 9 | 30, 117 | 2,635 | 29,139 9,599 |
|  | 500 500 | 11 | 7 | 12,249 11,929 | 9 | 2,881 | 7,867 3,285 | 9,599 9,498 |


 in advance of the payroll period studied, and (2) small establishments are excluded from the scope of the survey,
${ }_{3}$ The 1967 edition of the Standard Industrial Classification Manual was used to classify establishments by industry division
and motion pleture theaters are considered as l establishment.
Abbreviated to "public utilities" in the A- and B-beries tables. Taxicabs and services incidental to water transportation were excluded.
${ }_{7}$ Abbreviated to "finance" in the A- and B-series tables.
 industry" estimates in the B-series tables.
services; business services; automobile repair, rental, and parking; motion pictures; nonprofit membership organizations (excluding religious and charitable organizationg); and engineering and architectural services.

Industrial composition in manufacturing
Two-fifthe of the workers within scope of the survey in the Nassau-Suffolk area were employed in manufacturing firms. The following presents the major industry groups
Industry groups

Transportation equipment $\quad$| Specific industries |
| :---: |

Labor-management agreement coverage
The following tabulation shows the percent of full-time plant and office workers employed in establishments in which a union contract or contracts covered a majority of the employed in establishments in which a union contract or contract cover
workers in the respective categories, Nassau-Suffolk, N.Y., June 1975;

|  | Plant workers | Office workers |
| :---: | :---: | :---: |
|  | 59 | 11 |
| Manufacturing------------------------ | 55 | 1 |
|  | 74 | 77 |
| Wholesale trade -------------------- | 74 | 8 |
|  | 65 | 27 |
|  |  |  |
| Services ----------------------------- | 27 | 13 |

An establishment is considered to have a contract covering all plant or office workers if a majority of such workers are covered by a labor-management agreement. Therefore, all other plant or office workers are employed in establishments that either do not have labor-management contracts in effect, or have contracts that apply to fewer than half of their plant or office workers. Estimates are not necessarily representative of the exten agreements, because small establishments are excluded and the industrial scope of the surver is limited.

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#### Abstract

The primary purpose of preparing job descriptions for the Bureau's wage surveys is to assist its field ataff in classifying into appropriate occupations workere who are employed under a variety of payroll titles and different work arrangements from establishment to establiahment and from area to area. This permita the grouping of occupational wage rates representing comparable job content, Because of this emphasis on interestablishment and interarea comparabili'y of occupational content, the Bureauls job descriptions may differ aignificantly from those in use in individual establishments or those prepared for other purposes. In applying these job descriptions, the Bureauta field economists are instructed individual establishments or those prepared for other purposes. In applying these job descriptions, the bureaua field economists are instructed to exclude working supervisora; apprentices; learners; beginners; trainees; and handicapped, part-time, temporary, and probationary workers.


## OfFICE

## BILLER, MACHINE

Prepares atatements, bills, and invoices on a machine other than an ordinary or electromatic typewriter. May alsokeep rocords as to billings or shipping charges or perform other clerical work machine, as follows:

Biller. machine (billing machine). Uses a special billing machine (combination typing and dding machina) to prepare bills and invoices from cuatomers' 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.
typewriter keyboard) to prepare customeral bills as part of the accounts receivable without a Genorally 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 utomatically 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

Operate日 a bookkeping machine (with or without a typewriter keyboard) to keep a record of business tranaactions.

Class A. Keeps a set of records requiring a knowledge of and experience in basic bookkeeping principlee, and familiarity with the structure of the particular accounting syatem used. Determines prepare consolidated reports, balance sheets, and other records by hand.

Class B. Keepa a record of one or more phases or aections of a set of records usually roquiring little knowledge of basic bookkeeping. Phases or sections include accounts payable, payroll, distribution, expense distribution, inventory control etc. May check or assist in preparation of trial balances and prepare control sheets for the accounting department.

## CLERKS, ACCOUNTING

Performs one or more accounting clerical tasks such as posting to registers and ledgers reconciling bank accounts; verifing the internal consistency, completeness, and mathematical accuracy for clerical accuracy various types of reports, lists, calculations, posting, etc.; or preparing simple or asaisting in preparing more complicated journal vouchers. May work in either a manual or automated accounting aystem.

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 procedures used in the assigned work, but is not required to have a knowledge of the formal principle of bookkeeping and accounting.

Positions are classified into levels on the basis of the following definitions
Class A. Under general aperviaion, performs accounting clerical operations which require the application of experience and judgment, for example, cle rically processing complicated or codes and classifications, or tracing transactions though 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 accuracy and completeness of atandardized and repetitive records or accounting documenta; 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, technica ts, etc. in an established filing syatem containing a number of varied subject matter files May also file this material. May keep record

Revised occupational descriptions for switchboard operator; switchboard operator-receptioniat; machine-tool operator, toolroom; and tool and die maker are being introduced this year. descriptions in order to take into account technological developmenta and to clarify deacriptions a that they are more readily understood and uniformly interpreted. Even though the revised descriptions reflect basically the asme occupations as previously defined, some reporting changes may occur because of the revisions.

The new single level description for awitchboard operator is not the equivalent of the two levels previously defined.

Listed below are revised occupational titles introduced this year to eliminate sex tereotypes in the titl a

Revised title
Former title

## Drafter Drafter-tracer <br> Drafter-trace Boiler tender

Draftsman
Draftman-tracer Fraftsman-tracer
Fireman, stationary boile

## CLERKS, FILE--Continued

Class B. Sorts, codes, and files unclassified material by simple (subject matter) headings or partly clasaified material by finer subheadings. Prepares aimple 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 clasaified or which is asily clasaified 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 ill out withdrawal charge. May perform simple clerical and manual tasks required to maintain and ervice 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 alculated data on payroll sheet, showing information such as worker's name, working days, time, in making up and distributing pay envelopes. May use a calculating machine.

## 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

Clase 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 inexperienced keypunch operators.

Clasa B. Work is routine and repetitive. Under close supervision or following specific rocedures or instructions, works from various standardized source documents which have been coded, coding, or interpreting of data to be recorded. Refers to supervisor problems arising from erroneous items or codes or missing information

MESSENGER
Performs various routine duties such as running errands, operating minor office machines uch as sealers or mailers, opening and distributing mail, and other minor clerical work. Exclude such as sealers or mailers, opening and distributing mail, and other mot

## SECRETARY

Assigned as personal secretary, normally to one individual. Maintains a close and highly esponsive relationship to the day-to-day work of the supervisor. Works fairly independently duties, usually including most of the following:
a. Receives telephone calls, personal callers, and incoming mail, answers routine inguires, and routes technical inquiries to the proper persons;
b. Establishes, maintains, and revises the supervisor's filea;
c. Maintains the aupervisor's calendar and makes appointments as instructed;
d. Relays messages from supervisor to aubordinates;
e. Reviewa correspondence, memorandums, and reports prepared by others for the supersignature 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

SECRETARY-Continued

## Exclusions

Not all positions that are titled "secretary" possess the above characteriatics. Examples of positions which are excluded from the definition are aa followa:
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 cle rical duties which are not typical of secretarial work.

NOTE: The term "corporate officer," used in the level definitions following, refers to those officials who have a significant corporate-wide policymaking sole with regard to major compan activities. The title "vice president," though normally indicative of this role. does not in all case dentify such positions. Vice presidents whase primary responsibility is to act personally on individua ases or transactions (e.g., approve or deny and rust accounts; directly supe a clerical urposes 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 but fewer than 5,000 persons; or
2. Secretary to a corporate officer (other than the chairman of the board or president) of 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 B

1. Secretary to the chairman of the board or president of a company that employs, in all fewer than 100 pergons; 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 corporatewide functional activity (e.g., marketing, research, operations, industrial relations, etc.) or a majo 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 hundrea 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 uni 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 , o00 persons.

## Glass D

1. Secretary to the supervisor or head of a small organizational unit (e.g., fewer than about 25 or 30 persons); or
2. Secretary to a nonsupervisory staff specialist, professional employee, administrative officer, or assistant, skilled technician or expert. (NOTE: Many companies assign stenographers,

## 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 oice recong primary duty is transcribing Operator, General).

NOTE: This job ia distinguished from that of a secretary in that a secretarv normally works in a confidential relationship with only one manager or executive and performs nore 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 tagks.

## Stenographer, Senior

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

## OR

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

## SWITCHBOARD OPERATOR

Operates a telephone switchboard or console used with a private branch exchange (PBX) astem to relay incoming, outgoing, and intra-system calls. May provide information to callers record and transmit messages, keep record of calls placed and toll charges. Beaides operating a clerical work may accupy the major portion of the worker's time, and is usually performed while at the switchboard or console). Ghief or lead operators in establishments employing more than one operator are excluded, For an operator who also acts as a receptionist, gee Switchboard Operator Receptionist.

## SWITCHBOARD OPERATOR-RECEPTIONIST

At a single-position telephone switchboard or console, acts both as an operator-see Switch board Operator-and as a receptionist. Receptionist's work involves such duties as greeting visitors determining nature of visitor's businesa and providing appropriate information; referring visitor to appropriate person in the organization, or contacting that person by telephone and arranging an

TABULATING-MAGHINE OPERATOR (Electric Accounting Machine Operator)
Operates one or a variety of machines such as the tabulator, calculator, collator, interpreter, corter, reproducing punch, etc. Excluded from this definiton are working supervisors. Also excluded EAM equipment. Positions are clasaified 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 reporta which often are irregular or nonrecurring, requiring ame planning of the nature and sequencing of operations, and the use of a qariety or mach operators in wiring from in training new the operating sequences of long and complex reports, Doer 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 dificult thabulation or electrical accounting machines such as and 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解 involve portions of a work unit, for example, individual sorting or collating runs, or repetitive operations. May perform aimple wiring from diagrams, and do some filing work.

TRANSCRIBING-MAGHINE OPERATOR, GENERAL Primary duty is to transcribe dictation involving a normal routine vocabulary from tran-
scribing-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 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 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 apelling, syllabication, punctuation, etc., of techncal or unusual words or foreign language material; or planning layout and form ofters yarying details to suit circumstances.

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

COMPUTER OPERATOR
Monitors and operates the control console of a digital computer to process data cccording to operating instructions, usually prepared by a programmer. Work includes most of the following: items (tape reels, cards, etc.) i switches necessary auxiliary equipment into circuit, and atarts and operater computer; makes adjustmenta to computer to correct operating probleme and meet apecial conditions; reviews errors made during operation and determines cause or refers problem to supervisor or programmer; and maintains operating recorda. May test and assist in correcting
program.

For wage study purposes, computer operators are classified as follows:
Clase A. Operates independently, or under only general direction, a computer running programs with most of the following characteristics: New programs are frequently tested and are of complex design go that identification of aritical importance to minimize working knowledge of the total program, and alternate programs may not be available. May give direction and guidance to lower level operatora

PROFESSIONAL AND TECHNICAL

COMPUTER OPERATOR-Continued
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 required; alternate programs are provided in case original program needs major change or cannot be corrected within a reasonably time. In common error situations, diagnoses cause and takes corrective action. This usually involves applying previously programmed corrective steps, or using standard orrection techniques.

## or

 With the charactes under direct supervision a cornputer running programs or segments of programs performing leas difficult tasks assigned, and performing difficult tasks following detailed instructions and with frequent review of operations performedClass C. Works on routine programs under close supervision. Is expected to develop working nowledge of the computer equipment used and ability to detect problems involved in running routine prerator on complex programe.

Converts etatements of business problems, typically prepared by a systems analyat, into a sequence of detailed instructions which are required to solve the problems by automatic data procesaing equipment. Working from charts or diagrams, the programmer developa the precise inatructions which,
when entered into the computer aystem in coded language, cause the manipulation of data to achieve desired results. Work involves most of the following: Applies knowledge of computer capabilities, mathematics, logic employed by computers, and particular aubject matter involved to analyze charts and diagrams of the problem to be programmed; develops sequence of program steps; writes detailed flow charts to show order in which data will be processed; converta these charts to coded instructions for machine to follow; teats and corrects programs; prepares instructions for operating personnel
during production run; analyzes, reviews, and alters programs to increase operating efficiency or during production run; analyzes, reviews, and alters programs on increace performing both syatems analysia and programming should be classified as systems analysts if this is the akill used to determine their pay.)

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

## For wage study purposes, programmers are clasified as follows:

Class A. Works independently or under only general direction on complex problems which require competence in all phases of programming concepts and practices. Working from diagrams and charts which identify the nature of desired results, major processing steps to be accomplished, of programming actions needed to officiently utilize the computer system in achieving desired end producte.

At this level, programming is difficult because computer equipment muat 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 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 programmers who are asaigned to assist.
Claas B. Works independently or under only general direction on relatively aimple programs, or on simple segment of complex programs. Programs (or segmente) usually process information to
produce data in two or three varied sequences or formats. Reporta and listings are produced by refining, adapting, arraying, or making minor additions to or deletions from input data which are readily available. While numorous 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 checka. Typically, the program deala with routine record-keeping type operationa.

OR
Works on complex programs (as described for class A) under close direction of a higher level programmer or aupervisor. May assist higher level programmer by independently performing
less difficult task asigned, and performing more dificult tasks under fairly close direction.

May guide or instruct lower level programmers.
Class C. Makes practical applications of programming practices and concepts usually learned in formal training courses. Asaignments are designed to develop competence in the application of standard procedures to routine problems. Receives close supervision on new aspects of
and work is reviewed to verify ita accuracy and conformance with required procedures.

COMPUTER SYSTEMS ANALYST, BUSINESS
Analyzes business problems to formulate procedures for solving them by use of electronic data proceasing equipment. Develops a complete description of all specifications needed to enable programmers 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 outlines actions to be performed by personnel and computers in aufficient detail for presentation to management and for programming (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 ayatems; and recommends equipment changes to obtain more effective overall operations. (NOTE: Workers performing both aystems analysia and programming should be classified as aystems analysta if this is
the ekill used to determine their pay.)

Does not include employees primarily responsible for the management or aupervision of other engineering problema.

## COMPUTER SYSTEMS ANALYST, BUSINESS-Continued

## For wage study purposes, systerns analysta are classified as follows

Class A. Worke independently or under only general direction on complex problema involving all phases of syatem analysis. Problems are complex because of diverse sources of input data and
multiple-use requirements of output data. (For exarmple, develops an integrated production acheduling, multiple-use requirements of output data. (For example, develops an integrated productionacheduling automatically processed through the full aystem of records and appropriate followup action 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 perations. Makes recommendations, if needed, for approval of major systems installations or change 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 camplexity 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 accounta receivable in a retai establishment, or maintaining inventory accounts in a manufacturing or wholesale eatablishrnent, ) Confers with persons concerned to determine the data processing problems and advises subject matter personnel on the implicationa of the data processing systems to be applied.
or
Works on a segment of 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 alignment with the overall system.

Class C. Works under immediate supervision, carrying out analyses as assigned, usually
le activity. Assignments are designed to develop and expand practical experience in the of a single activity. Assignments are designed to develop and expand practical experience in the higher level systems analyst by preparing the detailed specifications required by programmers from information developed by the higher level analyst.

## DRAFTER

Class A. Plans the graphic presentation of complex items having distinctive design features that differsignificantly from establiahed 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 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 minimum of supervisory assistance. Completed work is reviewed by design originator for consistency with prior engineerin
lower level drafters

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 accepte used, load capacities, strengths, stresses, etc. Receives initial ingtructions, 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.

## DRAFTER-TRAGER

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 progrese.

Works on various types of electronic equipment and related devices by performing one or a combination of the following: Installing, maintaining, repairing, overhauling, troubleshooting, modifying, constructing, and testing. Work requires practical application of technical knowledge of electronics

The equipment-consisting of either many different kinds of circuits or multiple repetition of the same kind of circuit-includes, but is not limited to, the following: (a) Electronic transmitting and receiving equipment (e.g., radar, radio, television, telephone, sonar, navigational aida), (b) digital and analog computers, and (c) industrial and medical measuring and controlling equipment.

Thia classification excludes repairmen of auch atandard electronic equipment as common office machines and household radio and television gets; production assemblers and testers; workers whose primary duty is servicing electronic test instruments; technicians who hav
supervisory responsibility; and drafters, designers, and professional engineers.

Positions are classified into levels on the basjs of the following definitions

Class A. Applies advanced technical knowledge to solve unusually complex problems (i.e. hose that typically cannot be solved solely by reference to manufacturers' manuals or similar documents) in working on electronic equipment. Examples of such problems include location and hanges. Work involves; A detailed understanding of the interrelationships of circuits; exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, racing relationshipa in signal flow; and regularly using complex test instruments (e.g., dual trace oscilloscopes, $Q$-metert, deviation meters, pulae generators

Work may be reviewed by supervisor (frequently an engineer or designer) for general compliance with accepted practices. May provide technical guidance to lower level technicians.

Clasa B. Applies comprehensive technical knowledge to solve complex problema (i.e., those that typically can be solved solely by properly interpreting manufacturers' manuals or aimilar
documents) in working on electronic equipment. Work involves A familiarity with the interelation ships of circuits; and judgment in determining work sequence and in selecting tools and testing instruments, usually leas complex than those used by the clasa A technician.

Receives technical guidance, as required, from supervisor or higher level technician, and work is reviewed for specific compliance with accepted practices and work assignments. May provide technical guidance to lower level technicians.

Class C. Applies working technical knowledge to perform simple or routine taska in working on electronic equipment, following detailed instructions which cover virtually all procedures. Work typically involves such tasks as: Assisting higher level technicians by performing such activities as
replacing components, wiring circuits, and taking test readings; repairing simple electronic equipment; and using tools and common test instruments (e.g., multimeters, audio signal generators, tube testers scillosopes). is not required to be familiar win he interrelationships and owever, may be acquired through asaignments designed inc

Receives technical guidance, as required, from supervisor or higher level technician work a typically spot checked, but is given detailed review when new or advanced assignments are involved. NURSE, INDUSTRIAL (Registered)

A regiatered nurse who gives nuraing service under general medical direction to ill or injured employes or other persons who become ill or suffer an accident on the premises of a factory or other establiahment. Duties involve a combination of the following: Giving first aid to the ill or
 ealth evaluations of applicants and employess; and planning and carrying out programs involving health ducation, accident prevention, evaluation of plant environment, or other activities affecting the health, elfare, and safety of all personnel. Nursing supervisors or head nurses in establishments employing

## MAINTENANCE AND POWERPLANT

BOILER TENDER
Fires stationary boilers to furnish the establishment in which employed with heat, power $r$ steam. Feeds fuels to fire by hand or operates a mechanical stoker, gas, or oil burner; and CARPENTER, MAINTENANCE

Performs the carpentry duties necessary to construct and maintain in good repair building oodwork and trim made of wood in an establishment. Work involves most of the following: Planning and laying out of work from blueprints, drawinge, models, or verbal instructions; using a variety of arpenter'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 general, the work of the maintenance carpenter requires rounded training and experience usually ELECTRICIAN, MAINTENANCE

Performs a variety of electrical trade functions such as the installation, maintenance, or epair 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 conduit systems, or other transmission equipment; working from blueprints, drawing, layouts, or other specificationa; locating and diagnosing trouble in the electrical system or equipment; working tandard computationa relating to load requirements of wiring or electrical equipment; and using a ariety of electrician's handtools and measuring and testing ingtruments. In general, the work of the aintenance electrician requires rounded training and experience usually acquired through a formal ent training and experience.

ENGINEER, STATIONARY
Operaten and maintains and may also supervise the operation of stationary enginee and
quipment (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 machinery, temperature, and fuel consumption. May also supervise these operations. Head or chief engineers in establishments employing more than one engineer are excluded.

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 erforming other unskilled tasks as dirnt; assisting journeyman by hoong materialsor the pormitted o 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 pecialized machine operations, or parts of a trade that are also performed by workers on a full-time basis.

## MAGHINE-TOOL OPERATOR, TOOLROOM

Specializes in operating one or more than one type of machine tool (e.g., jig borer, grinding nachine, engine lathe, milling machine) to machine metal for use in making or maintaining jigs, material (e.g., plastic, plaster, rubber, glass). Work typically involves: Planning and performing difficult machining operations which require complicated setups or a high degree of accuracy; setting p machine tool or tools (e.g., install cutting tools and adjust guides, stops, working tables, and other controls to hande the size of stock to be machined; determine proper feeds, speeds, tooling, and peration sequence or select those prescribed in drawings, blueprints, or layouts); using a variety of requisite dimensions to very close tolerances. May be required to select proper coolants and cutting and lubricating oils, to recognize when tools need dressing, and to dress tools. In general, the work of a machine-tool operator, toolroom, at the skill level called for in this classification requires extensive knowledge of machine-shop and toolroom practice usually acquired through considerable n-the-job training and experience.

For cross-industry wage study purposes, this classification does not include machine-tool operators, toolroom, employed in tool-and-die jobbing shops.

## MACHINIST, MAINTENANCE

Produces replacement parta and new parts in making repairs of metal parts of mechanical equipment operated in an establishment. Work involves most of the following: interpreting written and precision measuring instruments; aetting up and operating standard machine tools; shaping of metal
parte to close tolerances; making atandard ahop computations relating to dimensions of work, tooling foede, and speeds of machining; knowledge of the working properties of the common metals; selectin standard materials, parts, and oquipment required for this work; and fitting and assembling parts into mechanical equipment. In general the machinist's work normally requires a rounded training in and experience.

MECHANIG, AUTOMOTIVE (Maintenance)
Repaire automobiles, buses, motortrucks, and tractors of an eatabliahment. Work involves most of the following; Examining automotive equipment to diagnose aource of trouble; disassembling or specialized equipment in diansembling 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 necesaary adjustments; and aligning wheels, adjusting brakes and lights, or tightening body oolts. In general, the work of the autornotive mechanic requirea rounded training and experience usuall acquired through a formal apprenticeship or equivalent training and experience.

This clasification does not include mechanics who repair cutomers vehicles in automobile repair ahopa

MECHANIC, MAINTENANCE
Repaira machinery or mechanical equipment of an establishment. Work involves most of the ollowing: Examining machines and mechanical equipment to diagnose source of trouble; diamantin or partly diamantling machines and performing repairs that mainly involve the use of handtoole in scraping and fitting parts; replacing broken or defective parts wind of the machine to a machine thop for major repaira; preparing written apecifications for major repaira or for the production of parta ordered from machine shops; reassembling machines; and making all necessary adjuatmenta for operation. In general, the work of a maintenance mechanic requires rounded training and experienc asually acquired through a formal apprenticeship or equivalent training and experience. Excluded from this clasaification are workers whose primary duties involve setting up or adjuting machines.

MILLW RIGHT
Installs new machines or heavy equipment, and dismantles and installa machines or heavy equipment when changes in the plant layout are required. Work involves moat of the following handtool and laying out of the work; interpreting bluepions relating to atresses, strength of material and centers of gravity; aligning and balancing of equipment; selecting standard tools, equipment, and parts to be used; and installing and maintaining in good order power tranamission equipment nuch a rives and speed reduce in general, the mill

## PAINTER MAINTENANCE

Paints and redecorates walls, woodwork, and fixtures of an establishment. Work involves the following: Knowledge of surface peculiarities and typea of paint required for different applicationaj preparing surface for painting by removing old finish or by placing putty or filler in nail holes and interstices; and applying paint with spray gun or brush. May mix colors, oils, white lead, and other paint ingredienta to obtain proper color or consistency. In general, the work of the maintenance equivalent training and experienco.

PIPEFITTER, MAINTENANCE
Installs or repairs water, ateam, gas, or other types of pipe and pipefittinge in an eatabliahment. 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 chiael and hammer or oxyacetylene torch or pipe-cutting machines; threading pipe with atocks and fastening pipe to hangers; making standard shop computations relation 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 ingtalling and repairing building sanitation or heating syatems are excluded.
SHEET-METAL WORKER, MAINTENANGE
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 shetmetal maintenance work from blueprints, models, or other specifications; setting up and operating all available types of sheet-metal working machines; using a variety of handtools in cutting, bending, forming, shaping, fitting, and assembling; and installing gheet-metal articles as required. In general, acquired through a formal apprenticeship or equivalent training and experience. TOOL AND DIE MAKER

Constructa and repairs jiga, fixtures, cutting tools, gauges, or metal dies or molds used in shaping or forming metal or non-metallic material (e.g., plastic, plaster, written or oral specifications; understanding the working properties of common metals and alloya; selecting appropriate materials, tools, and processes required to complete task; making necessary shop computation; setting up and operating various machine tools and related equipment; using various heat-treating metal parts and finished tools and dies to achieve required qualities, fitting and tool and die maker's wor requires rounded training in machine-shop and toolroom practice usually acquired through formal apprenticeahip or equivalent training and experience

For cross-industry wage study purposes, this classification does not include tool and die For cross-industry wage study purposos, this classification does not include tool and die
makers who (1) are employed in tool and die jobbing shops or (2) produce forging dies (die sinkers).

## CUSTODIAL AND MATERIAL MOVEMENT

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

Watchman. Makea rounds of premises periodically in protecting property against fire, theft

JANITOR, PORTER, OR CLEANER

Cleans and keepa in an orderly condition factory working areas and washrooms, or premise of an office, apartment house, or commercial or other establishment. Duties involve a combination o the following: Sweeping, mopping or scrubbing, and polishing floors; removing chips, trash, and supplies and minor maintenance services; and cleaning lavatories, showers, and restrooms, Workers who apecialize in window washing are excluded.

Laborer, Material handling
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 materiala or merchandige in proper storage location: and transporting materials or merchandise by handtruck, car, or wheelbarrow. Longehoremen, who load and unload ships are excluded.
order filler
Fills shipping or tranafer orders for finished gooda 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 in shipping containera and may involve one or more of the following: Knowledge of various items of

## PACKER SHIPPING--Continued

stock in order to verify content; aelection of appropriate type and size of container; inserting oncloaures in container; using excelaior or other material to prevent breakage or damage; closing and sealing container; and applying labela or entering identifying data on container. Packers who alao make wooden boxes or crates are excluded.

## sHIPPING AND REGEIVING CLERK

 Preparea merchandise for shipment, or receives and is responsible for incoming shipmentsof merchandise or other materials. Shipping work involves: A knowledge of shipping procedures, practices, routes, available means of tranaportation, 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: or other recorda; checking for shortagea and rejecting damaged goods; routing merchandige or materiall to proper departments; and maintaining necessary records and files.

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For wage study purposes, workera are classified as follows:
```

Receiving clerk
Shipping and receiving clerk

## TRUCKDRIVER

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

## TRUCKDRIVER—Continued

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

Truckdriver (combination of aizes insed 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 tr
RUGKER, 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 clasaified by type of truck, as follows
Trucker, power (forklift)
Trucker, power (other than forklift

## WAREHOUSEMAN

As directed, performs a variety of warehousing duties which require an understanding of the establishment's storage plan. Work involves moat of the following: Verifying materials (or merchandise) against receiving documents, noting and reporting discrepancies and obvious damages routing materiala to prescribed storage locations; storing, stacking, or palletizing materials in accordance with prescribed atorage methods; rearranging and taking inventory of stored materials; and preparing it for shipment. May operate hand or power truck in performing warehousing duties.

Exclude workers whose primary duties involve shipping and receiving work (see shipping and eceiving clerk and packer, ahipping), order filling (see order filler), or operating power trucks (see trucker, power).

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[^0]:    See footrotes at end of tables.

[^1]:    * Workers were at $\$ 270$ to $\$ 280$.

[^2]:    See footnotes at end of tables.

[^3]:    * Workers were distributed as follows; 3 at $\$ 440$ to $\$ 460 ; 4$ at $\$ 460$ to $\$ 480 ; 2$ at $\$ 480$ to $\$ 500$; and 1 at $\$ 500$ to $\$ 520$.

[^4]:    See footnotes at end of tablem.

[^5]:    * Workers were distributed as follows: 4 at $\$ 440$ to $\$ 460 ; 6$ at $\$ 460$ to $\$ 480 ; 2$ at $\$ 480$ to $\$ 500$; and 1 at $\$ 500$ to $\$ 520$.

[^6]:    See footnotes at end of table.

[^7]:    * Workers were at $\$ 8.80$ to $\$ 9.20$.

[^8]:    See footnotes at end of tables

[^9]:    Earnings data in table A-6 relate only to workers whose sex dentification was provided by the establishment. Earnings data in tables A.4 and A-5, on the other hand, relate to all workers in an occupation.

[^10]:    See footnote at end of tables.

[^11]:    See footnotes at end of tables.

[^12]:    See footnotes at end of tables

