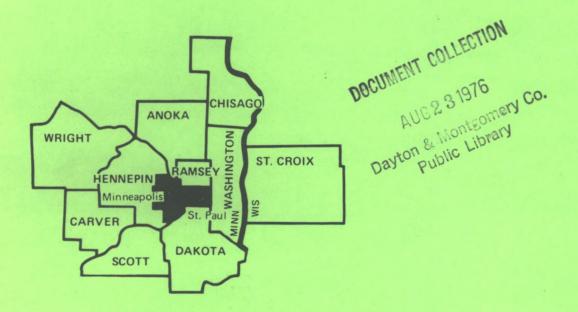
# Area Wage Survey Minneapolis—St. Paul, Minnesota—Wisconsin, Metropolitan Area, January 1976



Bulletin 1900-3

22.3:

U.S. Department of Labor Bureau of Labor Statistics 1900-3





# **Preface**

This bulletin provides results of a January 1976 survey of occupational earnings in the Minneapolis—St. Paul, Minnesota—Wisconsin, Standard Metropolitan Statistical Area (Anoka, Carver, Chisago, Dakota, Hennepin, Ramsey, Scott, Washington, and Wright Counties, Minn.; and St. Croix County, Wis.). The survey was made as part of the Bureau of Labor Statistics annual area wage survey program, which 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.

Currently, 84 areas are included in the program. (See list of areas on inside back cover.) 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 presents national and regional estimates, projected from individual metropolitan area data.

The Minneapolis-St. Paul survey was conducted by the Bureau's regional office in Chicago, Ill., under the general direction of Lois L. Orr, Assistant Regional Commissioner 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 Minneapolis—St. Paul area are available for the contract cleaning services (July 1974) and miscellaneous plastics products (September 1974) industries. Current reports on occupational earnings only are available for the laundry and dry cleaning, metalworking, and moving and storage industries. Also available for Minneapolis are listings of union wage rates for building trades, printing trades, local-transit operating employees, local truckdrivers and helpers, and grocery store employees. Free copies of these are available from the Bureau's regional offices. (See back cover for addresses,)

# Area Wage Survey: Minneapolis-St. Paul, Minnesota-Wisconsin, Metropolitan Area January 1976

# **Bulletin 1900-3** June 1976



U.S. DEPARTMENT OF LABOR, W. J. Usery, Jr., Secretary BUREAU OF LABOR STATISTICS, Julius Shiskin, Commissioner

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# Introduction

This area is 1 of 84 in which the U.S. Department of Labor's Bureau of Labor Statistics conducts surveys of occupational earnings and related benefits. In this area, data were obtained by a combination of personal visit, mail questionnaire, and telephone interview. Representative establishments within six broad industry divisions were contacted: 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 weekly or hourly 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, toolroom, and powerplant, and (d) material movement and custodial. In the 31 largest survey areas, tables A-la through A-6a provide similar data for establishments employing 500 workers or more.

Table A-7 provides percent changes in average hourly earnings of office clerical workers, electronic data processing workers, industrial nurses, skilled maintenance trades workers, and unskilled plant workers. Where possible, data are presented for all industries, manufacturing, and nonmanufacturing. This table provides a measure of wage trends after elimination of changes in average earnings caused by employment shifts among establishments as well as turnover of establishments included in survey samples. For further details, see appendix A.

### Appendixes

Appendix A describes the methods and concepts used in the area wage survey program and provides information on the scope of the survey.

Appendix B provides job descriptions used by Bureau field economists to classify workers by occupation.

# A. Earnings

Table A-1. Weekly earnings of office workers in Minneapolis-St. Paul, Minn.-Wis., January 1976

				Weekly	earnings <sup>1</sup>					1	Numbe	r of w	orker	s rece	iving	straig	ht-tim	e wee	kly ea	rnings	of-					
0	Number	Average weekly		Į, i, a,		\$ 80		100											\$ 210			\$ 240	\$ 260	\$ 280	300	\$
Occupation and industry division	workers	hours i (standard)	Mean 2	Median 2	Middle range 2	and under		-			-	-	-		-	-	-	-	-	-	-	-	-		-	
							100	110	120	130	140	_150	160	170	180	190	200	210	220	230	240	260	280	300	320	
ALL WORKERS																										
ECRETARIES	3,212 2,773 375	39.5 39.5 40.0	171.00 175.50 224.00	167.50 167.00 223.00	150.50-187.50 155.00-185.00 149.50-191.50 191.00-255.00 153.00-195.00	:	:	1	33	101 23 78	180	719 378 341 9 65		955 645 310 6 71	837 510 327 8 80	387	412 255 157 30 48	324 174 150 39 32	168 98 70 25	92 36 56 28	96 32 64 21 26	128 32 96 67 18	71 7 64 41 17	51 1 50 19 31	19 1 18 17 1	
RETAIL TRADEFINANCE	345 968	39.5 39.0	166.50 164.50	163.00	145.00-185.00 144.00-178.00 144.00-170.50	:	:	1	1 27 3	13 40 10	29 123 82	62 141 64	50	39 159 35	37	45 69 14	27 44 8	26 50 3	29	7 11 6	3 13 1	1 9 1	1 5	:	:	
SECRETARIES, CLASS A MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE FINANCE	208 334 100 123	40.0 40.0 40.0 40.0	209.50 218.00 258.00 199.00	209.00 208.00 255.00 191.50	186.50-235.00 195.00-230.00 188.50-245.50 223.00-288.00 186.50-207.50 190.00-230.50	:	:	:	:	:	2	9	10 17 - 3 4	15 11 4 - 1	27 8 19 6 4	70 18 52 2 39 4	62 19 43 2 27 8	61 39 22 6 9	52 32 20 6 6	46 15 31 14 1	46 26 20 6 6 8	61 27 34 19 6 8	31 28 13 9	13 13 13	17 17 16 1	
SECRETARIES, CLASS B	739 732 81 170 340	39.0 39.5 40.0 40.0 39.0	187.00 183.00 251.00 180.50 172.00	188.50 176.00 255.00 171.50 172.50	167.00-200.00 173.00-200.00 161.00-195.00 231.50-275.00 155.50-185.00 156.00-191.00 174.00-184.00	:	:	:	18	18	38 11 27 - 7 19	59 13 46 - 10 21	95 28 67 - 38 12 1	180 70 110 1 25 63 8	271 136 135 - 28 62 31	214 126 88 2 26 35 13	202 157 45 2 7 29 4	168 119 49 5 1 39 2	77 52 25 4 1 18	27 18 9 6	30 4 26 6 14 5	31 4 27 21 5	31 27 4	10 6 4	1 1	
SECRETARIES, CLASS C	1,642 907 98 178 107 397	39.5 39.0 40.0 40.0 40.0 38.5	164.00 170.00 199.50 195.50 168.50 155.50	164.50 160.00 193.00 186.50 167.00 153.50	150.00-175.00 152.06-175.00 148.06-184.00 189.50-214.00 157.00-228.50 142.50-186.00 141.50-167.00			:	5 - 1 - 4 -	34 15 19 - 8 3 8	202 110 92 12 4 70 6	344 193 151 2 21 32 86 10	459 280 179 8 5 4 88 74	578 443 135 3 23 12 81 16	395 309 86 6 11 19 29 21	260 199 61 19 16 10	93 60 33 16 7 9	72 16 56 19 22 7 8	23 9 14 4 5	12 5 3 1	13 2 11 2 6 3	22 1 21 13 7 1	9 4 5 1 4	28 1 27 27		
SECRETARIES. CLASS D	615 741 96 99 128 171	39.0 39.5 40.0 40.0 39.5 39.0	157.50 157.50 190.50 155.00 161.50 152.00	155.00 150.50 192.00 152.00 158.50 149.50	141.00-169.00 145.00-167.00 13c.00-170.50 149.50-219.50 137.50-173.00 138.50-185.00 138.00-167.50	:		1 - 1 - 1 - 1 - 1	10 - 10 - 1 1 5 3	48 8 40 - 6 10 14 10	226 57 169 17 20 22 34 76	296 172 124 7 14 16 34 53	131 138 4 19 20	170 119 51 2 12 11 15	127 57 70 2 18 4 17 29	87 44 43 10 2 17 14	55 19 36 10 7 13 6	23 9 - 14	16 5 11 11	7 3 4 3 1	7 7 7	14 14 14		:		
TENOGRAPHERS, GENERAL	211 420 178 129	39.5 39.5 40.0 40.0	133.00 168.50 218.50 137.50	129.00 145.00 233.50 135.00	125.00-194.00 122.00-137.00 131.00-224.00 203.00-243.50 132.50-145.00 119.50-131.00	:	1 - 1	24 9 15 -	39 20 19 - 1	149 85 64 2 27 24	156 61 95 8 53 15	48 10 38 4 28 6	27 6 21 4 15 1	14 8 6 1 4	5 1 4 4	7 7 6 1	3 1 2 2 -	37 6 31 31	10 3 7 7	13 13 13	37 37 36	57 57 57	3 3 -	:		
TENOGRAPHERS, SENIOR	811 665 114 184 137	39.5 39.5 40.0 39.5 39.5	147.00 165.50 210.00 182.00 142.50	145.00 152.00 205.50 170.00 140.50	135.50-160.00 136.00-155.00 134.50-181.00 185.00-248.00 137.00-152.00 128.00-153.50	:		4 - 4 - 1 1	33 6 27 - 3 1	141 69 72 7 28 25	295 185 110 3 38 38	313 215 98 3 13 26 45	202 94 14 16	134 91 43 1 14 6	55 23 32 - 24 5	39 3 36 9 6 4	28 1 27 19 8	28 12 16 11 4	21 20 11 9	2 1 -	9 9 -	41 3 38 26 12	35 35 5 30	1 1 -	1 1 -	

Table A-1. Weekly earnings of office workers in Minneapolis-St. Paul, Minn.-Wis., January 1976—Continued

				Weekly (star	earnings 1														ekly ea							
Occupation and industry division	Number of workers	Average weekly hours 1 (standard	Mean 2	Median 2	Middle range 2	80 and under 90	90	100	110	120	130	140	150	160	170	180	190	200	210	550	230	240	260	280	-	-
ALL WORKERS CONTINUED																										
TRANSCRIBING-MACHINE TYPISTS MANUFACTURING NONMANUFACTURING FINANCE	282 55 227 142	39.0	129.50 130.00	127.00	\$ 120.50-138.00 117.00-141.00 120.50-138.00 120.00-136.00	-	:	16 4 12 3	50 12 38 33	81 12 69 45	81 13 68 35	25 9 16 14	22 20 10	1	5 2 3 2	:	:		Ė		1		:	:	:	
TYPISTS, CLASS A	1,152 452 700 47 115 65 409	39.5 39.0 40.0 40.0 39.5	135.00 129.50 169.00 125.00 132.50	127.00 124.50 164.00 121.00	117.50-138.00 120.00-138.00 115.00-139.00 160.00-175.00 112.50-140.00 115.00-148.50 113.00-132.50	:	3	117 21 96 - 19 8 69	239 87 152 - 34 24 93	293 139 154 - 15 6 109	229 107 122 1 12 7	100 31 69 4 27 6 32	46 14 32 4 4 1 22	54 5 49 25 1 8	8 2 6 4 - 2	11 11 4 - 5 2	2 2 2	47 46 1 1	1 1				1 1 -		:::::::::::::::::::::::::::::::::::::::	
TYPISTS, CLASS B	1,472 350 1,122 142 150 702 74	39.0 39.0 40.0 40.0 38.5	113.00 119.00 183.50 126.50 104.50	111.50 197.50 124.50 100.00	98.00-124.50 100.00-121.00 97.50-124.50 136.50-227.00 117.00-140.00 96.00-115.00 109.50-125.00	92	8	240 66 174 4 11 113 19	273 65 208 5 21 143 26	231 69 162 4 65 80 9	97 50 47 23 1 18 5	81 14 67 18 31 3	13 3 10 3 7	13 1 12 4 6		8 8	2 2 2	1 1	10 10 10	52 52 52	7 7 7	1 1		:		
FILE CLERKS, CLASS A	189 162 43 76	39.5	153.50	130.00	122.50-163.50 120.00-166.50 184.00-255.00 122.00-134.50	-	:	8 -	18 18 -	47 45 - 28	42 33 3 16	11 3 1 2	8 4 2 2	18 14 1 12	3 3	3 3	1 1 1 -	1 - 1	5 5 5	1 1 1	5 5 5	17 17 17	3 3	1 1 -	:	
ILE CLERKS. CLASS B	429 78 351 70 70 161	39.0 39.0 40.0 40.0	114.00 123.50 172.50 109.50	114.50 112.50 190.00 109.50	101.50-127.50 103.50-124.50 101.00-130.00 139.50-196.00 95.00-119.50 99.00-115.00	2	72 7 65 - 19 44	120 28 92 1 16 57	79 18 61 4 22 33	57 14 43 7 8 22	31 8 23 14 4 2	12 3 9 1	14 14 1 3	2 2 -	:		24 24 24	2 2 2	13 13 13		::::::	1 1 1 -	:::::::::::::::::::::::::::::::::::::::	:	:	
ILE CLERKS, CLASS C	93 510 57	38.5 39.0 40.0	99.50 104.00 92.00	100.00 98.00 100.50 91.50 101.00	92.50-105.30 95.50-112.00 85.50- 95.00	69 27	222 41 181 21 134	27	79 11 68 -	49 5 44 - 44	37 37 37	15		:	:	:		:	:		:		::::	:	:	
MESSENGERS	511 171 340 58 60 176	39.0 39.5 40.0 40.0	107.50 120.50 177.00 115.50	107.00	100.00-112.50 94.00-130.50 127.00-211.50 92.00-137.00	14	133 35 98 - 5 84	144 78 66 - 3 62	90 39 51 2 20 22	38 13 25 16 1 4	33 4 29 1 7 4	14 14 3 5	11 2 9 2 6	1 1 -	3 3 -	2 2 -	:	:	21 21 -	7 7 7		:	:	:::::::::::::::::::::::::::::::::::::::		
WITCHBOARD OPERATORS	250 32 61 56	39.0 39.5 40.0 40.0 38.5	136.50 134.50 203.50 119.50 137.00	135.50 121.00 215.50 120.00 137.50	111.50-144.00 122.00-145.00 116.09-144.00 174.50-229.00 110.00-122.00 127.50-144.00 102.00-110.00	:	19 19 7	64 12 52 8 2 41	29 6 23 - 9 6 6	77 23 54 1 26 7	59 27 32 6 18 1	40 20 20 - 16 2	16 8 8 - 4 1	13 8 5 1 1 3	15 6 9 8 -	4 2 2 - 2 -	1 1		6 6	14 14 13		3 -				

Table A-1. Weekly earnings of office workers in Minneapolis-St. Paul, Minn.-Wis., January 1976—Continued

					earnings <sup>1</sup> dard)					1	Numbe	r of w	orker	s rece	iving	straig	ght-tir	ne we	ekly e	arning	s of—					
Occupation and industry division	Number of workers	Average weekly hours 1 (standard)	Mean 2	Median 2	Middle range 2	\$ 80 and under 90	90	-	110	120	130	-	150	160	170	180	190	-	-	-	-	\$ 240 - 260	260	280	300	
ALL WORKERS CONTINUED	784	20.5	\$	\$	\$ \$ 115.00-141.50		40	83	142	187	122	78	14	55	26	10	4									
IITCHHOARD OPENATOR-RECEPTIONISTS- MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE KETAIL TPADF FINANCE SERVICES	236 548 101 159 148 74	40.0 39.5 39.5 40.0 40.0 38.0	133.50 130.00 159.00 124.50 120.00	134.00 125.50 165.00 126.50 119.50 124.00	120.00-144.00 115.00-138.50 122.00-180.00 112.50-130.00 115.00-126.00 103.50-126.50 116.00-142.50		36 9 - 18 9	2 81 2 39 34 5	39 103 6 17 70 1	58 129 15 41 14 39 20	57 65 -43 9 6 7	49 29 1 9 12 2	9 5 1 1 - 3 -	11 44 26 8 9	2 24 9 1	10	-	12 11 11	11 11							
DER CLERKS	1.082 230 852 631 118	39.5 40.0 40.0	152.00 174.00 192.00	153.00 164.50 207.00	126.00-214.00 134.00-164.00 122.50-226.00 142.00-236.50 102.50-117.00	:	23	63 16 47 6 23	121 3 118 44 47	93 19 74 57 8	100 50 50 36 2	83 26 57 47	80 43 37 27 10	56 19 37 15 4	54 24 30 20 1	55 13 42 42		52 52 52	33 8 25 25	43 1 42 42	71 4 67 67	115 115 115	19 1 18 18	6 6	:	
CCOUNTING CLERKS, CLASS A MANUFACTURING	679	39.5 39.5 40.0 40.0 39.5 38.5	159.50 185.50 223.00 153.50 157.50	155.00 172.50 240.50 149.50 161.00 153.50	143.00-203.00 142.50-170.50 144.00-235.00 198.00-256.50 134.00-167.00 147.50-172.00 134.50-177.00 134.50-156.50	:	2 - 2	5 - 3 - 2	66 4 62 52 2 5	146 56 90  32 10 39 9	346 96 250 45 110 7 74 14	284 116 168 14 76 33 24 21	316 135 181 59 83 2 25 12	199 87 112 20 40 21 30	167 71 96 14 12 27 36 7	166 41 125 44 43 4 29	86 21 65 15 18 1 25 6	151 13 138 113 12 2 10	43 16 27 12 12 1	15 4 11 7 4	60 1 59 55	326 12 314 304 10	100 3 97 96 1	32 3 29 29		
COUNTING CLERKS, CLASS B	697	39.5 39.5 40.0 40.0 39.5 38.5	130.50. 140.00 165.00 127.00 132.50 127.50	129.00 131.00 160.00 120.00 129.50 126.50	116.00-152.00 118.00-138.00 115.50-160.00 132.50-195.00 112.00-134.00 115.00-152.50 109.50-133.50 115.00-141.00	19	52 5 47 1 19 25 2	323 42 281 40 63 52 107	576 183 393 28 180 57 93 35	479 132 347 69 86 71 96 25	555 183 372 120 68 47 112 25	192 50 142 34 28 26 25 29	217 70 147 49 18 43 27	196 4 192 67 40 57 22 6	95 15 80 35 19 9	64 5 59 31 3 8 17	125 4 121 118 -	14 2 12 5 4 - 3	47 2 45 45	65 65 65	11 11 11	3 3		:		
OOKKEEPING-MACHINE OPERATORS, CLASS A NONMANUFACTURING	151 110				132.50-159.00 132.50-159.00		:	2	1	20 20	56 33	21 14	21 21	14	:	9	6	:	:	1	:	:	:	:	:	
OKKEEPING-MACHINE OPERATORS, LASS B	227 195				122.00-138.00 122.00-135.00		1	13 13	23 20	88 88	60 58	20 12	10	6	:	2	:	4	:	:	-	:	:	:	:	
LLING-MACHINE BILLERS MANUFACTURING	229 67				136.00-212.00 125.50-148.00		9	3	:	10 10	36 10	46 21	4	:	:	14 3	3	11	92 4	:	1 -	:	:	:	:	
NONMANUFACTURING	132 110				123.00-157.50 123.00-161.50		1	2	24 20	20 19	11 9	27 26	16 6	30 30	1	:	:	:	:	:	:	:	:	:	:	
YROLL CLERKS	241	40.0 39.5 40.0 40.0	161.50 171.50 208.00 146.50	153.00 163.00 187.00 150.00	138.00-182.50 140.50-180.00 135.50-188.00 167.00-258.50 126.50-165.00 117.00-161.50	:	2 -	26 26 7 16	24 5 19 6 7	54 22 32 - 18 6	50 28 22 4 5	60 41 19 -	84 39 45 13 13	73 19 54 26 13	41 18 23 5 2 4	90 46 44 26 12 4	15	13 6 7 - 5	14 2 12 6	5 1 4	10 5 5	30 6 24 24	12 3 9	1 1 -	11 11 11	

Table A-1. Weekly earnings of office workers in Minneapolis-St. Paul, Minn.-Wis., January 1976—Continued

				Weekly (stans						N	umber	r of wo	orkers	recei	ving s	traigh	t-tim	e wee	kly ea	rnings	of—					
Occupation and industry division	Number of	Average weekly hours 1				\$ 80	90	100	110	120	\$ 130	140	\$ 150	160	\$ 170	180	190	200	\$ 210	\$ 220	\$ 230	240	\$ 260	280	\$ 300	\$ 32
	workers	(standard)	Mean 2	Median 2	Middle range 2	and under	•	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
				-		90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240.	260	280	300	320	34
ALL WORKERS CONTINUED																										
EYPUNCH OPERATORS, CLASS A	1.355				\$ 133.50-156.50 134.50-150.00		:	5	52 15	157 52	323 133	320 153	192 101	77 16	38	46	43	18	-	2	70	10	2	:	-	
NONMANUFACTURING	868				133.50-166.00		-	5	37	105	190	167	91	61	6 32	45	41	12	-	2	70	10	-	-	-	
PURLIC UTILITIES	239				165.00-234.00		-	-	-	-	10	20		20	27	35	16	12	-	2	70	10	-	-	-	
WHOLESALE TRADE	192	40.0	150.50	145.00	138.00-157.50	-	-	-	-	8	46	69	17 32	20	-	6	18	-	-	-		-	-	-	-	
RETAIL TRADE	99	39.5	141.00	138.00	130.00-140.50	-	-	5	7	12	33	19	6	11	1	-	5	-	-	-	-	-	-	-	-	
FINANCE	184	38.5	140.50	138.00	131.00-147.50	-	-	-	10	30	63	43	12	17	3	4	2	-	-	-	-	-	-	-	-	
YPUNCH OPERATORS, CLASS 8	1.085	39.5	132.00	125.50	115.00-145.50	18	51	92	272	162	158	97	95 25	71	28	9	4	1	10	-	8	9	-	-	_	
MANUFACTURING	251				117.09-130.50		-	4	85	48	61	9	25	16	-	-	-	-	-	-	-	3	-	-	-	
NONMANUFACTURING	834				111.00-147.50		51	88	187	114	97	88 14	70 16	55	28	9	4	1	10	-	8	6	-	-	-	
PURLIC UTILITIES					136.00-176.50		-	-	-	10	22	14	16	9	8	4	2	1	10	-	8	-	-	-	-	
WHOLESALE TRADE	203				115.50-136.00		1	20	74	28 23	32 10	11	. 7	18	6	-	-	-	-	-	-	6	-	-	-	
RETAIL TRADE	140				117.00-158.00		11	19	25 79	23	10	8	16	13	12	1	5	-	-	-	-	-	-	-	-	
FINANCE	352	39.0	124.00	121.00	109.00-144.00	18	39	35	19	47	33	49	31	15	2	4	-	-	-	-	-	-	-	-	-	

Table A-1a. Weekly earnings of office workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976

					earnings l dard)		,							s rece	-											_
Occupation and industry division	Number	Average weekly				80	90	100	110					160							230	240	\$ 260	280	300	3
	workers	hours 1 (standard)	Mean 2	Median 2	Middle range 2	and under	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	•	
						90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	260	280	300	320	34
ALL WORKERS			\$	\$	\$ \$																					
MANUFACTURING	2,883	39.5 39.5 40.0 40.0 39.5 39.0	171.50 180.50 230.50 172.50 169.00 170.50	169.00 172.00 231.00 167.00 167.50 167.00	155.00-188.50 155.00-185.00 156.50-195.50 191.00-267.00 149.50-186.50 149.50-186.50 150.00-186.50 140.50-169.00	:		1 - 1 - 1 - 1 1	7 - 2 1 1 3	51 10 41 - 3 13 15 10	258 151 107 2 32 23 28 22	499 308 191 3 38 42 68 40	606 429 177 12 40 40 60 25	731 563 168 6 37 39 70 16	636 467 169 6 53 31 60 19	533 371 162 31 31 42 48 10	333 239 94 26 13 27 24	240 148 92 18 11 26 34	147 98 49 15 8 4 22	63 36 27 15 3 7 1	62 32 30 21 5 3	76 22 54 38 5 1	62 7 55 41 8 1 5	21 20 19 1	19 1 18 17 1	
SECRETARIES, CLASS A	342 169 173 76	40.0	211.50 230.50	211.50	195.00-240.00 1900-230.00 192.00-274.00 229.00-299.50	-	:	:	:	:	2 -	3	13 10 3	4	10 4 6	39 16 23 2	34 19 15	49 27 22 6	46 32 14 6	20 15 5 3	32 26 6 6	32 17 15 6	25 3 22 13	13 13 13	17 17 16	
SECRETARIES, CLASS B	1,079 654 425 153	39.0 39.5	189.00	190.00	172.50-200.00 176.50-200.00 164.50-203.50 171.00-200.00	-	:	:	:	:	13 2 11 3	37 13 24 2	63 24 39 4	114 54 60 24	183 104 79 30	179 126 53 26	177 147 30 21	137 105 32 23	76 52 24 18	27 18 9	13 4 9 1	20 4 16 1	31 31	7	1 1 -	
SECRETARIES, CLASS C	2,017 1,559 458 81 213	39.5 39.5 40.0	164.00 168.00 174.00	165.00 162.00 171.50	157.00-175.00 154.50-175.00 148.00-185.00 150.00-190.00 147.00-168.00	:	:::::::::::::::::::::::::::::::::::::::	:	1 -	18 9 9 3 4	147 110 37 4 18	255 164 91 12 58	348 276 72 4 44	482 414 68 12 41	355 304 51 13 25	239 195 44 10 12	79 54 25 9	37 16 21 7 8	19 9 10 -	10 10 3	10 2 8 3	10 1 9 1	6 4 2 -	1 -	:	
SECRETARIES, CLASS D	843 493 350 55 122	39.0 39.5 40.0	159.00 162.50 205.00	156.00 155.00 200.50	144.00-171.50 146.00-169.00 140.00-184.00 181.50-238.50 141.00-185.00	=	:	1 -	6	32 1 31 -	85 37 48 2 16	193 131 62 1 16	170 115 55 4 20	119 93 26 2 11	71 55 16 -	73 34 39 10 17	43 19 24 8 13	17 17 3 14	6 5 1 1	6 3 3 3	7 7 7	14 14 14	:	:	:	
TENOGRAPHERS, GENERAL	314	39.5 39.5 40.0	132.50 180.00 218.50	128.50 177.50 233.50	124.50-203.00 122.01-137.00 130.00-236.50 203.00-243.50 112.00-131.00	=	1 1	24 9 15 - 3	39 20 19 -	118 76 42 2 16	102 61 41 8 15	28 10 18 4 2	17 2 15 4	10 8 2 1	5 1 4 4	7 6 -	3 1 2 2	37 6 31 31	10 3 7 7	13 13 13	37 37 36	57 57 57	3 3 3	:	:	
TENOGRAPHERS, SENIOR	747 279 59	39.5 39.5 40.0	145.50 159.50 221.50	145.00 145.00 248.00	135.00-155.50 136.00-154.60 132.50-172.50 182.00-252.00 138.00-155.50	:	:	4 - 1	24 6 18 - 1	105 69 36 -	227 165 62 3 16	250 215 35 3 21	238 202 36 4 23	84 71 13 1 6	25 13 12 - 5	21 1 20 9 4	1 4 4	1 -	1 -	2 1	3 3	29 3 26 26	5 5	1 1 -	1 1 -	
PANSCRIBING-MACHINE TYPISTS	76	39.0	132.50	130.00	114.00-144.00	-	-	10	14	13	13	14	5	1	5	-	-	-	-	-	1	-	-	-	-	
YPISTS, CLASS A	346 372	39.5 39.5 40.0 39.5	136.50 129.00 170.50 135.50	126.50 123.00 161.00 132.53	116.00-138.00 116.00-139.00 115.00-134.50 166.00-177.00 115.00-153.50 111.50-127.00	:	1 - 1	65 21 44 - 8 35	178 83 95 - 12 72	195 95 100 6 81	114 62 52 1 7 32	50 31 19 4 6 8	20 5 15 4 1 6	25 1 24 16 8	8 2 6 4 - 2	11 11 4 5 2	2	47 46 1 1	1 1 1 -	:	111111	:	1 1 -	:	:	
YPISTS, CLASS B		39.0 39.5 40.0	113.00 128.00 167.00	110.00 119.00 150.50	106.00-130.00 106.00-127.50 110.50-131.00 131.00-211.50 110.50-124.50	=	78 62 16	141 66 75 4 33	139 29 110 5 75	113 40 73 4 42	85 43 42 23 14	29 14 15 8 3	6 3 3	7 1 6 4	:	8 8	2 - 2 - 2 -	1 1	10 10 10	8 8	7 7 7	1 1 1	:	:	:	

Table A-1a. Weekly earnings of office workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

					earnings 1 ndard)									s rece		-		ne wee	kly ea	rning	s of—					
Occupation and industry division	Number of workers	Average weekly hours <sup>1</sup> (standard)	Mean 2	Median 2	Middle range ž	\$ 80 and under 90	90 - 100	-	110	120	130	140	150	-	170	180	190	200	210	-	•	240 - 260	260	-		
ALL WORKERS CONTINUED																										
FILE CLERKS, CLASS A	93 66				\$ \$ 133.50-229.00 129.50-247.00		:	5	7	10	17 8	11 3	8	1 <sub>0</sub>	:	:	1	1	5	1	5	17 17	3	1	:	
FILE CLERKS, CLASS B MANUFACTURING NONMANUFACTURING FINANCE	237 66 171 69	39.0 39.5	115.00	116.00	106.00-131.00 103.50-125.00 106.00-142.00 106.00-124.50	2	18 7 11 6	64 18 46 22	46 18 28 18	39 14 25 18	18 6 12 2	12 3 9	13 13 3	2	:	:	13	2 -	7 7 -	:	:	1 1	:	:	=	
FILE CLERKS, CLASS C	280 89 191 166	38.5	100.00	103.50 98.00 104.50 109.50	92.50-105.00	9	91 37 54 43	78 27 51 41	48 11 37 36	41 5 36 36	9 9	:	:	:	:	:	:	:	:	:	:	:	:	:	=	
MESSENGERS MANUFACTURING NOMANUFACTURING FINANCE	350 146 204 106	39.0	125.00	106.00 105.00 107.00 100.00	98.00-129.50	1	96 35 61 50	98 53 45 42	75 39 36 10	24 13 11 4	8 4 4	9	5 2 3	1	3	2	:	:	21	7 7 -	:	:	:	:	:	
SWITCHBOARD OPERATORS	214 96 118	39.0	140.00	138.50	121.00-156.00 128.50-149.50 111.50-161.00	-	4	23 21	20 6 14	37 19 18	42 27 15	27 20 7	16 8 8	13 8 5	7 6 1	4	1	:	6	14 - 14	:	:	Ξ	:	Ξ	
SWITCHBOARD OPERATOR-RECEPTIONISTS-	76	39.5	138.50	134.00	126.00-149.00	-	-	6	5	18	18	10	8	6	2	-	2	1	-	-	-	-	-	-	-	
ORDER CLERKS MANUFACTURING NONMANUFACTURING RETAIL TRADE	228 50 178 118	38.0 39.5	160.50 125.50	159.00 116.00	111.00-156.00 133.50-176.00 109.50-142.00 102.50-117.00	=	23 23 23	23 23 23	56 3 53 47	22 5 17 8	19 6 13 2	9	32 15 17 10	13 6 7 4	20 5 15 1	3 -	3 -	1 -	2 -	1 -	:	:	1 -	:	:	
ACCOUNTING CLERKS, CLASS A MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE	1,167 723 222	39.5 40.0 40.0 40.0	156.00 197.00 226.00 138.50	151.00 198.50 240.50 136.00	142.50-240.50 137.50-165.50 147.50-250.00 203.00-259.00 120.00-147.50 152.00-189.00	=	2	-	62 4 58 - 52 1	97 52 45 -	210 90 120 34 48 17	172 90 82 12 50 12	187 93 94 59 22 8	125 68 57 9 9	63 32 31 4 3 19	85 20 65 44 17	30 4 26 4 -	110 3 107 98 -	22 6 16 7 6	11 4 7 7	32 1 31 27	307 12 295 293 2	100 3 97 96 1	32 3 29 29	:	
ACCOUNTING CLERKS, CLASS B	472 1,298 352 232 359	39.5 39.5 40.0 40.0 39.5	127.50 142.50 175.00 128.50 132.00	123.00 134.00 177.00 121.00 129.00	116.00-155.50 117.50-133.50 116.00-163.00 151.00-195.00 112.00-140.00 114.50-151.00 111.00-154.50	6 - 6	32 5 27 1 19 5	37 150 20 49	370 151 219 3 84 45 53	293 114 179 35 46 62 22	224 86 138 30 21 47 35	118 40 78 12 21 26 17	139 27 112 30 12 43 27	128 4 124 46 12 48 18	59 24 12 6 17	43 15 3 8 17	114 4 110 107	10 2 8 5	14 2 12 12	30 30 30		3 3		:		
PAYROLL CLERKS MANUFACTURING NOMMANUFACTURING PUBLIC UTILITIES "RETAIL TRADE	73 201 65	40.0 39.5 40.0	168.00 171.50 222.50	155.50 161.50 247.50	128.00-205.50 134.50-188.50 126.50-208.00 181.50-258.50 123.00-164.00	=	2	-	19 5 14 - 4	39 10 29 -	26 11 15 4 3	15 8 7 - 6	18 5 13 3 6	21 4 17 4 11	18 3 15 1 4	28 10 18 12 4	4 1 -	13 6 7 - 5	5 3	5 1 4 -	4 1 3 3	30 6 24 24	12 3 9	1 1 -	:	

Table A-1a. Weekly earnings of office workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

					earnings <sup>1</sup> dard)					1	Numbe	r of w	orker	rece	iving s	straig	ht-tim	e wee	kly ea	rnings	of—					
Occupation and industry division	Number	Average weekly		(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		\$ 80	§ 90	100	110	120	\$ 130	140	\$ 150	160	\$ 170	\$ 180	190	200	\$ 210	\$ 220	\$ 230	\$ 240	£ 260	\$ 280	300	32
occupation and materialy arrives	workers	hours 1 (standard)	Mean 2	Median 2	Middle range2	and under	-	-	-			-	-	-	-	-	-	-	-	-	-	-	-	-	-	
						90	100	110	120	130	140	150	160	170	180	190	200	210	220	230	240	260	280	300	320	.34
ALL WORKERS CONTINUED																										
EYPUNCH OPERATORS, CLASS A	774 391	39.5	144.00	141.00	134.50-154.50 135.00-150.00	-	:	5	20	94 42	200 115	196 121	112 75	30 16 14	9	11	14	7	:	2	62	10	5	:	:	
PUBLIC UTILITIES		40.0	210.50	234.00	134.00-181.00 181.50-236.50	-	-	-	15	52	-	75 10	37 13	-	6 3 2	10	12	1	-	5	62 62	10	:	- :	-	
FINANCE	101				130.00-146.50 128.50-146.00		:	-	6	12	33 27	19 28	12	11	1	:	2	:	:	-	-	=	:	:	=	
EYPUNCH OPERATORS, CLASS B	534 179	40.0	127.50	120.00	114.00-136.00 117.00-135.00	-	13	57	171	97 40	74 37	16	34 11	23	17	9	4	1	10	:	5	3	:	:	:	
NONMANUFACTURING	355 59	40.0	168.50	157.50	111.50-147.50 133.00-208.50	-	13	53	-	57 10 9	37 11 5	15	23	17	17	9	4 2	1	10	:	5	=	:	:	:	
RETAIL TRADE	50 140	40.0	132.50	124.50	115.00-125.00 112.00-158.00	-	11	19	23 25	23	10	8	16	13	12	ī	2	:	:	:	-	:	:	:	:	
FINANCE	84	39.0	121.00	114.00	110.50-122.00	-	1	13	42	10	11	1	-	-	2	4	-	-	-	-	-	-	-	-	-	

Table A-2. Weekly earnings of professional and technical workers in Minneapolis—St. Paul, Minn.—Wis., January 1976

				Weekly (stan	earnings <sup>1</sup> dard)							of wo	orkers													
Occupation and industry division	Number of workers	Average weekly hours 1		W 11 - 1	W.III	116 and	120	130	140		160	170	180	200	220	240	\$ 260	280	300	320	340	360	380	\$ 40 <b>0</b>	420	, 5
	WOINCE	(standard)	Mean 2	Median 2	Middle range <sup>2</sup>	under	130	140	- 150	160	170	180	200	220	240	260	280	300	320	340	360	380	400	420	440	)
ALL WORKERS																										
MPUTER SYSTEMS ANALYSTS BUSINESS) CLASS A					\$ 326.00-374.00		-		-		-	-			2	7	28	28	37	94	104	94	52	33	11	
MANUFACTURING	264	39.5	341.00	340.50	336.00-375.00 312.50-374.00 366.00-400.50 291.00-355.00	:	:	:	:	:	:	=	:	:	2	7	22	19 17	13 24 -	43 51 1 23	57 47 5 23	54 40 9	28 24 7 5	25 5 3	10	1
MPUTER SYSTEMS ANALYSTS BUSINESS), CLASS &	489				285.00-325.50	-	-	-	-	_		4	-	10	14	23 11		115		99	40	. 12	3	_		
MANUFACTURING	276	39.5	300.50	303.50 317.50	285.00-326.50 278.00-326.50 285.50-348.50 274.50-326.50	:	=	=	:	Ē	:	:	:	10	14	12	27 35 10 16	57 58 7 31	61 50 4 38	37 62 6 47	18 22 8 12	10 6 3	3	:	:	
HPUTER SYSTEMS ANALYSTS BUSINESS), CLASS C NONMANUFACTURING	93				226.50-295.50 226.50-298.00		:	-	:	:	1	6	2	6	37 30	9	2	14	13	3	:		:	:	:	
MPUTER PROGRAMMERS (BUSINESS),	676	39.5	300.00	292.50	261.00-337.50		_			_			1	19	39	93	105	115	80	71	64	56	25	8	-	
MANUFACTURING	409	39.0	278.50 343.50	272.50	30%.50=359.50 251.00=297.50 317.50=366.50 247.50=287.50	-	:	:	:	=	:		-	19	37 - 15	87 - 28	10 95 2	40 75 5	32 48 6 12	57 14 9	53 11 7	10 10	15 10 4	3	=	
FINANCESERVICES	196	38.5	264.00	263.00	249.50-282.00 260.00-311.50	-	-	:	:	:	:	:	:	12	18	51	62	13	21	5	4	Ξ	-	:	=	
MPUTER PROGRAMMERS (BUSINESS). LASS R	348	39.5	276.00	276.00	236.50-284.50 256.00-298.00 219.50-261.50	-	:	:	:	:	6 5 1	:	32 2 30	101 10 91	95 18 77	149 64 85	145	90 70	70 47	34 22	8	:	1	:	:	
NONMANUFACTURING PUBLIC UTILITIES WHOLESALE TRADE FINANCE	90	40.0	286.50	286.50	267.00-310.50 214.00-250.30 213.00-241.00	:	:	:	:	:	=	-	12	12	6 20 35	6 26 41	43 26 6	17 1	50	12	1	:	:	:	=	
MPUTER PROGPAMMERS (BUSINESS), LASS C NONMANUFACTURING	305				186.5n-245.00			-		3	14	50 49	35 23	43 27	62 12	66	26	6	-		-					-
FINANCE	94	38.5	193.00	185.00	177.50-226.50 172.50-206.00	-	-	•	-	2	53	43	13	25	10	18 3	-	- 5	-	=	•	-	-	-	-	
MANUFACTURINGNONMANUFACTURING	107	39.5 39.5	207.00	207.00	191.00-217.50 170.00-218.50 237.00-251.00	:	:	:	:	1	50	29	32 50	45 46 3	17 18 5	4 27 14	3 3	1 3 3	:	4	:	:	:	:	-	
SERVICES	62	39.0	206.00 178.50	205.00 177.00	181.00-214.50 163.50-190.00	=	:	:	:	ī	14 24	10	18 25	35	11	6	:	-	:	4	:	:	:	:	:	
MPUTER OPERATORS, CLASS B MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES	197	39.5 39.5	178.50	179.50	164.50-194.00 167.50-186.50 162.50-200.00 194.50-270.00	2	5 5	8 1 7	31 5 26	63 19 44	90 30 60 3	123 47 76 9	158 76 82 17	37 9 28 9	26 2 24 24	7 3 4 1	35 35 33	10 1 9	=	:	:	:	. :	:	=	
WHOLESALE TRADEFINANCE	108	40.0	172.00	173.50	161.00-180.00 163.00-188.50	-	:	6	5	20 21	25 22	25 33	24	8	-	2	2	8	=	:	:	:	:	:	=	

Table A-2. Weekly earnings of professional and technical workers in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

					earnings <sup>l</sup> dard)					N	Vumbe	r of w	vorker	rece	iving	straig	ht-tim	ne wee	kly ea	rnings	of—					
Occupation and industry division	Number of workers	Average weekly hours 1 (standard)	Mean 2	Median 2	Middle range 2	110 and under	120	130	\$ 140 -	\$ 150	\$ 160	170 -	180			240	\$ 260 -	\$ 280 -	300	320	\$ 340 -	\$ 360 -	\$ 380 -	\$ 40 <b>0</b>	\$ 420 -	\$ 4
						120	130	140	150	160	170	180	200	220	240	260	280	300	320	340	360	380	400	420	440	4
ALL WORKERS CONTINUED																										
OMPUTER OPERATORS, CLASS C	383				136.00-163.00		48	82	45	83 23	65	38	18	2	-	-	-	-	-	-	-	-	_	-	-	
MANUFACTURING	151				143.50-166.00		-	20	37	23	65 39 26	23	9	-	-	-	-	-	-	-	-	-	-	-	-	
NONMANUFACTURING	232 147				130.00-156.50 127.00-156.50		48 39	62 37	8	60 33	15	15 12	3	5	=	:	-	-	-	-	-	-	-	-	-	
RAFTERS, CLASS A	661				246.00-299.00		-	-	-	-	-	-	10	22	67 63	152	126 111	120	86 67	46 34	20 18	12 10	-	-	-	
MANUFACTURING	525 136				246.00-299.00		:		-			-	10	3	63	117	15	44	19	12	5	10	-	-	-	
PUBLIC UTILITIES	37				275.00-324.50		-	-	-	-	-	-	-	-	-	-	13	12	1	8	1	5	-	-	-	
MANUFACTURING	752 488				201.50-241.50		-	-	-	-	1	4	166 144	188 116	190 112	130 68	61	8	4	-	-	-	-	-	-	
NONMANUFACTURING	264				213.00-247.50			_		_	1	-	22	72	78	62	17	8	4	- :	-	-	-	-	-	
PUBLIC UTILITIES	39				247.50-263.50		-	-	-	-	-	-	-	2	5	17	10	4	1	-	-	-	-	-	-	
WHOLESALE TRADE	50	40.0	207.00	207.50	190.00-217.00	-	-	-	-	-	1	-	21	21	-	7	-	-	-	-	-	-	-	-	-	
PRAFTERS, CLASS C	659 370				165.50-185.00		1	5 2	27 25	56 53	150 86	139 101	201 79	44	22	8	5	-	1	-	-	-	-	-	-	
NONMANUFACTURING					161.00-181.00		1	3	2	3	64	38	122	50	22	8	5	-	1	-	-	-	-	-	-	
LECTRONICS TECHNICIANS					219.50-320.00		-	-	-	2	6	10	120	235	106	99	187	172	148	249	137	8	-	-	-	
NONMANUFACTURING					254.00-320.00		-	-	-	-	-	-	12	79	38	95 35	135	106	83		112	8	-	-	-	
PUBLIC UTILITIES	369	40.0	304.50	320.00	264.00-339.00	•	-	-	-	-	-	-	-	25	2	35	57	28	5	133	76	8	-	-	-	
REGISTERED INDUSTRIAL NURSES					213-00-241-50		-	-	-	-	-	2	13	40	33	22	14	-	3	-	-	-	-	-	-	
MANUFACTURING	91	39.5	229.50	230.00	217.50-241.00	-	-	-	-	-	-	-	4	31	29	18	8	-	1	-	-	-	-	-	-	

Table A-2a. Weekly earnings of professional and technical workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976

					earnings 1 ndard)					1	Numbe	rofv	worker	s rece	iving	straig	ht-tim	ne wee	ekly ea	arning	s of—					
Occupation and industry division	Number of workers	Average weekly hours I (standard)	Man 2	Median 2	Middle range 2	and under	120	130	-	150	160	170	180	220	-	-	-	280	300	320	340	360	380	400	-	-
ALL WORKERS																										
COMPUTER SYSTEMS ANALYSTS (BUSINESS), CLASS A MANUFACTURING NONMANUFACTURING PURLIC UTILITIES FINANCE	222	39.5 39.5 40.0	355.50 332.50 385.50	354.50 334.00 383.00	\$ 325.00-374.00 338.00-376.00 293.50-372.00 366.00+400.50 260.00-362.50	:	:	:	:	:::	:::			:	2 - 2	7 - 7	22 6 16	22 6 16 -	29 13 16	57 40 17 1	75 57 18 5 4	79 54 25 9	40 28 12 7 5	16 8 8 5 3	11 10 1	
COMPUTER SYSTEMS ANALYSTS (BUSINESS), CLASS B MANUFACTURING NONMANUFACTURING PURLIC UTILITIES FINANCE	171 137 27	39.0 39.5 40.0	306.00 290.50 338.00	306.00 293.50 340.00	280.00-324.50 288.00-324.50 264.50-325.00 320.00-35%.00 222.00-299.00	=	::::	. :	:::	:	:			10 10 10	14 14 14	19 11 8 -	34 17 17 -	78 47 31 3	60 41 19 4 8	52 37 15 6	32 16 16 8 6	9 2 7 6 -	:	:	:	
COMPUTER SYSTEMS ANALYSTS (BUSINESS). CLASS C	55	40.0	269.50	287.50	234.50-307.00	-	_		_	_	1		2	6	8	6	2	14	13	3	_	-	-	_	_	
COMPUTER PROGRAMMERS (BUSINESS), CLASS A NONMANUFACTURING PUBLIC UTILITIES FINANCE	480 217 46 80	39.5	271.50 343.50	261.00 340.50	261.50-348.00 241.50-284.50 317.50-366.50 239.00-265.00	-	:	:	:	:	:		1 -	19 19 -	32 30 -	54 48 - 25	69 59 2	62 22 5 6	34 6 6	66	60 7 7	56 10 10	19 4 4	8 3 3	:	
COMPUTER PROGRAMMERS (BUSINESS), CLASS R MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES FINANCE	544 342 202 90 62	39.5 40.0 40.0	276.00 251.50 286.50	276.00 249.00 286.50	243.00-294.50 256.50-299.00 221.00-284.50 267.00-310.50 192.00-234.00	:	:	:	:		6 5 1		26 2 24 -	35 10 25 2	59 18 41 6 18	89 58 31 6	129 102 27 26	89 70 19 17	68 47 21 20	34 22 12 12	8 7 1	:	1 1	:::::	:	
COMPUTER PROGRAMMERS (BUSINESS), CLASS C	198				219.50-252.00 192.00-253.50		-	:	:	1	4	8 7	17 10	21	52	63 15	26	6 2	:	:	:	:	:	:	:	
COMPUTER OPERATORS, CLASS A MANUFACTURING	224 107 117 28 60	39.5 39.5 40.0	207.00 213.00 247.00	207.00 209.50 244.00	190.00-222.50 191.00-217.50 182.00-243.00 237.00-251.00 174.50-209.50	:	:	:	:	2 1 1	19 3 16 -	9 2 7 5	-	73 45 28 3 18	28 17 11 5 5	25 4 21 14	3 3	1 3 3	:::::::::::::::::::::::::::::::::::::::	4		:	:	:	:	
COMPUTER OPERATORS, CLASS B MANUFACTURING NONMANUFACTURING	345 166 179 59 52	39.5 39.5 40.0	177.50 207.00 242.00	179.00 190.00 270.00	165.00-197.00 166.50-188.50 173.50-250.50 195.00-270.00 167.00-201.50	- 2	2 -	1	6 5 1 - 1	26 19 7 - 5	55 30 25 3	55 27 28	67	22 7 15 4	6 2 4 4 -	7 3 4 1 2	35 35 33	10 1 9 1 8	:	:	:	:	:	:	:	
COMPUTER OPERATORS, CLASS C MANUFACTURINGNONMANUFACTURING	187 115 72	40.0	155.50	154.50	142.00-164.50 144.50-163.50 132.50-165.50	-	8 - 8	26 10 16	43 35 8	36 23 13	40 29 11	19 13 6	11 5 6	2 - 2	:	:	Ξ	:	:	:	:	:	:	:	Ξ	
MANUFACTURING	470 425				248.00-298.00 246.00-295.00		:	:	:	:	:	=	10 10	19 19	53 53	87 87	119 105	68 58	54 49	34 22	20 18	6	:	:	Ξ	
NONMANUFACTURING: PUBLIC UTILITIES	33	40.0	299.50	285,50	273.50-328.00	-	-	-	-	-	•	-	-	-	-	-	13	3	1	8	1	2	-	-	-	

Table A-2a. Weekly earnings of professional and technical workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

					earnings 1					1	Numbe	r of v	worker	s rec	eiving	straig	ht-tim	ie wee	ekly ea	rning	s of—					
Occupation and industry division	Number	Average weekly				\$ 110	\$ 120	130	140	\$ 150	160	\$ 170	180	200	\$ 220	\$ 240	\$ 260	\$ 280	300	\$ 320	340	\$ 360	380	\$ 400	\$ 420	\$ 44
Occupation and Installing actions	workers	hours 1 (standard)	Mean 2	Median 2	Middle range 2	and under	-	-	•	-	-	-	-	-	-	•	-	-	-	-	-	-	-	-	-	
				-		120	130	140	150	160	170	180	200	220	240	260	280	300	320	340	360	380	400	420	440	46
ALL WORKERS CONTINUED			4																							
PRAFTERS, CLASS B	386 328		224.50	220.00	200.00-244.50	-	-	-	-	-	1	1	95 95	88	86 80 6	66	37	8 - 8	4	-	-	-	-	-	-	
NONMANUFACTURING	58	38.5	250.50	250.50	249.00-275.00	_	_			-	7	1	95	86	80	46	17	-	-	-	-	-	-	-	-	
PUBLIC UTILITIES	31				248.50-270.50		-	-	-	-	-	-	-	2	5	9	10	4	i	-	-	-	-	-	-	
PRAFTERS, CLASS C	363		181.00	177.00	167.00-188.50	:	1	2	27 25	17	56	102	96	34	14	8	5	-	1		_	_	_	_	_	
MANUFACTURING	256	39.5	173.00	173.00	166.00-181.00	-	-	2	25	17 15	56 51	102 81	68	14	•	-	-	-	-	-	-	-	-	-	-	
REGISTERED INDUSTRIAL NURSES	116		227.00	224.50	209.50-240.00	:	:	:	:	-	:	2	13	37 31	33 29	17 13	11	-	3	-	:	-	-	-	-	

Table A-3. Average weekly earnings of office, professional, and technical workers, by sex, in Minneapolis—St. Paul, Minn.—Wis., January 1976

			erage an <sup>2</sup> )			Ave (me				Av.	erage ean <sup>2</sup> )
Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings <sup>1</sup> (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours <sup>1</sup> (standard)	Weekly earnings <sup>1</sup> (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekl earning (standar
OFFICE OCCUPATIONS - MEN				OFFICE OCCUPATIONS -				OFFICE OCCUPATIONS -			-
MESSENGERS	124 81	39.5 39.5	139.00 154.00	WOMENCONTINUED STENOGRAPHERS, GENERAL	629	39.5	\$ 156.50	WOMENCONTINUED SWITCHBOARD OPERATORS	358	39.5	\$ 135.
ORDER CLERKS	410		221.00	MANUFACTURING	211 418	39.5	133.00	MANUFACTURING	109		136.
MANUFACTURING	54	40.0	178.00	PUBLIC UTILITIES	176		219.00	PUBLIC UTILITIES	32		203.
NONMANUFACTURING	356		227.50	WHOLESALE TRADE	129		137.50	RETAIL TRADE	61	40.0	119.
WHOLESALE TRADE	353	40.5	228.50	FINANCE	63	39.0	125.50	FINANCE	67		137.
CCOUNTING CLERKS, CLASS A	451 72	40.0	215.00	STENOGRAPHERS, SENIOR	1,473	39.5	155.00				
MANUF ACTORING	"	37.3	177.00	NONMANUFACTURING	663		165.00	SWITCHBOARD OPERATOR-RECEPTIONISTS- MANUFACTURING	778 236		131.
				PUBLIC UTILITIES	112		208.50	NONMANUFACTURING	542	39.5	129
and the second second				WHOLESALE TRADE	184		182.00	PUBLIC UTILITIES	101		
OFFICE OCCUPATIONS - WOMEN				FINANCE	137 170		142.50	WHOLESALE TRADE	153 148		
				JEWAICE2		30.3	.43.00	FINANCE	74		
ECRETARIES	5,979			TRANSCRIBING-MACHINE TYPISTS	282		130.00	SERVICES	66		131
MANUFACTURING	3,212		171.00	MANUFACTURING	55 227		129.50	ORDER CLERKS	672	39.5	120
PUBLIC UTILITIES	370		223.00	NONMANUFACTURINGFINANCE	142		129.00	MANUFACTURING	176		
WHOLESALE TRADE	629	40.0	182.50					NONMANUFACTURING	496	40.0	135
RETAIL TRADE	345			MANUFACTURING	1,150		131.50	WHOLESALE TRADE	278		
FINANCE	967 456		164.50	MANUFACTURING	452 698		135.00	RETAIL TRADE	115	39.5	115
SERVICES	450	37.03	130.30	NONMANUFACTURING	45			ACCOUNTING CLERKS, CLASS A	1,980	39.5	172
SECRETARIES, CLASS A	539	40.0	214.00	WHOLESOLE TRADE	115	40.0	125.00	MANUFACTURING	607	39.5	155
MANUFACTURING	331	40.0	209.50	RETAIL TRADEFINANCE	65 409		132.50	NONMANUFACTURING	1,373		
NONMANUFACTURING	97		217.00	FINANCE	409	38.5	124.50	RETAIL TRADE	571		
WHOLESALE TRADE	123			TYPISTS, CLASS B	1,452	39.0	117.00	FINANCE	274		
FINANCE	60	39.0	216.50	MANUFACTURING	347		113.00		81	39.5	148
SECOSTABLES SLASS B	1,471	30 E	185.00	NONMANUFACTURING	1,105		118.00	ACCOUNTING CLERKS, CLASS B	2,915	39.5	1,27
MANUFACTURING	739		187.00	WHOLESALE TRADE	150	40.0	126.50	MANUFACTURING	692		
NONMANUFACTURING	732	39.5	183.00	FINANCE	702	38.5	104.50	NONMANUFACTURING	2,223		
PUBLIC UTILITIES	81		251.00	SERVICES	74	39.5	119.50	PURLIC UTILITIES	691		
WHOLESALE TRADEFINANCE	170 340		180.50	FILE CLERKS, CLASS A	175	20 0	149.50	WHOLESALE TRADE	450		
SERVICES	61	39.0	1/9.50	NONMANUFACTURING	148		151.00	FINANCE	538		
				FINANCE	71		133.00	SERVICES	149		
SECRETARIES, CLASS C	2,547	39.5	166-00								
MANUFACTURING	1,642	39.0	169.50	FILE CLERKS. CLASS B	415 78		122.50	BOOKKEEPING-MACHINE OPERATORS,	151	39.0	1147
PUBLIC UTILITIES	97		199.00		337		124.00	NONMANUFACTURING	110		
WHOLESALE TRADE	178		195.50	PUBLIC UTILITIES	69	40.0	172.00			1	1
RETAIL TRADE	107		168.50	WHOLESALE TRADE	58			BOOKKEEPING-MACHINE OPERATORS.			
FINANCESERVICES	396		155.50		161	38.5	108.50	NONMANUFACTURING			
SERVICES	1	37.0	13100	FILE CLERKS. CLASS C	596	39.0	103.50	NORMANOF ACTORING	100	37.5	120
SECRETARIES, CLASS D			157.50	MANUFACTURING	93	38.5		BILLING-MACHINE BILLERS	225		
MANUFACTURING	615		157.50	NONMANUFACTURING	503		104.00	MANUFACTURING	- 64	39.5	145
NONMANUFACTURING	740		157.50		57 376		92.00	BOOKKEEPING-MACHINE BILLERS	132	30 0	139
WHOLESALE TRADE	99		155.00		3/6	30.3	.00.00	NONMANUFACTURING			
RETAIL TRADE	128	39.5	161.50	MESSENGERS	387		108.50			1	1
FINANCE	17	1 . 39.0	152.00	MANUFACTURING	128		106.00				
SERVICES	24	40.0	147.50		259 54		110.00				
				WHOLESALE TRADEFINANCE	160		113.50				
				I IMANUL		37.00	-02.00				

Table A-3. Average weekly earnings of office, professional, and technical workers, by sex, in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

			erage ean <sup>2</sup> )			Ave (me	rage an <sup>2</sup> )				erage ean <sup>2</sup> )
Sex, $^{3}$ occupation, and industry division	Number of workers	Weekly hours l (standard)	Weekly earnings l (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours <sup>1</sup> (standard)	Weekly earnings l (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings (standard
OFFICE OCCUPATIONS - WOMENCONTINUED				PROFESSIONAL AND TECHNICAL OCCUPATIONS - MENCONTINUED				PROFESSIONAL AND TECHNICAL OCCUPATIONS - WOMENCONTINUED			
AYROLL CLERKS	591	40.0	\$ 167.00	COMPUTER PROGRAMMERS (BUSINESS).			\$	DRAFTERS. CLASS C	629	39.0	178.5
MANUFACTURING	221	40.0	160.00	CLASS A	534		304.00		352		172.0
NONMANUFACTURING	370		171.00		303		283.00		277	38.5	187.0
WHOLESALE TRADE	139		207.00	PUBLIC UTILITIES	40		343.50		1,465		272.5
RETAIL TRADE	77 81		146.50	WHOLESALE TRADE	58 148			PELECTRONICS TECHNICIANS	861		289.5
RETAIL TRADE	01	39.5	143.00	FINANCE	140	38.5	268.50	PUBLIC UTILITIES	369		304.5
EYPUNCH OPERATORS, CLASS A	1,351	39.5	151.50	COMPUTER PROGRAMMERS (BUSINESS),	25			TOBELS STILLING	301	1000	
MANUFACTURING	485	39.5	143.50	CLASS B	515	39.5	264.00				
NONMANUFACTURING	866	39.5	155.50	NONMANUFACTURING	259		248.00				1
PUBLIC UTILITIES	239		193.00		71		288.00	PROFESSIONAL AND TECHNICAL			
WHOLESALE TRADE	192		150.50		104	39.0	228.00	OCCUPATIONS - WOMEN			
FINANCE	184		141.00		4						
TINANCE	104	30.5	140.50	COMPUTER PROGRAMMERS (BUSINESS),	221	20 E	220 50	COMPUTED SYSTEMS AND WOTE			
EYPUNCH OPERATORS. CLASS &	1,082	39.5	132.00		105		201.00	COMPUTER SYSTEMS ANALYSTS (BUSINESS), CLASS B:			
MANUFACTURING	249		131.50		74		191.00	NONMANUFACTURING	58	39.0	287.0
NONMANUFACTURING	833	39.5	132.00							3700	20,00
PURLIC UTILITIES	104			COMPUTER OPERATORS, CLASS A	251	39.5	205.50	COMPUTER PROGRAMMERS (BUSINESS).			
WHOLESALE TRADE	203		131.50		181	39.5	205.50	CLASS A:	100	The same	
RETAIL TRADE	139		132.50		80	39.0	209.00	NONMANUFACTURING	96	39.5	268.0
FINANCE	352	39.0	124.00		395	20 E	101 00				
				COMPUTER OPERATORS, CLASS B	119	39.5	180.50	COMPUTER PROGRAMMERS (BUSINESS),			
PROFESSIONAL AND TECHNICAL				NONMANUFACTURING	276		195.50	CLASS B:	108	39.5	232.5
OCCUPATIONS - MEN				PUBLIC UTILITIES	71		242.50	FINANCE	65		219.0
				WHOLESALE TRADE	78		174.00			3,40	
OMPUTER SYSTEMS ANALYSTS		200		FINANCE	85	38.5	186.50	COMPUTER PROGRAMMERS (BUSINESS).			
(BUSINESS) + CLASS A			348.00				1000000	CLASS C	80	39.5	210.0
MANUFACTURING	200			COMPUTER OPERATORS, CLASS C	305 121	39.0	150.50				
PUBLIC UTILITIES	232		342.00	MANUFACTURING	184	30.5	146.00	COMPUTER OPERATORS, CLASS A:			
FINANCE	101		328.50	FINANCE	136		146.00	NONMANUFACTURING	50	40.0	180.0
		0		I IMANOE		30.5		COMPUTER OPERATORS, CLASS &	173	20 5	173.0
OMPUTER SYSTEMS ANALYSTS		0.0		DRAFTERS, CLASS A	660	39.5	275.00	NONMANUFACTURING			173.0
(BUSINESS) . CLASS B	385		304.50	MANUFACTURING	524		273.50	PUBLIC UTILITIES	35		181.5
MANUFACTURING	174		305.50	NONMANUFACTURING	136		280.50		1		1
NONMANUFACTURING	211		304.00	PUBLIC UTILITIES	37	40.0	298.50	COMPUTER OPERATORS, CLASS C	68	39.5	147.0
FINANCE	38		317.50	DOLETEDS CLUSS 5	743	20 E	222 00				
F INDIACE	140	39.0	300.50	MANUFACTURING	480		223.00	INCOLORED THOUSENED HOUSES			227.5
OMPUTER SYSTEMS ANALYSTS				NONMANUFACTURING	263		230.00	MANUFACTURING	90	39.5	229.0
(BUSINESS) + CLASS C	75	40.0	245.00		38		256.00				
NONMANUFACTURING	58		246.50		50		207.00	1			

Table A-3a. Average weekly earnings of office, professional, and technical workers, by sex-large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976

			rerage ean <sup>2</sup> )			Ave (mea				Ave (me	erage
Sex, 3 occupation, and industry division	Number of workers	Weekly heurs l (standard)	Weekly earnings l (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours <sup>1</sup> (standard)	Weekly earnings <sup>1</sup> (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings (standard
OFFICE OCCUPATIONS - MEN			4	OFFICE OCCUPATIONS - WOMENCONTINUED				OFFICE OCCUPATIONS - WOMENCONTINUED			
MESSENGERS	80	39.5	147.00	TYPISTS, CLASS B	621	39.0	\$ 121.50	KEYPUNCH OPERATORS, CLASS &	531	39.5	\$ 131.0
				MANUFACTURING	255	39.0	113.50	MANUFACTURING	177	40.0	127.5
OFFICE OCCUPATIONS - WOMEN				NONMANUFACTURING	366 77		127.50	NONMANUFACTURING	354 59		133.0
OFFICE OCCUPATIONS - WOMEN				FINANCE	174		116.50	PUBLIC UTILITIES	50	40.0	120.5
SECRETARIES	4,342		174.50	FILE CLERKS, CLASS A	88		169.00	RETAIL TRADEFINANCE	139 84		132.
MANUFACTURING			171.50	NONMANUFACTURING	61	39.5	180.50				
NONMANUFACTURING	268		180.00	FILE CLERKS, CLASS B	229	30.0	126.50				
WHOLESALE TRADE	291		172.50	MANUFACTURING	66		115.00	PROFESSIONAL AND TECHNICAL			
RETAIL TRADE	300	39.5	169.00	NONMANUFACTURING	163	39.5	131.00	OCCUPATIONS - MEN			
FINANCE	446		170.50	FINANCE	69		115.50				
SERVICES	154		155.50								
				MANUFACTURING	273	39.0	105.50	COMPUTER SYSTEMS ANALYSTS	1000		1000
SECRETARIES. CLASS A	339		220.50	MANUFACTURING	89		100.00		310	39.5	350 •
MANUFACTURING	169	40.0	211.50	NONMANUFACTURING	184		108.50	MANUFACTURING	194	39.5	357.
NONMANUFACTURING PURLIC UTILITIES	170 73		229.00	FINANCE	159	38.5	110.50	NONMANUFACTURING	116 27		338.
PUMETE OTTETTES	13	40.0	202.50	MESSENGERS	270	30-0	109.50	FINANCE	53		319.
SECRETARIES. CLASS B	1,079	39.0	189.50	MANUFACTURING	109		106.50	Tiva.ioi.	"	37.00	3170
MANUFACTURING	654		189.00	NONMANUFACTURING	161			COMPUTER SYSTEMS ANALYSTS			
NONMANUFACTURING	425		190.50	FINANCE	98	39.0	101.00		239		303.
FINANCE	153	39.0	186.00					MANUFACTURING	142		306.
	2 015	20.5		SWITCHBOARD OPERATORS	212		143.00		97	39.5	299.
MANUFACTURING	2,015		165.00	MANUFACTURING	117		140.00				
NONMANUFACTURING	456		168.00	NONMANOF ACTORING	111	37.5	145.50	CLASS A	382	39.5	310.
RETAIL TRADE	81		174.00	SWITCHBOARD OPERATOR-RECEPTIONISTS-	76	39.5	138.50	NONMANUFACTURING	155		279.
FINANCE	212		158.50	SWITCHBORNS OF ENGION NEGET TENTESTS		37.03	.30.30	PUBLIC UTILITIES	40		343.
				ORDER CLERKS	213		130.50	FINANCE	53	38.5	257.
SECRETARIES, CLASS D	842	39.0	160.50	NONMANUFACTURING	170	39.5	124.50				
MANUFACTURING	493		159.00	RETAIL TRADE	115	39.5	115.50	COMPUTER PROGRAMMERS (BUSINESS),			
NUNMANUFACTURING	349 54		204.00					CLASS R	387		273.
RETAIL TRADE	122		163.00	MANUFACTURING	1,289		176.50	NONMANUFACTURING	137		259.
RETAIL TRADE	144	37.03	103.00	NONMANUFACTURING	852		189.50	PUBLIC UTILITIES	''	40.0	2000
STENOGRAPHERS, GENERAL	510	39.5	161.50	PURLIC UTILITIES	505			COMPUTER OPERATORS, CLASS A	166	39.5	211.
MANUFACTURING	198		132.50	FINANCE	129	39.0	170.50	NONMANUFACTURING	96		215.
NONMANUFACTURING	312	39.5	180.00				1000000	NONMANUFACTURINGFINANCE	50		264.
PUBLIC UTILITIES	176		219.00	ACCOUNTING CLERKS, CLASS B	1,678		138.50				
FINANCE	51	39.0	124.50	MANUFACTURING	467	39.5	127.00	COMPUTER OPERATORS, CLASS &	245		198.
				NONMANUFACTURING	1,211		143.00	MANUFACTURING	103		180.
STENOGRAPHERS, SERIOR	1,023		149.00	PUBLIC UTILITIES	347		175.00	NONMANUFACTURING	142		211.
NONMANUFACTURING	217		159.00	RETAIL TRADE	359 263		132.00	PURLIC UTILITIES	46	40.0	253.
PUBLIC UTILITIES	57		219.00	FINANCE	203	30.5	132.50	COMPUTER OPERATORS, CLASS C	136	30 5	156.
FINANCE	87			PAYROLL CLERKS	260	39.5	168.50	MANUFACTURING	87		156.
. 1.1.1.02		0,00		MANUFACTURING	63		164.00	HANGI ACTORITIO		4000	
TRANSCRIRING-MACHINE TYPISIS	76	39.0	132.50	NONMANUFACTURING	197			DRAFTERS, CLASS A	469	39.5	273.
				PUBLIC UTILITIES	62	40.0	220.50	MANUFACTURING	424		270.
TYPISTS. CLASS A	716		132.50	RETAIL TRADE	53		152.00	NONMANUFACTURING:	1100		
MANUFACTURING	346		136.50					PUBLIC UTILITIES	33	40.0	299.
NONMANUFACTURING	37,0	39.5	129.00	KEYPUNCH OPERATORS. CLASS A	770		152.50		1		
PUBLIC UTILITIES	36 53		170.50		389		144.00	DRAFTERS, CLASS &	377		225.
RETAIL TRADEFINANCE	239		135.50	NONMANUFACTURING	381		160.50	MANUFACTURING	320		218.
INANCE	239	37.0	121.30	RETAIL TRADE	99		141.00	NONMANUFACTURING	57		260.
				FINANCE	101		138.00		30	40.0	230.
	1	1	1	II . IMANGE	1 .01	3,.00	-30.00				1

Table A-3a. Average weekly earnings of office, professional, and technical workers, by sex–large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

			rerage ean <sup>2</sup> )			Ave (me	rage an <sup>2</sup> )				erage ean <sup>2</sup> )
Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings <sup>1</sup> (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings 1 (standard)	Sex, 3 occupation, and industry division	Number of workers	Weekly hours 1 (standard)	Weekly earnings (standard
PROFESSIONAL AND TECHNICAL OCCUPATIONS - MENCONTINUED  DRAFTERS, CLASS C MANUFACTURING	339 238			PROFESSIONAL AND TECHNICAL OCCUPATIONS - WOMEN  COMPUTER PROGRAMMERS (BUSINESS), CLASS A: NONMANUFACTURING	52	39.0	\$ 255•50	PROFESSIONAL AND TECHNICAL OCCUPATIONS - WOMENCONTINUED REGISTERED INDUSTRIAL NURSES MANUFACTURING	115		\$ 226.00 228.00

Table A-4. Hourly earnings of maintenance, toolroom, and powerplant workers in Minneapolis—St. Paul, Minn.—Wis., January 1976

	1.70		Hourly ear	mings 4							Numbe	r of w	orker	s rece	iving	straig	ht-tim	e hou	rly ear	rnings	of—						
Occupation and industry division	Number of workers	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range <sup>2</sup>	Under \$	and ander	4.00	4.20	\$ 4.40 - 4.60	4.60	4.80	5.00	5•20	5.40	5.60 -	5.80	-	-	-	6.80	7.20	7.60	8.00	-	8.80	-	•
ALL WORKERS  AINTENANCE CARPENTERS MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES	250 111 139 28	6.43 7.17	6.60	\$ 6.24- 6.74 6.18- 6.74 6.58- 8.17 6.02- 6.20	:				: :	:	:	1 1 -	4 4 -	:	1 1 -	8 6 2 1	48 26 22 22	43 38 5	89 22 67 1	7 5 2	6 2 4	3 3 -	7 2 5 3	3 1 2	19	8 - 8 -	
AINTENANCE ELECTRICIANS MANUFACTURING NONMANUFACTURING	418 290 128	7.35	7.34	6.77- 9.04 6.65- 7.93 7.21- 9.26	-	:	=	:	Ξ	Ξ	:	1	:	Ξ	11 11	20	6 4 2	2 2	71 48 23	55 53 2	73 64 9	48 45 3	3 1 2	1	33 9 24	73 12 61	
MANUFACTURINGNONMANUFACTURING	181 59 122	6.57	6.72	6.36- 6.94	-	:	:	•	:	Ξ	5	2	2	5	2	2	14 4 10	20 17 3	64 8 56	31 25 6	:	25 1 24	7 7	5	:	1	
MANUFACTURING	602 594					:	: :			:	:	:	:	:	6	46 46	20 20	18 18	114 114	315 315	49 49	11 11	10	7	5	1	
AINTENANCE MECHANICS (MACHINERY) - MANUFACTURING NONMANUFACTURING PUBLIC UTILITIES	943 834 109 50	6.14	6.01 7.01	5.52- 6.77 6.36- 7.49	:	:	:		9	:	12	56 51 5	46 46 -	167 166 1	89 88 1	39 31 8	107 99 8	57 51 6 3	93 85 8	160 126 34 17	12 1 11 5	77 69 8 8		:	5	:	
AINTENANCE MECHANICS (MOTOR VEHICLES)	111 913	6.23 7.18	5.88 7.48	5.32- 7.26 7.11- 7.48	:			34	- 2	:	:	6 4 2 -	28 28 -	8	6 5 1	30 14 16	10 8 2	33 1 32 26	91 2 89 84	87 11 76 44	598 4 594 586	38 24 14 14	-	:	:	:	
AINTENANCE PIPEFITTERS MANUFACTURING	91 74			6.92- 7.7		:			: :	:	:	:	:	:	1	:	5	:	9	14 14	16 16	34 34	6	Ξ	9	:	
ILLWRIGHTS	223 218					:			: :	:	:	:	:	4	:	:	1	79 79	19 19	92 87	1	27 27	Ξ	:	:	:	
AINTENANCE TRADES HELPERS MANUFACTURING	146 131	5.18 5.13				:			: :	1	5	40 40	12		53 44	:	:	:	:	:	:	:	:	:	:	:	
ACHINE-TOOL OPERATORS (TOOLROOM) - MANUFACTURING	60 60					:			: :	:	:	:	9	:	3	15 15	5 5	9	19 19	:	:	:	:	Ξ	:	:	
MANUFACTURING						:			: :	:	:	:	30 30	:	=	:	10 10	48 48	166 166	574 574	70 70	9	33 32	:	:	:	
TATIONARY ENGINEERS	248 340 36	6.99 6.88 7.03 7.14	7.15 6.97 6.88 7.25	6.68- 7.2 6.77- 7.1 6.23- 7.6 7.23- 7.2								6 - 3	8 - 2 6	6 2 -	:	6	14 9 5 1	47 28 19 7 - 8	8	98	-	39 28 11 8 1		:	:	:	
BOILER TENDERS						:			: :	:	16 12	:	:	:	6	10	1	7	39 33	17 16	10	3	:	:	:	:	

<sup>\*</sup> Workers were at \$3.60 to \$3.80.

See footnotes at end of tables.

Table A-4a. Hourly earnings of maintenance, toolroom, and powerplant workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976

			Hourly ear	mings 4						1	Vumbe	r of w	orker	s rece	iving	straig	ht-tim	e hou	rly ea	rnings	of—						
Occupation and industry division	Number of workers	Mean 2	Median <sup>2</sup>	Middle range <sup>2</sup>	Under \$ 4.40	and under	-	•	5.00	-	5.40	-	5.80	6.00	-	6.40	-	6.80	7.00	7.20	-	7.60	-	-	-	-	
ALL WORKERS AINTENANCE CARPENTERS MANUFACTURING PUBLIC UTILITIES	155 90 65 28	6.36	6.33	\$ 5 6.18- 6.92 6.18- 6.37 6.07- 8.91 6.02- 6.20	:		4.80	-	1 1 -	4 4	-	1 1 -	8 6 2	48 26 22 22	43 38 5	2 1 1	3 - 3	7 5 2		1 1 -	1 1 -	3 3	7 2 5	3 1 2	15	8 - 8	10.
AINTENANCE ELECTRICIANS MANUFACTURING NONMANUFACTURING	369 269 100	7.68	7.42 7.42	6.77- 8.84 6.65- 7.93 7.51- 9.26	-	=	:	:	1	:	:	2 2	20	6 4 2	2 2	:	67 48 19	54 53 1	1 - 1	5	59 56 3	48 45 3	3 1 2	1 1 -	15	67 6 61	
MANUFACTURING	101 53			6.28- 6.94 6.37- 6.94	2	:	:	:	2	2	:	5	2	14	18 15	2	8	29 23	2	:	:	5 1	7	5	:	1	
MANUFACTURING	485 477			6.92- 7.04 6.92- 7.04		:	:	:	:	:	:	5	25 25	:	18 18	25 25	41 41	51 51	240 240	32 32	17 17	11 11	10 10	7 4	5	1	
AINTENANCE MECHANICS (MACHINERY) - MANUFACTURING NONMANUFACTURING PURLIC UTILITIES	456 366 90 50	6.78 7.04	6.99 7.01	6.36- 7.04 6.36- 7.04 6.46- 7.93 7.06- 8.04	:	=	:	:	13 8 5	:	28 27 1	5 4 1	6	41 39 2	36 31 5 3	17 12 5	64 61 3	66 51 15 8	76 63 13 9	5 5 5	3 1 2	77 69 8 8	17 17 17	:	5	:	
MAINTENANCE MECHANICS (MOTOR VEHICLES) NONMANUFACTURING PUBLIC UTLITIES	222 190 141	7.31	7.48	6.93- 7.78 6.98- 8.08 6.98- 8.08	-	:	:	Ξ	2 2	:	:	:	15 15	10 2	6 5 -	:	7 5 -	50 44 44	25 20	:	28 28 28	22 14 14	55 55 55	:	:	:	
MAINTENANCE PIPEFITTERS	91 74			6.92- 7.7- 6.92- 7.7-	=	:	:	:	:	Ξ	:	1	:	2	:	5	3	14 14	:	16 16	:	34 34	6	:	9	:	
MANUFACTURING	213 208			6.37- 6.99 6.37- 6.99	=	:	:	:	:	:	4	:	:	1	69 69	19 19	:	92 87	:	1	:	27 27	:	:	:	:	
MANUFACTURING	86 71			5.41- 5.67 5.41- 5.67	:	:	1	2	:	12	18 12	53 44	:	Ξ	:	:	:	:	- :	:	:	:	:	:	:	:	
MANUFACTURING	558 557			7.11- 7.1- 7.11- 7.1-	:	:	=	:	:	=	:	Ξ	:	Ξ	3	:	42 42	55 55	360 360	30 30	36 36	9	23		:	:	
STATIONARY ENGINEERS	140 145	7.05 7.08 7.22	7.14 7.16 7.61	6.91- 7.25 6.73- 7.35 6.95- 7.25 6.23- 7.99 7.23- 7.25	:	=	:	=	:	2 - 2	:::	:	6	10 9 1 1	20 4 16 7	:	33 20 13 - 8	26 20 6 3	80 44 36 -	59 6 53 - 50	3 3	39 28 11 8	7 7 6 1	:	:	:	
BOILER TENDERS	95 78			6.31- 6.84 6.44- 6.84	:	:	:	4	:	:	Ξ	6	8	1	7	15 15	24 18	16 16	1 -	:	10	3	:	:	:	:	

Table A-5. Hourly earnings of material movement and custodial workers in Minneapolis—St. Paul, Minn.—Wis., January 1976

			Hourly ear	mings *							Numbe	er of w	orker	s rece				e nou.	riy ear	nings	01—						
Occupation and industry division	Number of workers	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range <sup>2</sup>	and under	-	-	-	2.80	3.00	3.20	-	3.60	3,80	4.00	-	4.40 -	4.60	4.80	-	5.20	5.60	-	-	-	-	ar
ALL WORKERS		′																									
RUCKDRIVERS  MANUFACTURING  NOMMANUFACTURING  PUBLIC UTILITIES  WHOLESALE TRADE  RETAIL TRADE	5,255 864 4,391 2,680 981 700	6.09 6.82 7.07 6.71	5.89 7.11 7.11 6.97	5.37- 7.14 6.80- 7.11 7.11- 7.11 6.22- 7.11	=	:	:	:	:::::::::::::::::::::::::::::::::::::::		10 10 -	:	20 -	21	21 18 3 - 3	3	20 10 10 -	3	68 18 50 - 20 30	48 48 -	341 264 77 5 66	215 157 58 5 13	655 21 634 7 150 477	61 174	3217 2637	197	
TRUCKDRIVERS, LIGHT TRUCK MANUFACTURING NONMANUFACTURING	383 214 169 53 116	6.56 5.63 5.47	7.47 5.85 5.30	5.40- 7.47 4.98- 6.19 4.93- 5.85	=	:	:	:	:	:	:	:	:	:	18 18 -	:	10 10	2	61 11 50 20 30	17 17	26 14 12 12	16 3 13 13	82 82 6 76	23 21 2 2		122	
TRUCKORIVERS, MEDIUM TRUCK MANUFACTURING	341	5.75 6.84 7.09	5.40 7.11 7.11	5.22- 5.91 6.52- 7.11 7.11- 7.11	=	:	:	:	:	:	10	:	22 20 -	3	3 3	3	10 10 -	3 - 3	7 7 -	3 -	175 151 24 5 13	101 96 5 5	424 11 413 7 30	64	1400 1400	41 25 16 -	
TRUCKDRIVERS+ HEAVY TRUCK (TRAILER)	642 210 432 221	5.66 7.00	5.38 7.11	5.38- 5.91 7.11- 7.19	. :	:	:	:	:	:	=	:	:	:	:	:	:	:	:	28 28	96 94 2	58 58	52 10 42	65 12 53 6	243	92 92 4	
TRUCKDRIVERS, HEAVY TRUCK (OTHER THAN TRAILER)	280 197					:	:	-	:	:	:	:	:	18 18	:	:	:	:	:	-	39 39	40 40	25 25	58 55	50 20	50	
IPPING CLERKS	405 222 183 122	5.08	5.16	6.22- 6.6	=	:	:	:	:	1 -	=	18 18	:	3 3 -	4	6	13 13 -	21 20 1	24 24 -	27	59 52 7	43 29 14 13	88 26 62 62	56 56 37	42 42 10	-	
CEIVING CLERKS		5.57 5.70 6.20	5.45 5.67 6.32	5.07- 6.02 5.35- 6.54 6.04- 7.07		:	4	:	:	4 - 4	4 - 2	3 3 - 3	23 23 12 2	1 -	14 - 14 - 5	16 5 11 -	17 7 10 10	:	5 2 3 -	42 39 3 -	133 39 94 1 93	42 28 14 13	61 15 46 37 9	72 28 44 18 26	-	:	
IPPING AND RECEIVING CLERKS MANUFACTURINGNONMANUFACTURING	254	5.18	4.97 6.51	4.82- 5.58 5.63- 7.07	-	:	:	10	10	:	Ē	:	3	6 4 2	12	39 31 8	14 14 -	11 7 4	74 74 -	38 38 -	25 24 1	72 31 41 37	6 5 -	61 61 58	72 21 51 51	8 4 4 4	
REHOUSEMEN MANUFACTURING NONWANUFACTURING WHOLESALF TRADE RETAIL TRADE	382 510	4.16 5.22 6.33	3.70 6.28 6.28	3.70- 4.5. 6.00- 6.5 6.28- 6.5		:	:	:	:	:	5 3 2	:	200	:	71 61 10 -	:	42 40 2	10	30 15 15 13	28 10 18 17 1	51 18 33 31 2	51 15 36	198 10 188 125 59	114 114 99	92 92 81	:	
DER FILLERS  MANUFACTURING  NONMANUFACTURING  WHOLESALE TRADE  RETAIL THADE	3.669 2.781	6.23 6.23	4.95 6.46 6.41	4.29- 5.50 0.19- 6.97 6.19- 6.97	=	:	5	:	13 13 13	6 - 6	8	176 4 172 148 24	89 28 61 49	22 14 8 - 8	43 43 42	93 92 1	8 2 6 -	53 53 26 27	87 54 33 26	43 35 8 - 8	258 75 183 150 33	214 214 196 18	86		1280 816		

Table A-5. Hourly earnings of material movement and custodial workers in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

			Hourly ea	rnings 4						1	Numbe	er of w	orker	s rece	iving	straig	ht-tim	ne hou	rly ear	rnings	of—					
Occupation and industry division	Number				5 2.10	2.20	\$ 2.40	\$ 2.60	\$ 2.80	3.00	\$ 3.20	\$ 3.40	\$ 3.60					\$ 4.60		\$ 5.00				± 6.40	\$ 6.80	\$ 7.20
Occupation and industry division	workers	Mean 2	Median <sup>2</sup>	Middle range 2	and under	-	-	-	-	-		-	-	_	-	-	-	-	-	-		-	-	-	-	
· · · · · · · · · · · · · · · · · · ·					1000	2.40	2.60	2.80	3.00	3.20	3.40	3.60	3.80	4.00	4.20	4.40	4.60	4.80	5.00	5.20	5.60	6.00	6.40	5.80	7.20	7.60
ALL WORKERS CONTINUED																										
PPING PACKERS	1,534	\$ 4.77	\$ 4.74	\$ \$ 4.06- 5.27	-	4	13	_	16	18	24	24	93	45	292	137	29	184	31	201	88	54	89	192	_	
MANUFACTURING	1.027	4.56	4.70	4.06- 5.00	:	-	13	:	16	18	10	18	15 78	40	258 34	125	29	163	18	201	88	54	44	-	-	-
WHOLESALE TRADE					-	-	13	٠-	13	-	13	6	78	-	13	12	-	19	13	-	:	54	45	192 186	-	-
ERIAL HANDLING LABORERS				4.99- 7.01	:	-	-	13	16	14	20	265	35 20	97 25	145	155 149	42 15	213	565 553	223 126	609 488	198 36	589 110	487 63	1678	:
ONMANUFACTURING	3,422	6.21	6.58	5.85- 7.11	-	-	-	13	16	14	20	265	15	72	23	6	27	-	12	97	121	162	479	424	1656	-
PUBLIC UTILITIES	1.592	5.74	6.19	5.26- 6.58	:	-	-	13	-	-	13	246	13	-	13	-	25	-	:	67	90	12	290	367	1247 309	-
RETAIL TRADE	453	6.00	6.23	5.45- 6.53	-	-	-	-	1	14	7	1	5	-	10	6	5	-	15	30	30	4	186	48	100	•
KLIFT OPERATORS				5.14- 6.53 4.76- 5.95	1	-	-	-	=	-	:	-	29	1	-	84	100	20	92	110	263 207	102	247 69	307 81	341	4
NONMANUFACTURING	818	6.55	6.53	6.33- 7.07		-	-	-	-	-	-	-	12	1	-	-	-	-	-	13	56	4	178	226	328	-
RETAIL TRADE				6.46- 7.07	-	-	-	-	-	-	-	-	-	1	-	-	-	-	- 2	13	41 15	3	110	140 86	23 <b>4</b> 52	-
ER-TRUCK OPERATORS (OTHER	220	- 04	4 10	F 44- 4 17																						
MANUFACTURING					=	-	-	-	-	-	-	-	-	-	:	-	:	-	5	26 26	27	28	126	15	2	-
RDS AND WATCHMEN				2.30- 4.3	96	1009	238	96	37	11	9	15	27	60	72 31	76 52	125	82	22	59	141	59	16	22	-	-
NONMANUFACTURING	1,796	2.75	2.30	2.30- 2.60	96	1009	238	96	30	8	5	7	20	55	41	24	28	70 12	18	42	106 35	10	10	16	-	=
FINANCE					:	-	:	-	-	-	-	2	4	50	17	16	25	12	11	31	1 34	10	6	13	-	:
ARDS:																										
MANUFACTURING	447	4.84	4.77	4.41= 5.42	-	-	-	-	7	3	4	8	2	5	31	52	97	48	4	17	104	49	10	6	•	-
ITORS, PORTERS, AND CLEANERS				3.20- 4.2-	:	480	51	348	186	636	1065	171	226 56	973 177	807 241	381 321	247 116	127	421 359	97 60	439 294	113	62	9	15	-
NONMANUFACTURING	4,939	3.51	3.24	3.02- 3.96	-	480	51	338	184	610	1019	144	170	796	566	60	131	41	62	37	145	53	33	6	13	-
WHOLESALE TRADE						1	1	24	2	6	_	12	13	3	18	:	24	4	30	30	136	53	12	6	13	
RETAIL TRADE	362	3.68	3.63	3.16- 4.19		474	2	52	179	37 495	44	36	14	31	46	28 18	11	19	32	1	-	•		-	-	-
SERVICES	2,876	3.21	3.20	2.77- 3.8	-	4/4	48	226	119	475	460	55	143	318	460	19	-	-	-	-	-	-	-	-	-	-

Table A-5a. Hourly earnings of material movement and custodial workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976

			Hourly ear	nings 4						Nun	nber o	f work			_	_			earnin	_						
Occupation and industry division	Number of workers	Mean <sup>2</sup>	Median <sup>2</sup>	Middle range <sup>2</sup>	and under	-	-	-	-	3.20	-	-	3.80	-	4.20	4.40		4.80	5.00	-	-	5.60	6.00	-	-	
					2.40	2.00	2.80	3.00	3,20	3,40	3,60	3,80	4.00	4,20	4.40	4.00	4.80	5.00	5.20	5.40	5.60	6.00	0.40	F.80	1.20	1.0
ALL WORKERS																										
RUCKDRIVERSMANUFACTURINGNONMANUFACTURING	271	6.97	7.47	\$ 6.19- 7.14 6.89- 7.47 6.19- 7.11	-	:	:	=	:	:	:	:	3 - 3	3	3 - 3	:	5 2 3	35 5 30	5 5	5	1	42	105 1 104	34 8 26	565 58 507	14
WHOLESALE TRADE			5.46	5.41- 7.11 6.09- 6.19		:	:		-	:	-	:	:	3	:	:	3	30	-	:			97	5	32	
TRUCKDRIVERS, LIGHT TRUCK				6.19- 7.47 4.98- 6.19		=	:	:	:	:	:	:	:	:	:	:	2	33 30	:	:		1 -	76 76	2	6	1
TRUCKDRIVERS, MEDIUM TRUCK:	- 52	6.94	7.06	6.92- 7.47	-	-	-	-	-			-		-				2	-	-	. 1	7	1	2	14	
TRUCKDRIVERS, HEAVY TRUCK (TRAILER)NONMANUFACTURING PUBLIC UTILITIES	257	7.12	7.11		-	:	Ξ	:	:	:	:	:	:	:	:	:	:	Ξ	2 -	:	2	34	:	8 8	243 243 211	
TRUCKDRIVERS, HEAVY TRUCK (OTHER THAN TRAILER)	81	6.20	6.19	5.41- 7.14	-	-	-		_	_	-	_		_	_		_	_	-	_	. 39	-	5	7	30	
IPPING CLERKS	91		6.15 7.11		:	:	:	:	1	:	:	:	2	4	6	3	1	:	2	17	; :	1 1	8	10	32 32	
CEIVING CLERKS	170	5.68	5.45		=	=	:	:	4	4	:	2 2	1	5	6 5 1	3	=	5 2 3	3 3 3	46	32	8	19 9 10	44 18 26 26	17	
IPPING AND RECEIVING CLERKS	. 91	5.36	5.31	4.81- 5.64	-	:	:	:	:	:	:	2	2	:	15	:	3	19	3 3	3	3 1:	12	6	-	9	
AREHOUSEMEN MANUFACTURING NONMANUFACTURING	120	4.72	4.50	4.50- 5.00	-	=	:	:	=	5 3 2	:	:	Ξ	31 21 10	:	42 40 2	6	17		20	- 14		62	:	75 75	
RDER FILLERS MANUFACTURING NONMANUFACTURENG RETAIL TRADF	722	5.08	5.03	3.95- 6.41	:		:	:	6 6	:	159 159 24	36 24 12 12	14 6 8 8	23 23 22	93 92 1	8 2 6 6		34 27 1	43 35 8 8	13 29 29	62	-	173 86 87	170 1 169 168	176	
HIPPING PACKERS	432	4.91	5.00	4.50- 5.07	-	-	:	:	:	1 1	6	7 7 -	5 - 5	35 14 21	81 81	25 25	32 30 2	18		27		-	77 44 33	6	:	
ATERIAL HANDLING LABORERS MANUFACTURING NOMMANUFACTURING WHOLESCALE TRADE RETAIL TRADE	- 695 - 972 - 628	5.27 5.44 5.11	5.58 6.16 5.26		=	1 :	:	1 - 1	14 14 -	7 7 7	247 247 246 1	6 4 2 - 2	:	65 55 10 -	87 81 6 -	3 1 2 - 2	-	35 23 12	9 43 13	137 38 99	200	12	151 56 95 86 6	229 63 166 118 48	22 234 75	
ORKLIFT OPERATORS	616	5.56 6.49	5.40 7.01	5.04- 6.04 5.58- 7.11	=	:	:	:	:	:	:	:	1 1 1	:	:	35 35		92	24	217 173	9 1	92	93 69 24 10	113 81 32 32	13 148	1

Table A-5a. Hourly earnings of material movement and custodial workers—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976—Continued

			Hourly ear	mings 4							Nur	nber	of wor	kers i	eceivi	ing str	aight-	time l	nourly	earni	ngs of	<u> </u>					
Occupation and industry division	Number of workers	Mean 2	Median <sup>2</sup>	Middle	nge 2	\$ 2.30 and	2.40	\$ 2.60	2.80	3.00	\$ 3.20	\$ 3.40	\$ 3.60	3.80	\$ 4.00	\$ 4.20	\$ 4.40	\$ 4.60	\$ 4.80	\$ 5.00	\$ 5.20	\$ 5.40	\$ 5,60	\$ 6.00	5 6.40	6.80	7.2
			I	Middle 1.		under	-	•	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	•
						2.40	2.60	2.80	3.00	3.20	3.40	3.60	3.80	4.00	4.20	4.40	4.60	4.80	5.00	5.20	5.40	5.60	6.00	6.40	6.80	7.20	7.6
ALL WORKERS CONTINUED																											
OWER-TRUCK OPERATORS (OTHER THAN FORKLIFT)	154	\$ 5.95	\$ 6.12	\$ 5.66-	\$.17	-	-	-	-	-		-	-					-	2	26	-	7	. 6	106	3	4	
UARDS AND WATCHMEN MANUFACTURING NONMANUFACTURING:	1,428		3.60	2.30-	4.77 5.4	491	128	39	23 7	11 3	6	11 8	27 7	21 5	72 31	76 52	125 97	82 70	22	59 17	65 43	76 63	59 49	16 10	19	:	
PUPLIC UTILITIESFINANCE	39 163	4.69		5.66- 4.32-			=	-	:	:	:	2	4	11	17	16	25	12	11	9 31	55	12	10	6	13	:	
GUARDS: MANUFACTURING	447	4.84	4.77	4.41-	5.49	-	-	-	7	3	4	8	2	5	31	52	97	48	4	17	43	61	49	10	6	-	
MANUFACTURING	1,190	4.19 4.67 3.81	4.55	3.20- 4.16- 3.02-	5.25			8 6 2	61 2 59	382 6 376	325 4 321	60 5 55	54 28 26	171 29 142	293 227 66	263 233 30	183 74 109	87 68 19	178 148 30	91 60 31	225 202 23	4	60	50 29 21	3	15 2 13	
PUBLIC UTILITIES	255 208	5.48	5.46	5.37- 3.57-	5.65	-	2	2	3	1	15	1 33	14	3 21	46	28	20 11	19	12	30	14	99 99 -	52 52	21	:	13	

Table A-6. Average hourly earnings of maintenance, toolroom, powerplant, material movement, and custodial workers, by sex, in Minneapolis—St. Paul, Minn.—Wis., January 1976

Sex, 3 occupation, and industry division	Number of workers	Average (mean <sup>2</sup> ) hourly earnings <sup>4</sup>	Sex, 3 occupation, and industry division	Number of workers	Average (mean <sup>2</sup> ) hourly earnings <sup>4</sup>	Sex, 3 occupation, and industry division	Number of workers	Average (mean <sup>2</sup> ) hourly earnings
MAINTENANCE, TOOLROOM, AND POWERPLANT OCCUPATIONS - MEN			MATERIAL MOVEMENT AND CUSTUDIAL OCCUPATIONS - MEN			MATERIAL MOVEMENT AND CUSTODIAL OCCUPATIONS - MENCONTINUED		
MAINTENANCE CARPENTERS	241	6.85	TRUCKDRIVERS	5,244	6.70	SHIPPING PACKERS	987	5.05
MANUFACTURING	111	6.43	MANUFACTURING	864		MANUFACTURING	563	
NONMANUFACTURING	130		NONMANUFACTURING	4,380		NONMANUFACTURING	424	
PUBLIC UTILITIES	28	6.33	PUBLIC UTILITIES	2,669		WHOLESALE TRADE	415	5.50
MAINTENANCE ELECTRICIANS	418	7.70	RETAIL TRADE	700		MATERIAL HANDLING LABORERS	5,333	5.81
MANUFACTURING	290		METALE THADE		0	MANUFACTURING	1,934	
NONMANUFACTURING	128	8.50	TRUCKDRIVERS, LIGHT TRUCK	383		NONMANUFACTURING	3,399	
			MANUFACTURING	214		PUBLIC UTILITIES	1,272	
MAINTENANCE PAINTERS	181		NONMANUFACTURING	169		WHOLESALE TRADE	1,579	
MANUFACTURING	59 122		WHOLESALE TRADE	53 116		RETAIL TRADE	452	6.00
NUNMANUFACTURING	122	0.00	RETAIL TRADE SECTION	110	3.10	FORKLIFT OPERATORS	1,698	5.89
MAINTENANCE MACHINISTS	602	6.87	TRUCKDRIVERS. MEDIUM TRUCK	2,298	6.67	MANUFACTURING	880	
MANUFACTURING	594		MANUFACTURING	341		NONMANUFACTURING	818	
			NONMANUFACTURING	1,957		WHOLESALE TRADE	493	6.57
MAINTENANCE MECHANICS (MACHINERY) -	943		PUBLIC UTILITIES	1,419		RETAIL TRADE	280	6.43
MANUFACTURING	834 109		WHOLESALE TRADE	105	6.26			
NONMANUFACTURING	50		TRUCKDRIVERS, HEAVY TRUCK			POWER-TRUCK OPERATORS (OTHER THAN FORKLIFT)	228	5.94
PUBLIC OTILITIES	_ ~	1.51	(TRAILER)	641	6.56	MANUFACTURING	190	
MAINTENANCE MECHANICS			MANUFACTURING	210			1,0	3.00
(MOTOR VEHICLES)	1,024		NONMANUFACTURING	431		GUARDS AND WATCHMEN	2,217	3.19
MANUFACTURING	111		PURLIC UTILITIES	220	7.14	MANUFACTURING	471	4.82
NONMANUFACTURING	913					NONMANUFACTURING	1,746	
PUBLIC UTILITIES	841	7.22	TRUCKDRIVERS, HEAVY TRUCK (OTHER THAN TRAILER)	280	6.34	PURLIC UTILITIES	39	
MAINTENANCE PIPEFITTERS	91	7.53	NONMANUFACTURING	197			196	4.5
MANUFACTURING	74				307.	GUARDS:		
			SHIPPING CLERKS	381		MANUFACTURING	442	4.84
MILLWRIGHTS	223		MANUFACTURING	198				
MANUFACTURING	218	6.74	NONMANUFACTURING	183		JANITORS, PORTERS, AND CLEANERS	5,504	
	146	5.18	WHOLESALE TRADE	122	6.33	MANUFACTURING	1,728	
MAINTENANCE TRADES HELPERS MANUFACTURING	131		RECEIVING CLERKS	514	5.69	PUBLIC UTILITIES	3,776 282	
MANUFACTURING TELESCOPE	131	3.13	MANUFACTURING	161		WHOLESALE TRADE	122	
MACHINE-TOOL OPERATORS (TOOLROOM) -	60	6.18		353		RETAIL TRADE	332	
MANUFACTURING	60	6.18		145	6.20	FINANCE	653	3.80
			RETAIL TRADE	187	5.58	SERVICES	2,387	3.20
TOOL AND DIE MAKERS	940							
MANUFACTURING	939	0.95	SHIPPING AND RECEIVING CLERKS	447 240				1
STATIONARY ENGINEERS	588	6.93		207			1 0 1	1
MANUFACTURING	248		WHOLESALE TRADE	162		ORDER FILLERS	235	3.8
NONMANUFACTURING	340				1	ORDER FILLERS	233	3.00
PURLIC UTILITIES	36		WAREHOUSEMEN	892	5.34	SHIPPING PACKERS	547	4.2
RETAIL TRADE	63		MANUFACTURING	382			464	4.38
SERVICES	90	6.65		510			83	3.6
0011 EB TENDEDS	109	6 30	WHOLESALE TRADE	366				
MANUFACTURING	90		RETAIL TRADE	84	5.86	GUARDS AND WATCHMEN	55	2.88
HANDI ACTORING	1 "	1	ORDER FILLERS	3,777	6-24	JANITORS, PORTERS, AND CLEANERS	1,350	3.3
			MANUFACTURING	337			187	
			NONMANUFACTURING	3,440			1,163	
			WHOLESALE TRADE	2,616	6.38	PUBLIC UTILITIES	33	3.8
		1	RETAIL TRADE	470	5.78	SERVICES	489	2.9

Table A-6a. Average hourly earnings of maintenance, toolroom, powerplant, material movement, and custodial workers, by sex—large establishments in Minneapolis—St. Paul, Minn.—Wis., January 1976

Sex, 3 occupation, and industry division	Number of workers	Average (mean <sup>2</sup> ) hourly earnings <sup>4</sup>	Sex, 3 occupation, and industry division	Number of workers	Average (mean <sup>2</sup> ) hourly earnings <sup>4</sup>	Sex, 3 occupation, and industry division	Number of workers	Average (mean <sup>2</sup> ) hourly earnings
MAINTENANCE, TUOLROOM, AND POWERPLANT OCCUPATIONS - NEW			MATERIAL MOVEMENT AND CUSTODIAL OCCUPATIONS - MEN			MATERIAL MOVEMENT AND CUSTUDIAL OCCUPATIONS - MENCONTINUED		
MAINTENANCE CARPENTERS	155	5.82	TRUCKORIVERS	994	5 78	MATERIAL HANDLING LABORERS	1.658	5.37
MANUFACTURING	90			271			687	
NONMANUFACTURING	65		NONMANUFACTURING	723	6.71		971	
PUBLIC UTILITIES	28	6.33	WHOLESALE TRADE	81 129			628 272	
MAINTENANCE ELECTRICIANS	369	7.68	WEIGHT TRASE	1.	3.70	NCIAL TRADE		1
MANUFACTURING	269		TRUCKDRIVERS, LIGHT TRUCK	242	6.67	FORKLIFT OPERATORS	892	5.85
NONMANUFACTURING	100	8.56	NONMANUFACTURING	108			614 278	
MAINTENANCE PAINTERS	101	6.72	TRUCKDRIVERS, MEDIUM TRUCK:			RETAIL TRADE	126	
MANUFACTURING	53		MANUFACTURING	52	6.94			
MAINTENANCE MACHINISTS	485	6.99	TRUCKDRIVERS. HEAVY TRUCK			THAN FORKLIFT)	154	5.95
MANUFACTURING	477		(TRATLER)	292	6.96	THAN TORNELLTY		3.75
THE POTON AND TH			NONMANUFACTURING	256		GUARDS AND WATCHMEN	1.385	3.66
MAINTENANCE MECHANICS (MACHINERY) -	456	6.83	PUBLIC UTILITIES	220			471	4.82
MANUFACTURING	366	6.78				NONMANUFACTURING:		
NONMANUFACTURING	90		TRUCKDRIVERS, HEAVY TRUCK			PUBLIC UTILITIES	39	
PUBLIC UTILITIES	50	7.51	(OTHER THAN TRAILER)	81	6.20	FINANCE	157	4.69
MAINTENANCE MECHANICS			SHIPPING CLERKS	91	5.95	GUARDS:		
(MOTOR VEHICLES)	555	7.23		54			442	4.84
NONMANUFACTURING	190			200				
PURLIC UTILITIES	141	7.60	RECEIVING CLEPKS	247		JANITORS. PORTERS. AND CLEANERS	2.183	
	٥,	7.50	MANUFACTURING	77			1,028	
MAINTENANCE PIPEFITTERS	91 74	7.53		170 165			1,155	
MANOR ACTORING	, ,	1.34	KETAIL TRADE	103	3.03	RETAIL TRADE	181	
MILLWRIGHTS	213	6.77	SHIPPING AND RECEIVING CLERKS	81	5.44			7.07
MANUFACTURING	208	6.77		54				
MAINTENANCE TRADES HELPERS	86	5.55	WAREHOUSEMEN	334	5.65	MATERIAL MOVEMENT AND CUSTOUIAL		
MANUFACTURING	71		MANUFACTURING	120				1
			NONMANUFACTURING	214	6.18			
TOOL AND DIE MAKERS	558					A CONTRACTOR OF THE CONTRACTOR		
MANUFACTURING	557	7.14	ORDER FILLERS	870		SHIPPING PACKERS	217	
STATIONARY ENGINEERS	285	7 04	MANUFACTURING	286			190	4.88
STATIONARY ENGINEERS	140			584 430		JANITORS, PORTERS, AND CLEANERS	504	1 2 40
NONMANUFACTURING	145			730	3.90	MANUFACTURING		3.68
PUBLIC UTILITIES	25		SHIPPING PACKERS	290	5.06			3.38
RETAIL TRADE	63			242			5.0	1
BOILER TENDERS	95							
MANUFACTURING	78	6.70			1	1		1

Table A-7. Percent increases in average hourly earnings for selected occupational groups, adjusted for employment shifts, in Minneapolis-St. Paul, Minn.-Wis., for selected periods

Industry and occupational group (men and women combined)	January 1972 to January 1973	January 1973 to January 1974	January 1974 to January 1975	January 1975 to January 1976
All industries:				
Office clerical	5.1	6.2	8.6	7.7
Electronic data processing	*	*	8.4	6.5
Industrial nurses	5.9	5.6	7.8	9.9
Skilled maintenance trades **	6.8	6.4	9.2	8.1
Unskilled plant workers **	6.8	6.1	9.3	7.7
Manufacturing:				
Office clerical	4.2	5.4	7.7	7.9
Electronic data processing	*	*	6.9	5.0
Industrial nurses	5.4	6.4	6.5	9.8
Skilled maintenance trades **	5.4	6.1	9.0	8.9
Unskilled plant workers **	6.3	6.6	9.3	10.1
Nonmanufacturing:				
Office clerical	5.5	6.7	9.0	7.6
Electronic data processing	*	*	10.2	7.8
Industrial nurses	***	***	***	***
Skilled maintenance trades **	***	***	***	***
Unskilled plant workers **	7.1	5.8	9.2	6.7

\* Data not available.

\*\* Percent increases for periods ending prior to 1976 relate to men only.

\*\*\* Data do not meet publication criteria.

# **Footnotes**

<sup>1</sup> 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 2 rates of pay; a fourth of the workers earn less than the lower of these rates and a fourth earn more than the higher rate.

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

# Appendix A

Area wage and related benefits data are obtained by personal visits of Bureau field representatives at 3-year intervals. In each of the intervening years, information on employment and occupational earnings is collected by a combination of personal visit, mail questionnaire, and telephone interview from establishments participating in the previous survey.

In each of the 84 <sup>2</sup> areas currently surveyed, data are obtained from representative establishments within six broad industry divisions: Manufacturing; transportation, communication, and other public utilities; wholesale trade; retail trade; finance, insurance, and real estate; and services. Major industry groups excluded from these studies are government operations and the construction and extractive industries. Establishments having fewer than a prescribed number of workers are omitted because of insufficient employment in the occupations studied. Separate tabulations are provided for each of the broad industry 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 having a predetermined chance of selection. To obtain optimum accuracy at minimum cost, a greater 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 selected, it is given a weight of four to represent itself plus three others. An alternate of the same original probability is chosen in the same industry-size classification if data are not available from 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) maintenance, toolroom, and powerplant; and (4) material movement and custodial. Occupational classification is based on a uniform set of job descriptions designed to take account of interestablishment variation in duties 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 industries combined. Earnings data for some of the occupations listed and

described, or for some industry divisions within the scope of the survey, 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 data for all industries combined. 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 schedule. Earnings data exclude premium pay for overtime and for work on weekends, holidays, and late shifts. Nonproduction bonuses are excluded, but cost-of-living allowances and incentive bonuses are included. Weekly hours for office clerical and professional and technical occupations refer to the standard workweek (rounded to the nearest half hour) for which employees receive regular straight-time salaries (exclusive of pay for overtime at regular and/or premium rates). Average weekly earnings 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 occupational averages over time may not reflect expected wage changes. The averages for individual jobs are affected by changes in wages and employment patterns. For example, proportions of workers employed by high- or low-wage firms may change, or high-wage workers may advance to better jobs and be replaced by new workers at lower rates. Such shifts in employment could decrease an occupational average even though most establishments in an area increase wages during the year. Changes in earnings of occupational groups, shown in table A-7, are better indicators of wage trends than are earnings changes for individual jobs within the groups.

Average earnings reflect composite, areawide estimates. Industries and establishments differ in pay level and job staffing, and thus contribute differently to the estimates for each job. Pay averages may fail to reflect accurately the wage differential among jobs in individual establishments.

Average pay levels for men and women in selected occupations should not be assumed to reflect differences in pay of the sexes within individual establishments. Factors which may contribute to differences include progression within established rate ranges (only the rates paid incumbents 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.

<sup>1</sup> Personal visits were on a 2-year cycle before July 1972.

<sup>&</sup>lt;sup>2</sup> Included in the 84 areas are 14 studies conducted by the Bureau under contract. These areas are Akron, Ohio; Austin, Tex.; Binghamton, N.Y.-Pa.; Birmingham, Ala.; Fort Lauderdale-Hollywood and West Palm Beach-Boca Raton, Fla.; Lexington-Fayette, Ky.; Melbourne-Titusville-Cocoa, Fla.; Norfolk-Virginia Beach-Portsmouth and Newport News-Hampton, Va.-N.C.; Poughkeepsie-Kingston-Newburgh, N.Y.; Raleigh-Durham, N.C.; Stamford, Conn.; Syracuse, N.Y.; Utica-Rome, N.Y.; and Westchester County, N.Y. In addition, the Bureau conducts more limited area studies in approximately 70 areas at the request of the Employment Standards Administration of the U.S. Department of Labor.

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

### Wage trends for selected occupational groups

The percent increases presented in table A-7 are based on changes in average hourly earnings for establishments reporting the trend jobs in both the current and previous year (matched establishments). The data are adjusted to remove the effects on average earnings of employment shifts among establishments and turnover of establishments included in survey samples. The percent increases, however, are still 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 for individual jobs. In periods of increased hiring, for example, new employees enter at the bottom of the range, depressing the average without a change in wage rates.

The percent changes relate to wage changes between the indicated dates. When the time span between surveys is other than 12 months, annual rates are shown. (It is assumed that wages increase at a constant rate between surveys.)

Occupations used to compute wage trends are:

Office	clerical	(men	and
wom	<u>en</u> ):		

Secretaries
Stenographers, general
Stenographers, senior
Typists, classes A and B
File clerks, classes A,
B, and C
Messengers
Switchboard operators
Order clerks

# Office clerical (men and women)—Continued

Accounting clerks, classes A and B Bookkeeping-machine operators, class B Payroll clerks Keypunch operators, classes A and B Tabulating-machine operators, class B

# Electronic data processing (men and women):

Computer systems analysts, classes A, B, and C Computer programmers, classes A, B, and C Computer operators, classes A, B, and C

# Industrial nurses (men and women):

Registered industrial

# Skilled maintenance (men and women):

Carpenters
Electricians
Painters
Machinists
Mechanics (machinery)
Mechanics (motor vehicle)
Pipefitters
Tool and die makers

# Unskilled plant (men and women):

Janitors, porters, and cleaners
Material handling laborers

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

- Each occupation is assigned a weight based on its proportionate employment in the occupational group in the base year.
- 2. These weights are used to compute group averages. Each occupation's average (mean) earnings is multiplied by its weight. The products are totaled to obtain a group average.
- 3. The ratio of group averages for 2 consecutive years is computed by dividing the average for the current year by the average for the earlier year. The result—expressed as a percent—less 100 is the percent change.

For a more detailed description of the method used to compute these wage trends, see "Improving Area Wage Survey Indexes," Monthly Labor Review, January 1973, pp. 52-57.

### Establishment practices and supplementary wage provisions

Tabulations on selected establishment practices and supplementary wage provisions (B-series tables) are not presented in this bulletin. Information for these tabulations is collected at 3-year intervals. These tabulations on minimum entrance salaries for inexperienced office workers; shift differentials; scheduled weekly hours and days; paid holidays; paid vacations; and health, insurance, and pension plans are presented (in the B-series tables) in previous bulletins for this area.

<sup>1</sup> Personal visits were on a 2-year cycle before July 1972.

# Appendix table 1. Establishments and workers within scope of survey and number studied in Minneapolis-St. Paul, Minn.-Wis., January 1976

Minimum		Number of establishments		Workers in establishments		
Industry division <sup>2</sup>	employment in establish- ments in scope of study	Within scope of study <sup>3</sup>	Studied	Within scope of study 4		
				Number	Percent	Studied
ALL ESTABLISHMENTS						
ALL DIVISIONS		1,910	289	418,334	100	212,280
ANUFACTURING	50	646	94	180.174	43	98.039
TRANSPORTATION, COMMUNICATION, AND	12	1,264	195	238,160	57	114,241
OTHER PUBLIC UTILITIES5	50	122	29	46,945	11	34,761
WHOLESALE TRADE	50	230	37	36,588	9	12,307
RETAIL TRADE	50	477	49	85,253	20	39,795
FINANCE, INSURANCE, AND REAL ESTATE6	50	172	33	34,821	8	16,026
SERVICES7	50	263	47	34,553	8 1	11,352
LARGE ESTABLISHMENTS						
ALL DIVISIONS	-	156	90	218,401	100	179,669
ANUFACTURING	500	69	35	109.272	50	87,952
ONMANUFACTURINGTRANSPORTATION. COMMUNICATION. AND	302	87	55	109,129	50	91,717
OTHER PUBLIC UTILITIES5	500	12	12	31,829	15	31,829
WHOLESALE TRADE	500	12	8	9,295	4	7,295
RETAIL TRADE	500	36	16	44,846	21	35,196
FINANCE, INSURANCE, AND REAL ESTATE	500	17	11	16,910	8	12,259
SERVICES7	500	10	8	6,249	3	5,138

1 The Minneapolis-St. Paul Standard Metropolitan Statistical Area, as defined by the Office of Management and Budget through February 1974, consists of Anoka, The Minneapolis-St. Paul Standard Metropolitan Statistical Area, as defined by the Office of Management and Budget through February 1974, consists of Anoka, Carver, Chisago, Dakota, Hennepin, Ramsey, Scott, Washington, and Wright Counties, Minn,; and St. Croix County, Wis. The "workers within scope of study" estimates shown in this table provide a reasonably accurate description of the size and composition of the labor force included in the survey. Estimates are not intended, however, for comparison with other employment indexes to measure employment trends or levels since (1) planning of wage surveys requires establishment data compiled considerably in advance of the payroll period studied, and (2) small establishments are excluded from the scope of the survey.

2 The 1967 edition of the Standard Industrial Classification Manual was used in classifying establishments by industry division.

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

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

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

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

Abbreviated to "finance" in the A-series tables.

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

# Appendix B. Occupational Descriptions

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

# **OFFICE**

### SECRETARY

Assigned as personal secretary, normally to one individual. Maintains a close and highly responsive relationship to the day-to-day work of the supervisor. Works fairly independently receiving a minimum of detailed supervision and guidance. Performs varied clerical and secretarial duties, usually including most of the following:

a. Receives telephone calls, personal callers, and incoming mail, answers routine inquiries, and routes technical inquiries to the proper persons;

b. Establishes, maintains, and revises the supervisor's files;

c. Maintains the supervisor's calendar and makes appointments as instructed:

d. Relays messages from supervisor to subordinates;

e. Reviews correspondence, memorandums, and reports prepared by others for the supervisor's signature to assure procedural and typographic accuracy;

f. Performs stenographic and typing work.

### SECRETAR Y-Continued

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

### Exclusions

Not all positions that are titled "secretary" possess the above characteristics. Examples of positions which are excluded from the definition are as follows:

a. Positions which do not meet the "personal" secretary concept described above;

b. Stenographers not fully trained in secretarial-type duties;

c. Stenographers serving as office assistants to a group of professional, technical, or managerial persons;

d. Secretary positions in which the duties are either substantially more routine or substantially more complex and responsible than those characterized in the definition;

Beginning with calendar year 1976 surveys, the Bureau has grouped occupations studied in its area wage surveys into job families in order to present information on related occupations in sequence. Job families have not been titled, however, since doing so might have added extraneous elements to the job matching process.

The Bureau has also revised several occupational titles. The titles more nearly reflect usual word order and are more descriptive of the survey jobs.

### Exclusions—Continued

e. Assistant-type positions which involve more difficult or more responsible technical, administrative, supervisory, or specialized clerical duties which are not typical of secretarial work.

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

### Class A

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

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

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

### Class B

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

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

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

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

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

### Class C

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

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

### Class D

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

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

### STENOGRAPHER

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

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

### Stenographer, General

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

### Stenographer, Senior

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

### OR

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

### TRANSCRIBING-MACHINE TYPIST

Primary duty is to transcribe dictation involving a normal routine vocabulary from transcribing-machine records. May also type from written copy and do simple clerical work. Workers transcribing dictation involving a varied technical or specialized vocabulary such as legal briefs or reports on scientific research are not included. A worker who takes dictation in shorthand or by Stenotype or similar machine is classified as a stenographer.

### TYPIST

Uses a typewriter to make copies of various materials or to make out bills after calculations have been made by another person. May include typing of stencils, mats, or similar materials for use in duplicating processes. May do clerical work involving little special training, such as keeping simple records, filing records and reports, or sorting and distributing incoming mail.

Class A. Performs one or more of the following: Typing material in final form when it involves combining material from several sources; or responsibility for correct spelling, syllabication, punctuation, etc., of technical or unusual words or foreign language material; or planning layout and typing of complicated statistical tables to maintain uniformity and balance in spacing. May type routine form letters, varying details to suit circumstances.

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

### FILE CLERK

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

Class A. Classifies and indexes file material such as correspondence, reports, technical documents, etc., in an established filing system containing a number of varied subject matter files. May also file this material. May keep records of various types in conjunction with the files. May lead a small group of lower level file clerks.

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

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

### MESSENGER

Performs various routine duties such as running errands, operating minor office machines such as sealers or mailers, opening and distributing mail, and other minor clerical work. Exclude positions that require operation of a motor vehicle as a significant duty.

### SWITCHBOARD OPERATOR

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

### SWITCHBOARD OPERATOR-RECEPTIONIST

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

### ORDER CLERK

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.

### ACCOUNTING CLERK

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

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

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

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

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

### BOOKKEEPING-MACHINE OPERATOR

Operates a bookkeeping machine (with or without a typewriter keyboard) to keep a record of business transactions.

<u>Class A.</u> Keeps a set of records requiring a knowledge of and experience in basic bookkeeping principles, and familiarity with the structure of the particular accounting system used. Determines proper records and distribution of debit and credit items to be used in each phase of the work. May prepare consolidated reports, balance sheets, and other records by hand.

<u>Class B.</u> Keeps a record of one or more phases or sections of a set of records usually requiring little knowledge of basic bookkeeping. Phases or sections include accounts payable, payroll, customers' accounts (not including a simple type of billing described under machine biller), cost distribution, expense distribution, inventory control, etc. May check or assist in preparation of trial balances and prepare control sheets for the accounting department.

### MACHINE BILLER

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

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

Bookkeeping-machine biller. Uses a bookkeeping machine (with or without a typewriter keyboard) to prepare customers' bills as part of the accounts receivable operation. Generally involves the simultaneous entry of figures on customers' ledger record. The machine automatically accumulates figures on a number of vertical columns and computes and usually prints automatically the debit or credit balances. Does not involve a knowledge of bookkeeping. Works from uniform and standard types of sales and credit slips.

### PAYROLL CLERK

Computes wages of company employees and enters the necessary data on the payroll sheets. Duties involve: Calculating workers' earnings based on time or production records; and posting calculated data on payroll sheet, showing information such as worker's name, working days, time, rate, deductions for insurance, and total wages due. May make out paychecks and assist paymaster in making up and distributing pay envelopes. May use a calculating machine.

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

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

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

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

### TABULATING-MACHINE OPERATOR

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

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

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

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

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

### COMPUTER SYSTEMS ANALYST, BUSINESS

Analyzes business problems to formulate procedures for solving them by use of electronic data processing equipment. Develops a complete description of all specifications needed to enable 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 achieve satisfactory results; specifies number and types of records, files, and documents to be used; outlines actions to be performed by personnel and computers in sufficient detail for presentation to management and for 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 systems; and recommends equipment changes to obtain more effective overall operations. (NOTE: Workers performing both systems analysis and programming should be classified as systems analysts if this is the skill used to determine their pay.)

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

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

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

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

Class B. Works independently or under only general direction on problems that are relatively uncomplicated to analyze, plan, program, and operate. Problems are of limited complexity because sources of input data are homogeneous and the output data are closely related. (For example, develops systems for maintaining depositor accounts in a bank, maintaining accounts receivable in a retail establishment, or maintaining inventory accounts in a manufacturing or wholesale establishment.) Confers with persons concerned to determine the data processing problems and advises subject-matter personnel on the implications of the data processing systems to be applied.

OR

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

### COMPUTER SYSTEMS ANALYST, BUSINESS—Continued

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

### COMPUTER PROGRAMMER, BUSINESS

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

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

For wage study purposes, programmers are classified 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, and the relationships between various steps of the problem solving routine; plans the full range of programming actions needed to efficiently utilize the computer system in achieving desired end products.

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

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

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

OR

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

May guide or instruct lower level programmers.

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

### COMPUTER OPERATOR

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

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

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

Class B. Operates independently, or under only general direction, a computer running programs with most of the following characteristics: Most of the programs are established production runs, typically run on a regularly recurring basis; there is little or no testing of new programs required; alternate programs are provided in case original program needs

major change or cannot be corrected within a reasonably short time. In common error situations, diagnoses cause and takes corrective action. This usually involves applying previously programmed corrective steps, or using standard correction techniques.

OR

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

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

### DRAFTER

Class A. Plans the graphic presentation of complex items having distinctive design features that differ significantly from established drafting precedents. Works in close support with the design originator, and may recommend minor design changes. Analyzes the effect of each change on the details of form, function, and positional relationships of components and parts. Works with a minimum of supervisory assistance. Completed work is reviewed by design originator for consistency with prior engineering determinations. May either prepare drawings or direct their preparation by lower level 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 accepted formulas and manuals in making necessary computations to determine quantities of materials to be used, load capacities, strengths, stresses, etc. Receives initial instructions, requirements, and advice from supervisor. Completed work is checked for technical adequacy.

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

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

### AND/OR

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

### ELECTRONICS TECHNICIAN

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 principles, ability to determine malfunctions, and skill to put equipment in required operating condition.

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 aids), (b) digital and analog computers, and (c) industrial and medical measuring and controlling equipment.

This classification excludes repairers of such standard electronic equipment as common office machines and household radio and television sets; production assemblers and testers; workers whose primary duty is servicing electronic test instruments; technicians who have administrative or supervisory responsibility; and drafters, designers, and professional engineers.

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

Class A. Applies advanced technical knowledge to solve unusually complex problems (i.e., those 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 density of circuitry, electromagnetic radiation, isolating malfunctions, and frequent engineering changes. Work involves: A detailed understanding of the interrelationships of circuits; exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, tracing relationships in signal flow; and regularly using complex test instruments (e.g., dual trace oscilloscopes, Q-meters, deviation meters, pulse 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.

Class B. Applies comprehensive technical knowledge to solve complex problems (i.e., those that typically can be solved solely by properly interpreting manufacturers' manuals or similar documents) in working on electronic equipment. Work involves: A familiarity with the interrelationships of circuits; and judgment in determining work sequence and in selecting tools and testing instruments, usually less complex than those used by the class 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 tasks 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, oscilloscopes). Is not required to be familiar with the interrelationships of circuits. This knowledge, however, may be acquired through assignments designed to increase competence (including classroom training) so that worker can advance to higher level technician.

Receives technical guidance, as required, from supervisor or higher level technician. Work is typically spot checked, but is given detailed review when new or advanced assignments are involved.

### REGISTERED INDUSTRIAL NURSE

A registered nurse who gives nursing service under general medical direction to ill or injured employees or other persons who become ill or suffer an accident on the premises of a factory or other establishment. Duties involve a combination of the following: Giving first aid to the ill or injured; attending to subsequent dressing of employees' injuries; keeping records of patients treated; preparing accident reports for compensation or other purposes; assisting in physical examinations and health evaluations of applicants and employees; and planning and carrying out programs involving health education, accident prevention, evaluation of plant environment, or other activities affecting the health, welfare, and safety of all personnel. Nursing supervisors or head nurses in establishments employing more than one nurse are excluded.

# MAINTENANCE, TOOLROOM, AND POWERPLANT

### MAINTENANCE CARPENTER

Performs the carpentry duties necessary to construct and maintain in good repair building woodwork and equipment such as bins, cribs, counters, benches, partitions, doors, floors, stairs, casings, and trim made of wood in an establishment. Work involves most of the following: Planning and laying out of work from blueprints, drawings, models, or verbal instructions:

### MAINTENANCE CARPENTER—Continued

using a variety of carpenter's handtools, portable power tools, and standard measuring instruments; making standard shop computations relating to dimensions of work; and selecting materials necessary for the work. In general, the work of the maintenance carpenter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or utilization of electric energy in an establishment. Work involves most of the following: Installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment; working from blueprints, drawings, layouts, or other specifications; locating and diagnosing trouble in the electrical system or equipment; working standard computations relating to load requirements of wiring or electrical equipment; and using a variety of electrician's handtools and measuring and testing instruments. In general, the work of the maintenance electrician requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

### MAINTENANCE PAINTER

Paints and redecorates walls, woodwork, and fixtures of an establishment. Work involves the following: Knowledge of surface peculiarities and types of paint required for different applications; preparing surface for painting by removing old finish or by placing putty or filler in nail holes and interstices; and applying paint with spray gun or brush. May mix colors, oils, white lead, and other paint ingredients to obtain proper color or consistency. In general, the work of the maintenance painter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

### MAINTENANCE MACHINIST

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

### MAINTENANCE MECHANIC (Machinery)

Repairs machinery or mechanical equipment of an establishment. Work involves most of the following: Examining machines and mechanical equipment to diagnose source of trouble; dismantling or partly dismantling machines and performing repairs that mainly involve the use of handtools in scraping and fitting parts; replacing broken or defective parts with items obtained from stock; ordering the production of a replacement part by a machine shop or sending the machine to a machine shop for major repairs; preparing written specifications for major repairs or for the production of parts ordered from machine shops; reassembling machines; and making all necessary adjustments for operation. In general, the work of a machinery maintenance mechanic requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience. Excluded from this classification are workers whose primary duties involve setting up or adjusting machines.

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

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

### MAINTENANCE PIPEFITTER

Installs or repairs water, steam, gas, or other types of pipe and pipefittings in an establishment. Work involves most of the following: Laying out work and measuring to locate position of pipe from drawings or other written specifications; cutting various sizes of pipe to correct lengths with chisel and hammer or oxyacetylene torch or pipe-cutting machines; threading pipe with stocks and dies; bending pipe by hand-driven or power-driven machines; assembling pipe with couplings and fastening pipe to hangers; making standard shop computations relating to pressures, flow, and size of pipe required; and making standard tests to determine whether finished pipes meet specifications. In general, the work of the maintenance pipefitter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience. Workers primarily engaged in installing and repairing building sanitation or heating systems are excluded.

### MAINTENANCE SHEET-METAL WORKER

Fabricates, installs, and maintains in good repair the sheet-metal equipment and fixtures (such as machine guards, grease pans, shelves, lockers, tanks, ventilators, chutes, ducts, metal roofing) of an establishment. Work involves most of the following: Planning and laying out all types of sheet-metal maintenance work from blueprints, models, or other specifications; setting up and operating all available types of sheet-metal working machines; using a variety of handtools in cutting, bending, forming, shaping, fitting, and assembling; and installing sheet-metal articles as required. In general, the work of the maintenance sheet-metal worker requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

### MILLWRIGHT

Installs new machines or heavy equipment, and dismantles and installs machines or heavy equipment when changes in the plant layout are required. Work involves most of the following: Planning and laying out work; interpreting blueprints or other specifications; using a variety of handtools and rigging; making standard shop computations relating to stresses, strength of materials, and centers of gravity; aligning and balancing equipment; selecting standard tools, equipment, and parts to be used; and installing and maintaining in good order power transmission equipment such as drives and speed reducers. In general, the millwright's work normally requires a rounded training and experience in the trade acquired through a formal apprenticeship or equivalent training and experience.

### MAINTENANCE TRADES HELPER

Assists one or more workers in the skilled maintenance trades, by performing specific or general duties of lesser skill, such as keeping a worker supplied with materials and tools: cleaning working area, machine. and equipment; assisting journeyman by holding materials or tools; and performing other unskilled tasks as directed by journeyman. The kind of work the helper is permitted to perform varies from trade to trade: In some trades the helper is confined to supplying, lifting, and holding materials and tools, and cleaning working areas; and in others he is permitted to perform specialized machine operations, or parts of a trade that are also performed by workers on a full-time basis.

### MACHINE-TOOL OPERATOR (Toolroom)

Specializes in operating one or more than one type of machine tool (e.g., jig borer, grinding machine, engine lathe, milling machine) to machine metal for use in making or maintaining jigs, fixtures, cutting tools, gauges, or metal dies or molds used in shaping or forming metal or nonmetallic 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 up machine tool or tools (e.g., install cutting tools and adjust guides, stops, working tables, and other controls to handle the size of stock to be machined; determine proper feeds, speeds, tooling, and operation sequence or select those prescribed in drawings, blueprints, or layouts); using a variety of precision measuring instruments; making necessary adjustments during machining operation to achieve 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 on-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.

### TOOL AND DIE MAKER

Constructs and repairs jigs, fixtures, cutting tools, gauges, or metal dies or molds used in shaping or forming metal or nonmetallic material (e.g., plastic, plaster, rubber, glass). Work typically involves: Planning and laying out work according to models, blueprints, drawings, or other written or oral specifications; understanding the working properties of common metals and alloys; selecting appropriate materials, tools, and processes required to complete tasks; making necessary shop computations; setting up and operating various machine tools and related equipment; using various tool and die maker's handtools and precision measuring instruments; working to very close tolerances; heat-treating metal parts and finished tools and dies to achieve required qualities; fitting and assembling parts to prescribed tolerances and allowances. In general, the tool and die maker's work requires rounded training in machine-shop and toolroom practice usually acquired through formal apprenticeship or equivalent training and experience.

For cross-industry wage study purposes, 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).

### STATIONARY ENGINEER

Operates and maintains and may also supervise the operation of stationary engines and equipment (mechanical or electrical) to supply the establishment in which employed with power, heat, refrigeration, or airconditioning. Work involves: Operating and maintaining equipment such as steam engines, air compressors, generators, motors, turbines, ventilating and refrigerating equipment, steam boilers and boiler-fed water pumps; making equipment repairs: and keeping a record of operation of machinery, temperature, and fuel consumption. May also supervise these operations. Head or chief engineers in establishments employing more than one engineer are excluded.

### BOILER TENDER

Fires stationary boilers to furnish the establishment in which employed with heat, power, or steam. Feeds fuels to fire by hand or operates a mechanical stoker, gas, or oil burner; and checks water and safety valves. May clean, oil, or assist in repairing boilerroom equipment.

# MATERIAL MOVEMENT AND CUSTODIAL

### TRUCKDRIVER

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

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

### TRUCKDRIVER-Continued

Truckdriver, light truck (under 1 ½ tons) Truckdriver, medium truck (1½ to and including 4 tons) Truckdriver, heavy truck (trailer) (over 4 tons)

Truckdriver, heavy truck (other than trailer) (over 4 tons)

### SHIPPING AND RECEIVING CLERK

Prepares merchandise for shipment, or receives and is responsible for incoming shipments of merchandise or other materials. Shipping work involves: A knowledge of shipping procedures, practices, routes, available means of transportation, and rates; and preparing records of the goods

### SHIPPING AND RECEIVING CLERK—Continued

shipped, making up bills of lading, posting weight and shipping charges, and keeping a file of shipping records. May direct or assist in preparing the merchandise for shipment. Receiving work involves: Verifying or directing others in verifying the correctness of shipments against bills of lading, invoices, or other records; checking for shortages and rejecting damaged goods; routing merchandise or materials to proper departments; and maintaining necessary records and files.

For wage study purposes, workers are classified as follows:

Shipping clerk
Receiving clerk
Shipping and receiving clerk

### WAREHOUSEMAN

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

Exclude workers whose primary duties involve shipping and receiving work (see Shipping and Receiving Clerk and Shipping Packer), order filling (see Order Filler), or operating power trucks (see Power-Truck Operator).

### ORDER FILLER

Fills shipping or transfer orders for finished goods from stored merchandise in accordance with specifications on sales slips, customers' orders, or other instructions. May, in addition to filling orders and indicating items filled or omitted, keep records of outgoing orders, requisition additional stock or report short supplies to supervisor, and perform other related duties.

### SHIPPING PACKER

Prepares finished products for shipment or storage by placing them in shipping containers, the specific operations performed being dependent upon the type, size, and number of units to be packed, the type of container employed, and method of shipment. Work requires the placing of items in

### SHIPPING PACKER—Continued

shipping containers and may involve one or more of the following: Knowledge of various items of stock in order to verify content; selection of appropriate type and size of container; inserting enclosures in container; using excelsior or other material to prevent breakage or damage; closing and sealing container; and applying labels or entering identifying data on container. Packers who also make wooden boxes or crates are excluded.

### MATERIAL HANDLING LABORER

A worker employed in a warehouse, manufacturing plant, store, or other establishment whose duties involve one or more of the following: Loading and unloading various materials and merchandise on or from freight cars, trucks, or other transporting devices; unpacking, shelving, or placing materials or merchandise in proper storage location; and transporting materials or merchandise by handtruck, car, or wheelbarrow. Longshore workers, who load and unload ships, are excluded.

### POWER-TRUCK OPERATOR

Operates a manually controlled gasoline- or electric-powered truck or tractor to transport goods and materials of all kinds about a warehouse, manufacturing plant, or other establishment.

For wage study purposes, workers are classified by type of power-truck, as follows:

Forklift operator Power-truck operator (other than forklift)

### GUARD AND WATCHMAN

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

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

### JANITOR, PORTER, OR CLEANER

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

# Available On Request—

The following areas are surveyed periodically for use in administering the Service Contract Act of 1965. Survey results are published in releases which, while supplies last, are or will be available at no cost from any of the BLS regional offices shown on the back cover.

Alaska Albany, Ga. Albuquerque, N. Mex. Alexandria, La. Alpena, Standish, and Tawas City; Mich. Ann Arbor, Mich. Asheville, N.C. Atlantic City, N.J. Augusta, Ga.-S.C. Bakersfield, Calif. Baton Rouge, La. Battle Creek, Mich. Beaumont-Port Arthur-Orange, Tex. Biloxi-Gulfport and Pascagoula, Miss. Boise City, Idaho Bremerton, Wash. Bridgeport, Norwalk, and Stamford, Conn. Brunswick, Ga. Burlington, Vt.-N.Y. Cape Cod, Mass. Cedar Rapids, Iowa Champaign-Urbana-Rantoul, Ill. Charleston, S.C. Charlotte-Gastonia, N.C. Cheyenne, Wyo. Clarksville-Hopkinsville, Tenn.-Ky. Colorado Springs, Colo. Columbia, S.C. Columbus, Ga.-Ala. Columbus, Miss. Crane, Ind. Decatur, Ill. Des Moines, Iowa Dothan, Ala. Duluth-Superior, Minn.-Wis. El Paso, Tex., and Alamogordo-Las Cruces, N. Mex. Eugene-Springfield, Oreg. Fayetteville, N.C. Fitchburg-Leominster, Mass. Fort Smith, Ark.-Okla. Fort Wayne, Ind. Frederick-Hagerstown, Md.-Chambersburg, Pa.-Martinsburg, W. Va. Gadsden and Anniston, Ala. Goldsboro, N.C. Grand Island-Hastings, Nebr. Great Falls, Mont. Guam, Territory of Harrisburg-Lebanon, Pa. Huntington-Ashland, W. Va.-Ky.-Ohio Knoxville, Tenn. La Crosse, Wis. Laredo, Tex. Las Vegas, Nev. Lawton, Okla. Lima, Ohio Little Rock-North Little Rock, Ark.

Logansport-Peru, Ind. Lorain-Elyria, Ohio Lower Eastern Shore, Md.-Va.-Del. Lynchburg, Va. Macon, Ga. Madison, Wis. Mansfield, Ohio Marquette, Escanaba, Sault Ste. Marie, Mich. McAllen-Pharr-Edinburg and Brownsville-Harlingen-San Benito, Tex. Medford-Klamath Falls-Grants Pass, Oreg. Meridian, Miss. Middlesex, Monmouth, and Ocean Cos., N.J. Mobile and Pensacola, Ala,-Fla. Montgomery, Ala. Nashville-Davidson, Tenn. New Bern-Jacksonville, N.C. New London-Norwich, Conn.-R.I. North Dakota, State of Orlando, Fla. Oxnard-Simi Valley-Ventura, Calif. Panama City, Fla. Parkersburg-Marietta, W. Va.-Ohio Peoria, Ill. Phoenix, Ariz. Pine Bluff, Ark. Pocatello-Idaho Falls, Idaho Portsmouth, N.H.-Maine-Mass. Pueblo, Colo. Puerto Rico Reno, Nev. Richland-Kennewick-Walla Walla-Pendleton, Wash.-Oreg. Riverside-San Bernardino-Ontario, Calif. Salina, Kans. Salinas-Seaside-Monterey, Calif. Sandusky, Ohio Santa Barbara-Santa Maria-Lompoc, Calif. Savannah, Ga. Selma, Ala. Sherman-Denison, Tex. Shreveport, La. Sioux Falls, S. Dak. Spokane, Wash. Springfield, Ill. Springfield-Chicopee-Holyoke, Mass.-Conn. Stockton, Calif.
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An annual report on salaries for accountants, auditors, chief accountants, attorneys, job analysts, directors of personnel, buyers, chemists, engineering technicians, drafters, and clerical employees is available. Order as BLS Bulletin 1891, National Survey of Professional, Administrative, Technical, and Clerical Pay, March 1975, \$1.40 a copy, from any of the BLS regional sales offices shown on the back cover, or from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

# **Area Wage Surveys**

A list of the latest available bulletins or bulletin supplements is presented below. A directory of area wage studies including more limited studies conducted at the request of the Employment Standards Administration of the Department of Labor is available on request. Bulletins may be purchased from any of the BLS regional offices shown on the back cover. Bulletin supplements may be obtained without cost, where indicated, from BLS regional offices.

<u>Area</u>		number price*
Akron, Ohio, Dec. 1975	1850-80,	45 cents
Albany-Schenectady-Troy, N.Y., Sept. 1975	1850-63,	\$1.20
Anaheim-Santa Ana-Garden Grove, Calif., Oct. 19751		
Atlanta, Ga., May 1975 1	1850-25,	\$1.00
Austin, Tex., Dec. 19751	1850-83,	75 cents
Baltimore, Md., Aug. 1975 1	1850-62,	\$1.30
Billings, Mont., July 1975	1850-46,	65 cents
Binghamton, N.YPa., July 1975		65 cents
Birmingham, Ala., Mar. 1975		Free
Boston, Mass., Aug. 1975 1		
Buffalo, N.Y., Oct. 19751		
Canton, Ohio, May 1975	Suppl.	Free
Chattanooga, TennGa., Sept. 1975 1		
Chicago, Ill., May 1975		
Cincinnati, Ohio-KyInd., Feb. 1975	Suppl.	Free
Cleveland, Ohio, Sept. 1975		
Columbus, Ohio, Oct. 1975 1	1850-78,	95 cents
Corpus Christi, Tex., July 1975	1850-37,	65 cents
Dallas-Fort Worth, Tex., Oct. 19751	1850-59,	\$1.50
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Daytona Beach, Fla., Aug. 1975		
Denver-Boulder, Colo., Dec. 1975	1850-82,	75 cents
Detroit, Mich., Mar. 1975	1850-22,	85 cents
Fort Lauderdale-Hollywood and West Palm Beach-		
Boca Raton, Fla., Apr. 1975 1	1850-26,	80 cents
Fresno, Calif., June 1975 1		
Gainesville, Fla., Sept. 1975	1850-57,	\$1.10
Green Bay, Wis., July 1975 1		
Greensboro-Winston-Salem-High Point, N.C., Aug. 1975		
Greenville-Spartanburg, S.C., June 1975	1850-42,	65 cents
Hartford, Conn., Mar. 1975	1850-28,	80 cents
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Huntsville, Ala., Feb. 1975	Suppl.	Free
Indianapolis, Ind., Oct. 1979	1850-66,	95 cents
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Jacksonville, Fla., Dec. 1975		
Kansas City, MoKans., Sept. 1975	1850-55,	80 cents
Lexington-Fayette, Ky., Nov. 1975	1850-84,	75 cents
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Louisville, KyInd., Nov. 1975	1850-79,	45 cents
Melbourne-Titusville-Cocoa, Fla., Aug. 1975		
Memphis, TennAfkMiss., Nov. 1773	1000-05,	45 cents

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Area	and p	rice*		
Miami, Fla., Oct. 1975	1850-76.	95 cents		
Milwaukee, Wis., Apr. 1975 1	1850-21.	85 cents		
Minneapolis-St. Paul, MinnWis., Jan. 1976				
Nassau-Suffolk, N.Y., June 1975 1	1850-39,	\$1.00		
Newark, N.J., Jan. 1975 1				
New Orleans, La., Jan. 1976	1900-2,	75 cents		
New York, N.YN.J., May 1975 1				
Norfolk-Virginia Beach-Portsmouth, VaN.C., May 1975	1850-29,	65 cents		
Norfolk-Virginia Beach-Portsmouth and Newport News-				
Hampton, VaN. C., May 1975				
Northeast Pennsylvania, Aug. 1975	1850-52,	65 cents		
Oklahoma City, Okla., Aug. 1975	1850-51,	65 cents		
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Pittsburgh, Pa., Jan. 1976 <sup>1</sup>				
Portland, Maine, Nov. 1975				
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Poughkeepsie, N.Y., June 19751———————————————————————————————————	1850-70,	65 cents		
Poughkeepsie-Kingston-Newburgh, N.Y., June 19751	1850-68,	75 cents		
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Westchester County, N.Y., May 1975	1850-53	80 cents		
Wichita, Kans., Apr. 1975				
Worcester, Mass., May 1975 1	1850-24	80 cents		
York, Pa., Feb. 1975 1				
		AND DESCRIPTION OF THE PERSON		

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