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Area Wage Survey

San Antonio, Texas, Metropolitan Area, May 1977

Bulletin 1950-24

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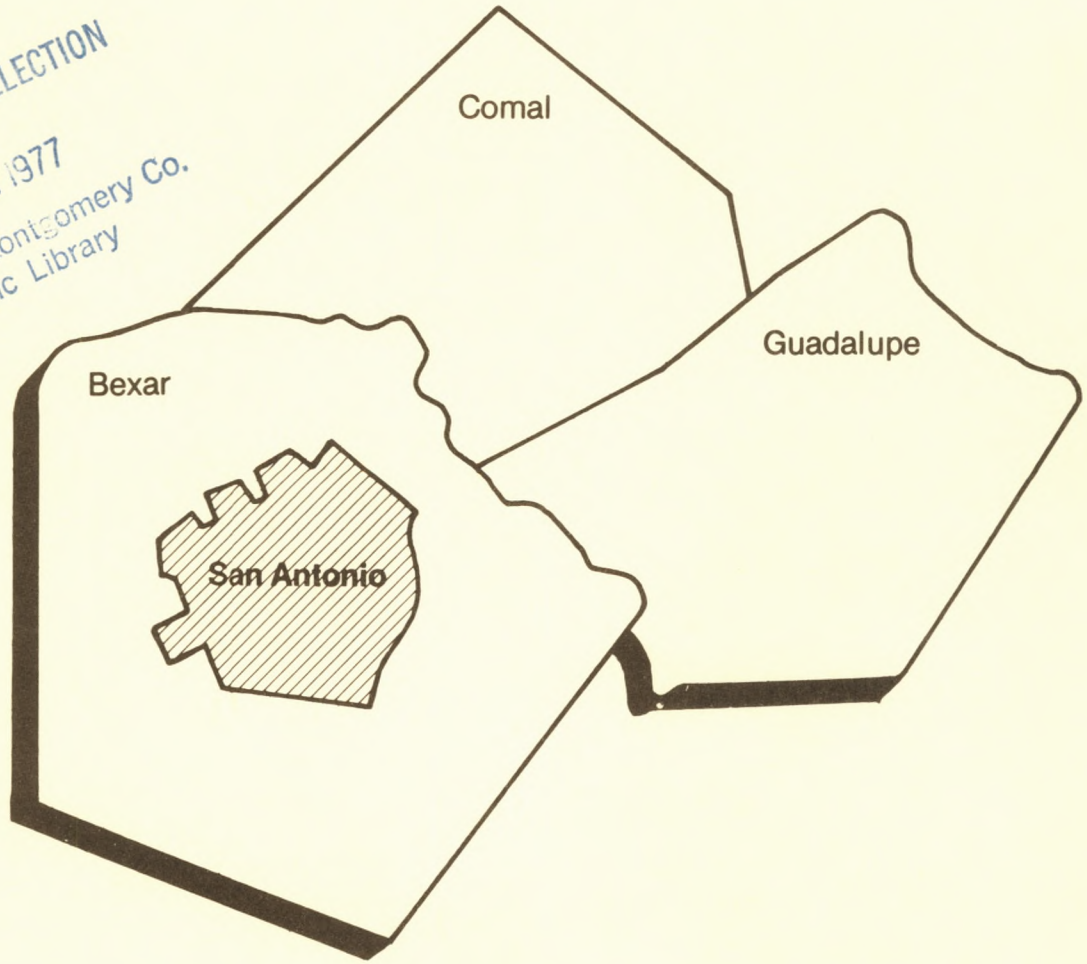

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Preface

This bulletin provides results of a May 1977 survey of occupational earnings and supplementary wage benefits in the San Antonio, Texas, Standard Metropolitan Statistical Area. The survey was made as part of the Bureau of Labor Statistics' annual area wage survey program. It was conducted by the Bureau's regional office in Dallas, Tex., under the general direction of Boyd B. O'Neal, 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.

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Note:

Current reports on occupational earnings and supplementary wage benefits in the San Antonio area are available for the laundry and dry cleaning, moving and storage, and aircraft maintenance industries. Also available 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.)

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Area Wage Survey

San Antonio, Texas, Metropolitan Area, May 1977

U.S. Department of Labor
Ray Marshall, Secretary
Bureau of Labor Statistics
Julius Shiskin, Commissioner
September 1977
Bulletin 1950-2

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Introduction

This area is 1 of 74 in which the U.S. Department of Labor's Bureau of Labor Statistics conducts surveys of occupational earnings and related benefits. (See list of areas on inside back cover.) In each area, occupational earnings data (A-series tables) are collected annually. Information on establishment practices and supplementary wage benefits (B-series tables) 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, 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.

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. For the 31 largest survey areas, tables A-8 through A-13 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 and for manufacturing and nonmanufacturing separately. Data are not presented for skilled maintenance workers in nonmanufacturing because the number of workers employed in this occupational group in nonmanufacturing is too small to warrant separate presentation. 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.

B-series tables

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

Appendixes

Appendix A describes the methods and concepts used in the area wage survey program. It provides information on the scope of the area survey, on the area's industrial composition in manufacturing, and on labor-management agreement coverage.

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

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A. Earnings

Table A-1. Weekly earnings of office workers in San Antonio, Tex., May 1977

Occupation and industry division	Number of workers	Average weekly hours[1] (standard)	Weekly earnings[1] (standard)			Number of workers receiving straight-time weekly earnings of—																				
			Mean[2]	Median[2]	Middle range[2]	$ 90 and under 100	$ 100 - 110	$ 110 - 120	$ 120 - 130	$ 130 - 140	$ 140 - 150	$ 150 - 160	$ 160 - 170	$ 170 - 180	$ 180 - 190	$ 190 - 200	$ 200 - 210	$ 210 - 220	$ 220 - 230	$ 230 - 240	$ 240 - 250	$ 250 - 260	$ 260 - 270	$ 270 - 280	$ 280 - 300	$ 300 - 320
ALL WORKERS																										
SECRETARIES	958	39.5	$161.00	$155.00	$137.50-180.00	9	16	50	54	167	108	119	107	89	77	51	19	24	13	15	11	15	4	4	3	3
MANUFACTURING	217	40.0	165.50	163.50	140.00-190.00	-	1	2	19	30	26	23	24	16	21	31	8	5	2	3	5	-	1	-	-	-
NONMANUFACTURING	741	39.5	159.50	154.00	136.50-173.00	9	15	48	35	137	82	96	83	73	56	20	11	19	11	12	6	15	3	4	3	3
PUBLIC UTILITIES	82	40.0	192.50	182.00	150.00-253.00	-	-	3	4	4	4	13	5	5	10	4	-	4	1	-	3	14	2	3	3	-
SECRETARIES, CLASS A	25	39.5	215.00	230.00	194.00-240.00	-	-	-	-	-	-	-	-	2	3	4	3	-	-	11	1	-	1	-	-	-
SECRETARIES, CLASS B	158	39.5	178.00	173.00	150.00-203.00	-	-	-	-	16	23	18	6	26	20	8	14	5	11	3	5	1	1	1	-	-
MANUFACTURING	31	40.0	198.50	204.00	187.50-215.00	-	-	-	-	1	-	4	-	1	4	4	7	4	1	2	3	-	-	-	-	-
NONMANUFACTURING	127	39.5	173.00	172.50	149.50-188.50	-	-	-	-	15	23	14	6	25	16	4	7	1	10	1	2	1	1	1	-	-
SECRETARIES, CLASS C	222	39.5	176.00	170.00	160.00-190.00	-	-	5	10	12	10	18	45	27	35	30	2	14	-	1	2	3	1	3	1	3
MANUFACTURING	65	40.0	176.50	181.00	164.00-190.00	-	-	-	3	3	5	2	6	8	14	20	-	1	-	1	2	-	-	-	-	-
NONMANUFACTURING	157	39.5	176.00	168.00	156.00-185.00	-	-	5	7	9	5	16	39	19	21	10	2	13	-	-	-	3	1	3	1	3
PUBLIC UTILITIES	26	40.0	206.50	185.00	182.00-253.00	-	-	-	1	-	-	1	-	4	9	3	-	-	-	-	-	3	1	3	1	-
SECRETARIES, CLASS D	266	39.0	158.00	150.00	137.50-166.50	-	2	13	9	59	33	47	44	15	16	5	-	4	2	-	3	11	1	-	2	-
MANUFACTURING	43	40.0	151.50	143.50	137.50-164.50	-	1	1	5	7	9	4	8	3	2	2	-	-	1	-	-	-	-	-	-	-
NONMANUFACTURING	223	39.0	159.50	155.00	137.00-166.50	-	1	12	4	52	24	43	36	12	14	3	-	4	1	-	3	11	1	-	2	-
SECRETARIES, CLASS E	274	40.0	136.00	136.50	124.00-149.50	9	14	32	35	80	41	35	11	16	-	1	-	-	-	-	-	-	-	-	-	-
MANUFACTURING	70	40.0	145.00	144.00	132.50-155.50	-	-	1	11	19	12	13	10	3	-	1	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	204	39.5	132.50	132.50	117.50-146.50	9	14	31	24	61	29	22	1	13	-	-	-	-	-	-	-	-	-	-	-	-
STENOGRAPHERS	159	40.0	163.00	151.50	126.50-198.00	-	2	11	38	18	8	11	9	12	4	7	2	10	24	-	-	2	1	-	-	-
NONMANUFACTURING	151	40.0	163.00	151.50	126.50-201.50	-	2	10	38	17	7	11	7	10	4	6	2	10	24	-	-	2	1	-	-	-
STENOGRAPHERS, GENERAL	85	40.0	138.00	128.00	125.50-149.00	-	2	9	38	13	4	5	3	4	-	3	-	4	-	-	-	-	-	-	-	-
NONMANUFACTURING	79	40.0	136.00	126.50	125.00-137.00	-	2	9	38	12	4	5	1	2	-	2	-	4	-	-	-	-	-	-	-	-
TRANSCRIBING-MACHINE TYPISTS	83	38.5	126.50	124.50	120.00-126.50	-	2	11	50	7	12	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	76	38.0	125.00	124.00	120.00-126.50	-	1	11	50	7	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TYPISTS	220	39.5	128.00	122.00	115.00-140.50	4	24	50	59	16	27	25	15	-	-	-	-	-	-	-	-	-	-	-	-	-
MANUFACTURING	27	40.0	139.50	148.00	123.00-155.50	-	1	3	5	3	5	7	3	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	193	39.0	126.00	122.00	115.00-140.50	4	23	47	54	13	22	18	12	-	-	-	-	-	-	-	-	-	-	-	-	-
TYPISTS, CLASS A	115	39.0	136.50	130.00	122.00-152.00	-	-	12	41	10	23	14	15	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	101	39.0	135.00	127.50	122.00-144.00	-	-	12	39	7	19	12	12	-	-	-	-	-	-	-	-	-	-	-	-	-
TYPISTS, CLASS B	105	39.5	118.50	115.00	106.00-122.00	4	24	38	18	6	4	11	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	92	39.5	116.50	115.00	105.50-120.00	4	23	35	15	6	3	6	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FILE CLERKS	296	39.0	107.50	103.00	97.00-115.00	129	58	59	31	2	-	17	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	296	39.0	107.50	103.00	97.00-115.00	129	58	59	31	2	-	17	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FILE CLERKS, CLASS B	242	39.0	107.50	103.00	97.00-115.00	105	44	49	30	2	-	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	242	39.0	107.50	103.00	97.00-115.00	105	44	49	30	2	-	12	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FILE CLERKS, CLASS C	49	39.5	102.50	100.00	95.50-106.00	24	14	10	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	49	39.5	102.50	100.00	95.50-106.00	24	14	10	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

See footnotes at end of tables.

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Table A-1. Weekly earnings of office workers in San Antonio, Tex., May 1977—Continued

Occupation and industry division	Number of workers	Average weekly hours[1] (standard)	Weekly earnings[1] (standard)			Number of workers receiving straight-time weekly earnings of—																				
			Mean[2]	Median[2]	Middle range[2]	$ 90 and under 100	$ 100 - 110	$ 110 - 120	$ 120 - 130	$ 130 - 140	$ 140 - 150	$ 150 - 160	$ 160 - 170	$ 170 - 180	$ 180 - 190	$ 190 - 200	$ 200 - 210	$ 210 - 220	$ 220 - 230	$ 230 - 240	$ 240 - 250	$ 250 - 260	$ 260 - 270	$ 270 - 280	$ 280 - 300	$ 300 - 320
ALL WORKERS--CONTINUED																										
MESSENGERS	68	39.0	$110.00	$107.00	$100.00-114.00	15	27	12	2	11	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	62	39.0	109.50	104.50	100.00-114.00	15	25	10	1	11	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SWITCHBOARD OPERATORS	151	41.0	115.00	106.00	104.00-120.00	24	78	11	6	12	2	4	2	7	3	2	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	141	41.0	113.00	106.00	101.50-114.00	24	78	9	4	11	1	3	1	5	3	2	-	-	-	-	-	-	-	-	-	-
SWITCHBOARD OPERATOR-RECEPTIONISTS	211	39.5	126.00	120.00	110.00-138.00	7	24	66	33	36	6	33	2	1	3	-	-	-	-	-	-	-	-	-	-	-
MANUFACTURING	58	40.0	124.50	120.50	110.00-134.00	5	5	18	7	11	1	9	1	1	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	153	39.0	126.00	120.00	114.00-138.00	2	19	48	26	25	5	24	1	-	3	-	-	-	-	-	-	-	-	-	-	-
ORDER CLERKS	292	40.0	134.00	130.00	116.50-144.00	16	23	50	47	41	49	16	8	27	-	-	15	-	-	-	-	-	-	-	-	-
MANUFACTURING	80	40.0	151.50	145.00	130.00-170.00	-	-	13	5	17	10	-	8	17	-	-	10	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	212	39.5	127.00	120.00	110.00-140.00	16	23	37	42	24	39	16	-	10	-	-	5	-	-	-	-	-	-	-	-	-
ORDER CLERKS, CLASS B	236	40.0	124.00	120.00	110.00-140.00	16	23	50	47	36	44	16	4	-	-	-	-	-	-	-	-	-	-	-	-	-
MANUFACTURING	39	40.0	130.50	130.00	119.00-137.50	-	-	13	5	12	5	-	4	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	197	39.5	123.00	120.00	110.00-140.00	16	23	37	42	24	39	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ACCOUNTING CLERKS	1,131	40.0	144.50	138.00	120.00-160.00	35	117	94	171	201	110	102	77	39	35	25	16	101	1	-	7	-	-	-	-	-
MANUFACTURING	234	40.0	140.00	138.00	126.00-150.00	6	11	20	42	52	35	25	13	12	6	7	1	4	-	-	-	-	-	-	-	-
NONMANUFACTURING	897	39.5	145.50	138.00	120.00-161.00	29	106	74	129	149	75	77	64	27	29	18	15	97	1	-	7	-	-	-	-	-
ACCOUNTING CLERKS, CLASS A	307	39.5	157.00	156.00	138.00-165.00	-	-	3	24	59	39	49	60	24	19	14	1	7	1	-	7	-	-	-	-	-
MANUFACTURING	77	40.0	159.50	163.00	137.00-177.00	-	-	2	7	12	10	7	9	12	6	7	1	4	-	-	-	-	-	-	-	-
NONMANUFACTURING	230	39.5	156.50	153.00	138.50-161.00	-	-	1	17	47	29	42	51	12	13	7	-	3	1	-	7	-	-	-	-	-
PUBLIC UTILITIES	35	40.0	181.00	176.00	150.00-216.00	-	-	-	2	-	6	8	1	3	5	-	-	3	-	-	7	-	-	-	-	-
ACCOUNTING CLERKS, CLASS B	824	40.0	140.00	130.00	114.50-150.00	35	117	91	147	142	71	53	17	15	16	11	15	94	-	-	-	-	-	-	-	-
MANUFACTURING	157	40.0	130.50	130.50	120.00-141.50	6	11	18	35	40	25	18	4	-	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	667	40.0	142.00	130.00	112.00-159.00	29	106	73	112	102	46	35	13	15	16	11	15	94	-	-	-	-	-	-	-	-
BOOKKEEPING-MACHINE OPERATORS	43	40.0	122.00	119.00	102.00-131.00	-	12	12	7	8	2	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-
NONMANUFACTURING	26	40.0	122.00	120.00	100.00-135.00	-	12	-	5	5	2	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-
BOOKKEEPING-MACHINE OPERATORS, CLASS B	41	40.0	118.50	119.00	102.00-127.00	-	12	12	7	8	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PAYROLL CLERKS	128	40.0	147.50	140.00	125.00-165.00	4	4	11	27	12	17	12	11	5	14	6	1	-	-	-	4	-	-	-	-	-
MANUFACTURING	67	39.5	152.00	150.00	122.00-184.00	4	1	4	15	5	4	7	6	1	12	3	1	-	-	-	4	-	-	-	-	-
NONMANUFACTURING	61	40.0	142.00	140.00	125.00-155.50	-	3	7	12	7	13	5	5	4	2	3	-	-	-	-	-	-	-	-	-	-
KEYPUNCH OPERATORS	447	39.5	136.00	130.00	116.00-148.00	20	41	79	74	75	82	19	17	2	9	6	-	9	-	-	-	-	14	-	-	-
MANUFACTURING	63	40.0	143.00	135.00	128.00-152.00	-	1	7	14	17	4	7	2	1	4	6	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	384	39.5	135.00	129.50	112.00-147.00	20	40	72	60	58	78	12	15	1	5	-	-	9	-	-	-	-	14	-	-	-
PUBLIC UTILITIES	44	40.0	199.00	200.00	155.00-266.00	-	-	-	3	3	4	3	7	-	2	-	-	8	-	-	-	-	14	-	-	-
KEYPUNCH OPERATORS, CLASS A	142	39.5	150.50	138.00	128.50-155.00	2	10	13	14	40	19	10	10	2	7	-	-	1	-	-	-	-	14	-	-	-
NONMANUFACTURING	124	39.5	150.50	138.00	128.50-153.50	2	10	11	11	36	18	8	9	1	3	-	-	1	-	-	-	-	14	-	-	-
KEYPUNCH OPERATORS, CLASS B	305	39.5	129.50	124.50	112.00-146.00	18	31	66	60	35	63	9	7	-	2	6	-	8	-	-	-	-	-	-	-	-
MANUFACTURING	45	40.0	140.50	134.00	126.00-152.00	-	1	5	11	13	3	5	1	-	-	6	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	260	39.5	128.00	122.00	112.00-144.00	18	30	61	49	22	60	4	6	-	2	-	-	8	-	-	-	-	-	-	-	-

See footnotes at end of tables.

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Table A-2. Weekly earnings of professional and technical workers in San Antonio, Tex., May 1977

Occupation and industry division	Number of workers	Average weekly hours[1] (standard)	Weekly earnings[1] (standard)			Number of workers receiving straight-time weekly earnings of—																				
			Mean[2]	Median[2]	Middle range[2]	$100 and under 110	$110 - 120	$120 - 130	$130 - 140	$140 - 150	$150 - 160	$160 - 170	$170 - 180	$180 - 190	$190 - 200	$200 - 210	$210 - 220	$220 - 230	$230 - 240	$240 - 250	$250 - 260	$260 - 270	$270 - 280	$280 - 300	$300 - 320	$320 - 340
ALL WORKERS																										
COMPUTER PROGRAMMERS (BUSINESS)	160	39.5	$225.50	$230.00	$187.00-253.00	-	-	2	-	2	15	15	3	9	3	9	10	11	16	18	16	7	1	6	11	6
NONMANUFACTURING	137	39.5	226.00	231.00	176.00-253.00	-	-	2	-	2	15	15	1	7	1	3	9	9	13	17	16	7	-	5	10	5
COMPUTER PROGRAMMERS (BUSINESS), CLASS A	36	40.0	287.50	294.50	265.00-316.50	-	-	-	-	-	-	-	-	-	-	-	-	-	1	7	1	6	1	6	8	6
NONMANUFACTURING	31	40.0	287.50	295.50	263.50-316.50	-	-	-	-	-	-	-	-	-	-	-	-	-	1	6	1	6	-	5	7	5
COMPUTER PROGRAMMERS (BUSINESS), CLASS B	88	39.5	226.00	230.00	209.50-241.50	-	-	-	-	-	3	1	2	4	3	9	10	11	15	11	15	1	-	-	3	-
NONMANUFACTURING	71	39.5	230.50	233.00	218.50-250.50	-	-	-	-	-	3	1	1	2	1	3	9	9	12	11	15	1	-	-	3	-
COMPUTER OPERATORS	260	39.5	153.00	149.50	126.50-170.00	12	7	52	34	40	19	30	12	20	14	9	-	5	1	5	-	-	-	-	-	-
MANUFACTURING	34	40.0	166.50	164.00	148.00-190.50	-	-	-	7	4	4	6	2	1	4	6	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	226	39.5	151.00	147.50	126.50-165.00	12	7	52	27	36	15	24	10	19	10	3	-	5	1	5	-	-	-	-	-	-
COMPUTER OPERATORS, CLASS A	39	40.0	194.00	195.50	179.00-211.50	-	-	-	-	1	3	3	3	8	10	1	-	5	-	5	-	-	-	-	-	-
NONMANUFACTURING	37	40.0	195.00	195.50	180.00-221.00	-	-	-	-	1	2	3	3	8	10	-	-	5	-	5	-	-	-	-	-	-
COMPUTER OPERATORS, CLASS B	134	39.5	152.00	149.50	132.00-161.50	-	2	29	19	29	8	24	4	6	4	8	-	-	1	-	-	-	-	-	-	-
MANUFACTURING	30	40.0	167.00	164.00	142.00-190.50	-	-	-	7	3	2	6	2	1	4	5	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	104	39.5	147.50	147.50	126.50-160.00	-	2	29	12	26	6	18	2	5	-	3	-	-	1	-	-	-	-	-	-	-
COMPUTER OPERATORS, CLASS C	87	39.5	137.00	130.00	121.00-149.50	12	5	23	15	10	8	3	5	6	-	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	85	39.5	136.50	130.00	121.00-146.00	12	5	23	15	9	7	3	5	6	-	-	-	-	-	-	-	-	-	-	-	-
DRAFTERS	258	40.0	178.00	174.00	148.00-207.00	3	12	21	7	23	18	21	31	38	6	22	10	18	3	19	1	1	1	3	-	-
MANUFACTURING	237	40.0	177.50	174.00	148.00-207.00	3	12	21	5	20	16	18	29	36	4	22	10	18	1	18	-	1	1	2	-	-
DRAFTERS, CLASS A	51	40.0	218.50	204.00	188.00-246.00	-	-	-	-	-	-	1	1	14	3	7	1	1	3	14	1	1	1	3	-	-
MANUFACTURING	46	40.0	215.00	203.00	188.00-246.00	-	-	-	-	-	-	1	1	14	3	7	1	1	1	13	-	1	1	2	-	-
DRAFTERS, CLASS B	100	40.0	190.00	189.50	168.00-214.00	-	-	-	-	9	6	12	17	7	3	15	9	17	-	5	-	-	-	-	-	-
MANUFACTURING	92	40.0	191.00	195.00	168.00-217.00	-	-	-	-	9	6	10	15	5	1	15	9	17	-	5	-	-	-	-	-	-
DRAFTERS, CLASS C	92	40.0	153.00	150.00	136.50-174.00	-	-	21	7	14	12	8	13	17	-	-	-	-	-	-	-	-	-	-	-	-
MANUFACTURING	84	40.0	153.50	150.00	129.50-176.00	-	-	21	5	11	10	7	13	17	-	-	-	-	-	-	-	-	-	-	-	-
ELECTRONICS TECHNICIANS	175	40.0	208.00	204.50	180.00-245.00	-	-	-	3	7	2	15	14	23	16	14	12	6	12	31	7	12	1	-	-	-
ELECTRONICS TECHNICIANS, CLASS B	74	40.0	204.50	203.00	189.50-216.00	-	-	-	-	-	1	-	2	16	14	14	12	6	4	3	1	-	1	-	-	-

See footnotes at end of tables.

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Table A-3. Average weekly earnings of office, professional, and technical workers, by sex, in San Antonio, Tex., May 1977

Sex,[3] occupation, and industry division	Number of workers	Average (mean[2]) Weekly hours[1] (standard)	Average (mean[2]) Weekly earnings[1] (standard)
OFFICE OCCUPATIONS - MEN			
MESSENGERS	55	39.0	$111.00
NONMANUFACTURING	50	39.0	110.50
ACCOUNTING CLERKS	56	40.0	156.00
MANUFACTURING	32	40.0	149.50
ACCOUNTING CLERKS, CLASS B	35	40.0	148.00
KEYPUNCH OPERATORS	38	40.0	190.50
NONMANUFACTURING	34	39.5	195.00
OFFICE OCCUPATIONS - WOMEN			
SECRETARIES	955	39.5	160.50
MANUFACTURING	217	40.0	165.50
NONMANUFACTURING	738	39.5	159.00
PUBLIC UTILITIES	79	40.0	189.00
SECRETARIES, CLASS A	25	39.5	215.00
SECRETARIES, CLASS B	158	39.5	178.00
MANUFACTURING	31	40.0	198.50
NONMANUFACTURING	127	39.5	173.00
SECRETARIES, CLASS C	222	39.5	176.00
MANUFACTURING	65	40.0	176.50
NONMANUFACTURING	157	39.5	176.00
PUBLIC UTILITIES	26	40.0	206.50
SECRETARIES, CLASS D	263	39.0	156.50
MANUFACTURING	43	40.0	151.50
NONMANUFACTURING	220	39.0	157.50
SECRETARIES, CLASS E	274	40.0	136.00
MANUFACTURING	70	40.0	145.00
NONMANUFACTURING	204	39.5	132.50
STENOGRAPHERS	155	40.0	162.00
NONMANUFACTURING	147	40.0	162.00
STENOGRAPHERS, GENERAL	85	40.0	138.00
NONMANUFACTURING	79	40.0	136.00
TRANSCRIBING-MACHINE TYPISTS	83	38.5	126.50
NONMANUFACTURING	76	38.0	125.00
TYPISTS	219	39.5	128.00
MANUFACTURING	27	40.0	139.50
NONMANUFACTURING	192	39.0	126.50
TYPISTS, CLASS A	114	39.0	136.50
NONMANUFACTURING	100	39.0	135.00
TYPISTS, CLASS B	105	39.5	118.50
NONMANUFACTURING	92	39.5	116.50
OFFICE OCCUPATIONS - WOMEN--CONTINUED			
FILE CLERKS	286	39.0	107.50
NONMANUFACTURING	286	39.0	107.50
FILE CLERKS, CLASS B	233	39.0	107.50
NONMANUFACTURING	233	39.0	107.50
FILE CLERKS, CLASS C	48	39.5	102.50
NONMANUFACTURING	48	39.5	102.50
SWITCHBOARD OPERATORS	151	41.0	115.00
NONMANUFACTURING	141	41.0	113.00
SWITCHBOARD OPERATOR-RECEPTIONISTS	211	39.5	126.00
MANUFACTURING	58	40.0	124.50
NONMANUFACTURING	153	39.0	126.00
ORDER CLERKS	227	39.5	129.00
MANUFACTURING	55	40.0	142.00
NONMANUFACTURING	172	39.5	124.50
ORDER CLERKS, CLASS B	196	39.5	121.50
MANUFACTURING	39	40.0	130.50
NONMANUFACTURING	157	39.5	119.00
ACCOUNTING CLERKS	1,075	40.0	144.00
MANUFACTURING	202	40.0	138.50
NONMANUFACTURING	873	39.5	145.00
ACCOUNTING CLERKS, CLASS A	286	39.5	156.50
MANUFACTURING	66	40.0	157.00
NONMANUFACTURING	220	39.5	156.00
PUBLIC UTILITIES	34	40.0	179.00
ACCOUNTING CLERKS, CLASS B	789	40.0	139.50
MANUFACTURING	136	40.0	129.50
NONMANUFACTURING	653	40.0	141.50
BOOKKEEPING-MACHINE OPERATORS	33	40.0	128.50
BOOKKEEPING-MACHINE OPERATORS, CLASS B	31	40.0	124.50
PAYROLL CLERKS	122	40.0	143.50
MANUFACTURING	61	39.5	145.00
NONMANUFACTURING	61	40.0	142.00
KEYPUNCH OPERATORS	409	39.5	131.00
MANUFACTURING	59	40.0	142.50
NONMANUFACTURING	350	39.5	129.50
KEYPUNCH OPERATORS, CLASS A	119	39.5	136.50
NONMANUFACTURING	102	39.0	134.50
KEYPUNCH OPERATORS, CLASS B	290	39.5	129.00
MANUFACTURING	42	40.0	139.50
NONMANUFACTURING	248	39.5	127.00
PROFESSIONAL AND TECHNICAL OCCUPATIONS - MEN			
COMPUTER PROGRAMMERS (BUSINESS)	136	39.5	$226.00
NONMANUFACTURING	118	39.5	227.00
COMPUTER PROGRAMMERS (BUSINESS), CLASS A	35	40.0	286.00
NONMANUFACTURING	31	40.0	287.50
COMPUTER PROGRAMMERS (BUSINESS), CLASS B	70	39.5	226.00
NONMANUFACTURING	57	39.5	231.00
COMPUTER OPERATORS	177	39.5	160.50
NONMANUFACTURING	159	39.5	161.50
COMPUTER OPERATORS, CLASS A	38	40.0	195.00
COMPUTER OPERATORS, CLASS B	87	39.5	154.50
NONMANUFACTURING	73	39.5	155.50
COMPUTER OPERATORS, CLASS C	52	39.5	145.00
NONMANUFACTURING	50	39.5	145.00
DRAFTERS	243	40.0	175.50
MANUFACTURING	222	40.0	174.50
DRAFTERS, CLASS A	50	40.0	218.00
MANUFACTURING	45	40.0	214.50
DRAFTERS, CLASS B	87	40.0	185.50
MANUFACTURING	79	40.0	186.00
DRAFTERS, CLASS C	91	40.0	153.00
MANUFACTURING	83	40.0	153.50
ELECTRONICS TECHNICIANS	175	40.0	208.00
ELECTRONICS TECHNICIANS, CLASS B	74	40.0	204.50
PROFESSIONAL AND TECHNICAL OCCUPATIONS - WOMEN			
COMPUTER OPERATORS	83	40.0	137.50
NONMANUFACTURING	67	40.0	126.50
COMPUTER OPERATORS, CLASS B	47	40.0	146.50
COMPUTER OPERATORS, CLASS C	35	40.0	124.50
NONMANUFACTURING	35	40.0	124.50

See footnotes at end of tables.

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Table A-4. Hourly earnings of maintenance, toolroom, and powerplant workers in San Antonio, Tex., May 1977

Occupation and industry division	Number of workers	Hourly earnings [4]			Number of workers receiving straight-time hourly earnings of—																								
		Mean [2]	Median [2]	Middle range [2]	$2.80 and under 3.00	$3.00 - 3.20	$3.20 - 3.40	$3.40 - 3.60	$3.60 - 3.80	$3.80 - 4.00	$4.00 - 4.20	$4.20 - 4.40	$4.40 - 4.60	$4.60 - 4.80	$4.80 - 5.00	$5.00 - 5.20	$5.20 - 5.40	$5.40 - 5.60	$5.60 - 5.80	$5.80 - 6.00	$6.00 - 6.40	$6.40 - 6.80	$6.80 - 7.20	$7.20 - 7.60	$7.60 - 8.00	$8.00 - 8.40	$8.40 and over
ALL WORKERS																													
MAINTENANCE CARPENTERS	25	$4.64	$4.21	$4.10- 4.82	-	-	-	-	-	3	9	4	-	1	2	-	-	-	1	3	1	1	-	-	-	-	-	-
MAINTENANCE ELECTRICIANS	89	5.53	5.00	4.77- 6.04	-	-	-	-	-	-	2	4	6	29	2	2	3	-	3	1	17	1	12	7	-	-	-
MANUFACTURING	75	5.57	5.38	4.77- 6.04	-	-	-	-	-	-	2	-	6	28	1	-	1	-	3	1	17	-	9	7	-	-	-
MAINTENANCE PAINTERS	44	3.83	3.70	3.60- 3.85	-	-	3	7	14	12	3	1	-	-	2	-	-	-	-	2	-	-	-	-	-	-	-
MAINTENANCE MECHANICS (MACHINERY)	192	5.41	5.49	4.41- 6.24	-	3	-	2	16	2	22	3	14	8	3	7	15	16	1	5	38	4	30	-	-	3	-
MANUFACTURING	181	5.37	5.31	4.25- 6.24	-	3	-	2	16	2	22	3	11	8	3	7	14	15	-	5	36	4	30	-	-	-	-
MAINTENANCE MECHANICS (MOTOR VEHICLES)	201	5.38	4.85	4.50- 6.28	-	-	-	-	15	7	21	4	8	41	7	14	8	8	5	1	20	4	18	-	3	14	3
MANUFACTURING	89	4.91	4.60	4.00- 5.65	-	-	-	-	15	5	19	-	4	6	2	2	5	8	3	-	13	-	7	-	-	-	-
NONMANUFACTURING	112	5.76	5.10	4.77- 6.82	-	-	-	-	-	2	2	4	4	35	5	12	3	-	2	1	7	4	11	-	3	14	3
PUBLIC UTILITIES	71	5.84	4.77	4.77- 7.17	-	-	-	-	-	-	2	-	-	35	1	7	-	-	1	-	4	2	2	-	-	14	3
MAINTENANCE TRADES HELPERS	51	4.65	4.45	3.00- 5.74	10	4	-	-	1	6	-	4	1	-	-	-	8	-	8	-	-	9	-	-	-	-	-
MANUFACTURING	47	4.70	5.27	3.00- 5.74	10	4	-	-	-	4	-	4	-	-	-	-	8	-	8	-	-	9	-	-	-	-	-
STATIONARY ENGINEERS	68	5.21	5.23	3.88- 6.66	-	-	-	4	9	8	-	-	6	4	2	-	5	1	4	5	-	5	15	-	-	-	-
MANUFACTURING	36	5.32	5.86	3.88- 6.88	-	-	-	4	4	8	-	-	-	-	-	-	-	-	-	5	-	5	10	-	-	-	-
NONMANUFACTURING	32	5.09	4.84	4.55- 5.76	-	-	-	-	5	-	-	-	6	4	2	-	5	1	4	-	-	-	5	-	-	-	-

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Table A-5. Hourly earnings of material movement and custodial workers in San Antonio, Tex., May 1977

Occupation and industry division	Number of workers	Hourly earnings[4]			Number of workers receiving straight-time hourly earnings of—																									
		Mean[2]	Median[2]	Middle range[2]	$2.20 and under 2.40	$2.40 – 2.60	$2.60 – 2.80	$2.80 – 3.00	$3.00 – 3.20	$3.20 – 3.40	$3.40 – 3.60	$3.60 – 3.80	$3.80 – 4.00	$4.00 – 4.20	$4.20 – 4.40	$4.40 – 4.60	$4.60 – 4.80	$4.80 – 5.00	$5.00 – 5.20	$5.20 – 5.60	$5.60 – 6.00	$6.00 – 6.40	$6.40 – 6.80	$6.80 – 7.20	$7.20 – 7.60	$7.60 – 8.00	$8.00 – 8.40
ALL WORKERS																														
TRUCKDRIVERS	2,305	$4.67	$3.53	$3.15–7.56	29	84	153	117	443	256	114	135	91	77	8	6	11	22	26	28	38	21	43	-	156	54	393			
MANUFACTURING	538	3.44	3.31	3.20–3.72	15	21	27	10	22	199	81	46	59	39	-	1	6	-	-	-	12	-	-	-	-	-	-			
NONMANUFACTURING	1,767	5.05	3.67	3.15–7.63	14	63	126	107	421	57	33	89	32	38	8	5	5	22	26	28	26	21	43	-	156	54	393			
PUBLIC UTILITIES	700	7.11	8.25	7.56–8.25	-	-	6	22	26	6	6	65	11	-	-	-	-	-	-	-	-	-	-	-	153	12	393			
TRUCKDRIVERS, LIGHT TRUCK	226	2.89	2.85	2.75–3.10	28	13	50	40	66	13	1	5	5	5	-	-	-	-	-	-	-	-	-	-	-	-	-			
MANUFACTURING	52	2.97	2.93	2.30–3.35	15	-	1	10	9	7	-	5	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-			
NONMANUFACTURING	174	2.86	2.83	2.75–3.00	13	13	49	30	57	6	1	-	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
TRUCKDRIVERS, MEDIUM TRUCK	1,142	5.13	3.57	3.15–8.25	1	50	77	76	259	44	64	28	32	6	8	5	8	18	1	12	3	-	-	-	153	-	297			
MANUFACTURING	73	3.61	3.54	3.53–3.87	-	-	-	-	11	-	42	-	16	-	-	-	4	-	-	-	-	-	-	-	-	-	-			
NONMANUFACTURING	1,069	5.23	3.70	3.15–8.25	1	50	77	76	248	44	22	28	16	6	8	5	4	18	1	12	3	-	-	-	153	-	297			
PUBLIC UTILITIES	493	7.60	8.25	7.56–8.25	-	-	-	21	-	6	4	6	6	-	-	-	-	-	-	-	-	-	-	-	153	-	297			
TRUCKDRIVERS, HEAVY TRUCK	149	3.71	3.53	3.20–3.86	-	-	-	-	-	59	30	-	34	12	-	-	2	-	-	-	12	-	-	-	-	-	-			
MANUFACTURING	143	3.73	3.53	3.20–3.86	-	-	-	-	-	53	30	-	34	12	-	-	2	-	-	-	12	-	-	-	-	-	-			
TRUCKDRIVERS, TRACTOR-TRAILER	755	4.78	3.72	3.26–6.45	-	11	22	1	116	131	15	98	20	54	-	1	1	4	25	16	23	21	43	-	3	54	96			
MANUFACTURING	237	3.36	3.31	3.26–3.72	-	11	22	-	-	130	5	37	9	22	-	1	-	-	-	-	-	-	-	-	-	-	-			
NONMANUFACTURING	518	5.42	5.01	3.66–7.63	-	-	-	1	116	1	10	61	11	32	-	-	1	4	25	16	23	21	43	-	3	54	96			
PUBLIC UTILITIES	195	6.09	7.66	3.67–8.25	-	-	-	1	26	-	1	59	-	-	-	-	-	-	-	-	-	-	-	-	-	12	96			
SHIPPERS	63	3.79	3.20	3.15–4.08	-	-	6	6	16	10	5	-	4	-	4	-	-	1	-	-	3	6	2	-	-	-	-			
NONMANUFACTURING	39	3.97	3.20	2.80–5.64	-	-	6	6	6	8	-	-	1	-	-	-	-	1	-	-	3	6	2	-	-	-	-			
RECEIVERS	87	4.07	3.39	3.10–4.84	-	1	4	8	12	24	1	2	3	2	3	1	2	4	1	1	2	16	-	-	-	-	-			
MANUFACTURING	31	3.97	3.39	3.37–4.40	-	-	-	2	2	15	-	-	3	-	1	1	-	2	1	-	-	4	-	-	-	-	-			
NONMANUFACTURING	56	4.12	3.35	3.00–5.35	-	1	4	6	10	9	1	2	-	2	2	-	2	2	-	1	2	12	-	-	-	-	-			
SHIPPERS AND RECEIVERS	102	3.62	3.55	3.30–4.14	-	-	1	8	9	13	20	22	1	6	16	6	-	-	-	-	-	-	-	-	-	-	-			
MANUFACTURING	46	3.69	3.66	3.09–4.20	-	-	1	8	3	1	-	11	-	6	16	-	-	-	-	-	-	-	-	-	-	-	-			
NONMANUFACTURING	56	3.56	3.50	3.30–3.67	-	-	-	-	6	12	20	11	1	-	-	6	-	-	-	-	-	-	-	-	-	-	-			
WAREHOUSEMEN	186	3.33	3.15	3.01–3.15	-	-	39	4	100	-	7	1	2	5	1	13	1	1	10	2	-	-	-	-	-	-	-			
NONMANUFACTURING	151	3.24	3.15	2.75–3.15	-	-	39	2	84	-	-	1	2	5	1	13	1	1	-	2	-	-	-	-	-	-	-			
ORDER FILLERS	534	3.33	2.75	2.55–4.55	51	143	103	46	20	23	10	1	-	-	-	6	16	16	25	62	11	1	-	-	-	-	-			
NONMANUFACTURING	510	3.34	2.73	2.55–4.65	51	138	98	41	20	23	1	1	-	-	-	6	16	16	25	62	11	1	-	-	-	-	-			
SHIPPING PACKERS	71	3.17	3.15	2.60–3.40	9	6	7	2	16	2	14	-	9	-	6	-	-	-	-	-	-	-	-	-	-	-	-			
MANUFACTURING	57	3.31	3.40	3.12–3.90	-	5	7	2	14	-	14	-	9	-	6	-	-	-	-	-	-	-	-	-	-	-	-			
MATERIAL HANDLING LABORERS	663	3.50	3.05	2.70–4.45	31	98	103	55	114	18	7	9	8	18	18	70	5	4	26	61	18	-	-	-	-	-	-			
MANUFACTURING	215	3.38	2.91	2.75–3.74	6	19	55	34	31	11	1	6	1	-	11	-	-	-	-	40	-	-	-	-	-	-	-			
NONMANUFACTURING	448	3.55	3.15	2.60–4.55	25	79	48	21	83	7	6	3	7	18	7	70	5	4	26	21	18	-	-	-	-	-	-			
PUBLIC UTILITIES	50	4.31	4.49	2.60–5.61	9	-	6	-	-	-	-	1	-	6	3	-	1	2	-	5	17	-	-	-	-	-	-			
FORKLIFT OPERATORS	418	3.90	3.59	3.05–4.27	-	35	26	31	57	22	38	8	2	-	113	-	3	2	5	33	42	1	-	-	-	-	-			
MANUFACTURING	259	3.69	3.87	3.05–4.27	-	33	12	10	45	19	10	-	1	-	113	-	1	-	-	4	11	-	-	-	-	-	-			
NONMANUFACTURING	159	4.25	3.58	3.10–5.57	-	2	14	21	12	3	28	8	1	-	-	-	2	2	5	29	31	1	-	-	-	-	-			
GUARDS	597	2.59	2.35	2.33–2.63	416	30	26	21	17	22	25	20	4	1	3	-	12	-	-	-	-	-	-	-	-	-	-			
MANUFACTURING	81	3.48	3.50	2.96–3.63	1	5	5	10	4	9	19	13	1	-	2	-	12	-	-	-	-	-	-	-	-	-	-			
NONMANUFACTURING	516	2.45	2.35	2.33–2.35	415	25	21	11	13	13	6	7	3	1	1	-	-	-	-	-	-	-	-	-	-	-	-			

See footnotes at end of tables.

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Table A-5. Hourly earnings of material movement and custodial workers in San Antonio, Tex., May 1977—Continued

Occupation and industry division	Number of workers	Hourly earnings[1]			Number of workers receiving straight-time hourly earnings of—																							
		Mean[2]	Median[2]	Middle range[2]	$2.20 and under $2.40	$2.40 - $2.60	$2.60 - $2.80	$2.80 - $3.00	$3.00 - $3.20	$3.20 - $3.40	$3.40 - $3.60	$3.60 - $3.80	$3.80 - $4.00	$4.00 - $4.20	$4.20 - $4.40	$4.40 - $4.60	$4.60 - $4.80	$4.80 - $5.00	$5.00 - $5.20	$5.20 - $5.60	$5.60 - $6.00	$6.00 - $6.40	$6.40 - $6.80	$6.80 - $7.20	$7.20 - $7.60	$7.60 - $8.00	$8.00 - $8.40
ALL WORKERS--CONTINUED																												
GUARDS - CONTINUED																												
GUARDS, CLASS B	585	$2.58	$2.35	$2.33 - $2.50	416	30	25	15	16	21	22	20	4	1	3	-	12	-	-	-	-	-	-	-	-	-	-	-
MANUFACTURING	69	3.55	3.52	3.38 - 3.69	1	5	4	4	3	8	16	13	1	-	2	-	12	-	-	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	516	2.45	2.35	2.33 - 2.35	415	25	21	11	13	13	6	7	3	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-
JANITORS, PORTERS, AND CLEANERS	2,270	2.64	2.30	2.30 - 3.05	1252	179	130	129	393	52	13	23	11	28	22	12	10	2	11	1	2	-	-	-	-	-	-	-
MANUFACTURING	193	3.20	2.93	2.67 - 3.95	26	7	48	23	26	2	6	4	6	25	5	8	-	-	7	-	-	-	-	-	-	-	-	-
NONMANUFACTURING	2,077	2.58	2.30	2.30 - 2.85	1226	172	82	106	367	50	7	19	5	3	17	4	10	2	4	1	2	-	-	-	-	-	-	-
PUBLIC UTILITIES	34	3.53	3.59	2.85 - 3.98	-	2	6	8	-	-	1	7	1	1	-	1	5	-	-	-	2	-	-	-	-	-	-	-

See footnotes at end of tables.

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Table A-6. Average hourly earnings of maintenance, toolroom, powerplant, material movement, and custodial workers, by sex, in San Antonio, Tex., May 1977

Sex,[3] occupation, and industry division	Number of workers	Average (mean[2]) hourly earnings[4]
MAINTENANCE, TOOLROOM, AND POWERPLANT OCCUPATIONS - MEN		
		$
MAINTENANCE CARPENTERS	25	4.64
MAINTENANCE ELECTRICIANS	89	5.53
MANUFACTURING	75	5.57
MAINTENANCE PAINTERS	44	3.83
MAINTENANCE MECHANICS (MACHINERY)	192	5.41
MANUFACTURING	181	5.37
MAINTENANCE MECHANICS (MOTOR VEHICLES)	201	5.38
MANUFACTURING	89	4.91
NONMANUFACTURING	112	5.76
PUBLIC UTILITIES	71	5.84
MAINTENANCE TRADES HELPERS	51	4.65
MANUFACTURING	47	4.70
STATIONARY ENGINEERS	68	5.21
MANUFACTURING	36	5.32
NONMANUFACTURING	32	5.09
MATERIAL MOVEMENT AND CUSTODIAL OCCUPATIONS - MEN		
TRUCKDRIVERS	2,292	4.66
MANUFACTURING	537	3.44
NONMANUFACTURING	1,755	5.03
PUBLIC UTILITIES	688	7.10
TRUCKDRIVERS, LIGHT TRUCK	226	2.89
MANUFACTURING	52	2.97
NONMANUFACTURING	174	2.86
TRUCKDRIVERS, MEDIUM TRUCK	1,130	5.10
MANUFACTURING	73	3.61
NONMANUFACTURING	1,057	5.21
PUBLIC UTILITIES	481	7.60
TRUCKDRIVERS, HEAVY TRUCK	149	3.71
MANUFACTURING	143	3.73
TRUCKDRIVERS, TRACTOR-TRAILER	755	4.78
MANUFACTURING	237	3.36
NONMANUFACTURING	518	5.42
PUBLIC UTILITIES	195	6.09
MATERIAL MOVEMENT AND CUSTODIAL OCCUPATIONS - MEN--CONTINUED		
SHIPPERS	50	3.88
NONMANUFACTURING	39	3.97
RECEIVERS	84	4.07
MANUFACTURING	28	3.98
NONMANUFACTURING	56	4.12
SHIPPERS AND RECEIVERS	102	3.62
MANUFACTURING	46	3.69
NONMANUFACTURING	56	3.56
WAREHOUSEMEN	186	3.33
NONMANUFACTURING	151	3.24
ORDER FILLERS	350	3.66
NONMANUFACTURING	331	3.69
SHIPPING PACKERS	47	3.23
MANUFACTURING	36	3.41
MATERIAL HANDLING LABORERS	646	3.47
MANUFACTURING	211	3.39
NONMANUFACTURING	435	3.51
PUBLIC UTILITIES	37	4.06
FORKLIFT OPERATORS	418	3.90
MANUFACTURING	259	3.69
NONMANUFACTURING	159	4.25
GUARDS	573	2.60
MANUFACTURING	81	3.48
NONMANUFACTURING	492	2.46
GUARDS, CLASS B	561	2.59
MANUFACTURING	69	3.55
NONMANUFACTURING	492	2.46
JANITORS, PORTERS, AND CLEANERS	1,501	2.68
MANUFACTURING	166	3.24
NONMANUFACTURING	1,335	2.61
PUBLIC UTILITIES	33	3.50
MATERIAL MOVEMENT AND CUSTODIAL OCCUPATIONS - WOMEN		
ORDER FILLERS	184	2.70
JANITORS, PORTERS, AND CLEANERS	769	2.56
MANUFACTURING	27	2.96
NONMANUFACTURING	742	2.54

See footnotes at end of tables.

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Table A-7. Percent increases in average hourly earnings, adjusted for employment shifts, for selected occupational groups in San Antonio, Tex., for selected periods

Industry and occupational group [5]	May 1972 to May 1973	May 1973 to May 1974	May 1974 to May 1975	May 1975 to May 1976	May 1976 to May 1977
All industries:					
Office clerical	5.2	9.9	8.6	8.3	6.0
Electronic data processing	([6])	([6])	2.6	3.0	7.3
Industrial nurses	([6])	([6])	([6])	([6])	([6])
Skilled maintenance trades	6.2	9.1	6.6	8.3	9.4
Unskilled plant workers	4.5	10.9	8.8	9.2	11.0
Manufacturing:					
Office clerical	([6])	([6])	([6])	([6])	([6])
Electronic data processing	([6])	([6])	([6])	([6])	([6])
Industrial nurses	([6])	([6])	([6])	([6])	([6])
Skilled maintenance trades	([6])	([6])	([6])	([6])	([6])
Unskilled plant workers	5.7	8.8	9.2	10.4	8.9
Nonmanufacturing:					
Office clerical	5.0	10.5	8.5	8.5	5.7
Electronic data processing	([6])	([6])	2.8	2.4	6.8
Industrial nurses	([6])	([6])	([6])	([6])	([6])
Unskilled plant workers	4.3	11.8	9.1	8.9	11.4

See footnotes at end of tables.

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B. Establishment practices and supplementary wage provisions

Table B-1. Minimum entrance salaries for inexperienced typists and clerks in San Antonio, Tex., May 1977

Minimum weekly straight-time salary[7]	Inexperienced typists					Other inexperienced clerical workers[8]				
	All industries	Manufacturing		Nonmanufacturing		All industries	Manufacturing		Nonmanufacturing	
		Based on standard weekly hours[9] of—					Based on standard weekly hours[9] of—			
		All schedules	40	All schedules	40		All schedules	40	All schedules	40
ESTABLISHMENTS STUDIED	156	43	XXX	113	XXX	156	43	XXX	113	XXX
ESTABLISHMENTS HAVING A SPECIFIED MINIMUM	11	4	4	7	5	52	18	18	34	28
$90.00 AND UNDER $92.50	2	-	-	2	1	23	5	5	18	16
$92.50 AND UNDER $95.00	-	-	-	-	-	1	-	-	1	1
$95.00 AND UNDER $97.50	1	-	-	1	1	5	1	1	4	2
$97.50 AND UNDER $100.00	-	-	-	-	-	-	-	-	-	-
$100.00 AND UNDER $105.00	3	1	1	2	1	7	3	3	4	4
$105.00 AND UNDER $110.00	1	-	-	1	1	2	1	1	1	-
$110.00 AND UNDER $115.00	1	1	1	-	-	6	3	3	3	2
$115.00 AND UNDER $120.00	-	-	-	-	-	1	1	1	-	-
$120.00 AND UNDER $125.00	-	-	-	-	-	3	2	2	1	1
$125.00 AND UNDER $130.00	-	-	-	-	-	1	-	-	1	1
$130.00 AND UNDER $135.00	2	2	2	-	-	1	1	1	-	-
$135.00 AND UNDER $140.00	1	-	-	1	1	2	1	1	1	1
ESTABLISHMENTS HAVING NO SPECIFIED MINIMUM	19	8	XXX	11	XXX	62	19	XXX	43	XXX
ESTABLISHMENTS WHICH DID NOT EMPLOY WORKERS IN THIS CATEGORY	126	31	XXX	95	XXX	42	6	XXX	36	XXX

See footnotes at end of tables.

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Table B-2. Late-shift pay provisions for full-time manufacturing plant workers in San Antonio, Tex., May 1977

(All full-time manufacturing plant workers = 100 percent)

Item	All workers[10]		Workers on late shifts	
	Second shift	Third shift	Second shift	Third shift
PERCENT OF WORKERS				
IN ESTABLISHMENTS WITH LATE SHIFT PROVISIONS	67.8	34.5	10.5	2.7
WITH NO PAY DIFFERENTIAL FOR LATE SHIFT WORK	11.3	6.9	2.9	1.5
WITH PAY DIFFERENTIAL FOR LATE SHIFT WORK	56.4	27.5	7.6	1.2
UNIFORM CENTS-PER-HOUR DIFFERENTIAL	40.0	24.1	5.6	1.1
UNIFORM PERCENTAGE DIFFERENTIAL	14.2	3.4	1.6	(11)
OTHER DIFFERENTIAL	2.3	-	.4	-
AVERAGE PAY DIFFERENTIAL				
UNIFORM CENTS-PER-HOUR DIFFERENTIAL	13.4	12.6	12.1	14.7
UNIFORM PERCENTAGE DIFFERENTIAL	8.2	11.4	8.5	5.0
PERCENT OF WORKERS BY TYPE AND AMOUNT OF PAY DIFFERENTIAL				
UNIFORM CENTS-PER-HOUR:				
5 CENTS	3.9	3.9	.7	-
6 AND UNDER 7 CENTS	4.5	-	.1	-
9 CENTS	-	4.5	-	.1
10 CENTS	16.5	-	2.9	-
12 CENTS	.1	-	-	-
14 AND UNDER 15 CENTS	.6	-	.2	-
15 CENTS	7.6	15.2	.9	.9
20 CENTS	3.7	-	.5	-
30 AND UNDER 31 CENTS	-	.6	-	(11)
40 CENTS	3.0	-	.2	-
UNIFORM PERCENTAGE:				
5 PERCENT	1.2	1.2	.3	(11)
6 PERCENT	4.9	-	.3	-
10 PERCENT	8.1	-	1.1	-
15 PERCENT	-	2.2	-	-

See footnotes at end of tables.

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Table B-3. Scheduled weekly hours and days of full-time first-shift workers in San Antonio, Tex., May 1977

Item	Plant workers				Office workers			
	All industries	Manufacturing	Nonmanufacturing	Public utilities	All industries	Manufacturing	Nonmanufacturing	Public utilities
PERCENT OF WORKERS BY SCHEDULED WEEKLY HOURS AND DAYS								
ALL FULL-TIME WORKERS	100	100	100	100	100	100	100	100
30 HOURS-6 DAYS	(12)	-	(12)	-	-	-	-	-
35 HOURS-5 DAYS	7	3	9	-	(12)	-	(12)	-
37 1/2 HOURS-5 DAYS	3	2	4	-	11	-	13	5
38 HOURS	2	6	-	-	19	5	21	-
4 DAYS	-	-	-	-	18	-	21	-
4 1/2 DAYS	2	6	-	-	1	5	-	-
40 HOURS	74	77	72	87	69	95	63	94
4 DAYS	1	3	-	-	1	-	1	-
5 DAYS	73	75	72	87	68	95	62	94
6 DAYS	(12)	-	(12)	-	-	-	-	-
42 HOURS-6 DAYS	2	-	3	-	-	-	-	-
42 1/2 HOURS-5 DAYS	3	3	3	6	-	-	-	-
44 HOURS-5 1/2 DAYS	2	-	4	4	(12)	-	(12)	(12)
45 HOURS	5	9	3	1	1	-	1	-
5 DAYS	5	9	2	1	1	-	1	-
5 1/2 DAYS	-	-	-	-	(12)	-	(12)	-
6 DAYS	(12)	-	1	-	-	-	-	-
48 HOURS	1	-	1	-	(12)	-	(12)	(12)
5 DAYS	(12)	-	(12)	-	-	-	-	-
6 DAYS	(12)	-	1	-	(12)	-	(12)	(12)
50 HOURS-5 DAYS	1	-	2	-	-	-	-	-
AVERAGE SCHEDULED WEEKLY HOURS								
ALL WEEKLY WORK SCHEDULES	40.1	40.3	40.1	40.4	39.4	39.9	39.3	39.9

See footnote at end of tables.

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Table B-4. Annual paid holidays for full-time workers in San Antonio, Tex., May 1977

Item	Plant workers				Office workers			
	All industries	Manufacturing	Nonmanufacturing	Public utilities	All industries	Manufacturing	Nonmanufacturing	Public utilities
PERCENT OF WORKERS								
ALL FULL-TIME WORKERS	100	100	100	100	100	100	100	100
IN ESTABLISHMENTS NOT PROVIDING PAID HOLIDAYS	9	6	11	-	18	2	21	-
IN ESTABLISHMENTS PROVIDING PAID HOLIDAYS	91	94	89	100	82	98	79	100
AVERAGE NUMBER OF PAID HOLIDAYS								
FOR WORKERS IN ESTABLISHMENTS PROVIDING HOLIDAYS	6.4	7.3	5.9	8.8	7.8	7.5	7.9	9.2
PERCENT OF WORKERS BY NUMBER OF PAID HOLIDAYS PROVIDED								
1 HOLIDAY	5	2	7	-	1	1	(12)	-
2 HOLIDAYS	1	-	2	-	(12)	-	(12)	-
3 HOLIDAYS	3	-	4	-	(12)	-	(12)	-
4 HOLIDAYS	1	-	1	1	(12)	-	(12)	-
5 HOLIDAYS	18	17	18	10	9	15	8	6
PLUS 1 OR MORE HALF DAYS	11	14	10	1	6	12	5	(12)
6 HOLIDAYS	18	13	21	4	8	14	7	1
PLUS 1 OR MORE HALF DAYS	1	1	1	-	1	3	1	-
7 HOLIDAYS	5	(12)	7	7	7	1	8	7
PLUS 1 OR MORE HALF DAYS	1	-	1	-	(12)	-	(12)	-
8 HOLIDAYS	6	7	5	9	12	4	14	5
9 HOLIDAYS	11	23	5	12	17	35	14	17
PLUS 1 OR MORE HALF DAYS	1	4	-	-	7	2	8	-
10 HOLIDAYS	9	11	8	57	10	8	10	63
PLUS 1 HALF DAY	-	-	-	-	2	-	3	-
11 HOLIDAYS	(12)	(12)	(12)	1	(12)	(12)	(12)	1
PLUS 1 HALF DAY	-	-	-	-	(12)	1	-	-
12 HOLIDAYS	1	2	-	-	(12)	2	-	-
PERCENT OF WORKERS BY TOTAL PAID HOLIDAY TIME PROVIDED[13]								
1 DAY OR MORE	91	94	89	100	82	98	79	100
2 DAYS OR MORE	86	91	83	100	81	97	78	100
3 DAYS OR MORE	85	91	81	100	81	97	78	100
4 DAYS OR MORE	82	91	77	100	81	97	78	100
5 DAYS OR MORE	81	91	76	99	81	97	78	100
5 1/2 DAYS OR MORE	64	75	58	89	72	82	70	94
6 DAYS OR MORE	59	69	54	89	70	77	68	94
6 1/2 DAYS OR MORE	36	50	29	86	59	56	60	93
7 DAYS OR MORE	34	48	27	86	57	53	58	93
7 1/2 DAYS OR MORE	29	47	19	78	50	52	49	86
8 DAYS OR MORE	28	47	19	78	50	52	49	86
9 DAYS OR MORE	22	40	12	69	37	48	35	82
9 1/2 DAYS OR MORE	11	17	8	58	20	14	21	64
10 DAYS OR MORE	11	17	8	58	13	14	13	64
10 1/2 DAYS OR MORE	1	2	(12)	1	3	4	3	1
11 1/2 DAYS OR MORE	1	2	-	-	1	3	-	-
12 DAYS	1	2	-	-	(12)	2	-	-

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Table B-5. Paid vacation provisions for full-time workers in San Antonio, Tex., May 1977

Item	Plant workers				Office workers			
	All industries	Manufacturing	Nonmanufacturing	Public utilities	All industries	Manufacturing	Nonmanufacturing	Public utilities
PERCENT OF WORKERS								
ALL FULL-TIME WORKERS	100	100	100	100	100	100	100	100
IN ESTABLISHMENTS NOT PROVIDING PAID VACATIONS	5	-	8	-	-	-	-	-
IN ESTABLISHMENTS PROVIDING PAID VACATIONS	95	100	92	100	100	100	100	100
LENGTH-OF-TIME PAYMENT	93	94	92	100	99	98	100	100
PERCENTAGE PAYMENT	2	6	-	-	(12)	2	-	-
AMOUNT OF PAID VACATION AFTER:[14]								
6 MONTHS OF SERVICE:								
UNDER 1 WEEK	4	6	4	-	2	3	2	-
1 WEEK	10	4	13	59	17	8	19	67
OVER 1 AND UNDER 2 WEEKS	3	2	4	-	10	1	12	-
2 WEEKS	1	-	1	-	1	-	1	-
1 YEAR OF SERVICE:								
1 WEEK	69	76	65	37	25	56	18	30
OVER 1 AND UNDER 2 WEEKS	(12)	-	(12)	1	1	-	1	(12)
2 WEEKS	24	21	26	62	57	43	60	70
OVER 2 AND UNDER 3 WEEKS	-	-	-	-	18	-	21	-
3 WEEKS	1	3	-	-	(12)	1	-	-
2 YEARS OF SERVICE:								
1 WEEK	41	44	39	12	9	23	6	14
OVER 1 AND UNDER 2 WEEKS	2	7	-	-	1	2	1	-
2 WEEKS	46	41	49	88	70	72	70	86
OVER 2 AND UNDER 3 WEEKS	4	5	4	-	19	2	23	-
3 WEEKS	1	3	-	-	(12)	1	-	-
3 YEARS OF SERVICE:								
1 WEEK	14	18	12	5	2	8	1	(12)
OVER 1 AND UNDER 2 WEEKS	2	7	-	-	(12)	2	-	-
2 WEEKS	76	64	73	95	75	85	73	99
OVER 2 AND UNDER 3 WEEKS	4	5	4	1	20	2	23	(12)
3 WEEKS	4	5	3	-	2	2	2	-
4 YEARS OF SERVICE:								
1 WEEK	13	14	12	5	2	6	1	(12)
OVER 1 AND UNDER 2 WEEKS	2	7	-	-	(12)	2	-	-
2 WEEKS	71	69	72	95	75	87	73	99
OVER 2 AND UNDER 3 WEEKS	4	5	4	1	20	2	23	(12)
3 WEEKS	5	5	4	-	3	2	3	-
5 YEARS OF SERVICE:								
1 WEEK	5	1	7	1	1	2	1	(12)
OVER 1 AND UNDER 2 WEEKS	1	3	-	-	-	-	-	-
2 WEEKS	73	76	71	93	59	57	60	93
OVER 2 AND UNDER 3 WEEKS	4	5	4	1	20	2	23	(12)
3 WEEKS	12	15	9	6	19	39	16	6

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Table B-5. Paid vacation provisions for full-time workers in San Antonio, Tex., May 1977—Continued

Item	Plant workers				Office workers			
	All industries	Manufacturing	Nonmanufacturing	Public utilities	All industries	Manufacturing	Nonmanufacturing	Public utilities
AMOUNT OF PAID VACATION AFTER[14] - CONTINUED								
10 YEARS OF SERVICE:								
1 WEEK	5	1	7	1	1	2	1	(12)
2 WEEKS	40	49	35	22	21	35	18	11
OVER 2 AND UNDER 3 WEEKS	1	-	2	-	3	-	4	-
3 WEEKS	46	46	46	76	56	59	55	89
OVER 3 AND UNDER 4 WEEKS	(12)	-	(12)	1	(12)	-	(12)	(12)
4 WEEKS	3	5	1	-	1	4	1	-
OVER 4 AND UNDER 5 WEEKS	-	-	-	-	18	-	21	-
12 YEARS OF SERVICE:								
1 WEEK	5	1	7	1	1	2	1	(12)
2 WEEKS	37	44	33	20	18	25	17	11
OVER 2 AND UNDER 3 WEEKS	1	-	2	-	3	-	4	-
3 WEEKS	46	49	44	78	55	62	54	89
OVER 3 AND UNDER 4 WEEKS	3	-	4	1	1	-	2	(12)
4 WEEKS	3	6	1	-	3	10	1	-
OVER 4 AND UNDER 5 WEEKS	-	-	-	-	18	-	21	-
15 YEARS OF SERVICE:								
1 WEEK	5	1	7	1	1	2	1	(12)
2 WEEKS	25	31	22	20	14	16	14	11
3 WEEKS	48	56	43	11	47	60	44	11
OVER 3 AND UNDER 4 WEEKS	3	-	4	1	2	-	2	(12)
4 WEEKS	13	10	15	68	18	20	17	78
OVER 4 AND UNDER 5 WEEKS	-	-	-	-	18	-	21	-
5 WEEKS	1	2	-	-	(12)	2	-	-
20 YEARS OF SERVICE:								
1 WEEK	4	1	7	1	1	2	1	(12)
2 WEEKS	25	28	23	20	14	13	14	11
3 WEEKS	36	47	29	-	28	51	24	-
OVER 3 AND UNDER 4 WEEKS	-	-	-	-	1	-	1	-
4 WEEKS	28	21	32	72	37	30	38	85
OVER 4 AND UNDER 5 WEEKS	(12)	-	(12)	1	(12)	-	(12)	(12)
5 WEEKS	1	2	1	6	19	2	22	4
6 WEEKS	1	2	-	-	(12)	2	-	-
25 YEARS OF SERVICE:								
1 WEEK	4	1	7	1	1	2	1	(12)
2 WEEKS	25	28	23	20	14	13	14	11
3 WEEKS	30	45	22	-	26	47	22	-
OVER 3 AND UNDER 4 WEEKS	-	-	-	-	1	-	1	-
4 WEEKS	23	21	25	10	26	26	26	7
OVER 4 AND UNDER 5 WEEKS	(12)	-	(12)	1	(12)	-	(12)	(12)
5 WEEKS	11	2	16	66	32	7	36	81
6 WEEKS	2	4	(12)	3	(12)	2	(12)	(12)
30 YEARS OF SERVICE:								
1 WEEK	4	1	7	1	1	2	1	(12)
2 WEEKS	25	28	23	20	14	13	14	11
3 WEEKS	30	45	22	-	26	47	22	-
OVER 3 AND UNDER 4 WEEKS	-	-	-	-	1	-	1	-
4 WEEKS	23	19	25	9	26	27	26	7
OVER 4 AND UNDER 5 WEEKS	(12)	-	(12)	1	(12)	-	(12)	(12)
5 WEEKS	11	3	14	67	31	8	36	82
6 WEEKS	3	4	2	3	1	2	(12)	(12)

See footnotes at end of tables.

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Table B-5. Paid vacation provisions for full-time workers in San Antonio, Tex., May 1977—Continued

Item	Plant workers				Office workers			
	All industries	Manufacturing	Nonmanufacturing	Public utilities	All industries	Manufacturing	Nonmanufacturing	Public utilities
AMOUNT OF PAID VACATION AFTER[14] - CONTINUED								
MAXIMUM VACATION AVAILABLE:								
1 WEEK	4	1	7	1	1	2	1	(12)
2 WEEKS	25	28	23	20	14	13	14	11
3 WEEKS	36	45	22	-	26	47	22	-
OVER 3 AND UNDER 4 WEEKS	-	-	-	-	1	-	1	-
4 WEEKS	23	19	25	9	26	27	26	7
OVER 4 AND UNDER 5 WEEKS	(12)	-	(12)	1	(12)	-	(12)	(12)
5 WEEKS	10	3	14	66	31	8	36	81
6 WEEKS	3	4	2	3	1	2	1	(12)

See footnotes at end of tables.

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Table B-6. Health, insurance, and pension plans for full-time workers in San Antonio, Tex., May 1977

Item	Plant workers				Office workers			
	All industries	Manufacturing	Nonmanufacturing	Public utilities	All industries	Manufacturing	Nonmanufacturing	Public utilities
PERCENT OF WORKERS								
ALL FULL-TIME WORKERS	100	100	100	100	100	100	100	100
IN ESTABLISHMENTS PROVIDING AT LEAST ONE OF THE BENEFITS SHOWN BELOW[15]	94	100	91	100	99	100	99	100
LIFE INSURANCE	92	99	88	100	92	98	91	100
NONCONTRIBUTORY PLANS	46	56	40	90	59	62	59	92
ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE	60	72	53	90	70	77	69	93
NONCONTRIBUTORY PLANS	23	43	12	36	42	51	40	32
SICKNESS AND ACCIDENT INSURANCE OR SICK LEAVE OR BOTH[16]	66	76	61	92	78	81	77	98
SICKNESS AND ACCIDENT INSURANCE	36	52	28	36	17	34	14	31
NONCONTRIBUTORY PLANS	16	32	7	26	7	25	3	24
SICK LEAVE (FULL PAY AND NO WAITING PERIOD)	23	27	21	7	55	49	56	10
SICK LEAVE (PARTIAL PAY OR WAITING PERIOD)	17	9	21	56	11	10	11	61
LONG-TERM DISABILITY INSURANCE	17	23	14	1	56	39	59	(12)
NONCONTRIBUTORY PLANS	7	21	(12)	1	32	32	32	(12)
HOSPITALIZATION INSURANCE	90	100	85	100	98	100	98	100
NONCONTRIBUTORY PLANS	37	59	26	94	33	66	26	97
SURGICAL INSURANCE	90	100	85	100	98	100	98	100
NONCONTRIBUTORY PLANS	37	59	26	94	33	66	26	97
MEDICAL INSURANCE	89	100	83	100	97	100	96	100
NONCONTRIBUTORY PLANS	37	59	26	94	33	66	26	97
MAJOR MEDICAL INSURANCE	87	97	82	100	98	99	97	100
NONCONTRIBUTORY PLANS	34	54	24	94	31	57	26	97
DENTAL INSURANCE	14	14	14	71	31	24	32	82
NONCONTRIBUTORY PLANS	11	14	9	69	11	24	9	82
RETIREMENT PENSION	46	45	47	73	78	49	83	81
NONCONTRIBUTORY PLANS	30	32	30	67	64	37	69	78

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Table B-7. Life insurance plans for full-time workers in San Antonio, Tex., May 1977

Item	Plant workers				Office workers			
	All industries		Manufacturing		All industries		Manufacturing	
	All plans [17]	Noncontributory plans [17]	All plans [17]	Noncontributory plans [17]	All plans [17]	Noncontributory plans [17]	All plans [17]	Noncontributory plans [17]
TYPE OF PLAN AND AMOUNT OF INSURANCE								
ALL FULL-TIME WORKERS ARE PROVIDED THE SAME FLAT-SUM DOLLAR AMOUNT:								
PERCENT OF ALL FULL-TIME WORKERS [18]	58	28	75	39	22	12	51	24
AMOUNT OF INSURANCE PROVIDED: [19]								
MEAN	$3,600	$3,600	$3,300	$3,600	$4,100	$4,400	$4,000	$4,600
MEDIAN	$4,000	$2,500	$3,000	$3,000	$4,000	$4,000	$4,000	$4,000
MIDDLE RANGE (50 PERCENT)	$2,000- 5,000	$2,000- 5,000	$2,000- 5,000	$1,000- 5,000	$2,000- 5,000	$2,000- 5,000	$2,000- 5,000	$1,000- 7,500
MIDDLE RANGE (80 PERCENT)	$1,000- 5,000	$1,000- 6,500	$1,000- 5,000	$1,000- 7,500	$1,000- 6,000	$1,000- 7,500	$1,000- 7,500	$1,000-10,000
AMOUNT OF INSURANCE IS BASED ON A SCHEDULE WHICH INDICATES A SPECIFIED DOLLAR AMOUNT OF INSURANCE FOR A SPECIFIED LENGTH OF SERVICE:								
PERCENT OF ALL FULL-TIME WORKERS [18]	3	(12)	-	-	(12)	-	-	-
AMOUNT OF INSURANCE PROVIDED [19] AFTER:								
6 MONTHS OF SERVICE:								
MEAN	(6)	(6)	-	-	(6)	-	-	-
MEDIAN	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (50 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (80 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
1 YEAR OF SERVICE:								
MEAN	(6)	(6)	-	-	(6)	-	-	-
MEDIAN	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (50 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (80 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
5 YEARS OF SERVICE:								
MEAN	(6)	(6)	-	-	(6)	-	-	-
MEDIAN	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (50 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (80 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
10 YEARS OF SERVICE:								
MEAN	(6)	(6)	-	-	(6)	-	-	-
MEDIAN	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (50 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (80 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
20 YEARS OF SERVICE:								
MEAN	(6)	(6)	-	-	(6)	-	-	-
MEDIAN	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (50 PERCENT)	(6)	(6)	-	-	(6)	-	-	-
MIDDLE RANGE (80 PERCENT)	(6)	(6)	-	-	(6)	-	-	-

See footnotes at end of tables.

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Table B-7. Life insurance plans for full-time workers in San Antonio, Tex., May 1977—Continued

Item	Plant workers				Office workers			
	All industries		Manufacturing		All industries		Manufacturing	
	All plans [17]	Noncontributory plans [17]	All plans [17]	Noncontributory plans [17]	All plans [17]	Noncontributory plans [17]	All plans [17]	Noncontributory plans [17]
TYPE OF PLAN AND AMOUNT OF INSURANCE-CONTINUED								
AMOUNT OF INSURANCE IS BASED ON A SCHEDULE WHICH INDICATES A SPECIFIED DOLLAR AMOUNT OF INSURANCE FOR A SPECIFIED AMOUNT OF EARNINGS:								
PERCENT OF ALL FULL-TIME WORKERS [18]	17	6	16	8	19	4	11	6
AMOUNT OF INSURANCE PROVIDED [19] IF:								
ANNUAL EARNINGS ARE $5,000:								
MEAN	$7,600	$6,500	$6,300	$5,100	$9,600	$6,900	$6,400	$5,200
MEDIAN	$7,500	$6,500	$5,000	$5,000	$10,000	$7,500	$5,000	$5,000
MIDDLE RANGE (50 PERCENT)	$5,000-10,000	$5,000- 8,000	$5,000- 7,500	$4,800- 5,000	$7,500-12,000	$5,000- 8,000	$5,000- 7,500	$5,000- 5,000
MIDDLE RANGE (80 PERCENT)	$5,000-12,000	$4,800- 8,000	$4,800-10,000	$4,800- 6,000	$5,000-15,000	$5,000- 8,000	$4,800-10,000	$4,800- 6,000
ANNUAL EARNINGS ARE $10,000:								
MEAN	$16,100	$13,500	$12,700	$10,900	$17,400	$11,600	$13,600	$11,100
MEDIAN	$16,000	$12,500	$12,000	$10,000	$20,000	$10,000	$13,000	$10,000
MIDDLE RANGE (50 PERCENT)	$12,000-20,000	$10,000-16,000	$10,000-15,000	$10,000-12,000	$16,000-20,000	$9,400-16,000	$10,000-15,000	$10,000-12,000
MIDDLE RANGE (80 PERCENT)	$10,000-22,000	$10,000-16,000	$8,000-20,000	$10,000-12,500	$9,400-20,000	$5,000-16,000	$10,000-20,000	$10,000-12,500
ANNUAL EARNINGS ARE $15,000:								
MEAN	$23,000	$18,600	$19,100	$13,600	$25,300	$15,000	$20,500	$14,200
MEDIAN	$24,000	$20,000	$18,000	$10,000	$30,000	$10,000	$20,500	$10,000
MIDDLE RANGE (50 PERCENT)	$15,000-30,000	$10,000-24,000	$10,000-30,000	$10,000-18,000	$24,000-30,000	$9,400-24,000	$10,000-30,000	$10,000-18,000
MIDDLE RANGE (80 PERCENT)	$10,000-30,000	$10,000-24,000	$8,000-30,000	$10,000-20,000	$9,400-30,000	$5,000-24,000	$10,000-30,000	$10,000-20,000
ANNUAL EARNINGS ARE $20,000:								
MEAN	$30,200	$22,800	$25,600	$14,300	$33,700	$17,900	$29,100	$15,400
MEDIAN	$31,000	$25,000	$18,000	$10,000	$40,000	$10,000	$26,800	$10,000
MIDDLE RANGE (50 PERCENT)	$15,000-40,000	$10,000-31,000	$10,000-40,000	$10,000-18,000	$31,000-40,000	$9,400-31,000	$10,000-40,000	$10,000-18,000
MIDDLE RANGE (80 PERCENT)	$10,000-42,000	$10,000-31,000	$8,000-60,000	$10,000-25,000	$9,400-42,000	$5,000-31,000	$10,000-60,000	$10,000-25,000
AMOUNT OF INSURANCE IS EXPRESSED AS A FACTOR OF ANNUAL EARNINGS: [20]								
PERCENT OF ALL FULL-TIME WORKERS [18]	13	10	8	8	48	40	36	33
FACTOR OF ANNUAL EARNINGS USED TO CALCULATE AMOUNT OF INSURANCE: [19 20]								
MEAN	1.25	1.17	1.18	1.18	1.89	2.01	1.56	1.57
MEDIAN	1.00	1.00	1.00	1.00	2.00	2.00	1.50	1.50
MIDDLE RANGE (50 PERCENT)	1.00-1.50	1.00-1.00	1.00-1.50	1.00-1.50	1.00-2.50	1.66-2.50	1.50-2.00	1.50-2.00
MIDDLE RANGE (80 PERCENT)	1.00-2.00	1.00-2.00	1.00-1.50	1.00-1.50	1.00-2.50	1.00-2.50	1.00-2.00	1.00-2.00
PERCENT OF ALL FULL-TIME WORKERS COVERED BY PLANS NOT SPECIFYING A MAXIMUM AMOUNT OF INSURANCE	10	9	8	8	15	13	28	25
PERCENT OF ALL FULL-TIME WORKERS COVERED BY PLANS SPECIFYING A MAXIMUM AMOUNT OF INSURANCE	3	1	-	-	33	27	8	8
SPECIFIED MAXIMUM AMOUNT OF INSURANCE: [19]								
MEAN	$72,100	(6)	-	-	$90,100	$97,500	(6)	(6)
MEDIAN	$100,000	(6)	-	-	$100,000	(6)	(6)	(6)
MIDDLE RANGE (50 PERCENT)	$25,000-100,000	(6)	-	-	$100,000-100,000	(6)	(6)	(6)
MIDDLE RANGE (80 PERCENT)	$25,000-100,000	(6)	-	-	$50,000-100,000	(6)	(6)	(6)
AMOUNT OF INSURANCE IS BASED ON SOME OTHER TYPE OF PLAN:								
PERCENT OF ALL FULL-TIME WORKERS [18]	(12)	(12)	-	-	3	3	-	-

See footnotes at end of tables.

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Footnotes

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

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

[2] 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 workers receive the same or more and half receive the same or less than the rate shown. The middle range is defined by two rates of pay; a fourth of the workers earn the same or less than the lower of these rates and a fourth earn the same or more than the higher rate.

[3] Earnings data relate only to workers whose sex identification was provided by the establishment.

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

[5] Estimates for periods ending prior to 1976 relate to men only for skilled maintenance and unskilled plant workers. All other estimates relate to men and women.

[6] Data do not meet publication criteria or data not available.

[7] Formally established minimum regular straight-time hiring salaries that are paid for standard workweeks.

[8] Excludes workers in subclerical jobs such as messenger.

[9] Data are presented for all standard workweeks combined, and for the most common standard workweeks reported.

[10] Includes all plant workers in establishments currently operating late shifts, and establishments whose formal provisions cover late shifts, even though the establishments were not currently operating late shifts.

[11] Less than 0.05 percent.

[12] Less than 0.5 percent.

[13] All combinations of full and half days that add to the same amount are combined; for example, the proportion of workers receiving a total of 10 days includes those with 10 full days and no half days, 9 full days and 2 half days, 8 full days and 4 half days, and so on. Proportions then were cumulated.

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

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

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

[17] Estimates under "All plans" relate to all plans for which at least a part of the cost is borne by the employer. Estimates under "Noncontributory plans" include only those financed entirely by the employer.

[18] For "All industries," all full-time plant workers or office workers equal 100 percent. For "Manufacturing," all full-time plant workers or office workers in manufacturing equal 100 percent.

[19] The mean amount is computed by multiplying the number of workers provided insurance by the amount of insurance provided, totaling the products, and dividing the sum by the number of workers. The median indicates that half of the workers are provided an amount equal to or smaller and half an amount equal to or larger than the amount shown. Middle range (50 percent)—a fourth of the workers are provided an amount equal to or less than the smaller amount and a fourth are provided an amount equal to or more than the larger amount. Middle range (80 percent)—10 percent of the workers are provided an amount equal to or less than the smaller amount and 10 percent are provided an amount equal to or more than the larger amount.

[20] A factor of annual earnings is the number by which annual earnings are multiplied to determine the amount of insurance provided. For example, a factor of 2 indicates that for annual earnings of $10,000 the amount of insurance provided is $20,000.

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Appendix A. Scope and Method of Survey

Data on area wages and related benefits 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 74[1] 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 4 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.

[1] Included in the 74 areas are 4 studies conducted by the Bureau under contract. These areas are Akron, Ohio; Birmingham, Ala.; Norfolk–Virginia Beach–Portsmouth and Newport News–Hampton, Va.–N.C.; and Syracuse, N.Y. In addition, the Bureau conducts more limited area studies in approximately 100 areas at the request of the Employment Standards Administration of the U.S. Department of Labor.

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, for occupations with more than one level, data are included in the overall classification when a subclassification 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. Vertical lines within the distribution of workers on some A-tables indicate a change in the size of the class intervals.

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.

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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.

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 of men and women in establishments reporting the trend jobs in both the current and previous year (matched establishments). The data are adjusted to remove the effect 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 may 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

Secretaries
Stenographers, general
Stenographers, senior
Typists, classes A and B
File clerks, classes A, B, and C
Messengers
Switchboard operators [2]

Office clerical—Continued

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

Electronic data processing

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

Industrial nurses

Registered industrial nurses

Skilled maintenance

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

Unskilled plant

Janitors, porters, and cleaners
Material handling laborers

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

1. Average earnings are computed for each occupation for the 2 years being compared. The averages are derived from earnings in those establishments which are in the survey both years; it is assumed that employment remains unchanged.
2. Each occupation is assigned a weight based on its proportionate employment in the occupational group in the base year.
3. These weights are used to compute group averages. Each occupation's average earnings (computed in step 1) is multiplied by its weight. The products are totaled to obtain a group average.
4. 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

The incidence of selected establishment practices and supplementary wage provisions is studied for full-time plant workers and office workers. Plant workers include nonsupervisory workers and working supervisors engaged in nonoffice functions. (Cafeteria workers and route workers are excluded in manufacturing industries, but included in nonmanufacturing industries.) Office workers include nonsupervisory workers and working supervisors performing clerical or related functions. Lead workers and trainees are included among nonsupervisory workers. Administrative, executive, professional and part-time employees as well as construction workers utilized as separate work forces are excluded from both the plant and office worker categories.

Minimum entrance salaries (table B-1). Minimum entrance salaries for office workers relate only to the establishments visited. Because of the optimum sampling techniques used and the probability that large establishments are more likely than small establishments to have formal entrance

[2] In 1977, switchboard operators are included in the wage trend computation for all except the following areas: Canton, Chicago, Cincinnati, Davenport–Rock Island–Moline, Houston, Huntsville, Jackson, New Orleans, Portland (Oregon), Providence–Warwick–Pawtucket, Richmond, San Antonio, Seattle–Everett, South Bend, and Wichita.

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rates above the subclerical level, the table is more representative of policies in medium and large establishments. (The "X's" shown under standard weekly hours indicate that no meaningful totals are applicable.)

Shift differentials—manufacturing (table B-2). Data were collected on policies of manufacturing establishments regarding pay differentials for plant workers on late shifts. Establishments considered as having policies are those which (1) have provisions in writing covering the operation of late shifts, or (2) have operated late shifts at any time during the 12 months preceding a survey. When establishments have several differentials which vary by job, the differential applying to the majority of the plant workers is recorded. When establishments have differentials which apply only to certain hours of work, the differential applying to the majority of the shift hours is recorded.

For purposes of this study, a late shift is either a second (evening) shift which ends at or near midnight or a third (night) shift which starts at or near midnight.

Differentials for second and third shifts are summarized separately for (1) establishment policies (an establishment's differentials are weighted by all plant workers in the establishment at the time of the survey) and (2) effective practices (an establishment's differentials are weighted by plant workers employed on the specified shift at the time of the survey).

Scheduled weekly hours; paid holidays; paid vacations; and health, insurance, and pension plans. Provisions which apply to a majority of the plant or office workers in an establishment are considered to apply to all plant or office workers in the establishment; a practice or provision is considered nonexistent when it applies to less than a majority. Holidays; vacations; and health, insurance, and pension plans are considered applicable to employees currently eligible for the benefits as well as to employees who will eventually become eligible.

Scheduled weekly hours and days (table B-3). Scheduled weekly hours and days refer to the number of hours and days per week which full-time first (day) shift workers are expected to work, whether paid for at straight-time or overtime rates.

Paid holidays (table B-4). Holidays are included only if they are granted annually on a formal basis (provided for in written form or established by custom). They are included even though in a particular year they fall on a nonworkday and employees are not granted another day off. Employees may be paid for the time off or may receive premium pay in lieu of time off.

Data are tabulated to show the percent of workers who (1) are granted specific numbers of whole and half holidays and (2) are granted specified amounts of total holiday time (whole and half holidays are aggregated).

Paid vacations (table B-5). Establishments report their method of calculating vacation pay (time basis, percent of annual earnings, flat-sum payment, etc.) and the amount of vacation pay granted. Only basic formal plans are reported. Vacation bonuses, vacation-savings plans, and "extended" or "sabbatical" benefits beyond basic plans are excluded.

For tabulating vacation pay granted, all provisions are expressed on a time basis. Vacation pay calculated on other than a time basis is converted to its equivalent time period. Two percent of annual earnings, for example, is tabulated as 1 week's vacation pay.

Also, provisions after each specified length of service are related to all plant or office workers in an establishment regardless of length of service. Vacation plans commonly provide for a larger amount of vacation pay as service lengthens. Counts of plant or office workers by length of service were not obtained. The tabulations of vacation pay granted present, therefore, statistical measures of these provisions rather than proportions of workers actually receiving specific benefits.

Health, insurance, and pension plans (tables B-6 and B-7). Health, insurance, and pension plans include plans for which the employer pays either all or part of the cost. The cost may be (1) underwritten by a commercial insurance company or nonprofit organization, (2) covered by a union fund to which the employer has contributed, or (3) borne directly by the employer out of operating funds or a fund set aside to cover the cost. A plan is included even though a majority of the employees in an establishment do not choose to participate in it because they are required to bear part of its cost (provided the choice to participate is available or will eventually become available to a majority). Legally required plans such as social security, railroad retirement, workers' disability compensation, and temporary disability insurance[3] are excluded.

Life insurance includes formal plans providing indemnity (usually through an insurance policy) in case of death of the covered worker. Information is also provided in table B-7 on types of life insurance plans and the amount of coverage in all industries combined and in manufacturing.

Accidental death and dismemberment is limited to plans which provide benefit payments in case of death or loss of limb or sight as a direct result of an accident.

Sickness and accident insurance includes only those plans which provide that predetermined cash payments be made directly to employees who lose time from work because of illness or injury, e.g., $50 a week for up to 26 weeks of disability.

Sick leave plans are limited to formal plans[4] which provide for continuing an employee's pay during absence from work because of illness. Data collected distinguish between (1) plans which provide full pay with no waiting period, and (2) plans which either provide partial pay or require a waiting period.

[3] Temporary disability insurance which provides benefits to covered workers disabled by injury or illness which is not work-connected is mandatory under State laws in California, New Jersey, New York, and Rhode Island. Establishment plans which meet only the legal requirements are excluded from these data, but those under which (1) employers contribute more than is legally required or (2) benefits exceed those specified in the State law are included. In Rhode Island, benefits are paid out of a State fund to which only employees contribute. In each of the other three States, benefits are paid either from a State fund or through a private plan.

State fund financing: In California, only employees contribute to the State fund; in New Jersey, employees and employers contribute; in New York, employees contribute up to a specified maximum and employers pay the difference between the employees' share and the total contribution required.

Private plan financing: In California and New Jersey, employees cannot be required to contribute more than they would if they were covered by the State fund; in New York, employees can agree to contribute more if the State rules that the additional contribution is commensurate with the benefit provided.

Federal legislation (Railroad Unemployment Insurance Act) provides temporary disability insurance benefits to railroad workers for illness or injury, whether work-connected or not. The legislation requires that employers bear the entire cost of the insurance.

[4] An establishment is considered as having a formal plan if it specifies at least the minimum number of days of sick leave available to each employee. Such a plan need not be written, but informal sick leave allowances determined on an individual basis are excluded.

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Long-term disability insurance plans provide payments to totally disabled employees upon the expiration of their paid sick leave and/or sickness and accident insurance, or after a predetermined period of disability (typically 6 months). Payments are made until the end of the disability, a maximum age, or eligibility for retirement benefits. Full or partial payments are almost always reduced by social security, workers' disability compensation, and private pension benefits payable to the disabled employee.

Hospitalization, surgical, and medical insurance plans reported in these surveys provide full or partial payment for basic services rendered. Hospitalization insurance covers hospital room and board and may cover other hospital expenses. Surgical insurance covers surgeons' fees. Medical insurance covers doctors' fees for home, office, or hospital calls. Plans restricted to post-operative medical care or a doctor's care for minor ailments at a worker's place of employment are not considered to be medical insurance.

Major medical insurance coverage applies to services which go beyond the basic services covered under hospitalization, surgical, and medical insurance. Major medical insurance typically (1) requires that a "deductible" (e.g., $50) be met before benefits begin, (2) has a coinsurance feature that requires the insured to pay a portion (e.g., 20 percent) of certain expenses, and (3) has a specified dollar maximum of benefits (e.g., $10,000 a year).

Dental insurance plans provide normal dental service benefits, usually for fillings, extractions, and X-rays. Plans which provide benefits only for oral surgery or repairing accident damage are not reported.

Retirement pension plans provide for regular payments to the retiree for life. Included are deferred profit-sharing plans which provide the option of purchasing a lifetime annuity.

Labor-management agreement coverage

The following tabulation shows the percent of full-time plant and office workers employed in establishments in the San Antonio area in which a union contract or contracts covered a majority of the workers in the respective categories, May 1977:

	Plant workers	Office workers
All industries	20	7
Manufacturing	34	5
Nonmanufacturing	13	7
Public utilities	70	64

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

Industrial composition in manufacturing

Over one-fourth of the workers within the scope of the survey in the San Antonio area were employed in manufacturing firms. The following presents the major industry groups and specific industries as a percent of all manufacturing:

Industry groups		Specific industries	
Food and kindred products	25	Meat products	9
Apparel and other textile products	16	Men's and boys' furnishings	8
Machinery, except electrical	13	Beverages	6
Textile mill products	8	Weaving mills, cotton	6
Fabricated metal products	8	Office and computing machines	6
Stone, clay, and glass products	7	Newspapers	5
Printing and publishing	6	Fabricated structural metal products	5

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

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Appendix table 1. Establishments and workers within scope of survey and number studied in San Antonio, Tex.,[1] May 1977

Industry division[2]	Minimum employment in establishments in scope of study	Number of establishments		Workers in establishments				
				Within scope of study				Studied
		Within scope of study[3]	Studied	Total[4]		Full-time plant workers	Full-time office workers	Total[4]
				Number	Percent			
ALL DIVISIONS	-	600	156	110,557	100	70,898	17,868	59,311
MANUFACTURING	50	143	43	32,375	29	24,629	2,910	17,008
NONMANUFACTURING	-	457	113	78,182	71	46,269	14,958	42,303
TRANSPORTATION, COMMUNICATION, AND OTHER PUBLIC UTILITIES[5]	50	49	20	10,525	10	6,011	1,634	7,943
WHOLESALE TRADE	50	79	13	6,773	6	([6])	([6])	1,417
RETAIL TRADE	50	174	32	35,832	32	([6])	([6])	18,799
FINANCE, INSURANCE, AND REAL ESTATE	50	74	13	12,743	12	([6])	([7])	7,125
SERVICES[8]	50	81	35	12,309	11	([6])	([6])	7,019

[1] The San Antonio Standard Metropolitan Statistical Area, as defined by the Office of Management and Budget through February 1974, consists of Bexar, Comal, and Guadalupe Counties. The "workers within scope of study" estimates shown in this table provide a reasonably accurate description of the size and composition of the labor force included in the survey. Estimates are not intended, however, for comparision 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 1972 edition of the Standard Industrial Classification Manual was used to classify establishments by industry division. However, all government operations are excluded from the scope of the survey.

[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 1 establishment.

[4] Includes executive, professional, part-time, and other workers excluded from the separate plant and office categories.

[5] Abbreviated to "public utilities" in the A- and B-series tables. Taxicabs and services incidental to water transportation are excluded. San Antonio's electric, gas, and transit systems are municipally operated and are excluded by definition from the scope of the survey.

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

[7] Workers from this entire division are represented in estimates for "all industries" and "nonmanufacturing" in the A-series tables, but from the real estate portion only in estimates for "all industries" and "nonmanufacturing" in the B-series tables. Separate presentation of data is not made for one or more of the reasons given in footnote 6.

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

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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; and part-time, temporary, and probationary workers. Handicapped workers whose earnings are reduced because of their handicap are also excluded. Trainees are excluded from the survey except for those receiving on-the-job training in some of the lower level professional and technical occupations.

Office

SECRETARY

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

SECRETARY—Continued

Exclusions—Continued

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. Assistant-type positions which entail more difficult or more responsible technical, administrative, or supervisory duties which are not typical of secretarial work, e.g., Administrative Assistant, or Executive Assistant;

Listed below are several occupations for which revised descriptions or titles are being introduced in this survey:

Order clerk
Payroll clerk
Secretary
Switchboard operator
Switchboard operator-receptionist
Transcribing-machine typist
Machine tool operator (toolroom)
Tool and die maker
Guard
Shipper and receiver (previously surveyed as shipping and receiving clerk)
Truckdriver

The Bureau has discontinued collecting data for tabulating-machine operator. Workers previously classified as watchmen are now classified as guards under the revised description.

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SECRETARY—Continued

Exclusions—Continued

e. Positions which do not fit any of the situations listed in the sections below titled "Level of Supervisor," e.g., secretary to the president of a company that employs, in all, over 5,000 persons;

f. Trainees.

Classification by Level

Secretary jobs which meet the above characteristics are matched at one of five levels according to (a) the level of the secretary's supervisor within the company's organizational structure and, (b) the level of the secretary's responsibility. The chart following the explanations of these two factors indicates the level of the secretary for each combination of the factors.

Level of Secretary's Supervisor (LS)

Secretaries should be matched at one of the four LS levels described below according to the level of the secretary's supervisor within the company organizational structure.

LS–1 a. Secretary to the supervisor or head of a small organizational unit (e.g., fewer than about 25 or 30 persons); or

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

LS–2 a. Secretary to an executive or managerial person whose responsibility is not equivalent to one of the specific level situations in the definition for LS–3, 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

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

LS–3 a. Secretary to the chairman of the board or president of a company that employs, in all, fewer than 100 persons; or

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

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

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

SECRETARY—Continued

Classification by Level—Continued

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

LS–4 a. Secretary to the chairman of the board or president of a company that employs, in all, over 100 but fewer than 5,000 persons; or

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

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

NOTE: The term "corporate officer" used in the above LS definition refers to those officials who have a significant corporatewide policy-making 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 definition.

Level of Secretary's Responsibility (LR)

This factor evaluates the nature of the work relationship between the secretary and the supervisor, and the extent to which the secretary is expected to exercise initiative and judgment. Secretaries should be matched at LR–1 or LR–2 described below according to their level of responsibility.

Level of Responsibility 1 (LR–1)

Performs varied secretarial duties including or comparable to most of the following:

a. Answers telephones, greets personal callers, and opens incoming mail.

b. Answers telephone requests which have standard answers. May reply to requests by sending a form letter.

c. Reviews correspondence, memoranda, and reports prepared by others for the supervisor's signature to ensure procedural and typographical accuracy.

d. Maintains supervisor's calendar and makes appointments as instructed.

e. Types, takes and transcribes dictation, and files.

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SECRETARY—Continued

Level of Responsibility 2 (LR–2)

Performs duties described under LR–1 and, in addition performs tasks requiring greater judgment, initiative, and knowledge of office functions including or comparable to most of the following:

a. Screens telephone and personal callers, determining which can be handled by the supervisor's subordinates or other offices.

b. Answers requests which require a detailed knowledge of office procedures or collection of information from files or other offices. May sign routine correspondence in own or supervisor's name.

c. Compiles or assists in compiling periodic reports on the basis of general instructions.

d. Schedules tentative appointments without prior clearance. Assembles necessary background material for scheduled meetings. Makes arrangements for meetings and conferences.

e. Explains supervisor's requirements to other employees in supervisor's unit. (Also types, takes dictation, and files.)

The following chart shows the level of the secretary for each LS and LR combination.

Level of secretary's supervisor	Level of secretary's responsibility	
	LR–1	LR–2
LS–1	Class E	Class D
LS–2	Class D	Class C
LS–3	Class C	Class B
LS–4	Class B	Class A

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—Continued

Stenographer, Senior

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

OR

Performs stenographic duties requiring significantly greater independence and responsibility than stenographer, general, as evidenced by the following: Work requires a high degree of stenographic speed and accuracy; a thorough working knowledge of general business and office procedure; and of the specific business operations, organization, policies, procedures, files, workflow, etc. Uses this knowledge in performing stenographic duties and responsible clerical tasks such as maintaining follow-up files; assembling material for reports, memoranda, 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 type copy of voice recorded dictation which does not involve varied technical or specialized vocabulary such as that used in legal briefs or reports on scientific research. May also type from written copy. May maintain files, keep simple records, or perform other relatively routine clerical tasks. (See Stenographer definition for workers involved with shorthand dictation.)

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.

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FILE CLERK—Continued

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 written or verbal customers' purchase orders for material or merchandise from customers or sales people. Work typically involves some combination of the following duties: Quoting prices; determining availability of ordered items and suggesting substitutes when necessary; advising expected delivery date and method of delivery; recording order and customer information on order sheets; checking order sheets for accuracy and

ORDER CLERK—Continued

adequacy of information recorded; ascertaining credit rating of customer; furnishing customer with acknowledgement of receipt of order; following-up to see that order is delivered by the specified date or to let customer know of a delay in delivery; maintaining order file; checking shipping invoice against original order.

Exclude workers paid on a commission basis or whose duties include any of the following: Receiving orders for services rather than for material or merchandise; providing customers with consultative advice using knowledge gained from engineering or extensive technical training; emphasizing selling skills; handling material or merchandise as an integral part of the job.

Positions are classified into levels according to the following definitions:

Class A. Handles orders that involve making judgments such as choosing which specific product or material from the establishment's product lines will satisfy the customer's needs, or determining the price to be quoted when pricing involves more than merely referring to a price list or making some simple mathematical calculations.

Class B. Handles orders involving items which have readily identified uses and applications. May refer to a catalog, manufacturer's manual, or similar document to insure that proper item is supplied or to verify price of ordered item.

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

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ACCOUNTING CLERK—Continued

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.

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

Class B. Keeps a record of one or more phases or sections of a set of records usually requiring little knowledge of basic bookkeeping. Phases or sections include accounts payable, payroll, customers' accounts (not including a simple type of billing described under 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 memoranda, 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.

MACHINE BILLER—Continued

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

Performs the clerical tasks necessary to process payrolls and to maintain payroll records. Work involves most of the following: Processing workers' time or production records; adjusting workers' records for changes in wage rates, supplementary benefits, or tax deductions; editing payroll listings against source records; tracing and correcting errors in listings; and assisting in preparation of periodic summary payroll reports. In a non-automated payroll system, computes wages. Work may require a practical knowledge of governmental regulations, company payroll policy, or the computer system for processing payrolls.

KEYPUNCH OPERATOR

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

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

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

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

Professional and Technical

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

COMPUTER SYSTEMS ANALYST, BUSINESS—Continued

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.

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COMPUTER SYSTEMS ANALYST, BUSINESS—Continued

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

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

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

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.

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

COMPUTER PROGRAMMER, BUSINESS—Continued

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.

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COMPUTER PROGRAMMER, BUSINESS—Continued

May guide or instruct lower level programmers.

Class C. 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.

DRAFTER-TRACER

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

AND/OR

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

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.

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ELECTRONICS TECHNICIAN—Continued

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.

ELECTRONICS TECHNICIAN—Continued

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; 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.

MAINTENANCE ELECTRICIAN

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

MAINTENANCE ELECTRICIAN—Continued

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

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MAINTENANCE PAINTER—Continued

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.

MAINTENANCE MECHANIC (MOTOR VEHICLE)

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.

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MACHINE-TOOL OPERATOR (TOOLROOM)

Specializes in operating one or more than one type of machine tool (e.g., jig borer, grinding machine, engine lather, 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 task; 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 air-conditioning. Work involves: Operating and maintaining equipment such as steam engines, air compressors, generators, motors, turbines, ventilating and refrigerating equipment, steam boilers and boiler-fed water pumps; making equipment repairs; and keeping a record of operation of machinery, temperature, and fuel consumption. May also supervise these operations. Head or chief engineers in establishments employing more than one engineer are excluded.

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. Salesroute and over-the-road drivers are excluded.

For wage study purposes, truckdrivers are classified by type and rated capacity of truck, as follows:

Truckdriver, light truck
(straight truck, under (1½ tons, usually 4 wheels)
Truckdriver, medium truck
(straight truck, 1½ to 4 tons inclusive, usually 6 wheels)
Truckdriver, heavy truck
(straight truck, over 4 tons, usually 10 wheels)
Truckdriver, tractor-trailer

SHIPPER AND RECEIVER

Performs clerical and physical tasks in connection with shipping goods of the establishment in which employed and receiving incoming shipments. In performing day-to-day, routine tasks, follows established guidelines. In handling unusual nonroutine problems, receives specific guidance from supervisor or other officials. May direct and coordinate the activities of other workers engaged in handling goods to be shipped or being received.

Shippers typically are responsible for most of the following: Verifying that orders are accurately filled by comparing items and quantities of goods gathered for shipment against documents; insuring that shipments are properly packaged, identified with shipping information, and loaded into transporting vehicles; preparing and keeping records of goods shipped, e.g., manifests, bills of lading.

Receivers typically are responsible for most of the following: Verifying the correctness of incoming shipments by comparing items and quantities unloaded against bills of lading, invoices, manifests, storage

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receipts, or other records; checking for damaged goods; insuring that goods are appropriately identified for routing to departments within the establishment; preparing and keeping records of goods received.

For wage study purposes, workers are classified as follows:

Shipper
Receiver
Shipper and receiver

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 Shipper and Receiver 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 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

Protects property from theft or damage, or persons from hazards or interference. Duties involve serving at a fixed post, making rounds on foot or by motor vehicle, or escorting persons or property. May be deputized to make arrests. May also help visitors and customers by answering questions and giving directions.

Guards employed by establishments which provide protective services on a contract basis are included in this occupation.

For wage study purposes, guards are classified as follows:

Guard A

Enforces regulations designed to prevent breaches of security. Exercises judgment and uses discretion in dealing with emergencies and security violations encountered. Determines whether first response should be to intervene directly (asking for assistance when deemed necessary and time allows), to keep situation under surveillance, or to report situation so that it can be handled by appropriate authority. Duties require specialized training in methods and techniques of protecting security areas. Commonly, the guard is required to demonstrate continuing physical fitness and proficiency with firearms or other special weapons.

Guard B

Carries out instructions primarily oriented toward insuring that emergencies and security violations are readily discovered and reported to appropriate authority. Intervenes directly only in situations which require minimal action to safeguard property or persons. Duties require minimal training. Commonly, the guard is not required to demonstrate physical fitness. May be armed, but generally is not required to demonstrate proficiency in the use of firearms or special weapons.

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.

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Service Contract Act Surveys

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

Alaska (statewide)
Albany, Ga.
Alexandria, La.
Alpena, Standish, and Tawas City, Mich.
Asheville, N.C.
Atlantic City, N.J.
Augusta, Ga.–S.C.
Austin, Tex.
Bakersfield, Calif.
Baton Rouge, La.
Battle Creek, Mich.
Beaumont–Port Arthur–Orange, Tex.
Biloxi–Gulfport and Pascagoula, Miss.
Bremerton, Wash.
Bridgeport, Norwalk, and Stamford, Conn.
Brunswick, Ga.
Cedar Rapids, Iowa
Champaign–Urbana–Rantoul, Ill.
Charleston, S.C.
Cheyenne, Wyo.
Clarksville–Hopkinsville, Tenn.–Ky.
Colorado Springs, Colo.
Columbia, S.C.
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 and Medford–Klamath Falls–Grants Pass–Roseburg, Oreg.
Fayetteville, N.C.
Fitchburg–Leominster, Mass.
Fort Riley–Junction City, Kans.
Fort Smith, Ark.–Okla.
Fort Wayne, Ind.
Frederick–Hagerstown–Chambersburg, Md.–Pa.
Gadsden and Anniston, Ala.
Goldsboro, N.C.
Grand Island–Hastings, Nebr.
Guam, Territory of
Harrisburg–Lebanon, Pa.
La Crosse, Wis.
Laredo, Tex.
Lawton, Okla.
Lexington–Fayette, Ky.
Lima, Ohio
Logansport–Peru, Ind.
Lower Eastern Shore, Md.–Va.–Del.
Macon, Ga.
Madison, Wis.
Maine (statewide)
McAllen–Pharr–Edinburg and Brownsville–Harlingen–San Benito, Tex.
Meridian, Miss.
Middlesex, Monmouth, and Ocean Cos., N.J.
Mobile and Pensacola, Ala.–Fla.
Montana (statewide)
Nashville–Davidson, Tenn.
New Bern–Jacksonville, N.C.
New Hampshire (statewide)
New London–Norwich, Conn.–R.I.
North Dakota (statewide)
Northern New York
Orlando, Fla.
Oxnard–Simi Valley–Ventura, Calif.
Phoenix, Ariz.
Pine Bluff, Ark.
Pueblo, Colo.
Puerto Rico
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Salinas–Seaside–Monterey, Calif.
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Santa Barbara–Santa Maria–Lompoc, Calif.
Savannah, Ga.
Selma, Ala.
Sherman–Denison, Tex.
Shreveport, La.
South Dakota (statewide)
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Southwestern Virginia
Springfield, Ill.
Springfield–Chicopee–Holyoke, Mass.–Conn.
Stockton, Calif.
Tacoma, Wash.
Tampa–St. Petersburg, Fla.
Topeka, Kans.
Tulsa, Okla.
Upper Peninsula, Mich.
Vallejo–Fairfield–Napa, Calif.
Vermont (statewide)
Virgin Islands of the U.S.
Waco and Killeen–Temple, Tex.
Waterloo–Cedar Falls, Iowa
West Texas Plains
West Virginia (statewide)
Wilmington, Del.–N.J.–Md.
Yakima, Richland–Kennewick, and Walla Walla–Pendleton, Wash.–Oreg.

ALSO AVAILABLE—

An annual report on salaries for accountants, auditors, chief accountants, attorneys, job analysts, directors of personnel, buyers, chemists, engineers, engineering technicians, drafters, and clerical employees is available. Order as BLS Bulletin 1931, National Survey of Professional, Administrative, Technical and Clerical Pay, March 1976, $1.35 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.

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Area Wage Surveys

A list of the latest bulletins available is presented below. Bulletins may be purchased from any of the BLS regional offices shown on the back cover, or from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Make checks payable to Superintendent of Documents. A directory of occupational wage surveys, covering the years 1950 through 1975, is available on request.

Area	Bulletin number and price*
Akron, Ohio, Dec. 1976[1]	1900-76, 85 cents
Albany–Schenectady–Troy, N.Y., Sept. 1976	1900-59, 55 cents
Anaheim–Santa Ana–Garden Grove, Calif., Oct. 1976	1900-67, 75 cents
Atlanta, Ga., May 1977	1950-17, $1.20
Baltimore, Md., Aug. 1976	1900-52, 85 cents
Billings, Mont., July 1976	1900-39, 55 cents
Birmingham, Ala., Mar. 1977	1950-8, 85 cents
Boston, Mass., Aug. 1976	1900-53, 85 cents
Buffalo, N.Y., Oct. 1976	1900-70, 75 cents
Canton, Ohio, May 1976	1900-28, 55 cents
Chattanooga, Tenn.–Ga., Sept. 1976	1900-57, 55 cents
Chicago, Ill., May 1976	1900-32, $1.05
Cincinnati, Ohio–Ky.–Ind., Mar. 1976	1900-7, 75 cents
Cleveland, Ohio, Sept. 1976	1900-62, 95 cents
Columbus, Ohio, Oct. 1976	1900-68, 75 cents
Corpus Christi, Tex., July 1976	1900-41, 55 cents
Dallas–Fort Worth, Tex., Oct. 1976	1900-63, 85 cents
Davenport–Rock Island–Moline, Iowa–Ill., Feb. 1976	1900-25, 55 cents
Dayton, Ohio, Dec. 1976	1900-78, 85 cents
Daytona Beach, Fla., Aug. 1976	1900-45, 45 cents
Denver–Boulder, Colo., Dec. 1976	1900-73, 85 cents
Detroit, Mich., Mar. 1977	1950-13, $1.20
Fresno, Calif., June 1976	1900-29, 55 cents
Gainesville, Fla., Sept. 1976	1900-54, 45 cents
Green Bay, Wis., July 1976	1900-37, 55 cents
Greensboro–Winston-Salem–High Point, N.C., Aug. 1976	1900-47, 65 cents
Greenville–Spartanburg, S.C., June 1976[1]	1900-36, 85 cents
Hartford, Conn., Mar. 1977	1950-9, 80 cents
Houston, Tex., Apr. 1976	1900-26, 85 cents
Huntsville, Ala., Feb. 1977[1]	1950-4, $1.40
Indianapolis, Ind., Oct. 1976	1900-58, 75 cents
Jackson, Miss., Feb. 1977[1]	1950-2, $1.50
Jacksonville, Fla., Dec. 1976[1]	1900-80, 85 cents
Kansas City, Mo.–Kans., Sept. 1976[1]	1900-60, $1.05
Los Angeles–Long Beach, Calif., Oct. 1976	1900-77, 85 cents
Louisville, Ky.–Ind., Nov. 1976	1900-69, 55 cents
Memphis, Tenn.–Ark.–Miss., Nov. 1976[1]	1900-75, 85 cents
Miami, Fla., Oct. 1976	1900-66, 75 cents
Milwaukee, Wis., Apr. 1977	1950-14, $1.10
Minneapolis–St. Paul, Minn.–Wis., Jan. 1977	1950-3, $1.60
Nassau–Suffolk, N.Y., June 1976	1900-35, 85 cents
Newark, N.J., Jan 1977	1950-7, $1.60
New Orleans, La., Jan. 1977[1]	1950-5, $1.60
New York, N.Y.–N.J., May 1976	1900-48, $1.05
Norfolk–Virginia Beach–Portsmouth, Va.–N.C., May 1977	1950-20, 70 cents
Norfolk–Virginia Beach–Portsmouth and Newport News–Hampton, Va.–N.C., May 1977	1950-21, 70 cents
Northeast Pennsylvania, Aug. 1976	1900-43, 65 cents
Oklahoma City, Okla., Aug. 1976	1900-42, 55 cents
Omaha, Nebr.–Iowa, Oct. 1976	1900-61, 55 cents
Paterson–Clifton–Passaic, N.J., June 1976	1900-38, 55 cents
Philadelphia, Pa.–N.J., Nov. 1976[1]	1900-64, $1.10
Pittsburgh, Pa., Jan. 1977	1950-1, $1.50
Portland, Maine, Dec. 1976[1]	1900-72, 85 cents
Portland, Oreg.–Wash., May 1976	1900-51, 75 cents
Poughkeepsie, N.Y., June 1976	1900-50, 45 cents
Poughkeepsie–Kingston–Newburgh, N.Y., June 1976	1900-55, 55 cents
Providence–Warwick–Pawtucket, R.I.–Mass., June 1977[1]	1950-22, $1.20
Richmond, Va., June 1977[1]	1950-23, $1.10
St. Louis, Mo.–Ill., Mar. 1977	1950-10, $1.20
Sacramento, Calif., Dec. 1976	1900-71, 55 cents
Saginaw, Mich., Nov. 1976[1]	1900-74, 75 cents
Salt Lake City–Ogden, Utah, Nov. 1976	1900-65, 55 cents
San Antonio, Tex., May 1977[1]	1950-24, $1.10
San Diego, Calif., Nov. 1976	1900-79, 55 cents
San Francisco–Oakland, Calif., Mar. 1976	1900-9, 95 cents
San Jose, Calif., Mar. 1977	1950-19, $1.00
Seattle–Everett, Wash., Jan 1977[1]	1950-12, $1.20
South Bend, Ind., Mar. 1976	1900-5, 55 cents
Syracuse, N.Y., July 1976	1900-44, 55 cents
Toledo, Ohio–Mich., May 1977	1950-18, 80 cents
Trenton, N.J., Sept. 1976	1900-56, 55 cents
Washington, D.C.–Md.–Va., Mar. 1977	1950-11, $1.20
Wichita, Kans., Apr. 1977[1]	1950-16, $1.10
Worcester, Mass., Apr. 1977	1950-15, 70 cents
York, Pa., Feb. 1977	1950-6, $1.10

* Prices are determined by the Government Printing Office and are subject to change.

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

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