

MAINE STATE LEGISLATURE

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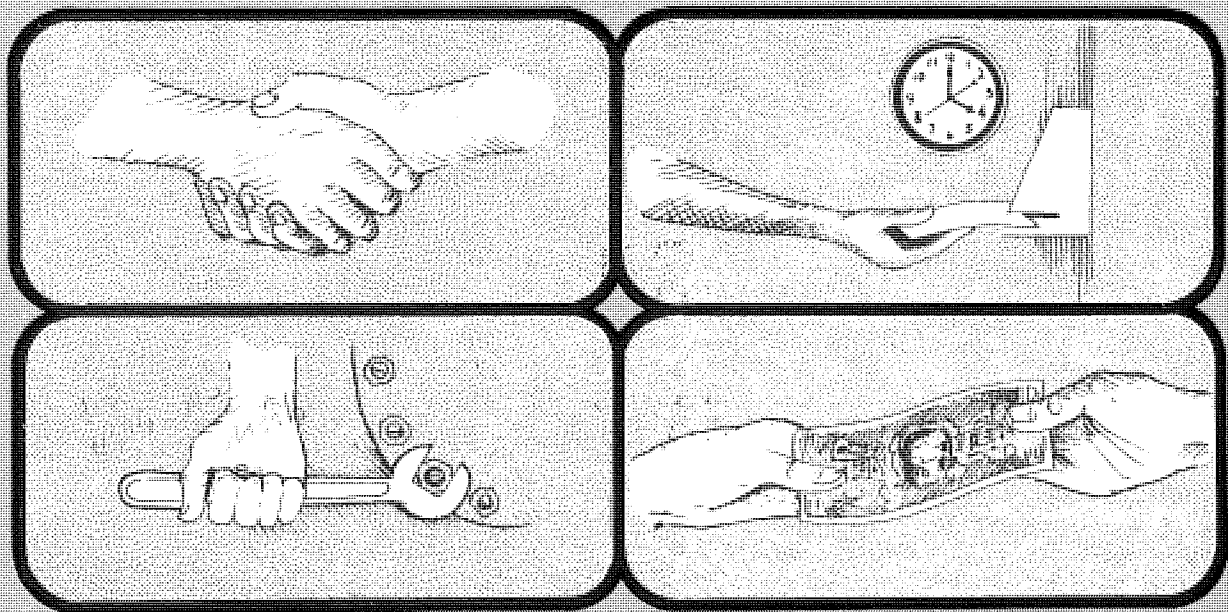


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1979

MAINE OCCUPATIONAL WAGES

IN SELECTED
NONMANUFACTURING INDUSTRIES



Including
Portland SMSA, Lewiston-Auburn SMSA,
Bangor-Brewer LMA and
Biddeford-Sanford LMA

Maine Department of Manpower Affairs

Bureau of Employment Security

Manpower Research Division

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1979 MAINE OCCUPATIONAL WAGES
IN
SELECTED NONMANUFACTURING INDUSTRIES

Occupational Outlook and Job Information Section

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325343

SEPTEMBER 1980

PREFACE

We wish to express our thanks to the many employers who cooperated with us by filling out the survey forms that supplied the necessary wage data on which the figures presented herein are based. This publication would not have been possible without their support.

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Standard Industrial Classification	Industry Title
50-89	Nonmanufacturing..... 5
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INTRODUCTION

This publication is the first in a planned series of reports covering occupational wages of selected nonmanufacturing establishments. Wage surveys are conducted annually, alternating between manufacturing firms one year and nonmanufacturing firms the next. Last year our wage publication covered manufacturing establishments. Included in this report are tables that show the low, average, median, middle range, and high wage and salary rates for selected jobs in all surveyed nonmanufacturing industries statewide as well as in the Standard Metropolitan Statistical Areas (SMSAs) of Portland and Lewiston-Auburn and the Labor Market Areas (LMAs) of Bangor-Brewer and Biddeford-Sanford. Statewide occupational wage and salary rates are likewise presented for each two-digit nonmanufacturing Standard Industrial Classification (SIC) code surveyed. (A supplement of wage data by county is available on request.) Graphs depicting the average hourly wages in the nonmanufacturing industries covered under the Employment Security Law, 1974-1979 and the average hourly wages for the occupational categories surveyed are provided along with job descriptions.

All information was tabulated from the results of the Occupational Wage Survey which requested basic wage data for the week ending July 14, 1979, of selected nonmanufacturing establishments in the State of Maine.

The occupations chosen were judged to be common and/or important to their industry. Job descriptions were written for each occupation and mailed with the survey forms to insure that the employers would include only employees who properly fit the definitions. Each two-digit SIC code surveyed had a unique list of occupations; however, some of these occupations occurred in more than one industry group.

Information for the survey was collected by a combination of initial and follow-up mailings to 1,230 nonmanufacturing establishments. There were 552 usable responses, or 44.8 percent, collected in this manner. These survey forms contained wage data for 19,845 workers. Of these employees, only 2,656 were in the professional, technical, and managerial category. Salaries for this category of workers were not provided by some employers due to company policy against releasing this information.

Wage rates for some employees were reported below the \$2.90 per hour minimum wage required for regular employees. These wage rates were paid to students under 19 years of age or service employees who customarily and regularly receive more than \$20.00 per month in tips. The minimum wage for students under 19 is 75 percent of that for regular employees, or \$2.18 per hour in 1979. In addition an employer in 1979 could not pay less than \$1.45 per hour to a regularly tipped employee, or \$1.09 per hour to a student under 19 years of age, and must have paid enough above these figures so as to bring the total of tips, wages, and board or lodging (where furnished) up to the minimum wage.

The data from all establishments have been kept strictly confidential and have not been published in any manner that will permit individual firm identification. Not all occupations surveyed are listed in the publication because, if less than three firms reported data for an occupation, it was omitted to prevent any chance of firm identification.

When applying information from this survey to a particular occupation, interpret the survey material in the light of the following factors:

How close does the job in question match the occupational description of the one used in the survey?

Is the appropriate industry included in the survey?

Is the industry in question higher paying or lower paying than most industries?

DEFINITIONS

AVERAGE HOURLY WAGES IN INDUSTRIES COVERED UNDER THE EMPLOYMENT SECURITY LAW - This is an average wage computed from the employment and wages reported by employers covered under the Employment Security Law. Average annual wages were determined by summing the total wages for the year and dividing by the average annual employment. Average hourly wages were calculated by dividing average annual wages by 2,080.

AVERAGE WAGE - This is the weighted average wage paid to workers in a selected occupation. It is computed by multiplying the number of workers by the wage rate received and dividing the sum of the resulting products by the total number of workers.

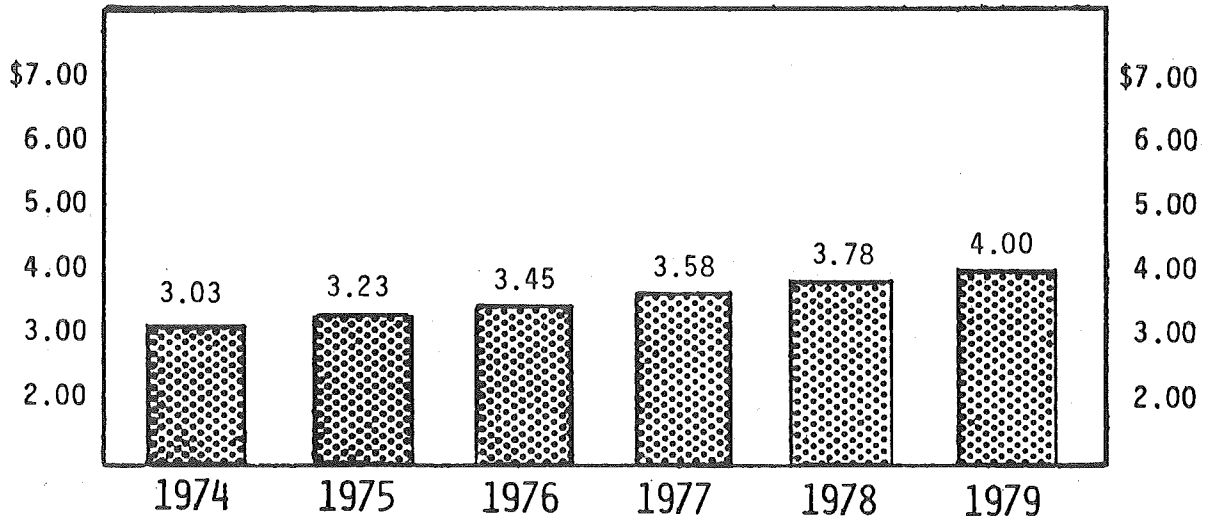
MEDIAN WAGE - This is the wage of a worker that neither exceeds nor is exceeded by more than half of the total number of workers. It can be said that half of the workers receive more than the median wage and half of the workers receive less than the median wage.

MIDDLE RANGE - This 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.

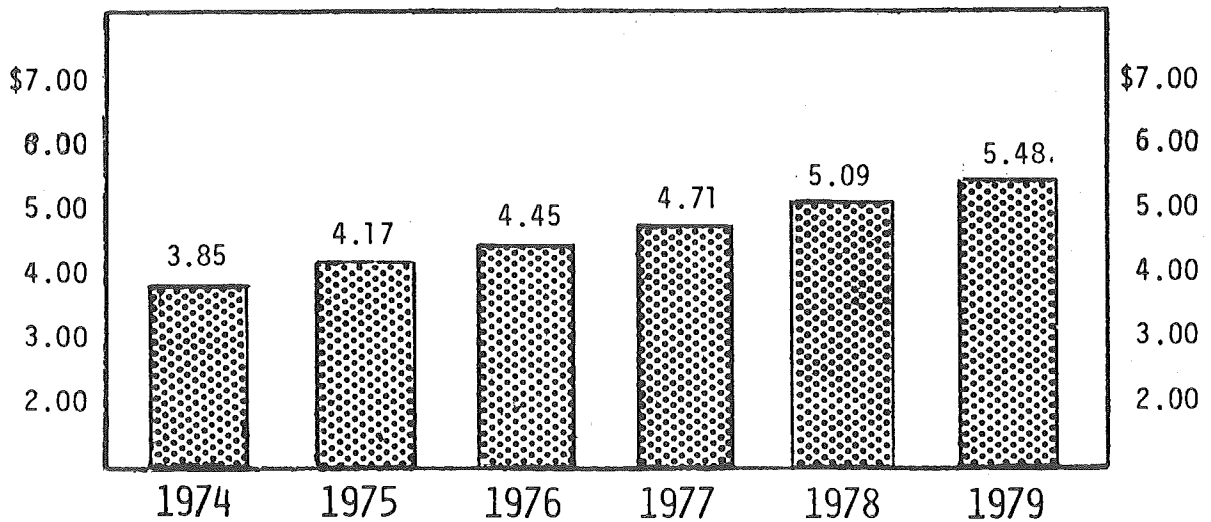
STANDARD METROPOLITAN STATISTICAL AREA (SMSA) - This is an area, consisting of a group of contiguous cities and towns, which contains at least one central city of 50,000 inhabitants or more, or "twin cities" with a combined population of at least 50,000. In addition, contiguous cities and towns are included in an SMSA if, according to certain criteria, they are socially and economically integrated with the central city.

LABOR MARKET AREA (LMA) - This is an area consisting of a central city or cities and the surrounding territory within commuting distance. It is an economically integrated geographical unit within which workers may readily change jobs without changing their places of residence.

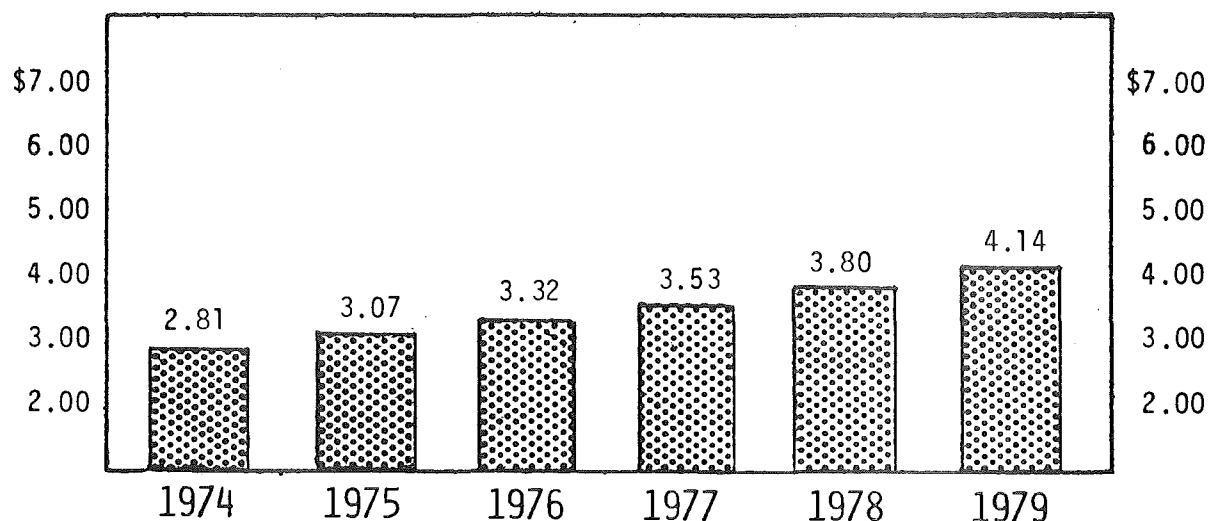
AVERAGE HOURLY WAGES IN THE WHOLESALE AND RETAIL TRADE
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



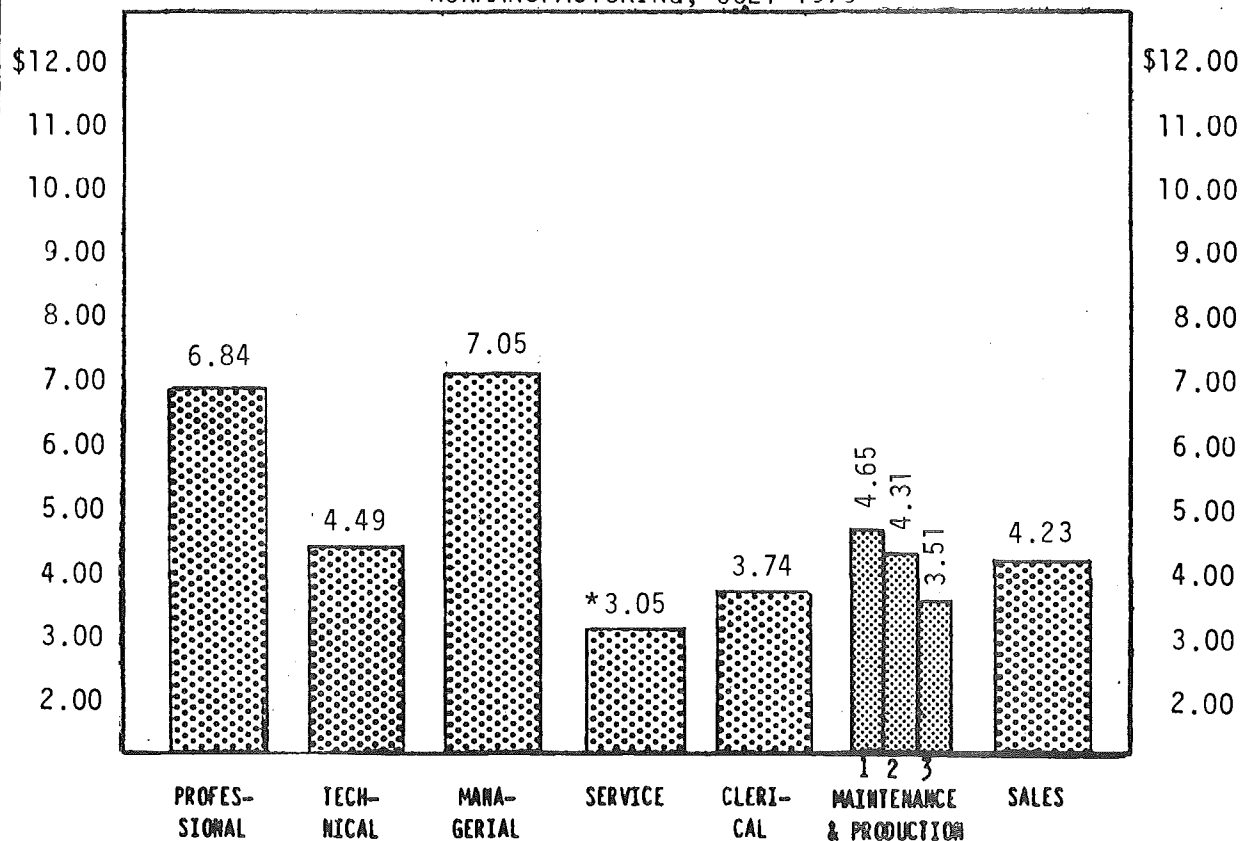
AVERAGE HOURLY WAGES IN THE FINANCE, INSURANCE, AND REAL ESTATE
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES IN THE SERVICES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN
NONMANUFACTURING, JULY 1979



* Includes wages paid to occupations that customarily receive tips.

1- skilled
2- semiskilled
3- unskilled

SELECTED NONMANUFACTURING INDUSTRIES - COMBINED

OCCUPATIONAL WAGE RATES

OCCUPATION	NO. OF WORKERS	ANNUAL GROSS SALARY					
		LOW	AVERAGE	MEDIAN	MIDDLE RANGE	HIGH	
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	79	\$ 7,300	\$13,372	\$13,450	\$10,800	\$15,350	\$26,000
Architect	16	13,000	18,423	16,570	14,500	21,150	29,500
Auditor	101	6,760	17,875	16,900	14,000	20,250	33,000
Branch Bank Manager	167	8,070	14,830	14,000	12,500	17,350	27,000
Buyer, Retail and/or Wholesale Trade	135	6,032	14,710	13,000	9,776	18,200	40,000
Caseworker	130	6,240	11,477	10,309	8,500	14,463	22,980
Civil Engineer	56	8,425	19,368	19,000	15,600	23,000	28,000
Community Organization Worker	30	7,966	12,518	12,173	9,646	13,998	26,249
Controller	72	8,008	21,562	20,000	15,568	27,020	45,000
Dietitian and/or Nutritionist	21	8,050	15,507	11,500	9,225	24,700	24,960
Director, Food and Beverage and/or Manager, Catering	20	8,320	14,668	15,600	10,400	17,450	25,800
Drafter	23	7,280	12,257	12,500	10,500	14,300	16,500
Electrical Engineer	8	14,000	20,026	18,362	16,170	21,473	34,200
Engineer	11	7,956	14,214	15,500	10,700	16,300	26,000
Group Recreation Worker	29	6,240	8,864	8,400	7,297	10,259	13,000
Lawyer	14	15,500	24,621	19,400	17,600	22,000	52,000
Licensed Practical Nurse	248	7,000	8,962	8,840	8,434	9,394	12,480
Manager, Automobile Parts Department	38	7,592	12,232	10,920	10,000	13,000	23,770
Manager, Automobile Service Department	61	8,500	13,820	13,000	11,570	15,000	30,000
Manager, Hotel or Other Lodging Places	19	7,250	14,286	13,000	10,920	16,000	26,000
Manager, Merchandise	102	7,800	15,340	14,045	11,180	16,752	45,000
Manager, Restaurant, Coffee Shop, or Liquor Establishment	99	7,072	13,202	11,700	10,000	15,340	36,000
Manager, Store	199	6,442	15,467	15,340	10,200	20,000	44,000
Manual Arts, Music and/or Recreation Therapist	38	6,032	7,599	7,494	6,500	8,320	13,283
Musician, Instrumental	3	7,644	14,548	10,000	7,644	26,000	26,000
Office Manager	240	6,032	12,702	11,500	9,152	14,655	37,380
Personnel Manager	62	6,500	14,932	14,097	11,128	17,000	28,996
Pharmacist	32	7,280	18,622	18,937	15,500	20,000	46,000
Physician and/or Surgeon	18	28,406	66,846	65,688	44,000	96,000	96,000
Professional Nurse	353	6,300	11,363	11,294	10,400	12,126	20,930
Surveyor	18	7,592	12,680	13,177	9,880	14,800	22,000
Teacher, Preschool or Kindergarten	44	6,777	9,950	9,341	7,922	11,562	14,893
Underwriter	46	6,500	15,091	11,598	10,272	16,795	46,244
Vocational and Educational Counselor	53	8,700	10,011	9,600	9,164	10,900	14,123
Wholesaler	22	9,360	18,155	16,150	14,000	20,400	44,220

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Baker, Bread and/or Pastry	24	\$3.00	\$4.13	\$3.78	\$3.50	\$4.33	\$ 8.12
Bartender	179	1.90	3.36	3.15	3.00	3.50	7.50
Bellhop, Baggage Porter, Doorkeeper, and/or Room Service Attendant	23	1.25	2.24	2.32	1.80	2.90	3.25
Butcher and/or Meat Cutter	162	3.00	4.72	3.70	3.50	5.50	8.55
Child Care Worker	91	2.90	4.01	3.33	3.01	4.67	7.61
Cook, Institution	202	2.90	3.69	3.55	3.20	4.05	5.65
Cook, Restaurant	260	2.75	4.08	3.50	3.25	4.50	12.50
Cook, Short Order and/or Specialty Fast Foods	150	2.50	3.48	3.25	3.00	3.60	6.25
Counter Attendant, Lunchroom, Coffee Shop, or Cafeteria	189	1.60	2.86	2.95	2.90	3.10	4.95
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	84	1.50	2.78	2.90	2.40	2.90	5.28
Food Preparation and Service Worker, Fast- Food Restaurant	519	2.18	3.01	2.90	2.90	3.05	5.00
Guard, Patroller, or Doorkeeper	52	2.90	3.65	3.50	3.03	4.00	6.75
Hostess/Host, Restaurant, Lounge, or Coffee Shop	112	2.90	3.23	3.00	3.00	3.25	7.50
Housecleaner	15	2.50	3.03	2.95	2.95	3.00	4.43
Housekeeper	224	2.75	3.29	3.15	3.00	3.35	6.37
Janitor, Porter, or Cleaner	440	1.85	3.57	3.15	3.00	3.75	6.70
Kitchen Helper	684	2.00	3.01	2.90	2.90	3.10	4.38
Maid	231	2.00	2.98	2.95	2.90	3.15	3.76
Medical Assistant	9	3.20	4.63	4.24	3.90	4.66	8.65
Nurse Aide and/or Orderly	1,680	2.50	3.25	3.20	3.05	3.40	4.61
Pantry, Sandwich, and/or Coffee Maker	25	2.55	3.03	3.00	2.90	3.31	3.77
Recreation Facility Attendant	74	1.92	3.13	2.90	2.90	3.00	7.10
Social Service Aide	89	2.90	3.39	3.26	3.06	3.60	4.90
Store Detective	32	2.90	3.47	3.30	3.15	3.65	5.00
Waiter/Waitress	1,263	1.09	1.87	1.60	1.60	1.80	6.50

MAINTENANCE AND PRODUCTION
WORKERS

Alteration Tailor	28	2.90	3.42	3.05	3.00	3.25	5.90
Auto/Truck Mechanic	425	3.00	5.09	5.00	4.25	5.81	9.85
Bagger	245	2.18	3.07	3.00	3.00	3.10	3.75
Baker	37	2.50	4.40	4.00	3.50	5.37	7.00
Body Repairer, Automotive	69	2.90	5.15	5.22	4.25	5.89	7.43
Bus Driver	67	2.90	3.30	3.20	3.00	3.55	4.30
Carpenter	119	2.90	3.78	3.60	3.45	4.25	6.75
Diesel Mechanic	21	3.00	5.03	4.60	4.50	5.48	7.00
Doughnut Maker and/or Doughnut Machine Operator	14	2.90	3.85	3.75	3.55	4.05	5.62
Engineering Equipment Mechanic	20	3.50	5.38	5.35	4.88	5.75	7.21
Fuel Pump Attendant and/or Lubricator	142	2.18	3.17	2.90	2.90	3.28	6.12

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Gardener, Groundskeeper	46	\$2.20	\$3.31	\$3.00	\$2.90	\$3.50	\$7.88
Industrial Truck Operator	66	3.00	4.27	4.25	3.35	5.00	8.28
Laundry Operator, Small Establishment	11	2.90	3.25	3.20	3.00	3.66	3.75
Laundry Presser, Machine	72	2.90	3.09	3.00	2.90	3.20	4.00
Maintenance Repairer, General Utility	324	2.90	4.21	3.88	2.90	5.02	7.92
Oil Burner Installer and Servicer	70	2.90	4.99	5.25	4.45	5.57	8.08
Order Filler	144	2.90	4.11	3.95	3.08	4.83	7.82
Painter, Automotive	8	3.25	5.80	6.10	4.85	7.06	7.12
Presser, Machine	17	2.90	3.56	3.07	3.00	3.91	6.60
Production Packager	198	2.90	4.50	4.05	3.60	5.72	6.43
Stock Clerk, Sales Floor	586	2.20	3.62	3.20	2.90	3.85	6.70
Surveyor Helper	11	3.25	4.72	4.10	3.75	5.00	7.50
Television, Radio, and/or Tape Recorder Servicer and Repairer	6	3.50	4.79	5.00	4.50	5.00	5.75
Tire Changer	23	3.00	3.44	3.25	3.25	3.50	5.10
Trades Helper	7	2.90	4.49	4.50	3.25	4.95	7.33
Truck Driver, Heavy	182	3.00	4.42	4.30	3.85	4.69	10.40
Truck Driver, Light	138	2.90	3.98	3.97	3.30	4.28	6.71
Truck Driver, Tractor-Trailer	131	3.50	6.29	5.50	5.00	8.20	9.26
Vehicle Cleaner	50	2.90	3.65	3.50	3.00	4.00	5.50
Washer, Machine and/or Starcher	55	2.50	3.23	3.20	3.00	3.48	4.30

CLERICAL WORKERS

Accounting Clerk	310	2.90	3.85	3.70	3.33	4.25	6.35
Adjustment Clerk	4	3.20	3.44	3.48	3.28	3.60	3.60
Bookkeeper, Hand	244	2.90	4.12	3.89	3.44	4.70	7.35
Bookkeeping or Billing Machine Operator	69	2.90	3.71	3.51	3.25	4.07	5.37
Cashier	928	2.50	3.39	3.15	3.00	3.55	7.93
Checking Clerk, Bank Records	43	2.90	3.45	3.38	3.25	3.55	4.90
Claim Adjuster	24	5.12	7.60	7.53	6.55	8.56	15.00
Claims Clerk	88	3.12	4.51	4.68	4.08	4.77	5.64
Collector	41	2.90	4.38	4.03	3.50	5.12	8.72
Computer Operator	91	3.00	4.53	4.25	3.52	5.15	10.58
Credit Clerk	43	2.90	3.86	3.66	3.26	4.41	6.73
Desk Clerk	60	2.88	3.23	3.10	2.90	3.50	4.58
File Clerk	89	2.74	3.28	3.20	2.97	3.45	5.10
General Clerk	427	2.89	3.69	3.65	3.20	4.00	7.50
Insurance Clerk, Medical	9	3.00	3.78	3.60	3.22	4.03	5.65
Keypunch Operator	108	2.90	3.96	3.99	3.52	4.27	7.25
Marking Clerk	90	2.90	3.18	3.05	2.90	3.30	4.80
Messenger	24	2.90	3.23	3.17	3.00	3.42	4.00
New Accounts Teller	33	2.90	3.86	3.70	3.38	4.20	5.68
Order Clerk	52	2.95	4.25	3.86	3.65	4.57	7.35
Policy Change Clerk	14	2.72	4.09	4.08	3.40	4.60	5.57
Rater	45	3.04	4.51	4.31	4.10	4.97	7.93
Receptionist	62	2.90	3.63	3.50	3.20	4.00	5.10
Secretary	439	2.73	4.10	3.87	3.50	4.49	10.44
Shipping and Receiving Clerk	127	2.90	4.28	3.95	3.25	4.89	8.78
Shipping Packer	106	3.00	4.89	4.96	3.68	6.22	6.53
Statement Clerk	42	2.90	3.26	3.06	2.92	3.34	5.27
Stenographer	17	2.90	4.23	4.15	3.77	4.72	5.86

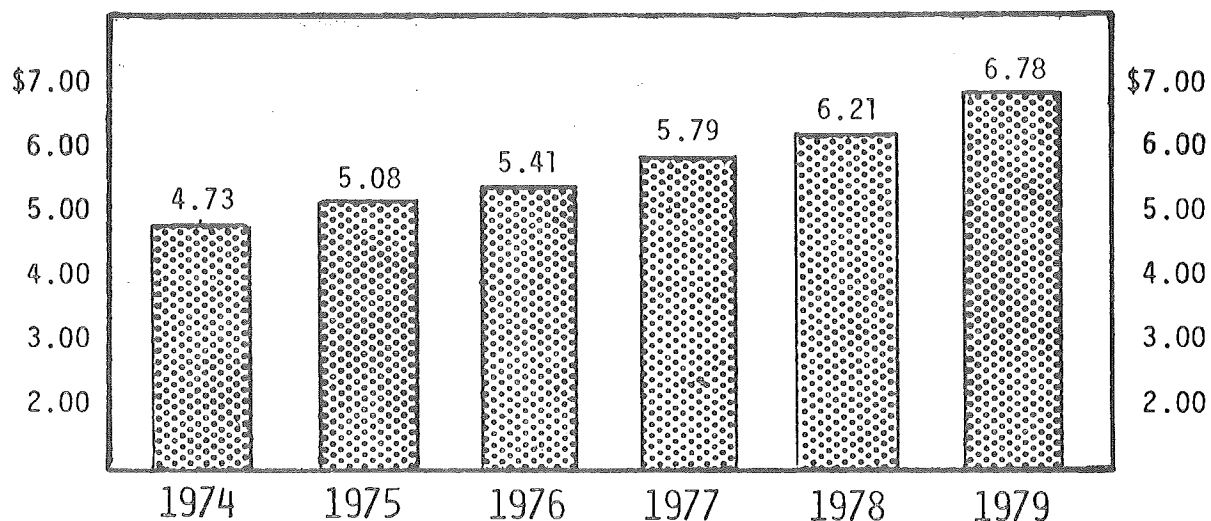
HOURLY WAGE RATES

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
Stock Clerk, Stockroom, Warehouse, or Storage Yard	280	\$2.90	\$3.95	\$3.56	\$3.03	\$4.52	\$9.04
Switchboard Operator/ Receptionist	134	2.25	3.48	3.30	3.05	3.75	5.50
Teacher Aide and/or Educational Assistant	60	2.90	3.30	3.13	3.00	3.57	4.22
Teller	804	2.90	3.35	3.25	3.06	3.50	4.78
Typist	107	2.72	3.54	3.50	3.15	3.80	5.28

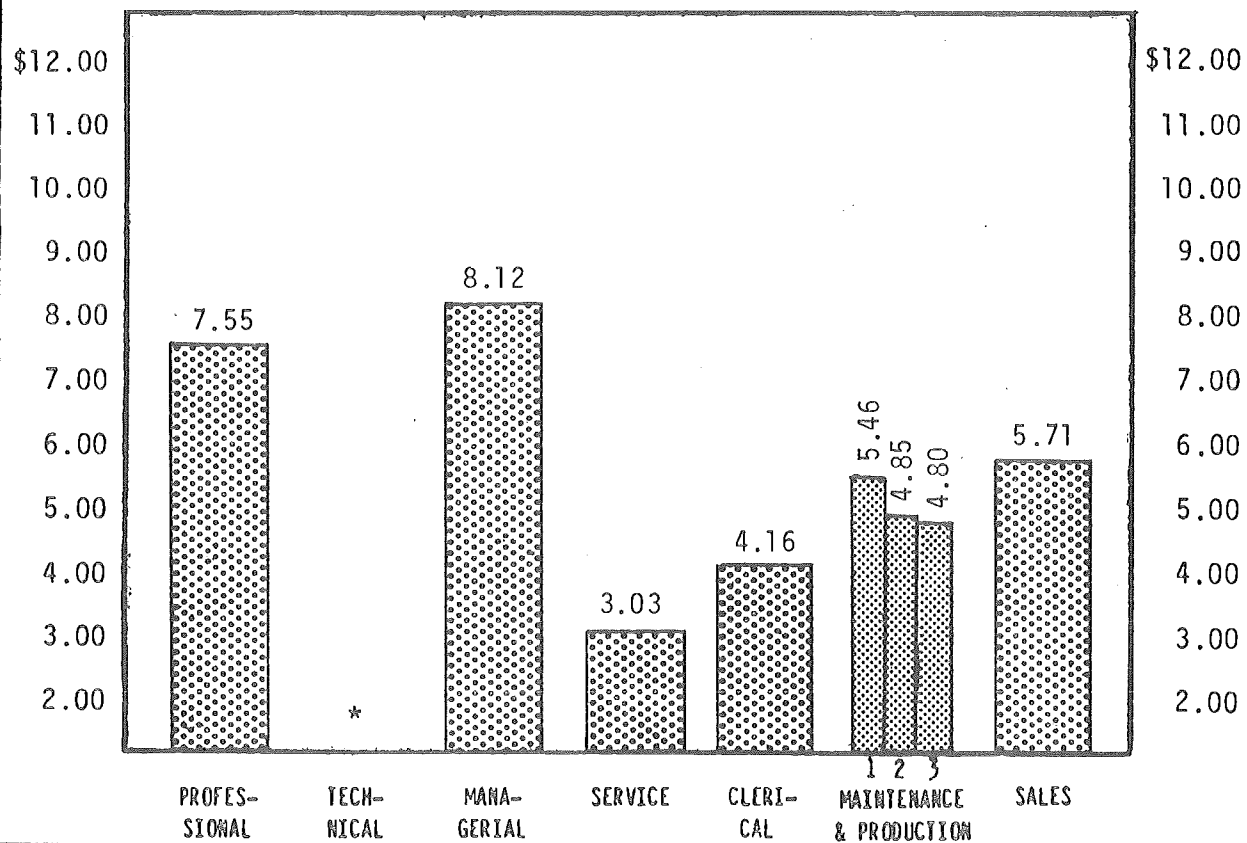
SALES WORKERS

Sales Agent, Sales Associate and/or Sales Representa- tive, Insurance	54	4.40	8.56	8.05	5.76	9.50	24.04
Sales Clerk	1,413	2.30	3.40	3.10	2.90	3.58	6.75
Sales Representative, Sales Agent, and/or Sales Associate	464	2.50	6.27	6.04	4.38	7.93	20.14

AVERAGE HOURLY WAGES IN THE WHOLESALE TRADE--DURABLE GOODS
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
WHOLESALE TRADE--DURABLE GOODS INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

WHOLESALE TRADE - DURABLE GOODS

OCCUPATIONAL
WAGE RATES
SIC 50

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	8	\$12,116	\$16,704	\$15,550	\$12,490	\$19,720	\$26,000
Buyer, Retail and/or Wholesale Trade	30	9,000	15,665	13,163	11,440	16,500	40,000
Controller	6	12,220	23,157	21,576	19,250	31,824	32,500
Engineer	11	7,956	14,214	15,500	10,700	16,300	26,000
Manager, Merchandise	19	8,892	17,663	15,600	12,000	25,000	32,100
Office Manager	19	7,020	14,008	12,540	9,360	17,160	30,680
Personnel Manager	5	16,000	17,275	16,900	16,112	18,625	20,000
Wholesaler	13	10,400	16,407	16,000	12,850	19,950	21,790

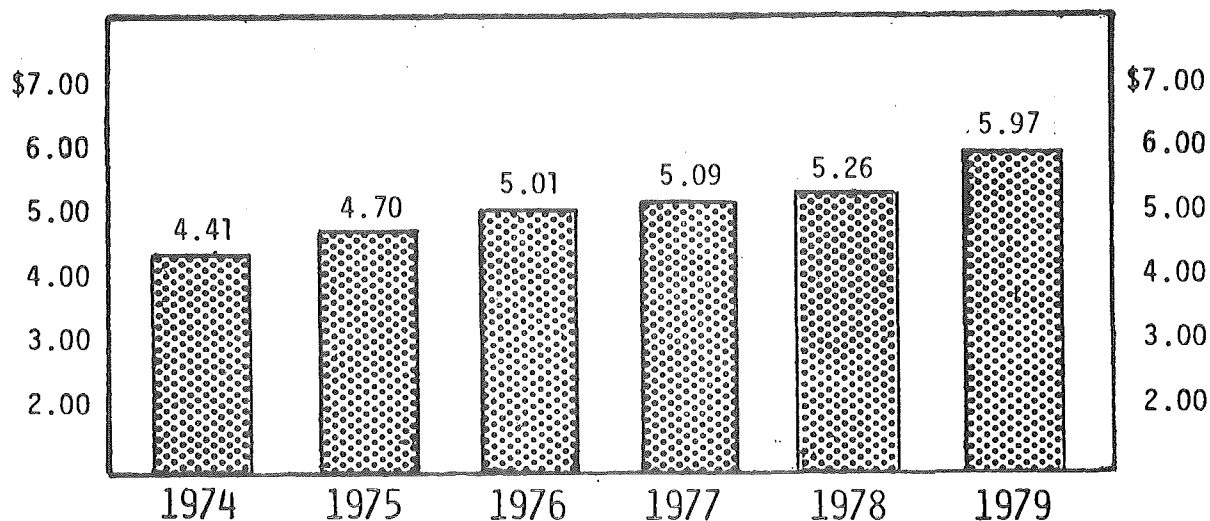
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Janitor, Porter, or Cleaner	5	\$2.90	\$3.08	\$3.00	\$2.95	\$3.25	\$3.25

<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic	62	3.20	5.49	5.72	4.90	6.25	6.59
Engineering Equipment Mechanic	20	3.50	5.38	5.35	4.88	5.75	7.21
Industrial Truck Operator	15	3.25	4.62	3.50	3.35	6.99	8.28
Maintenance Repairer, General Utility	13	3.00	5.45	5.75	3.88	7.12	7.92
Order Filler	25	2.95	4.80	4.10	3.58	6.33	7.82
Truck Driver, Heavy	18	3.10	4.21	4.10	3.70	4.30	5.89
Truck Driver, Light	32	2.90	3.94	3.62	3.28	4.11	6.71
Truck Driver, Tractor-Trailer	30	4.00	6.58	6.80	5.00	8.14	8.50

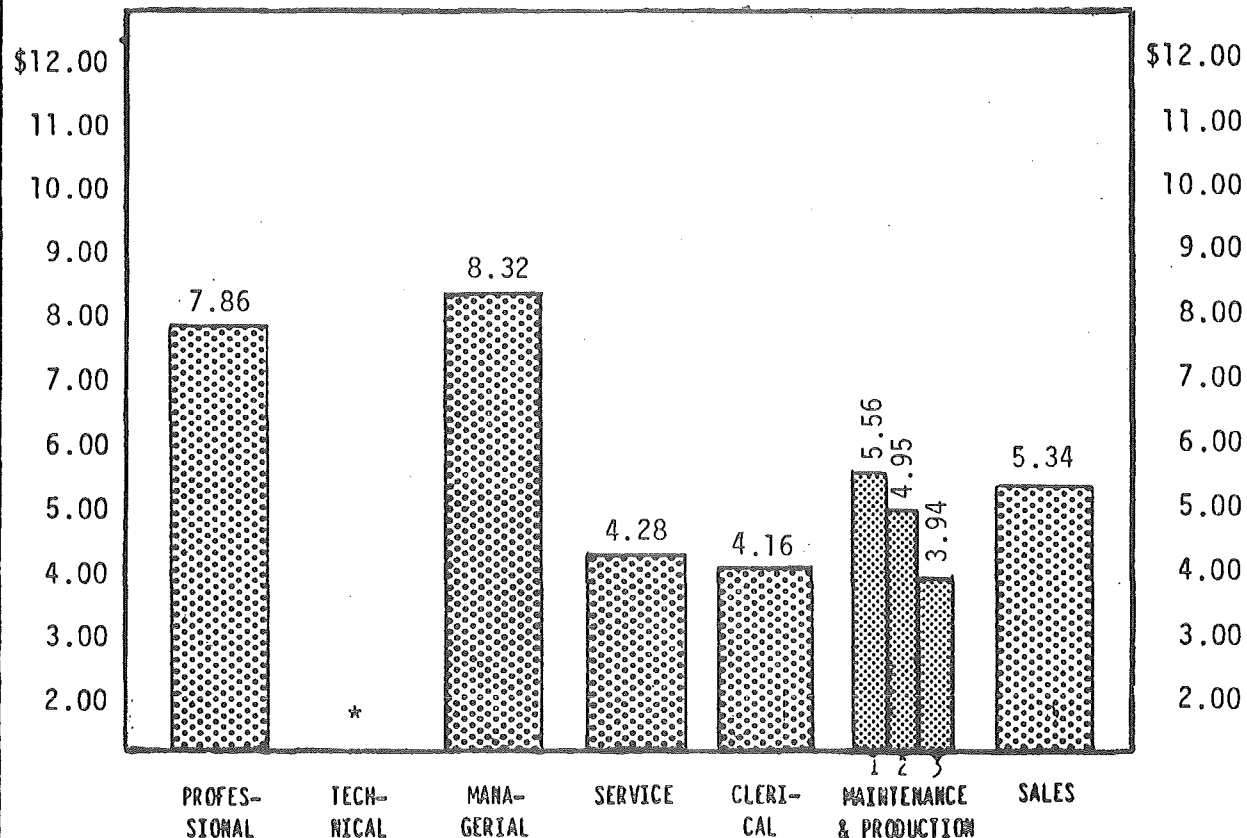
<u>CLERICAL WORKERS</u>							
Accounting Clerk	34	2.98	3.68	3.40	3.15	3.85	6.15
Bookkeeper, Hand	12	3.50	5.03	4.88	4.09	5.82	7.20
Bookkeeping or Billing Machine Operator	16	3.15	4.01	3.84	3.50	4.38	5.37
Cashier	4	3.25	3.50	3.38	3.25	3.76	4.01
Computer Operator	17	3.10	4.73	4.20	3.45	5.00	10.58
File Clerk	5	2.90	3.44	3.40	3.10	3.80	4.20
General Clerk	63	2.97	4.02	3.80	3.50	4.43	7.50
Keypunch Operator	12	3.25	4.43	4.30	3.65	4.90	7.25
Order Clerk	29	3.00	4.61	4.57	3.65	5.20	7.35
Secretary	24	2.90	4.42	4.23	3.75	4.82	7.90
Shipping and Receiving Clerk	58	3.00	4.44	4.00	3.35	4.89	8.78

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Shipping Packer	24	\$3.00	\$3.40	\$3.24	\$3.05	\$3.54	\$4.80
Stock Clerk, Stockroom, Warehouse, or Storage Yard	63	3.00	4.14	3.90	3.15	4.90	8.10
Switchboard Operator/ Receptionist	8	3.25	3.62	3.50	3.50	3.65	4.43
<u>SALES WORKERS</u>							
Sales Clerk	48	3.00	4.03	4.00	3.50	4.45	5.52
Sales Representative, Sales Agent, and/or Sales Associate	107	2.50	6.47	6.00	5.04	7.62	12.50

AVERAGE HOURLY WAGES IN THE WHOLESALE TRADE--NONDURABLE GOODS INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE OCCUPATIONAL CATEGORIES SURVEYED IN THE WHOLESALE TRADE--NONDURABLE GOODS INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

WHOLESALE TRADE - NONDURABLE GOODS

OCCUPATIONAL WAGE RATES SIC 51

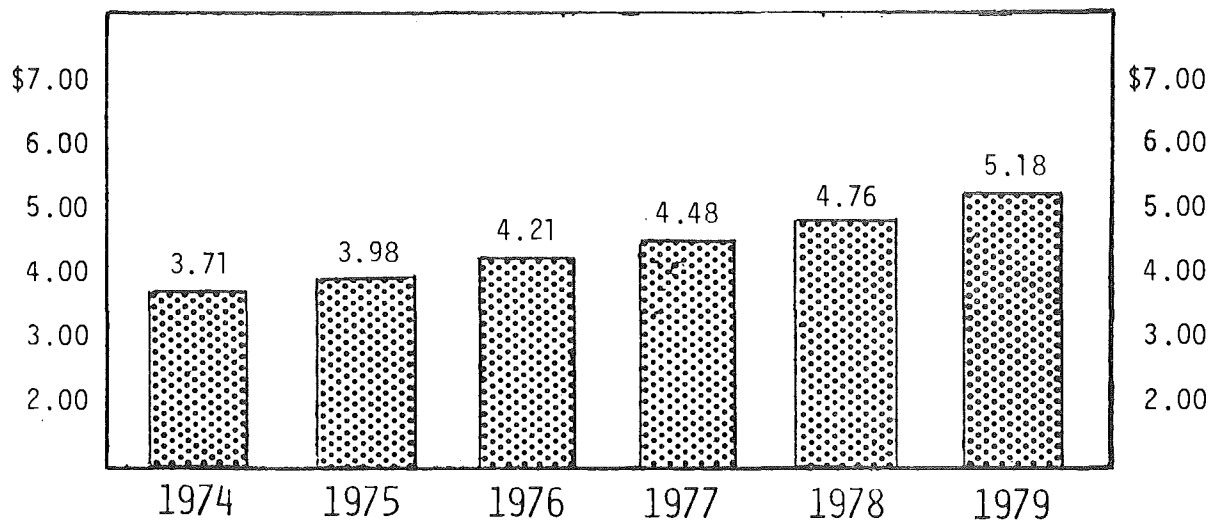
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	7	\$10,200	\$13,815	\$13,750	\$11,500	\$16,600	\$17,000
Buyer, Retail and/or Wholesale Trade	24	10,140	15,456	13,755	12,676	16,085	35,100
Controller	9	14,800	25,320	21,060	19,620	31,244	45,000
Manager, Merchandise	18	9,100	17,593	16,580	12,678	23,920	27,500
Office Manager	30	7,904	14,183	13,052	10,000	16,120	37,380
Personnel Manager	4	13,000	21,400	22,550	15,500	27,300	27,500
Wholesaler	9	9,360	20,679	16,300	12,238	28,604	44,200

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Janitor, Porter, or Cleaner	51	\$3.00	\$5.53	\$6.00	\$5.00	\$6.00	\$6.68
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic	25	3.00	6.19	6.58	4.50	7.73	9.85
Fuel Pump Attendant and/or Lubricator	10	2.90	3.16	2.90	2.90	3.10	4.00
Industrial Truck Operator	49	3.00	4.20	4.27	3.25	5.00	5.35
Maintenance Repairer, General Utility	56	2.90	5.44	5.74	4.49	6.48	7.78
Oil Burner Installer and Servicer	8	2.90	4.41	4.13	3.60	5.62	5.73
Order Filler	112	2.90	4.01	3.88	3.00	4.95	6.40
Production Packager	107	3.00	4.99	5.72	3.70	6.00	6.43
Truck Driver, Heavy	102	3.05	4.57	4.43	3.85	5.00	10.40
Truck Driver, Light	69	2.90	4.15	4.25	3.50	4.28	6.62
Truck Driver, Tractor-Trailer	73	4.00	6.70	5.50	5.00	8.20	9.26

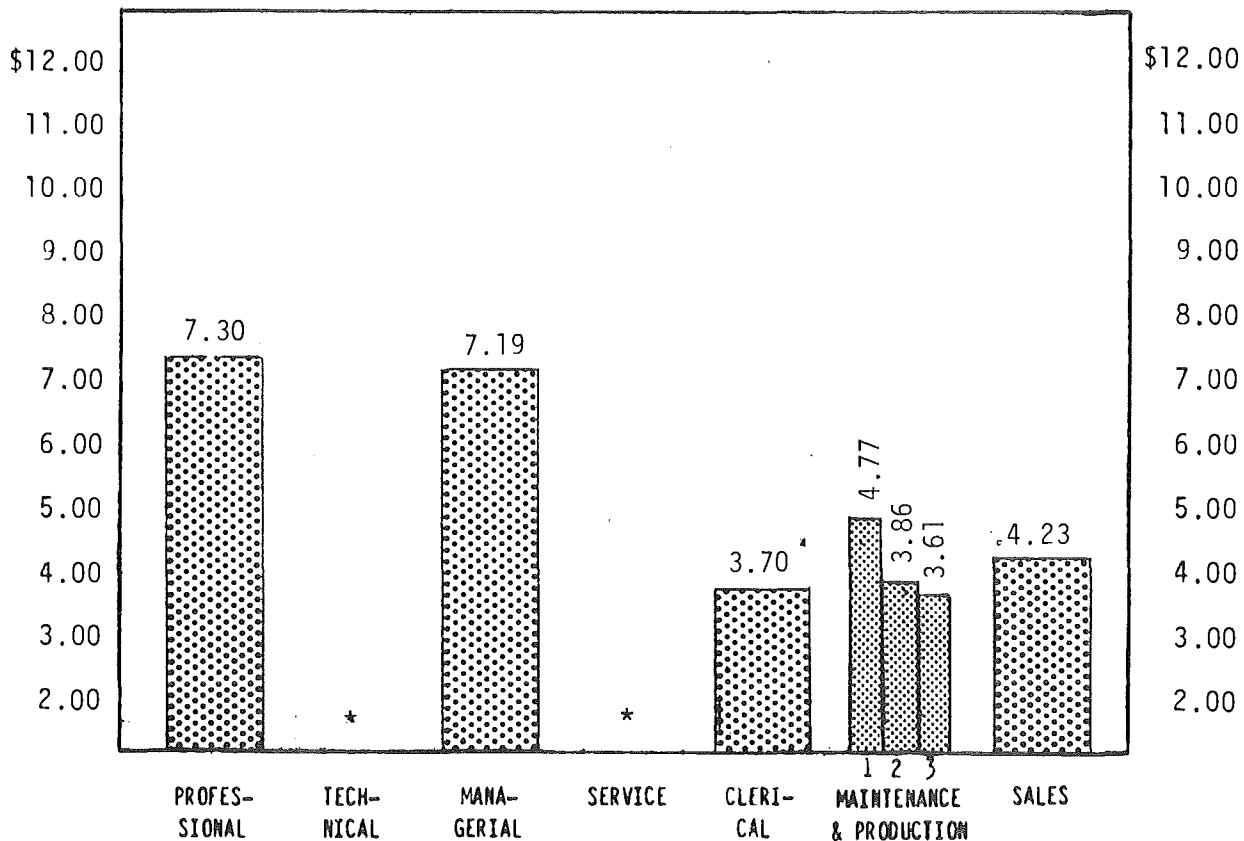
<u>CLERICAL WORKERS</u>							
Accounting Clerk	27	3.00	3.78	3.60	3.35	4.30	5.10
Bookkeeper, Hand	16	2.90	3.93	3.68	3.25	4.32	7.25
Bookkeeping or Billing Machine Operator	8	3.00	3.72	3.65	3.05	4.17	5.00
Cashier	4	3.27	3.87	3.66	3.39	4.35	4.89
Computer Operator	18	3.00	4.35	4.29	3.75	5.00	5.50
General Clerk	69	2.90	3.70	3.85	3.25	4.05	5.25
Key punch Operator	22	3.15	3.73	3.80	3.50	3.85	4.50

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Order Clerk	22	\$2.95	\$3.81	\$3.82	\$3.30	\$4.00	\$5.12
Secretary	12	2.90	4.20	3.88	3.28	4.70	6.50
Shipping and Receiving Clerk	25	3.10	4.89	4.67	3.92	6.22	7.36
Shipping Packer	78	3.00	5.40	6.22	4.00	6.22	6.53
Stock Clerk, Stockroom, Warehouse, or Storage Yard	137	2.90	3.85	3.50	2.90	4.00	9.04
Switchboard Operator/ Receptionist	8	3.25	3.82	3.93	3.49	4.04	4.42
Typist	10	3.15	3.92	3.75	3.20	4.25	5.28
<u>SALES WORKERS</u>							
Sales Clerk	97	2.90	3.39	3.25	2.90	3.49	5.75
Sales Representative, Sales Agent, and/or Sales Associate	115	3.35	6.98	6.00	5.00	8.17	20.14

AVERAGE HOURLY WAGES IN THE BUILDING MATERIALS AND GARDEN SUPPLIES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
BUILDING MATERIALS AND GARDEN SUPPLIES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

BUILDING MATERIALS AND GARDEN SUPPLIES

OCCUPATIONAL
WAGE RATES
SIC 52

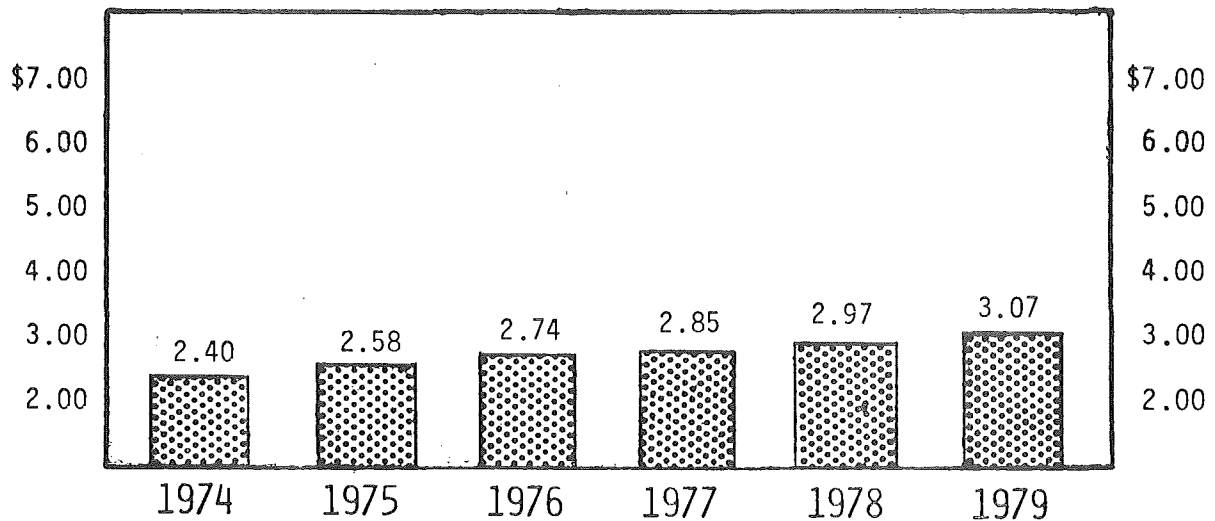
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Buyer, Retail and/or Wholesale Trade	3	\$11,000	\$15,800	\$15,600	\$11,000	\$20,800	\$20,800
Manager, Store	20	8,320	15,934	15,205	13,100	16,085	27,125
Office Manager	10	8,850	12,694	11,950	10,400	13,520	18,200

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Carpenter	12	\$3.00	\$4.85	\$4.38	\$4.32	\$5.69	\$6.75
Maintenance Repairer, General Utility	4	3.80	4.53	4.65	4.15	4.90	5.00
Stock Clerk, Sales Floor	11	3.10	3.61	3.50	3.25	4.00	4.38
Truck Driver, Heavy	13	3.00	3.94	3.88	3.60	4.48	4.69
Truck Driver, Light	8	3.00	3.44	3.40	3.38	3.60	3.80
Truck Driver, Tractor-Trailer	4	3.75	4.53	4.44	4.07	5.00	5.50

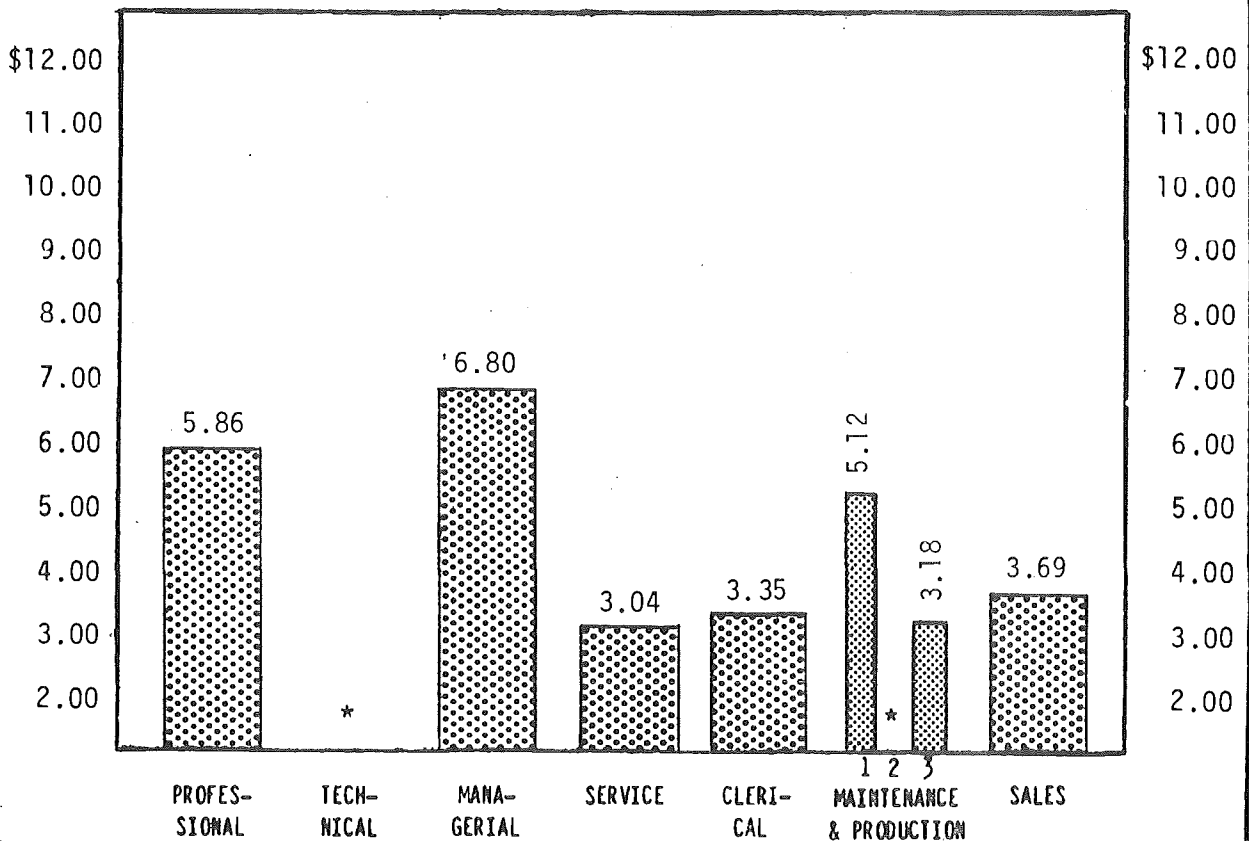
<u>CLERICAL WORKERS</u>							
Accounting Clerk	8	3.13	3.95	3.88	3.23	4.65	5.00
Bookkeeper, Hand	7	3.25	3.73	3.50	3.35	4.18	4.50
Cashier	4	3.35	3.67	3.69	3.43	3.92	3.95
General Clerk	11	3.60	3.85	3.75	3.70	3.75	5.00
Secretary	3	3.30	4.00	4.20	3.30	4.50	4.50
Stock Clerk, Stockroom, Warehouse, or Storage Yard	9	2.90	3.15	3.15	2.90	3.35	3.75

<u>SALES WORKERS</u>							
Sales Clerk	50	2.90	3.67	3.53	3.25	3.97	6.25
Sales Representative, Sales Agent, and/or Sales Associate	13	4.60	6.40	6.37	5.25	7.31	8.59

AVERAGE HOURLY WAGES IN THE GENERAL MERCHANDISE STORES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
GENERAL MERCHANDISE STORES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

GENERAL MERCHANDISE STORES

OCCUPATIONAL WAGE RATES SIC 53

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Buyer, Retail and/or Wholesale Trade	15	\$ 7,280	\$12,538	\$10,400	\$ 7,696	\$13,000	\$27,948
Manager, Merchandise	65	7,800	14,037	13,312	10,483	16,752	45,000
Manager, Store	26	13,000	19,291	19,240	14,500	22,308	32,000
Office Manager	26	7,488	9,728	9,076	7,800	11,388	14,040
Personnel Manager	11	6,614	12,027	12,534	10,608	14,144	15,600

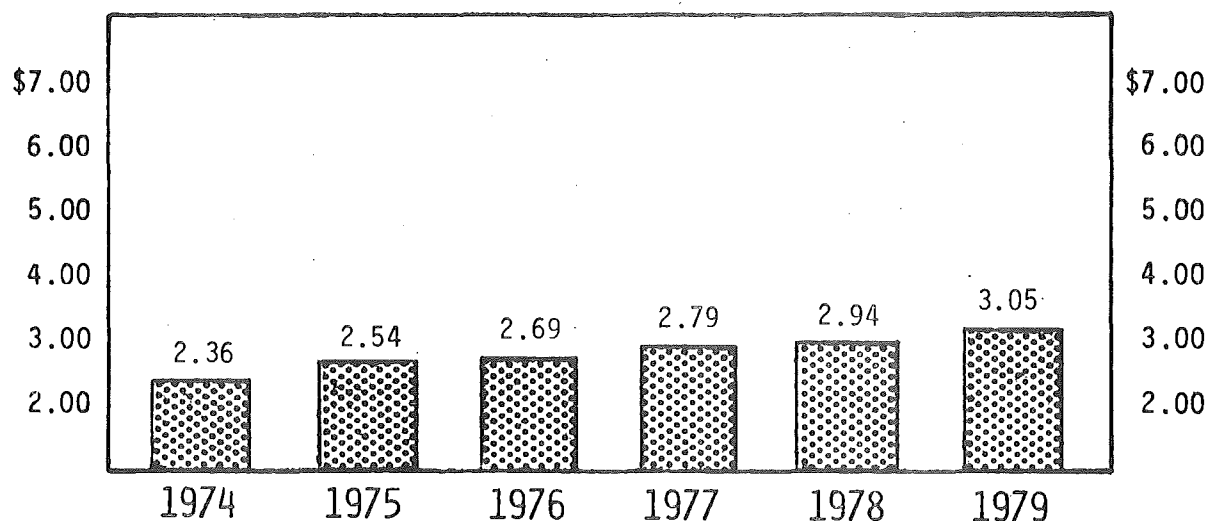
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Counter Attendant, Lunch- room, Coffee Shop, or Cafeteria	21	\$2.90	\$3.31	\$3.05	\$2.90	\$3.45	\$4.95
Janitor, Porter, or Cleaner	49	2.90	3.34	3.10	3.00	3.50	5.58
Store Detective	32	2.90	3.47	3.30	3.15	3.65	5.00
Waiter/Waitress	32	1.55	1.93	1.80	1.80	1.95	3.30

<u>MAINTENANCE AND PRODUCTION</u>							
<u>WORKERS</u>							
Maintenance Repairer,							
General Utility	7	3.50	5.12	5.16	3.60	5.45	7.50
Stock Clerk, Sales Floor	273	2.90	3.18	3.00	2.90	3.40	4.60

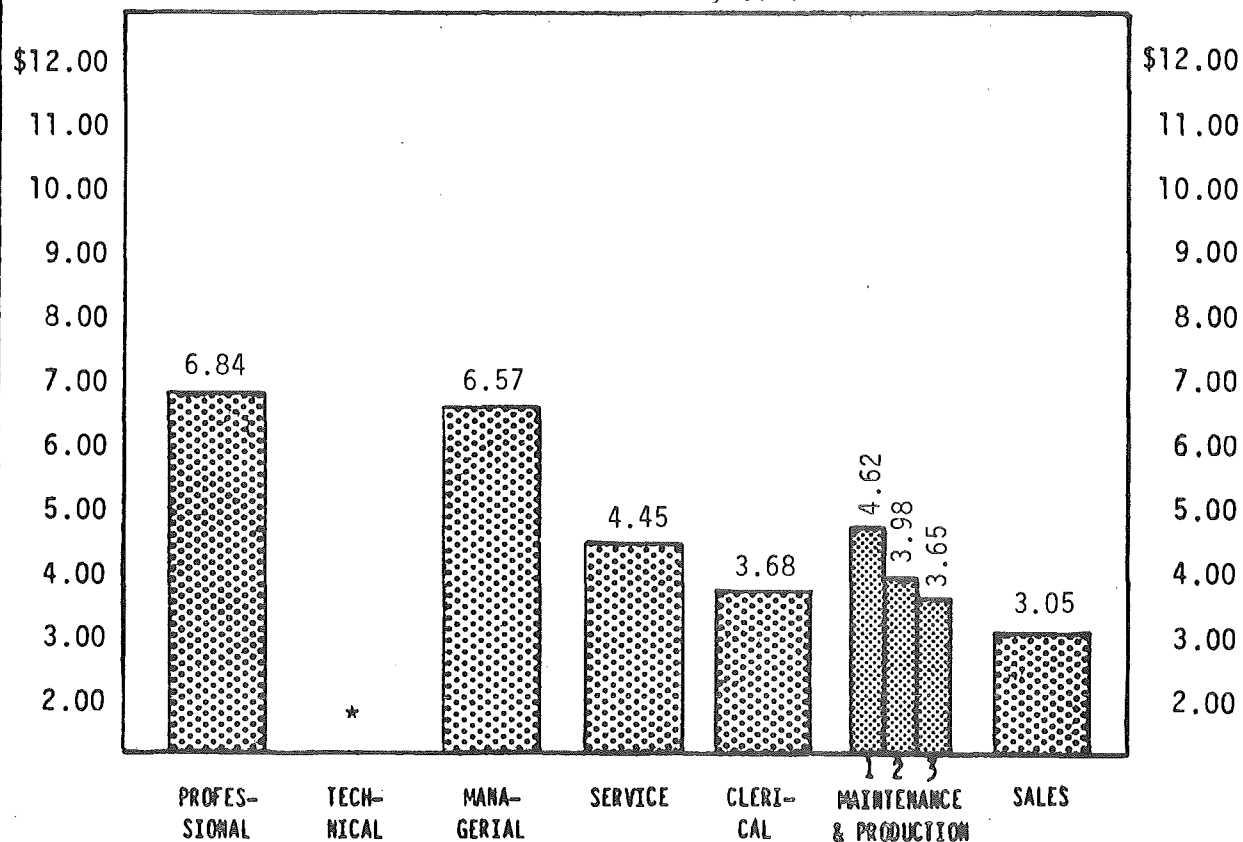
<u>CLERICAL WORKERS</u>							
Accounting Clerk	40	2.90	3.70	3.45	3.05	4.30	5.38
Adjustment Clerk	4	3.20	3.44	3.48	3.28	3.60	3.60
Bookkeeper, Hand	5	3.10	4.11	3.40	3.23	5.35	6.25
Cashier	353	2.90	3.16	3.00	2.90	3.25	4.99
General Clerk	73	2.90	3.70	4.00	3.20	4.00	5.21
Marking Clerk	90	2.90	3.18	3.05	2.90	3.30	4.80
Secretary	6	3.25	4.40	4.44	3.75	4.95	5.55
Shipping and Receiving Clerk	26	2.90	3.75	3.63	3.15	4.20	6.10
Shipping Packer	4	3.00	3.94	3.83	3.03	4.86	5.12
Stock Clerk, Stockroom, Warehouse, or Storage Yard	35	2.90	3.79	3.45	3.20	4.15	6.11
Switchboard Operator/ Receptionist	20	2.90	3.39	3.26	3.00	3.50	4.80

<u>SALES WORKERS</u>							
Sales Clerk	704	2.90	3.37	3.05	2.90	3.65	5.86
Sales Representative, Sales Agent, and/or Sales Associate	68	3.00	6.99	7.93	6.41	7.93	10.90

AVERAGE HOURLY WAGES IN THE FOOD STORES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
FOOD STORES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

FOOD STORES

OCCUPATIONAL

WAGE RATES

SIC 54

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Buyer, Retail and/or Wholesale Trade	27	\$6,032	\$13,575	\$14,300	\$6,552	\$19,200	\$24,300
Manager, Store	65	6,442	13,312	13,780	6,448	20,010	26,000
Office Manager	5	6,032	12,269	11,684	7,321	17,510	21,320

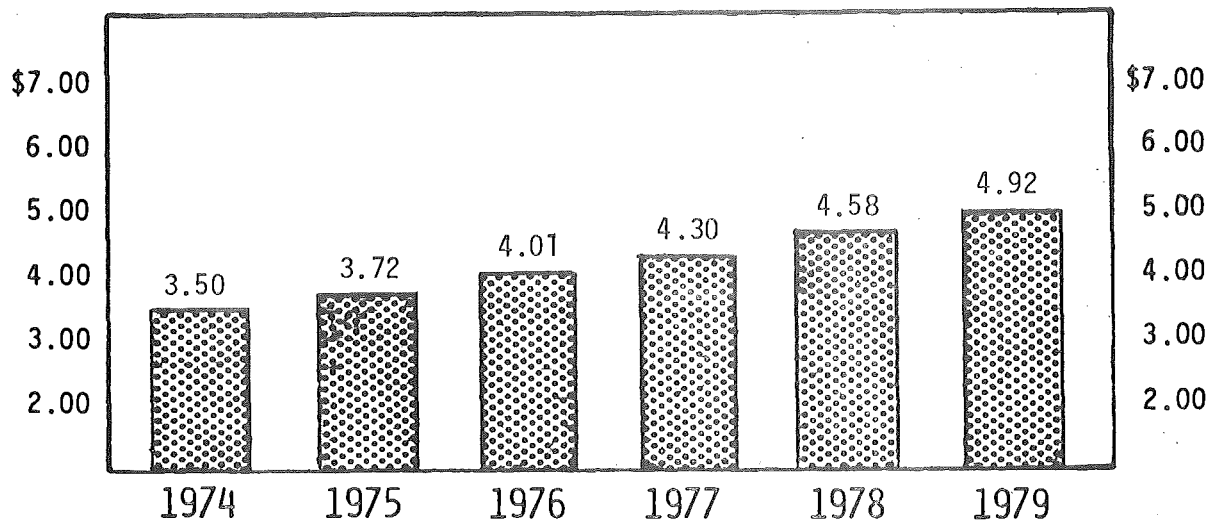
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Butcher and/or Meat Cutter	76	\$3.05	\$6.04	\$5.62	\$4.67	\$7.75	\$8.55
Counter Attendant, Lunch- room, Coffee Shop, or Cafeteria	57	1.60	2.79	3.00	2.90	3.00	3.50
Janitor, Porter, or Cleaner	13	2.90	3.76	3.50	2.98	4.02	6.70
Kitchen Helper	17	2.25	3.44	3.70	2.90	4.05	4.05

<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Bagger	245	2.18	3.07	3.00	3.00	3.10	3.75
Baker	37	2.50	4.40	4.00	3.50	5.37	7.00
Doughnut Maker and/or Doughnut Machine Operator	14	2.90	3.85	3.75	3.55	4.05	5.62
Production Packager	82	2.90	4.00	4.05	3.20	4.30	5.95
Stock Clerk, Sales Floor	231	2.50	4.26	3.82	3.15	5.10	6.70

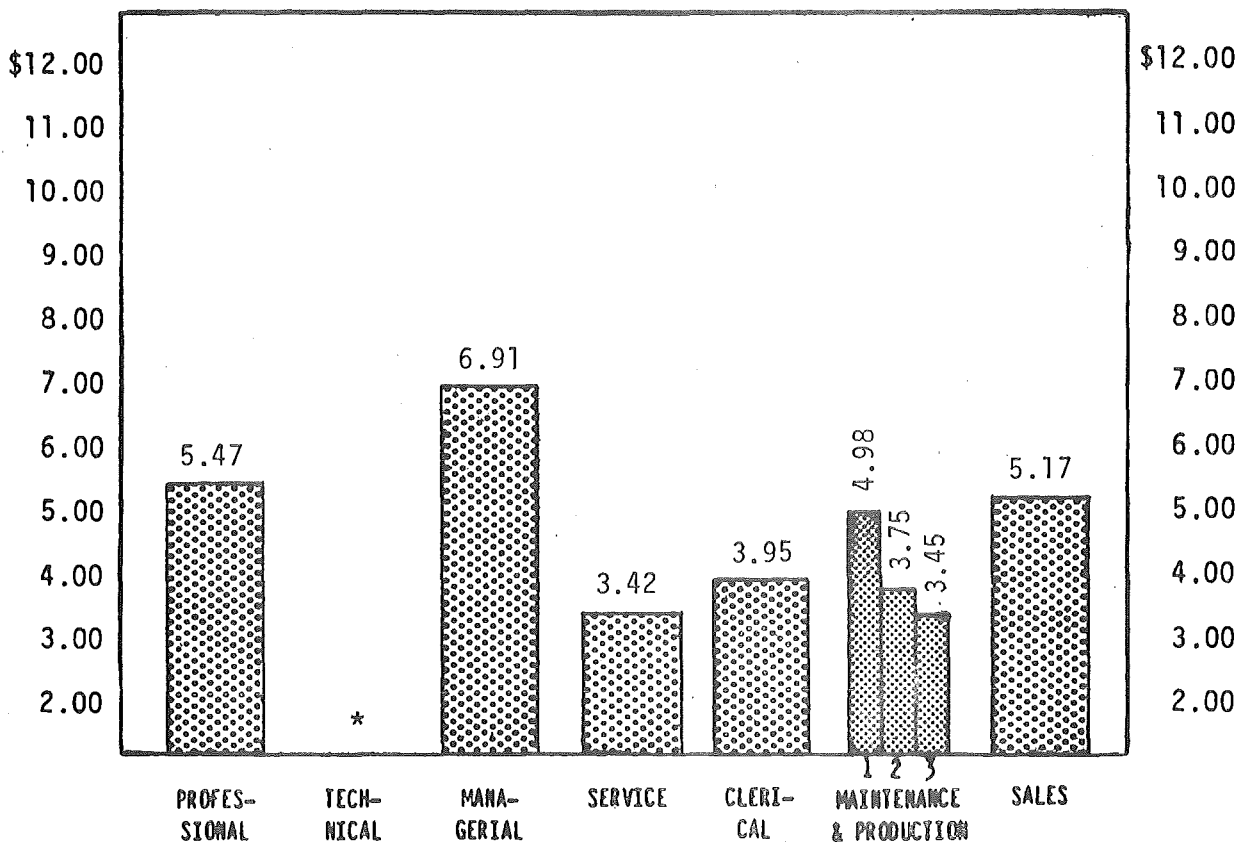
<u>CLERICAL WORKERS</u>							
Bookkeeper, Hand	30	3.00	4.43	4.24	3.70	5.10	6.08
Cashier	447	2.54	3.59	3.25	3.05	3.85	6.08

<u>SALES WORKERS</u>							
Sales Clerk	22	2.30	3.05	2.90	2.65	3.25	4.50

AVERAGE HOURLY WAGES IN THE AUTOMOTIVE DEALERS AND SERVICE STATIONS INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE OCCUPATIONAL CATEGORIES SURVEYED IN THE AUTOMOTIVE DEALERS AND SERVICE STATIONS INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

AUTOMOTIVE DEALERS AND SERVICE STATIONS

OCCUPATIONAL
WAGE RATES
SIC 55

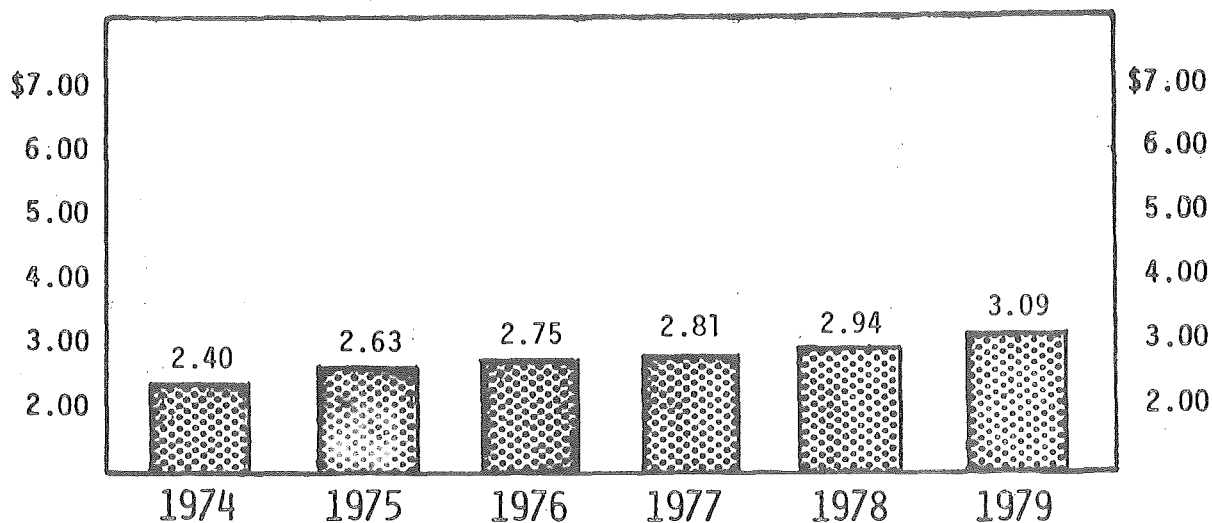
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	11	\$ 7,540	\$11,372	\$11,440	\$ 8,320	\$13,450	\$15,727
Controller	4	20,000	28,246	28,992	22,092	34,400	35,000
Manager, Automobile Parts Department	38	7,592	12,232	10,920	10,000	13,000	23,770
Manager, Automobile Service Department	61	8,500	13,820	13,000	11,570	15,000	30,000
Manager, Store	33	6,737	17,848	17,000	14,000	21,900	35,000
Office Manager	22	7,550	11,622	11,390	10,000	13,000	17,000

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Janitor, Porter, or Cleaner	12	\$2.90	\$3.42	\$3.38	\$2.95	\$3.64	\$5.00
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic	248	3.15	4.89	4.84	4.18	5.50	7.00
Body Repairer, Automotive	69	2.90	5.15	5.22	4.25	5.89	7.43
Diesel Mechanic	5	4.75	6.45	7.00	5.63	7.00	7.00
Fuel Pump Attendant and/or Lubricator	42	2.18	3.25	3.00	2.90	3.40	6.12
Maintenance Repairer, General Utility	7	3.00	4.64	4.75	3.70	6.00	6.00
Painter, Automotive	8	3.25	5.80	6.10	4.85	7.06	7.12
Tire Changer	17	3.00	3.39	3.25	3.20	3.45	5.10
Trades Helper	7	2.90	4.49	4.50	3.25	4.95	7.33
Truck Driver, Heavy	5	3.50	4.19	3.66	3.58	5.06	5.50
Truck Driver, Light	9	3.00	3.59	3.65	3.00	4.15	4.50
Vehicle Cleaner	46	2.90	3.64	3.50	3.00	4.00	5.50

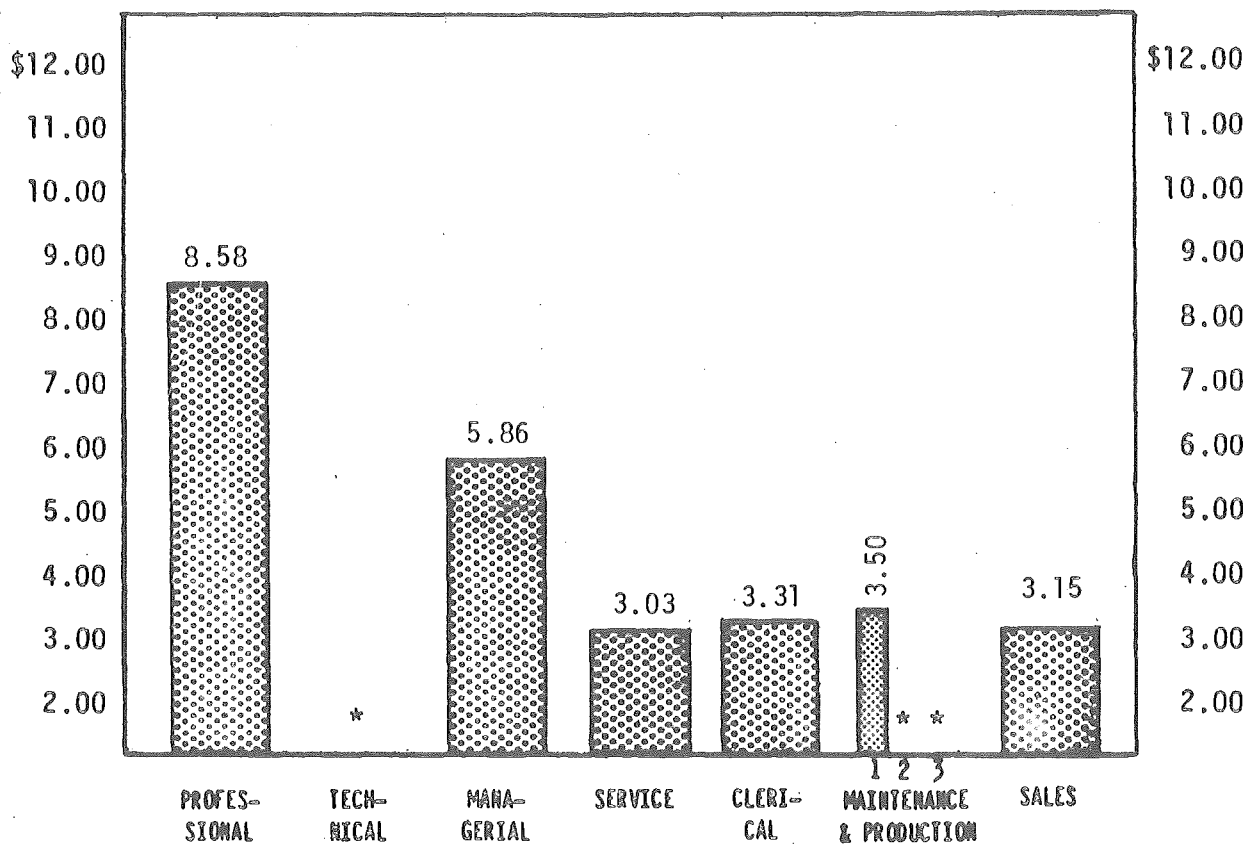
<u>CLERICAL WORKERS</u>							
Accounting Clerk	20	3.00	4.18	4.00	3.50	4.69	5.75
Bookkeeper, Hand	31	3.10	4.01	3.75	3.50	4.50	5.50
Cashier	15	2.90	3.53	3.30	3.15	3.75	4.88
Computer Operator	5	3.50	4.61	4.00	3.72	5.80	5.82
General Clerk	34	2.89	3.58	3.50	3.15	4.00	6.25
Secretary	7	3.00	3.85	3.65	3.40	3.90	5.50

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Stock Clerk, Stockroom, Warehouse, or Storage Yard	31	\$3.25	\$4.35	\$4.38	\$3.64	\$4.75	\$6.00
Switchboard Operator/ Receptionist	4	3.00	3.94	3.63	3.13	4.75	5.50
<u>SALES WORKERS</u>							
Sales Clerk	28	3.25	4.72	4.76	4.07	5.38	6.50
Sales Representative, Sales Agent, and/or Sales Associate	120	2.50	5.28	4.40	2.90	7.38	12.51

AVERAGE HOURLY WAGES IN THE APPAREL AND ACCESSORY STORES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
APPAREL AND ACCESSORY STORES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

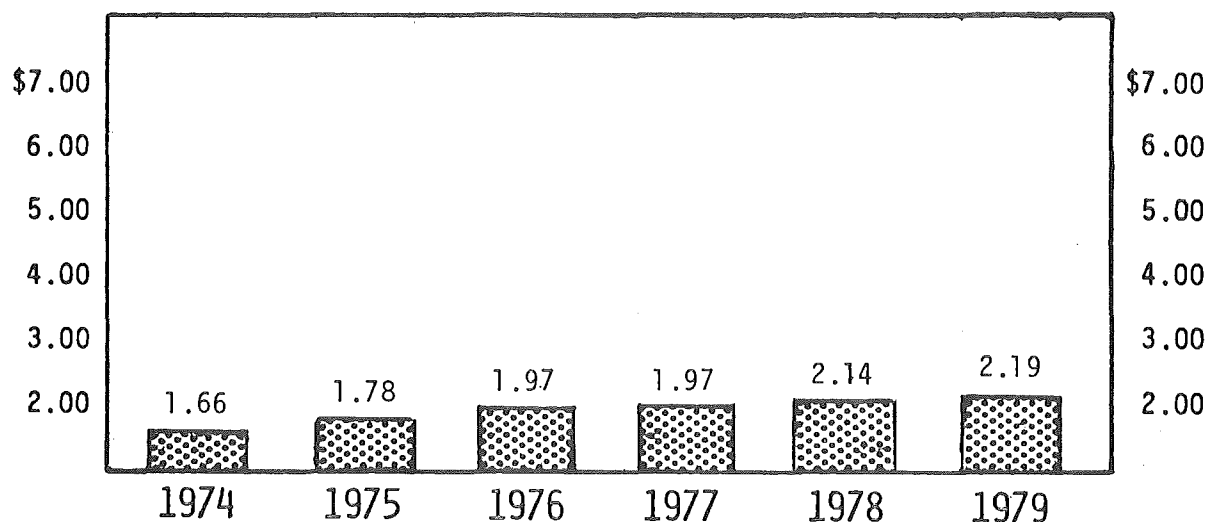
APPAREL AND ACCESSORY STORES

OCCUPATIONAL
WAGE RATES
SIC 56

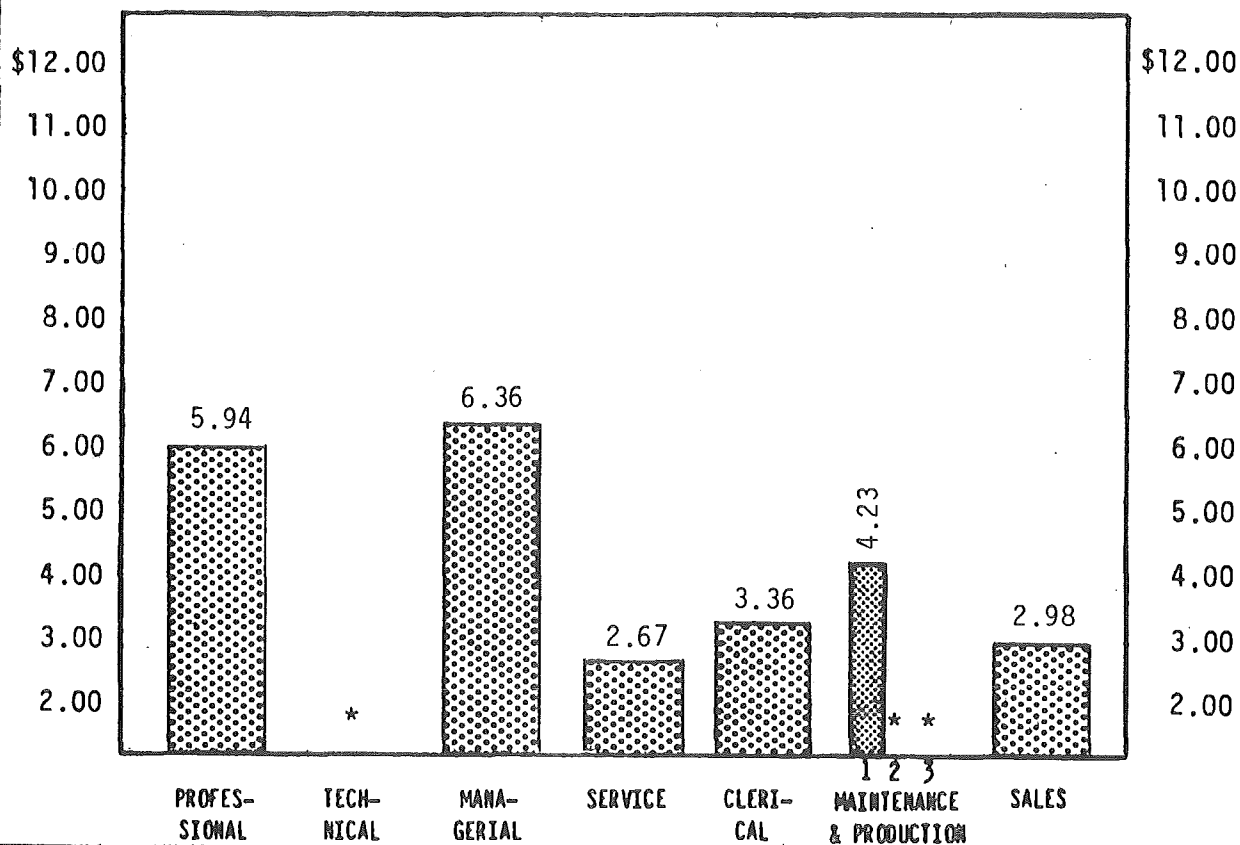
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Buyer, Retail and/or Wholesale Trade	15	\$8,560	\$17,876	\$15,600	\$11,100	\$22,984	\$35,000
Manager, Store	18	8,060	12,972	12,000	9,100	15,000	22,880
Office Manager	5	7,500	9,100	9,000	7,600	10,650	10,800

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>SERVICE OCCUPATIONS</u>							
Janitor, Porter, or Cleaner	16	\$2.90	\$3.03	\$2.93	\$2.90	\$3.05	\$4.10
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Alteration Tailor	28	2.90	3.42	3.05	3.00	3.25	5.90
<u>CLERICAL WORKERS</u>							
Accounting Clerk	14	3.00	3.42	3.35	3.10	3.50	4.30
Bookkeeper, Hand	4	3.40	4.15	3.50	3.45	4.85	6.20
Cashier	8	2.90	2.97	2.95	2.90	3.05	3.05
General Clerk	13	2.90	3.05	3.05	2.95	3.10	3.25
Shipping and Receiving Clerk	11	2.90	3.58	3.25	3.05	3.85	5.77
<u>SALES WORKERS</u>							
Sales Clerk	285	2.35	3.14	2.90	2.90	3.10	6.75

AVERAGE HOURLY WAGES IN THE EATING AND DRINKING PLACES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
EATING AND DRINKING PLACES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1-skilled
2-semiskilled
3-unskilled

EATING AND DRINKING PLACES

OCCUPATIONAL WAGE RATES SIC 58

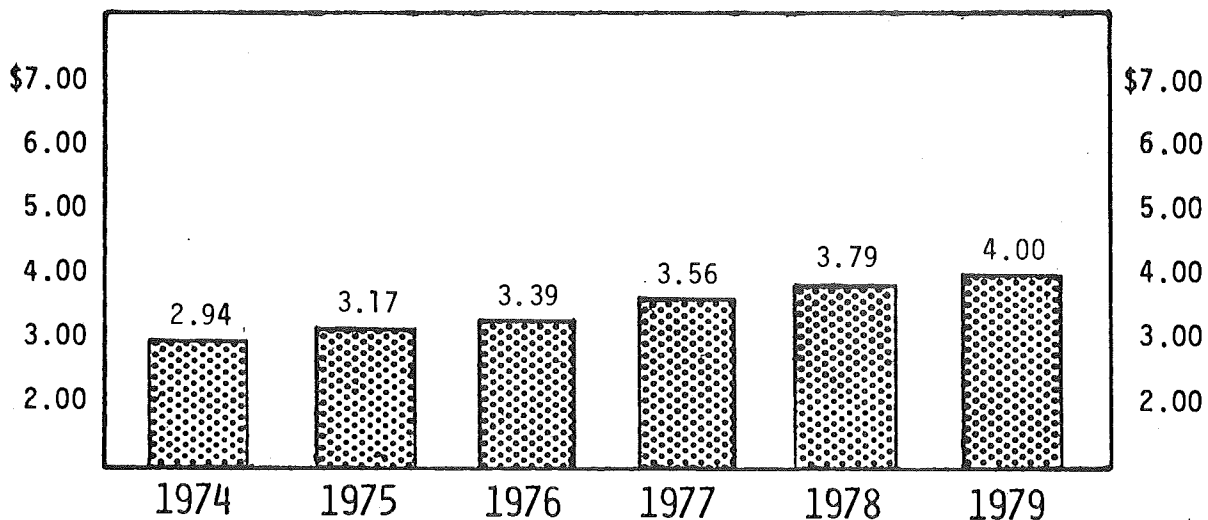
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	3	\$7,300	\$10,163	\$ 8,190	\$ 7,300	\$15,000	\$15,000
Director, Food and Beverage and/or Manager, Catering Manager, Restaurant, Coffee Shop, or Liquor Establishment	20	8,320	14,668	15,600	10,400	17,450	25,800
Musician, Instrumental	99	7,072	13,202	11,700	10,000	15,340	36,000
Office Manager	3	7,644	14,548	10,000	7,644	26,000	26,000
Personnel Manager	9	6,500	10,287	10,000	8,814	11,600	15,500
	3	7,800	11,440	10,920	7,800	15,600	15,600

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>SERVICE WORKERS</u>							
Baker, Bread and/or Pastry	24	\$3.00	\$4.13	\$3.78	\$3.50	\$4.33	\$ 8.12
Bartender	117	2.90	3.31	3.15	3.00	3.50	6.25
Cook, Restaurant	200	2.75	3.99	3.50	3.20	4.38	12.50
Cook, Short Order and/or Specialty Fast Foods	129	2.50	3.40	3.25	2.90	3.60	6.25
Counter Attendant, Lunch- room, Coffee Shop, or Cafeteria	111	2.00	2.81	2.90	2.40	3.10	3.60
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	33	2.90	2.94	2.90	2.90	2.90	4.00
Food Preparation and Service Worker, Fast-Food Restaurant	519	2.18	3.01	2.90	2.90	3.05	5.00
Hostess/Host, Restaurant, Lounge, or Coffee Shop	112	2.90	3.23	3.00	3.00	3.25	7.50
Janitor, Porter, or Cleaner	53	2.50	3.20	2.90	2.90	3.36	5.00
Kitchen Helper	289	2.18	2.90	2.90	2.90	2.90	4.38
Pantry, Sandwich, and/or Coffee Maker	25	2.55	3.03	3.00	2.90	3.31	3.77
Waiter/Waitress	1,022	1.09	1.85	1.60	1.60	1.60	3.50

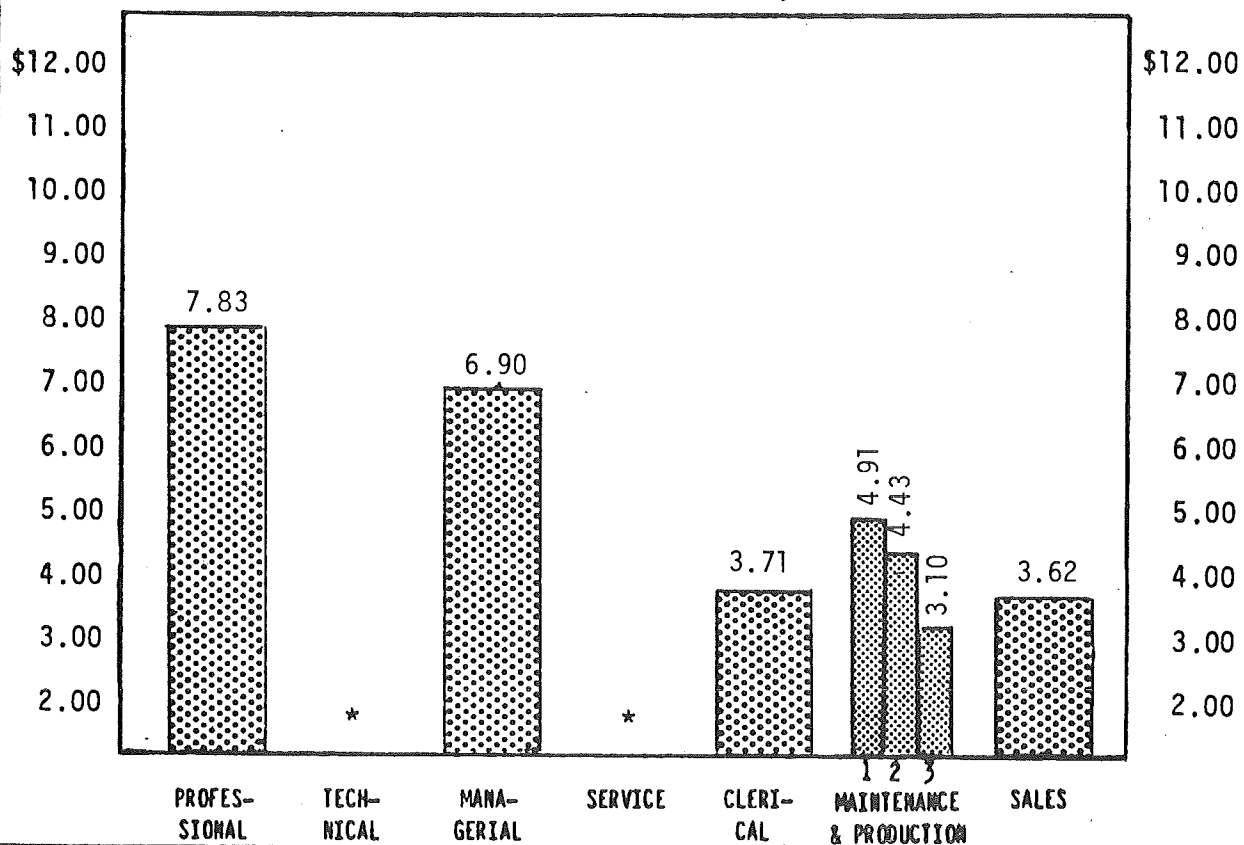
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Maintenance Repairer, General Utility	14	2.90	4.23	4.25	3.55	5.00	6.00

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>CLERICAL WORKERS</u>							
Bookkeeper, Hand	19	\$2.90	\$3.58	\$3.50	\$3.00	\$4.00	\$5.00
Cashier	47	2.90	3.17	3.20	3.00	3.25	3.75
Secretary	8	2.90	3.67	3.38	3.13	4.13	5.18
<u>SALES WORKERS</u>							
Sales Clerk	26	2.50	2.98	2.90	2.90	3.00	4.00

AVERAGE HOURLY WAGES IN THE MISCELLANEOUS RETAIL
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
MISCELLANEOUS RETAIL INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

MISCELLANEOUS RETAIL

OCCUPATIONAL WAGE RATES SIC 59

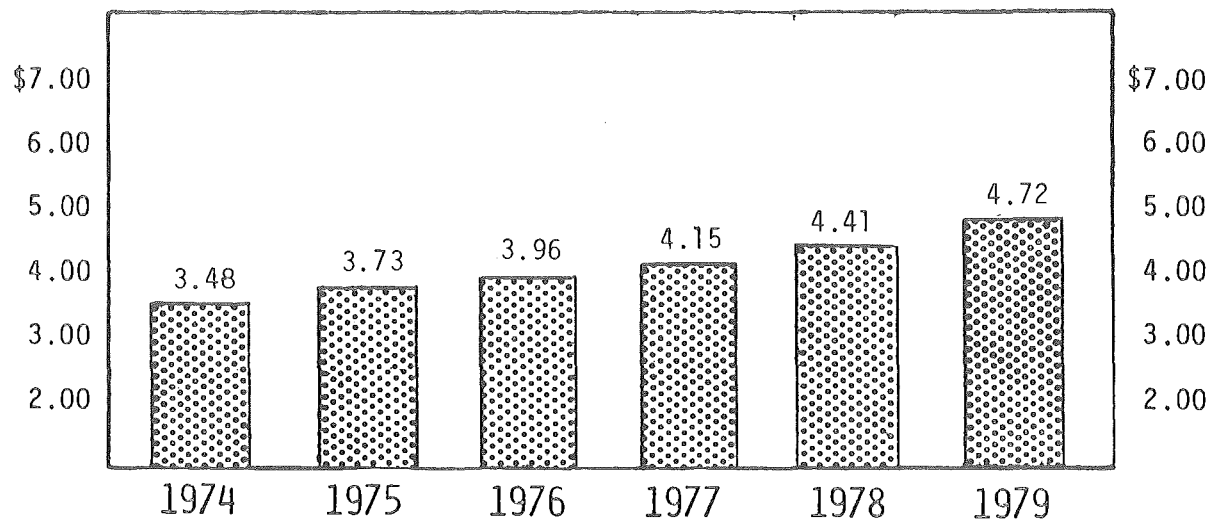
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Buyer, Retail and/or Wholesale Trade	19	\$6,864	\$13,149	\$ 9,100	\$ 8,320	\$18,800	\$40,000
Manager, Store	25	8,320	14,066	11,960	9,620	20,000	26,000
Office Manager	11	7,000	12,592	10,400	7,423	13,900	25,000
Pharmacist	32	7,280	18,622	18,937	15,500	20,000	46,000

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					<u>HIGH</u>
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic Maintenance Repairer, General Utility	9	\$3.75	\$4.54	\$4.66	\$4.28	\$4.83	\$5.00
Oil Burner Installer and Servicer	14	2.98	4.45	4.68	4.40	4.88	5.00
Stock Clerk, Sales Floor	62	3.55	5.06	5.28	4.45	5.57	8.08
Truck Driver, Heavy	68	2.20	3.12	2.90	2.90	3.25	5.00
Truck Driver, Light	44	3.00	4.32	4.35	4.18	4.50	8.12
Truck Driver, Tractor-Trailer	18	2.90	3.87	4.00	3.00	4.34	5.00
	22	4.00	5.08	5.35	5.05	5.35	5.35

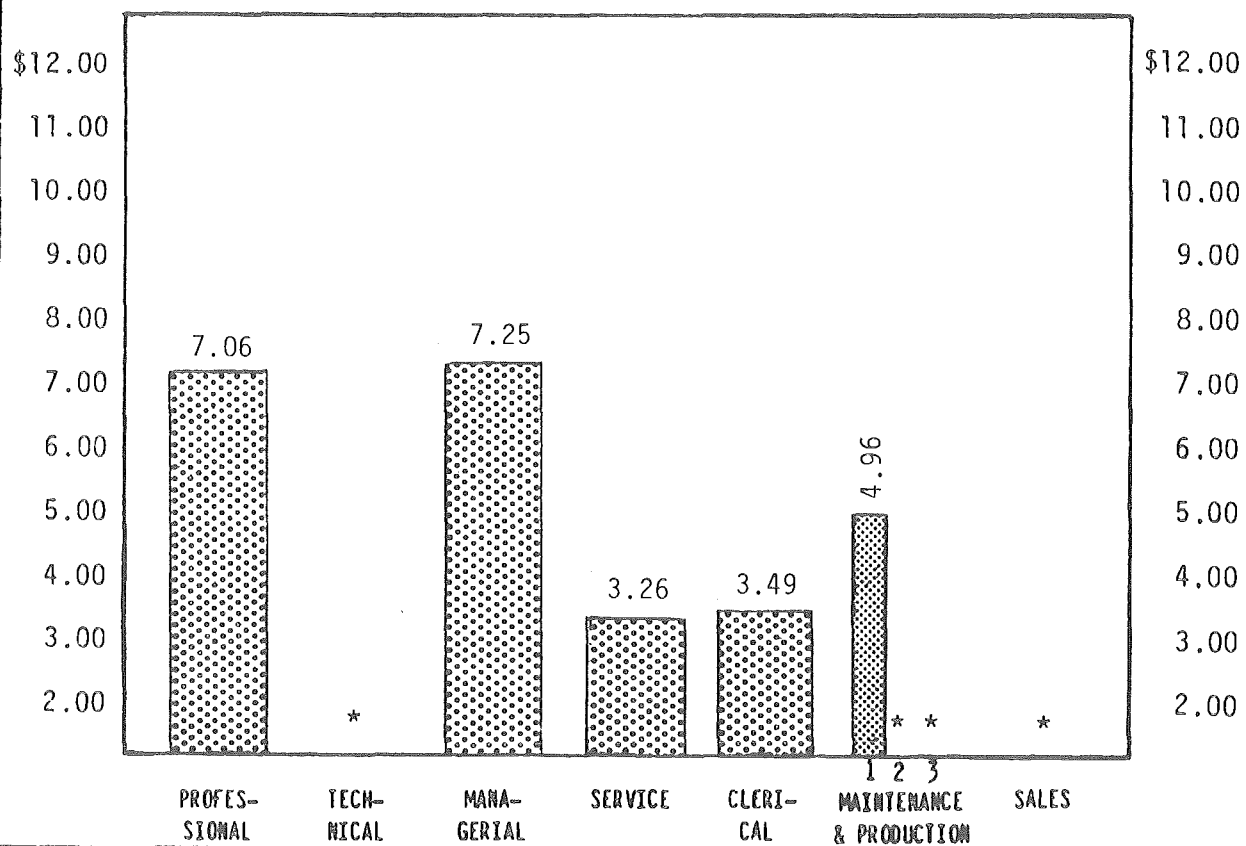
<u>CLERICAL WORKERS</u>							
Accounting Clerk	25	3.00	3.67	3.55	3.45	4.00	4.23
Bookkeeper, Hand	13	3.00	3.88	3.50	3.28	4.55	5.25
Bookkeeping or Billing Machine Operator	4	3.15	3.82	3.56	3.33	4.31	5.00
Cashier	10	2.90	3.24	2.90	2.90	3.20	4.80
Computer Operator	6	3.35	3.99	3.78	3.35	4.55	5.15
General Clerk	7	2.90	3.54	3.50	2.90	3.75	4.75
Secretary	5	3.13	4.02	4.00	3.37	4.68	5.25

<u>SALES WORKERS</u>							
Sales Clerk	78	2.90	3.29	3.25	3.10	3.50	4.20
Sales Representative, Sales Agent, and/or Sales Associate	10	4.65	6.22	6.48	5.05	6.83	7.79

AVERAGE HOURLY WAGES IN THE BANKING
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
BANKING INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

BANKING

OCCUPATIONAL

WAGE RATES

SIC 60

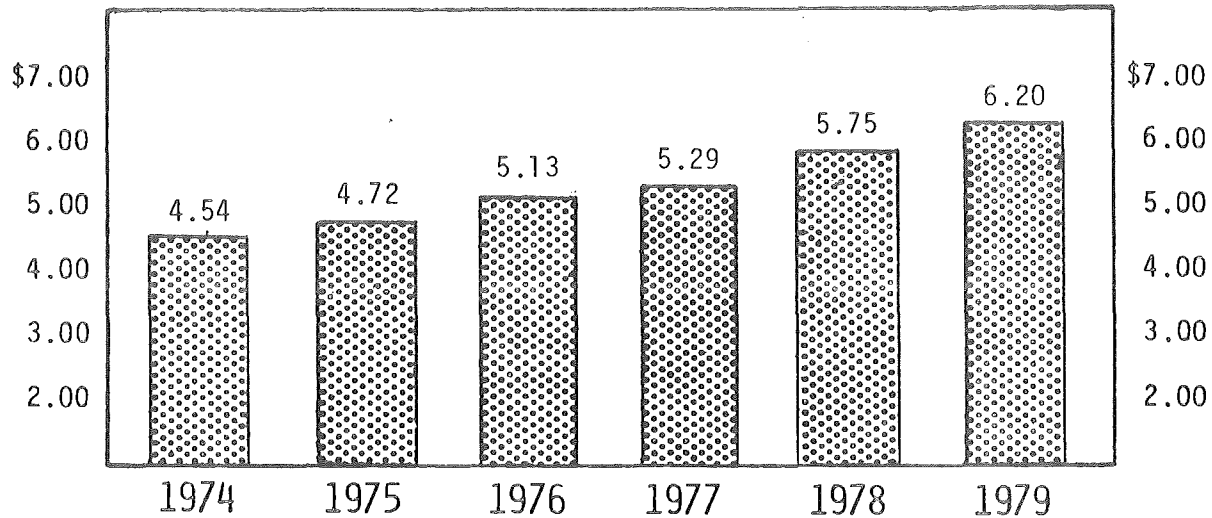
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	8	\$ 8,500	\$13,443	\$13,775	\$11,100	\$15,650	\$18,000
Auditor	14	9,360	15,389	13,450	11,000	21,300	26,000
Branch Bank Manager	167	8,070	14,830	14,000	12,500	17,350	27,000
Controller	11	15,000	24,466	24,500	17,000	30,000	32,406
Office Manager	36	7,280	12,549	12,475	10,250	14,800	21,000
Personnel Manager	10	10,400	18,159	16,800	12,300	25,000	28,996

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Guard, Patroller, or Doorkeeper	6	\$3.00	\$3.70	\$3.47	\$3.00	\$4.00	\$5.25
Janitor, Porter, or Cleaner	85	2.90	3.23	3.10	2.99	3.30	5.43

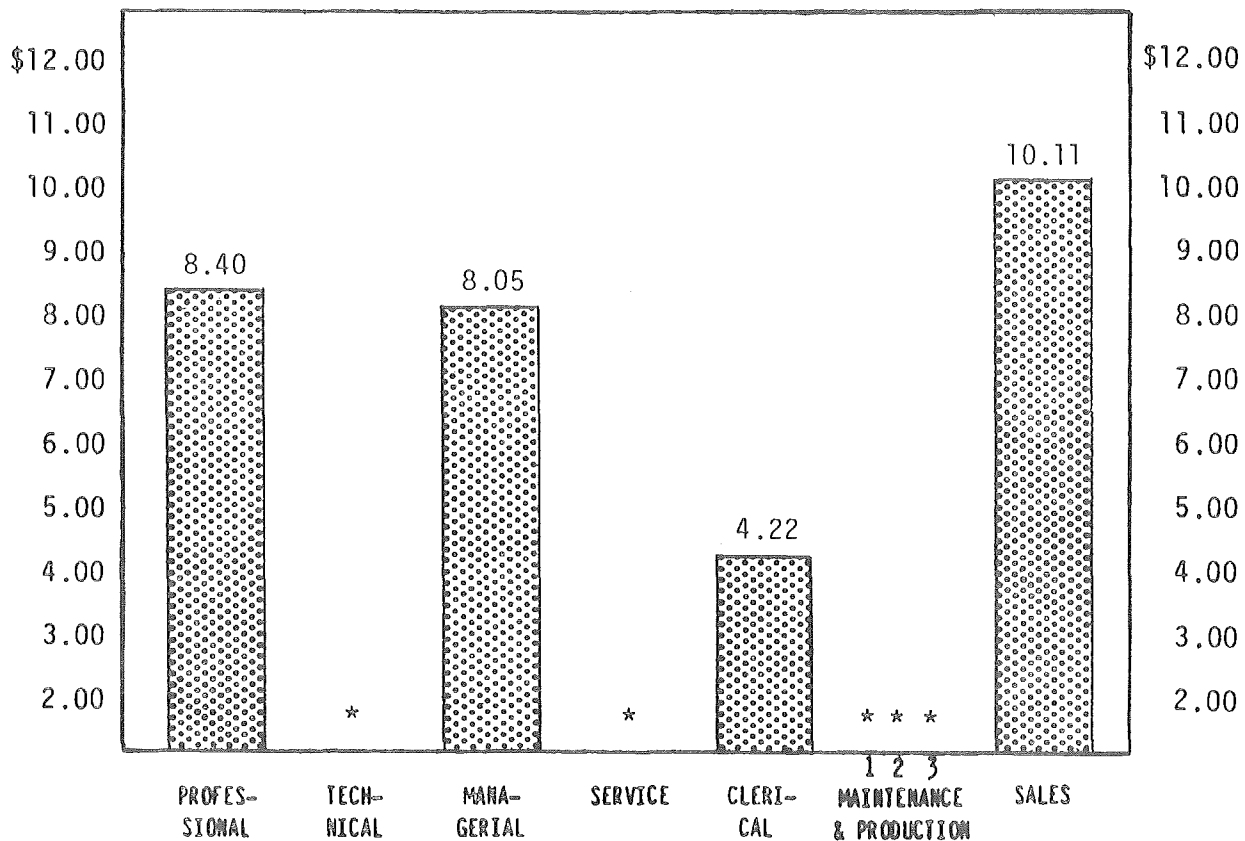
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Maintenance Repairer, General Utility	4	3.25	4.96	4.70	3.72	6.21	7.21

<u>CLERICAL WORKERS</u>							
Accounting Clerk	62	2.90	3.71	3.50	3.25	4.05	5.85
Bookkeeper, Hand	21	2.90	3.24	3.00	2.90	3.25	5.18
Bookkeeping or Billing Machine Operator	34	2.90	3.55	3.40	3.13	3.75	5.35
Checking Clerk, Bank Records	43	2.90	3.45	3.38	3.25	3.55	4.90
Collector	41	2.90	4.38	4.03	3.50	5.12	8.72
Computer Operator	11	3.00	3.74	3.75	3.25	4.34	4.63
Credit Clerk	43	2.90	3.86	3.66	3.26	4.41	6.73
File Clerk	16	2.90	3.04	2.95	2.90	3.01	3.75
General Clerk	36	2.90	3.56	3.34	3.14	3.99	6.00
Key punch Operator	8	2.90	3.62	3.36	3.09	4.16	4.84
Messenger	24	2.90	3.23	3.17	3.00	3.42	4.00
New Accounts Teller	33	2.90	3.86	3.70	3.38	4.20	5.68
Receptionist	19	2.90	3.67	3.75	3.12	4.25	4.75
Secretary	69	2.90	4.08	3.75	3.40	4.27	9.88
Statement Clerk	42	2.90	3.26	3.06	2.92	3.34	5.27
Stenographer	11	2.90	3.86	3.95	3.30	4.28	4.80
Switchboard Operator/ Receptionist	23	2.90	3.53	3.50	3.17	3.78	4.52
Teller	804	2.90	3.35	3.25	3.06	3.50	4.78
Typist	18	2.90	3.40	3.28	3.00	3.72	4.30

AVERAGE HOURLY WAGES IN THE INSURANCE AGENTS, BROKERS, AND SERVICE INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE OCCUPATIONAL CATEGORIES SURVEYED IN THE INSURANCE AGENTS, BROKERS, AND SERVICE INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

INSURANCE AGENTS, BROKERS, AND SERVICE

OCCUPATIONAL
WAGE RATES
SIC 64

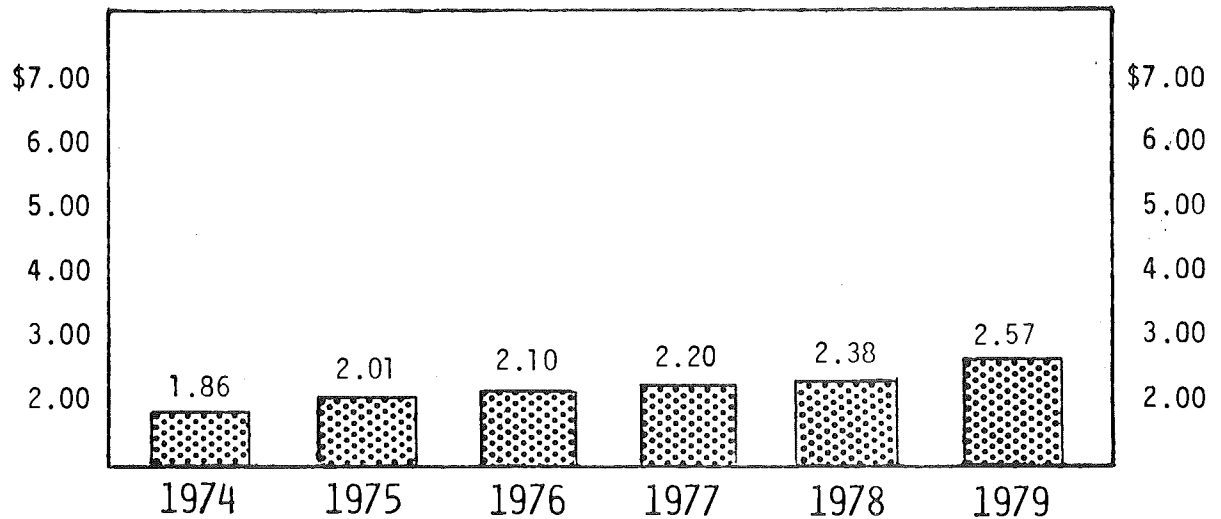
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Office Manager	3	\$11,300	\$12,433	\$13,000	\$11,300	\$13,000	\$13,000
Underwriter	25	6,500	17,480	11,700	8,500	24,608	46,244

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>CLERICAL WORKERS</u>							
Accounting Clerk	5	\$3.37	\$4.35	\$4.50	\$3.81	\$4.83	\$5.15
Bookkeeper, Hand	4	4.18	5.33	5.57	4.76	5.90	6.00
Claims Clerk	14	3.12	3.90	4.00	3.17	4.33	5.64
File Clerk	15	2.74	3.19	3.20	3.00	3.32	3.84
General Clerk	8	2.93	3.67	3.53	3.24	4.00	4.92
Policy Change Clerk	14	2.72	4.09	4.08	3.40	4.60	5.57
Rater	25	3.04	4.59	4.20	3.84	5.17	7.93
Secretary	6	3.38	4.71	4.63	3.74	5.80	6.08
Switchboard Operator/ Receptionist	4	2.93	3.39	3.04	2.97	3.81	4.54
Typist	20	2.72	3.29	3.34	2.96	3.54	3.90

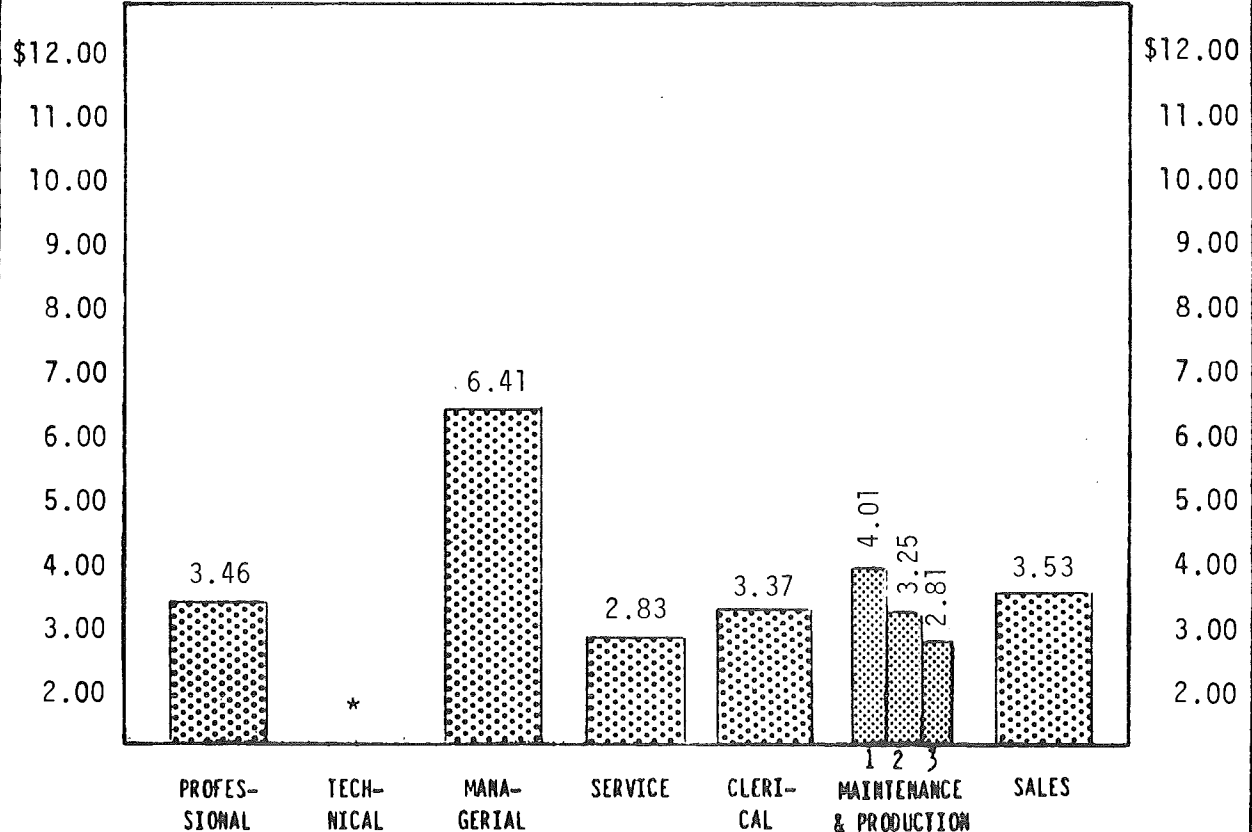
SALES WORKERS

Sales Agent, Sales Associate and/or Sales Representa- tive, Insurance	22	4.40	10.11	8.84	6.57	11.82	24.04
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AVERAGE HOURLY WAGES IN THE HOTEL AND OTHER LODGING PLACES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
HOTEL AND OTHER LODGING PLACES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

HOTELS AND OTHER LODGING PLACES

OCCUPATIONAL
WAGE RATES
SIC 70

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Auditor	8	\$ 6,760	\$ 7,621	\$ 7,540	\$ 7,215	\$ 7,800	\$ 9,100
Controller	3	12,220	16,173	14,300	12,220	22,000	22,000
Manager, Hotel or Other Lodging Place	19	7,250	14,286	13,000	10,920	16,000	26,000
Office Manager	7	7,150	11,052	9,100	8,840	15,000	17,000

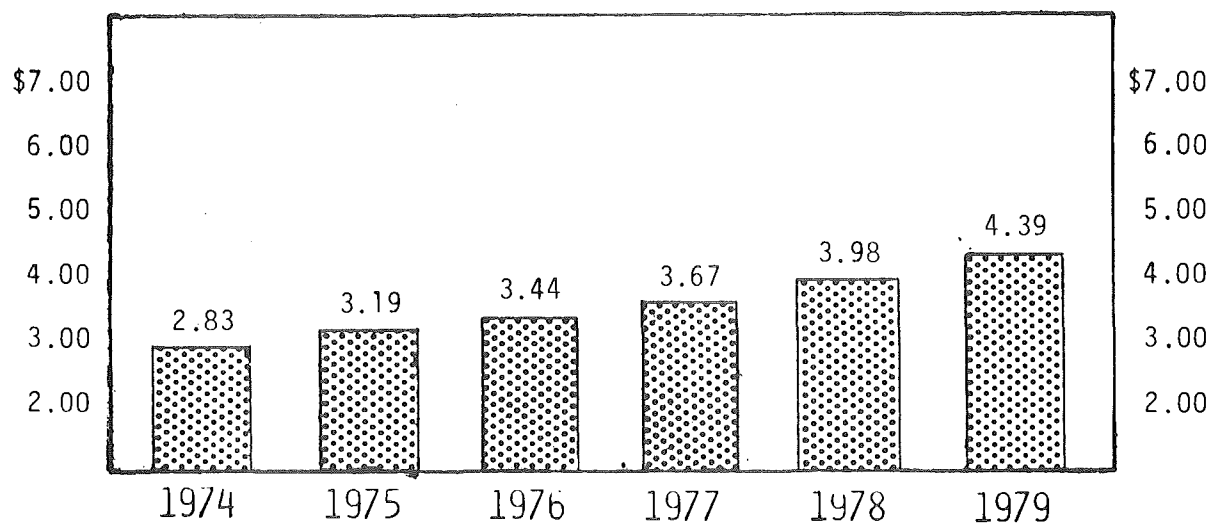
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>SERVICE WORKERS</u>							
Bartender	48	\$1.90	\$3.39	\$3.20	\$3.00	\$3.58	\$7.50
Bellhop, Baggage Porter, Doorkeeper, and/or Room Service Attendant	23	1.25	2.24	2.32	1.80	2.90	3.25
Cook, Restaurant	60	2.75	4.38	3.75	3.25	5.00	10.62
Cook, Short Order and/or Specialty Fast Foods	21	3.00	3.98	3.50	3.20	4.88	6.25
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	51	1.50	2.67	2.90	2.00	3.00	5.28
Housecleaner	15	2.50	3.03	2.95	2.95	3.00	4.43
Housekeeper	30	2.90	3.49	3.20	3.00	4.00	5.05
Janitor, Porter, or Cleaner	21	1.85	3.06	3.00	2.70	3.11	5.62
Kitchen Helper	42	2.00	2.91	3.00	2.90	3.00	3.75
Maid	180	2.00	2.92	2.90	2.90	3.00	3.50
Waiter/Waitress	189	1.15	1.90	1.60	1.60	2.33	3.15

<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Gardener, Groundskeeper	19	2.20	2.81	2.90	2.50	3.00	3.50
Laundry Operator, Small Establishment	11	2.90	3.25	3.20	3.00	3.66	3.75
Maintenance Repairer, General Utility	38	2.90	4.01	3.75	3.00	5.00	7.00

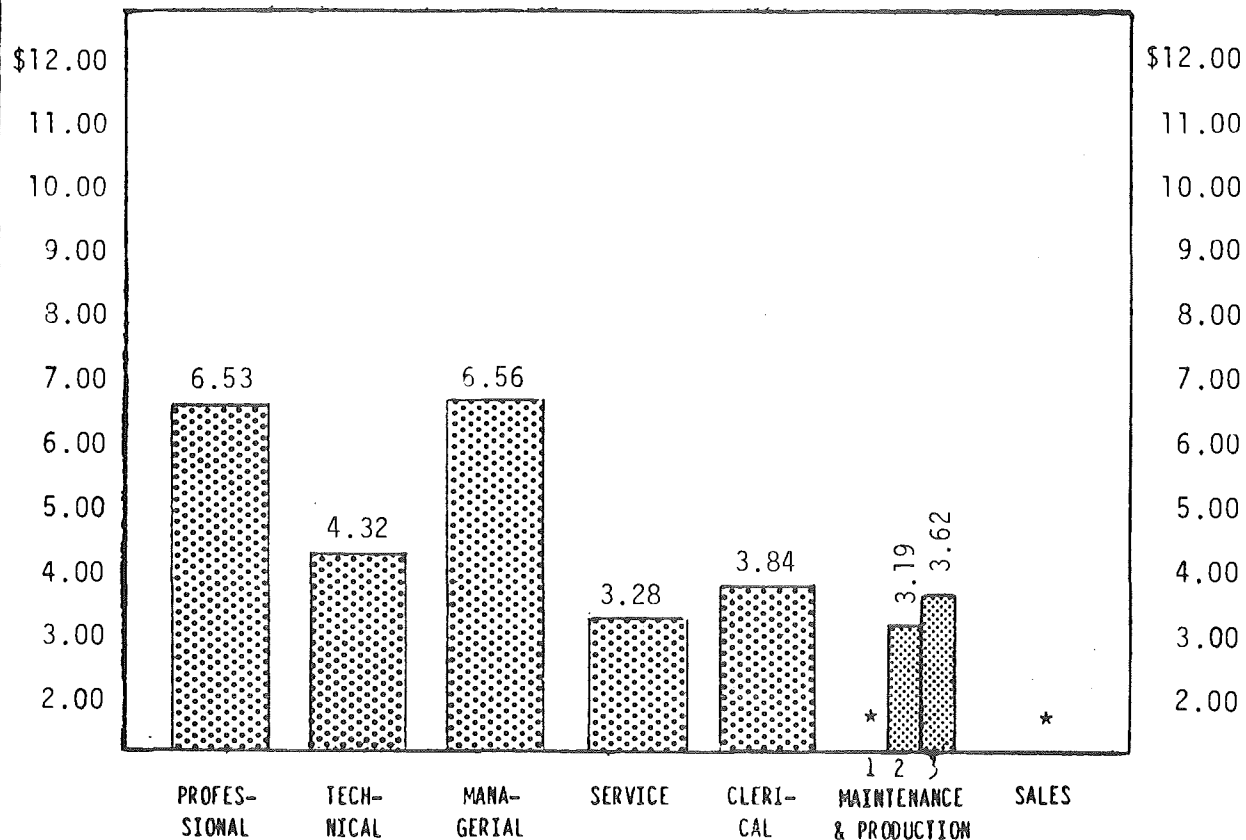
<u>CLERICAL WORKERS</u>							
Accounting Clerk	4	3.25	3.38	3.38	3.25	3.50	3.50
Bookkeeper, Hand	5	3.50	3.83	3.85	3.63	4.03	4.05
Cashier	16	3.05	3.40	3.25	3.10	3.25	5.18
Desk Clerk	60	2.88	3.23	3.10	2.90	3.50	4.58
General Clerk	5	2.90	3.23	3.25	3.08	3.38	3.50

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Secretary	15	\$2.73	\$3.96	\$3.75	\$3.25	\$4.33	\$7.69
Switchboard Operator/ Receptionist	10	2.25	3.10	3.05	3.00	3.25	4.18
<u>LES WORKERS</u>							
Sales Clerk	6	3.00	3.53	3.12	3.00	4.38	4.55

AVERAGE HOURLY WAGES IN THE HEALTH SERVICES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979^{1/}



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
HEALTH SERVICES INDUSTRY, JULY 1979^{1/}



* Less than three firms reported occupations in this category.

^{1/} Except Hospitals (SIC 806).

1 - skilled
2 - semiskilled
3 - unskilled

HEALTH SERVICES*

OCCUPATIONAL

WAGE RATES

SIC 80

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	5	\$10,400	\$13,457	\$13,610	\$10,975	\$15,864	\$18,000
Caseworker	53	6,552	10,797	9,601	7,644	13,227	20,585
Controller	9	15,600	19,080	18,020	16,750	22,000	24,850
Dietitian and/or Nutritionist	17	8,060	16,765	20,800	9,225	24,960	24,960
Licensed Practical Nurse	247	7,000	8,965	8,840	8,444	9,400	12,480
Manual Arts, Music, and/or Recreation Therapist	38	6,032	7,599	7,494	6,500	8,320	13,283
Office Manager	14	7,800	11,665	11,211	9,360	11,960	22,000
Personnel Manager	9	6,500	11,303	12,000	9,532	13,167	13,624
Physician and/or Surgeon	18	28,406	66,846	65,688	44,000	96,000	96,000
Professional Nurse	338	6,300	11,331	11,232	10,400	12,085	20,930

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Cook, Institution	151	\$2.90	\$3.76	\$3.60	\$3.25	\$4.22	\$5.65
Guard, Patrolter, or Doorkeeper	9	3.00	3.55	3.50	3.17	3.94	4.48
Housekeeper	194	2.75	3.26	3.15	3.00	3.30	6.37
Janitor, Porter, or Cleaner	67	2.90	3.53	3.20	3.00	3.75	6.40
Kitchen Helper	292	2.50	3.10	3.05	2.95	3.20	3.72
Maid	51	2.90	3.20	3.20	3.05	3.28	3.76
Medical Assistant	9	3.20	4.63	4.24	3.90	4.66	8.65
Nurse Aide and/or Orderly	1,659	2.50	3.26	3.20	3.05	3.40	4.61

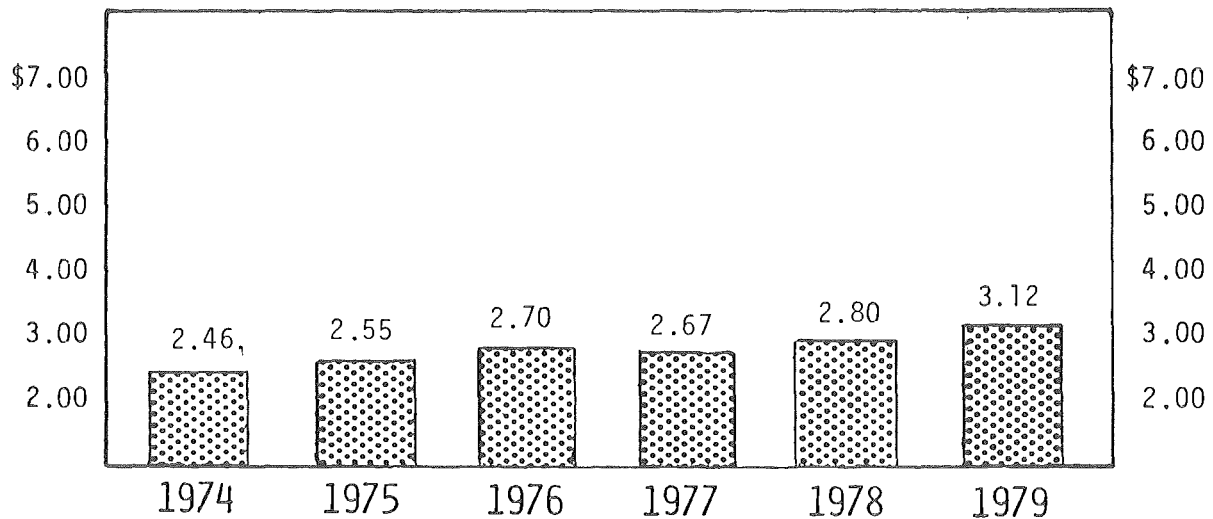
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Gardener, Groundskeeper	12	2.90	3.62	3.48	3.00	3.90	5.97
Laundry Presser, Machine	30	2.90	3.16	3.11	3.00	3.20	3.78
Washer, Machine and/or Starcher	53	2.50	3.21	3.20	3.00	3.44	3.99

<u>CLERICAL WORKERS</u>							
Accounting Clerk	11	3.12	3.99	3.85	3.25	4.90	5.04
Bookkeeper, Hand	29	3.25	4.30	4.08	3.75	4.69	7.00
Bookkeeping or Billing Machine Operator	7	3.50	3.78	3.65	3.50	3.88	4.67
General Clerk	14	3.28	3.90	3.95	3.65	4.00	4.60
Insurance Clerk, Medical	9	3.00	3.78	3.60	3.22	4.03	5.65

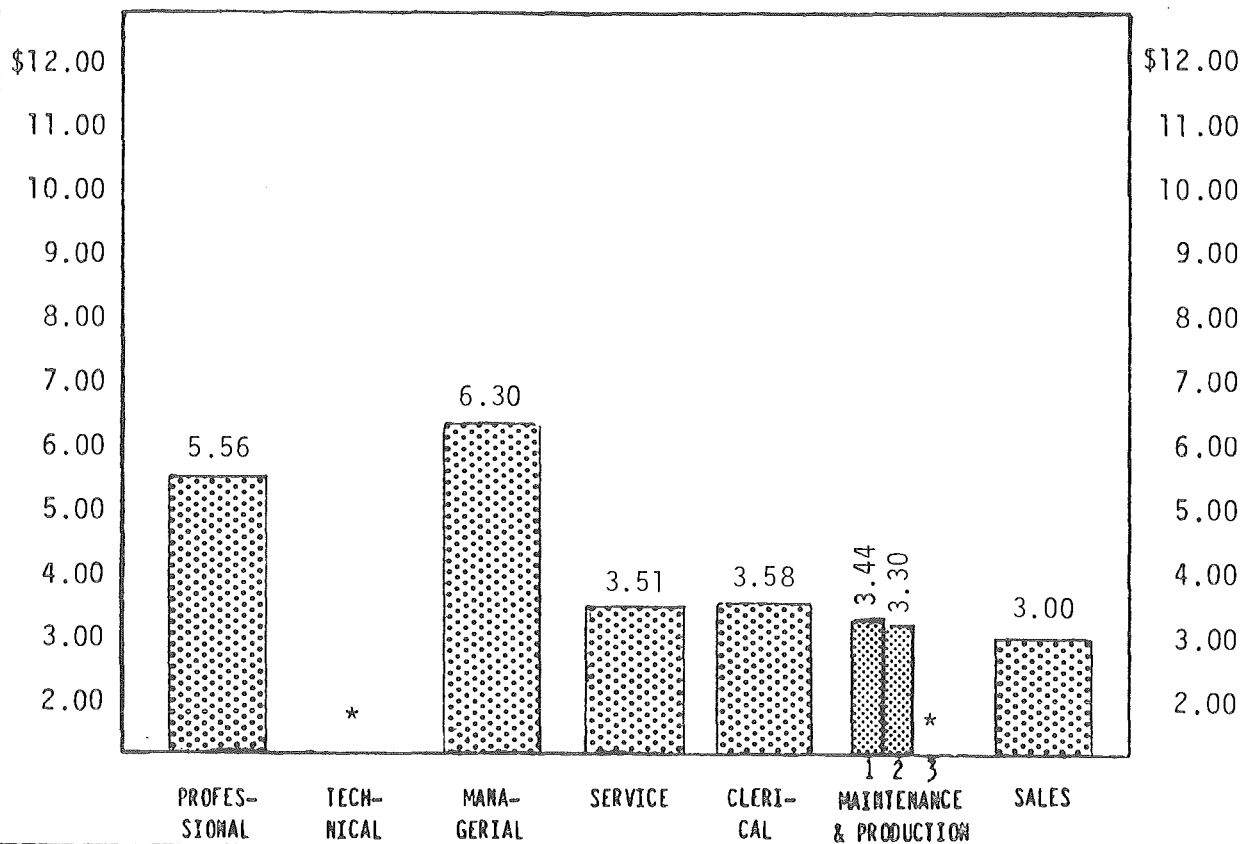
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Receptionist	16	\$3.10	\$3.71	\$3.70	\$3.25	\$3.90	\$5.10
Secretary	66	3.05	3.71	3.58	3.41	3.83	5.91
Switchboard Operator/ Receptionist	11	2.90	3.36	3.17	3.02	3.52	4.20

Except Hospitals (SIC 806)

AVERAGE HOURLY WAGES IN THE SOCIAL SERVICES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
SOCIAL SERVICES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

SOCIAL SERVICES

OCCUPATIONAL

WAGE RATES

SIC 83

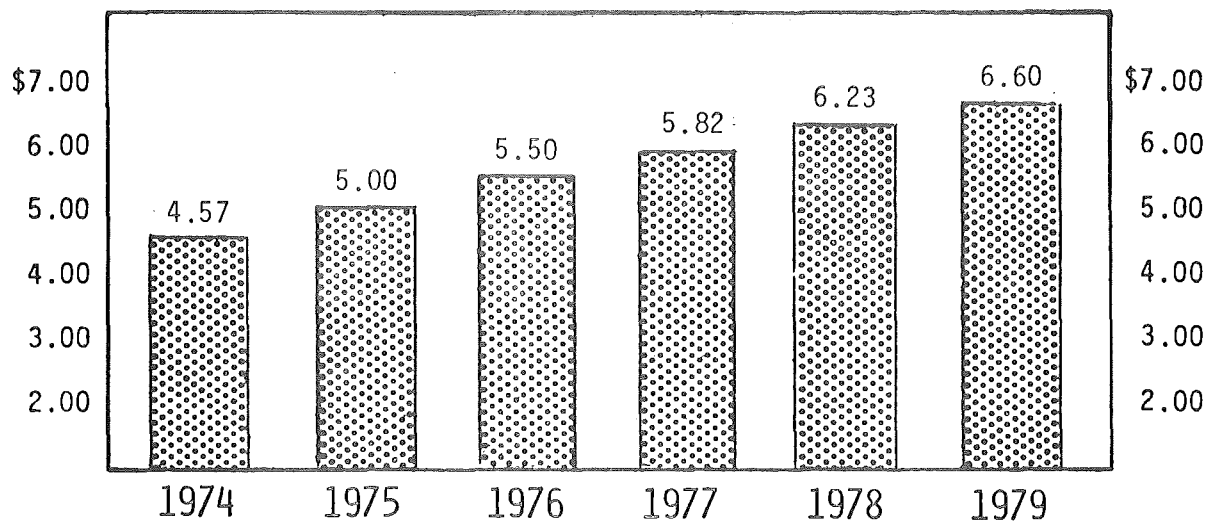
<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	7	\$ 9,048	\$13,774	\$12,615	\$11,421	\$15,000	\$22,000
Caseworker	77	6,240	11,946	11,449	8,927	15,077	22,980
Community Organization Worker	30	7,966	12,518	12,173	9,646	13,998	26,249
Controller	11	11,000	15,513	13,645	12,000	16,000	32,500
Dietitian and/or Nutritionist	4	8,050	10,159	10,164	8,909	11,409	12,260
Group Recreation Worker	10	7,315	9,942	10,059	8,025	11,255	13,000
Office Manager	13	7,284	10,624	9,700	8,745	12,500	16,806
Personnel Manager	6	9,189	14,061	15,200	10,000	16,640	18,140
Professional Nurse	15	7,400	12,075	12,000	11,250	13,324	15,234
Teacher, Preschool or Kindergarten	44	6,777	9,950	9,341	7,922	11,562	14,893
Vocational and Educational Counselor	53	8,700	10,011	9,600	9,164	10,900	14,123

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					<u>HIGH</u>
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		
<u>SERVICE WORKERS</u>							
Child Care Worker	87	\$2.90	\$4.03	\$3.33	\$3.01	\$4.67	\$7.61
Cook, Institution	51	2.90	3.47	3.27	3.00	3.78	5.00
Janitor, Porter, or Cleaner	25	2.90	3.21	3.13	3.05	3.24	4.30
Kitchen Helper	42	2.90	3.01	3.00	2.90	3.05	3.37
Social Service Aide	89	2.90	3.39	3.26	3.06	3.60	4.90

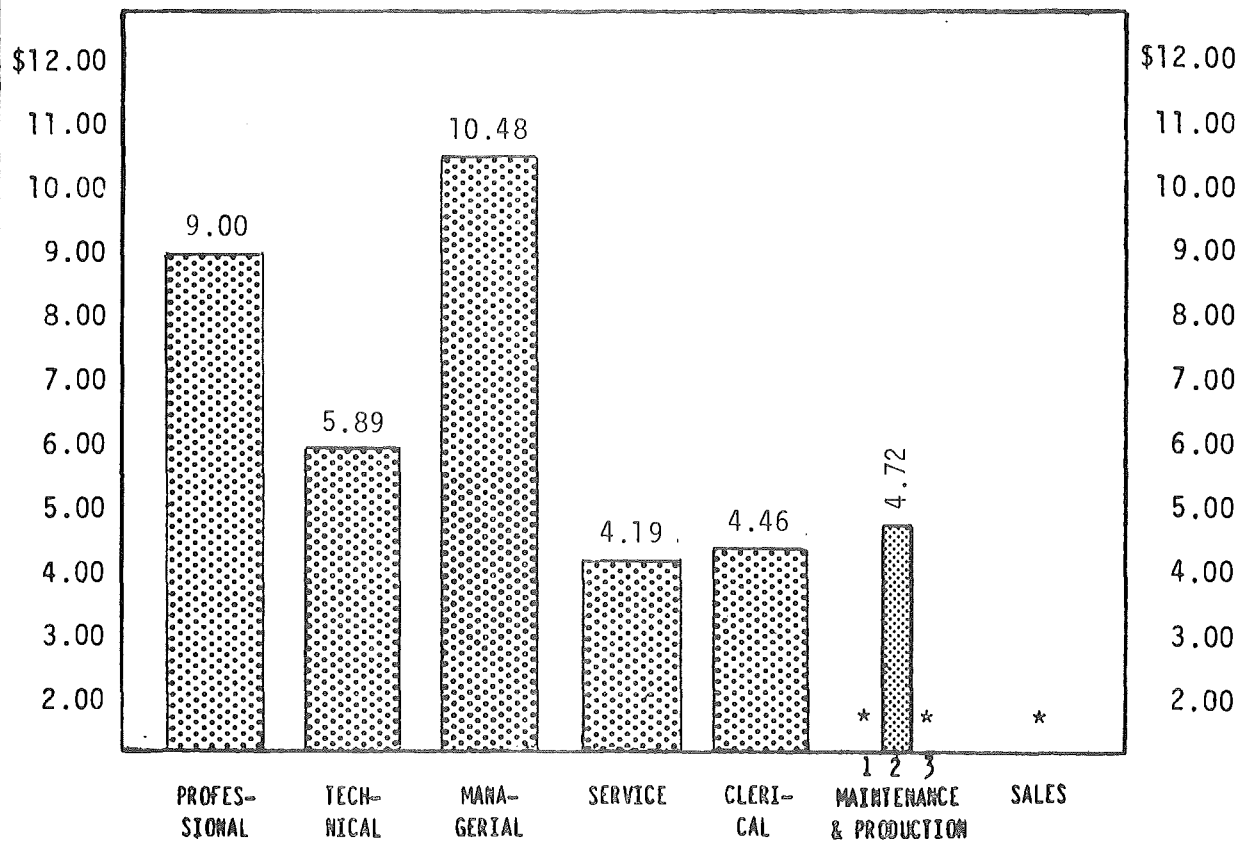
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Bus Driver	67	2.90	3.30	3.20	3.00	3.55	4.30
Carpenter	107	2.90	3.66	3.60	3.45	3.92	4.70
Maintenance Repairer, General Utility	94	2.90	3.19	2.90	2.90	3.12	6.55

<u>CLERICAL WORKERS</u>							
Accounting Clerk	7	3.25	4.12	3.99	3.68	4.78	5.11
Bookkeeper, Hand	17	3.43	4.38	3.98	3.77	4.86	7.35
Computer Operator	4	3.63	4.04	3.74	3.69	4.39	5.04
File Clerk	6	2.90	3.16	3.26	2.90	3.27	3.34
General Clerk	33	2.90	3.50	3.44	3.19	3.80	4.33
Receptionist	4	3.00	3.23	3.26	3.09	3.38	3.40
Secretary	75	3.00	3.74	3.66	3.25	4.05	5.31
Switchboard Operator/ Receptionist	16	3.00	3.45	3.30	3.15	3.60	5.04
Teacher Aide and/or Educational Assistant	60	2.90	3.30	3.13	3.00	3.57	4.22
Typist	15	2.90	3.23	3.15	2.94	3.50	4.49

AVERAGE HOURLY WAGES IN THE MISCELLANEOUS SERVICES
INDUSTRY COVERED UNDER THE EMPLOYMENT SECURITY LAW, 1974-1979



AVERAGE HOURLY WAGES OF MAINE WORKERS FOR THE
OCCUPATIONAL CATEGORIES SURVEYED IN THE
MISCELLANEOUS SERVICES INDUSTRY, JULY 1979



* Less than three firms reported occupations in this category.

1 - skilled
2 - semiskilled
3 - unskilled

MISCELLANEOUS* SERVICES

OCCUPATIONAL
WAGE RATES
SIC 89

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	7	\$10,920	\$14,867	\$14,000	\$11,000	\$16,000	\$22,800
Architect	16	13,000	18,423	16,570	14,500	21,150	29,500
Civil Engineer	56	8,425	19,368	19,000	15,600	23,000	28,000
Controller	4	20,000	28,625	30,250	25,000	32,250	34,000
Drafter	23	7,280	12,257	12,500	10,500	14,300	16,500
Electrical Engineer	8	14,000	20,026	18,362	16,170	21,473	34,200
Office Manager	5	11,000	15,483	16,600	12,000	18,408	20,176
Surveyor	18	7,592	12,680	13,177	9,880	14,800	22,000

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Surveyor Helper	11	\$3.25	\$4.72	\$4.10	\$3.75	\$5.00	\$7.50
<u>CLERICAL WORKERS</u>							
Accounting Clerk	8	3.80	4.77	4.51	3.90	5.74	6.06
Bookkeeper, Hand	4	4.45	5.88	6.08	5.05	6.70	6.90
Computer Operator	5	4.50	4.97	4.76	4.50	5.55	6.25
General Clerk	9	3.00	3.53	3.60	3.30	3.78	3.85
Keypunch Operator	6	3.60	3.98	4.00	4.00	4.12	4.16
Secretary	29	3.50	4.76	4.50	3.98	5.19	10.44
Switchboard Operator/ Receptionist	5	3.25	3.75	3.82	3.38	4.08	4.16
Typist	10	3.75	4.29	4.15	4.00	4.71	4.99

*This major industry group includes establishments engaged in performing services such as those rendered by engineers, architects, and accountants. Also included in this group are noncommercial establishments primarily engaged in education, scientific and research activities.

PORTLAND SMSA*

OCCUPATIONAL WAGE RATES

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	27	\$ 7,300	\$14,418	\$14,000	\$11,500	\$16,000	\$22,800
Auditor	76	7,800	19,168	18,000	15,000	20,250	33,000
Buyer, Retail and/or Wholesale Trade	43	6,864	17,214	16,500	10,400	21,008	40,000
Caseworker	30	6,552	10,260	10,000	8,715	12,500	15,000
Controller	24	12,900	21,900	20,400	16,450	27,320	35,000
Dietitian and/or Nutritionist	7	8,060	15,178	9,769	8,320	24,960	24,960
Director, Food and Beverage and/or Manager, Catering	7	15,600	18,485	18,000	15,600	19,500	25,800
Engineer	7	12,220	16,888	16,000	15,500	16,500	26,000
Group Recreation Worker	16	7,280	9,601	9,525	8,230	11,050	13,000
Licensed Practical Nurse	61	7,000	8,747	8,528	8,424	8,996	10,525
Manager, Automobile Parts Department	5	11,960	18,286	20,000	12,330	23,385	23,770
Manager, Automobile Service Department	11	10,910	16,862	15,000	12,000	22,480	30,000
Manager, Hotel or Other Lodging Place	4	7,250	13,772	10,920	9,085	18,460	26,000
Manager, Merchandise	14	10,500	16,452	15,300	12,000	22,100	25,200
Manager, Restaurant, Coffee Shop, or Liquor Establishment	37	8,580	12,931	11,700	10,400	14,040	27,300
Manager, Store	33	6,442	18,600	17,000	9,438	25,000	44,000
Manual Arts, Music and/or Recreation Therapist	11	6,240	7,689	7,592	6,240	9,152	9,360
Office Manager	50	7,150	15,933	13,000	10,000	21,320	37,380
Personnel Manager	9	8,008	16,643	17,000	11,500	20,820	26,880
Professional Nurse	106	6,300	11,152	11,190	10,512	11,656	16,500
Underwriter	42	6,500	15,464	11,700	11,496	20,000	46,244
Wholesaler	6	14,700	18,090	17,900	15,850	20,400	21,790

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>SERVICE WORKERS</u>							
Baker, Bread and/or Pastry	4	\$3.50	\$4.64	\$4.38	\$3.63	\$5.65	\$6.30
Bartender	53	2.90	3.27	3.15	3.00	3.50	4.50
Butcher and/or Meat Cutter	100	3.00	4.07	3.60	3.40	3.70	8.55
Cook, Institution	40	3.00	3.82	3.80	3.25	4.25	5.30
Cook, Restaurant	87	2.90	3.79	3.50	3.20	3.75	10.00
Cook, Short Order and/or Specialty Fast Foods	37	2.90	3.35	3.10	2.90	3.50	6.25
Food Preparation and Service Worker, Fast-Food Restaurant	185	2.90	2.97	2.90	2.90	3.00	4.00

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
Guard, Patroller, or Doorkeeper	12	\$2.90	\$3.38	\$3.28	\$2.90	\$3.74	\$4.48
Hostess/Host, Restaurant, Lounge, or Coffee Shop	35	2.90	3.14	3.00	2.90	3.15	5.00
Housekeeper	45	2.95	3.38	3.18	3.00	3.28	6.37
Janitor, Porter, or Cleaner	100	2.90	3.46	3.15	2.93	3.67	6.70
Kitchen Helper	167	2.57	3.03	2.90	2.90	3.10	4.05
Maid	33	2.90	3.06	3.10	2.90	3.10	3.76
Nurse Aide and/or Orderly	288	3.00	3.40	3.30	3.27	3.49	4.61
Waiter/Waitress	359	1.50	1.63	1.60	1.60	1.60	2.20
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic	87	3.40	5.62	5.80	4.85	6.50	9.85
Bagger	79	2.90	3.09	3.00	3.00	3.10	3.60
Baker	6	3.50	5.28	5.25	4.00	6.70	7.00
Body Repairer, Automotive	17	3.00	5.93	6.25	5.76	6.38	6.50
Diesel Mechanic	12	4.00	5.41	5.23	4.60	6.25	7.00
Engineering Equipment Mechanic	17	3.50	5.27	5.15	4.85	5.73	6.73
Fuel Pump Attendant and/or Lubricator	7	2.95	3.46	3.25	2.95	4.00	4.60
Industrial Truck Operator	22	3.25	4.72	4.27	3.75	5.00	8.28
Laundry Operator, Small Establishment	4	2.90	3.05	3.05	2.95	3.15	3.20
Laundry Presser, Machine	17	3.11	3.35	3.20	3.11	3.54	4.00
Maintenance Repairer, General Utility	45	2.90	4.90	5.00	3.97	5.89	6.55
Order Filler	38	2.90	3.90	2.90	2.90	4.00	7.82
Painter, Automotive	3	5.89	6.40	6.30	5.89	7.00	7.00
Production Packager	61	3.00	3.83	3.80	3.60	4.05	4.97
Stock Clerk, Sales Floor	106	2.90	4.29	3.70	3.30	5.10	6.70
Truck Driver, Heavy	62	3.70	4.70	4.80	4.25	5.00	7.00
Truck Driver, Light	21	3.30	4.06	4.00	3.61	4.40	5.47
Truck Driver, Tractor-Trailer	50	3.50	7.16	7.97	5.35	9.26	9.26
Vehicle Cleaner	12	3.00	3.98	4.00	3.38	4.38	5.50
Washer, Machine and/or Starcher	9	3.00	3.38	3.30	3.15	3.45	4.30
<u>CLERICAL WORKERS</u>							
Accounting Clerk	86	3.00	3.98	3.98	3.50	4.25	6.35
Bookkeeper, Hand	55	3.12	4.56	4.57	3.90	5.10	6.88
Bookkeeping or Billing Machine Operator	13	3.37	4.15	3.87	3.50	4.71	5.37
Cashier	186	2.50	3.59	3.25	3.00	4.10	5.40
Claims Clerk	80	3.12	4.56	4.68	4.20	4.77	5.58
Computer Operator	41	3.10	4.92	4.75	3.69	5.66	10.58
Desk Clerk	11	2.90	3.06	3.00	2.90	3.30	3.30
File Clerk	49	2.74	3.30	3.20	3.07	3.48	5.10
General Clerk	104	2.90	3.83	3.75	3.29	4.14	7.50
Insurance Clerk, Medical	4	3.08	3.61	3.63	3.31	3.92	4.12
Keypunch Operator	59	2.93	4.07	4.12	3.82	4.43	5.00
Order Clerk	6	3.00	3.98	3.94	3.78	4.60	4.60
Policy Change Clerk	11	2.72	4.09	4.00	3.09	5.17	5.57
Rater	40	3.04	4.59	4.41	4.11	5.05	7.93
Receptionist	15	2.90	3.52	3.50	2.92	3.95	4.80

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Secretary	161	\$2.90	\$4.42	\$4.25	\$3.75	\$4.83	\$10.44
Shipping and Receiving Clerk	34	2.90	4.80	4.33	3.50	5.41	8.78
Shipping Packer	21	3.00	3.69	3.70	3.40	3.98	4.60
Stock Clerk, Stockroom, Warehouse, or Storage Yard	103	2.90	4.30	4.00	3.50	5.00	9.04
Switchboard Operator/ Receptionist	43	2.90	3.48	3.37	3.00	3.58	5.50
Typist	51	2.72	3.55	3.60	3.14	3.74	5.28

SALES WORKERS

Sales Agent, Sales Associate and/or Sales Representa- tive, Insurance	42	5.19	8.56	8.13	5.76	9.20	24.04
Sales Clerk	498	2.50	3.60	3.40	2.90	4.32	6.75
Sales Representative, Sales Agent, and/or Sales Associate	186	2.50	6.50	6.11	4.65	8.17	14.73

*Portland SMSA: Cape Elizabeth, Cumberland, Falmouth, Freeport, Gorham, Portland, Scarborough, South Portland, Westbrook, Windham, and Yarmouth in Cumberland County, and Old Orchard Beach and Saco in York County.

LEWISTON-AUBURN

OCCUPATIONAL

SMSA *

WAGE RATES

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Branch Bank Manager	13	\$9,800	\$12,460	\$12,200	\$10,486	\$13,700	\$17,750
Buyer, Retail and/or Wholesale Trade	21	7,500	13,443	12,880	9,750	15,290	25,000
Caseworker	37	7,006	14,051	15,007	11,449	16,384	22,980
Controller	5	13,312	18,840	16,000	14,424	24,677	31,824
Drafter	7	10,500	13,728	14,500	12,000	15,600	16,500
Licensed Practical Nurse	17	7,800	8,840	8,840	8,320	9,256	10,400
Manager, Automobile Service Department	9	10,920	14,193	13,000	12,100	17,060	20,000
Manager, Merchandise	12	8,944	17,216	14,820	13,182	21,105	32,100
Manager, Restaurant, Coffee Shop, or Liquor Establishment	14	8,060	13,287	13,000	11,180	14,500	17,110
Manager, Store	25	8,880	15,952	15,600	12,350	20,010	23,660
Office Manager	32	7,000	11,161	10,096	8,625	12,300	30,680
Personnel Manager	6	6,614	12,444	13,000	9,189	16,225	16,640
Pharmacist	17	7,280	17,981	17,600	14,500	19,337	46,000
Professional Nurse	37	9,568	11,657	11,440	10,400	12,480	17,680
Teacher, Preschool or Kindergarten	12	6,777	12,552	13,904	12,272	14,186	14,893
Wholesaler	4	9,776	15,379	15,000	11,888	18,870	21,740

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Cook, Institution	26	\$2.90	\$3.57	\$3.49	\$3.25	\$3.80	\$4.85
Counter Attendant, Lunchroom, Coffee Shop, or Cafeteria	15	2.00	2.60	2.00	2.00	2.90	4.95
Food Preparation and Service Worker, Fast-Food Restaurant	129	2.47	3.02	3.00	2.90	3.10	3.70
Housekeeper	32	2.75	3.18	3.15	3.00	3.35	3.65
Janitor, Porter, or Cleaner	53	2.65	3.30	3.30	3.00	3.50	4.41
Kitchen Helper	56	2.25	3.02	2.95	2.90	3.11	4.05
Nurse Aide and/or Orderly	116	2.50	3.08	3.05	2.90	3.18	3.75

MAINTENANCE AND PRODUCTION WORKERS

Auto/Truck Mechanic	66	3.25	5.32	5.72	4.49	6.25	6.45
Fuel Pump Attendant and/or Lubricator	7	2.95	3.22	3.10	3.00	3.25	4.10
Industrial Truck Operator	23	3.00	3.53	3.15	3.00	3.95	4.80

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
Maintenance Repairer, General Utility	13	\$2.98	\$4.09	\$4.19	\$3.43	\$4.49	\$5.04
Order Filler	26	3.50	3.98	3.95	3.95	3.95	4.30
Stock Clerk, Sales Floor	28	2.20	3.57	3.25	2.90	3.75	6.70
Truck Driver, Heavy	27	3.00	3.88	4.10	3.40	4.45	4.45
Truck Driver, Light	34	2.90	4.06	4.28	3.40	4.28	6.14
<u>CLERICAL WORKERS</u>							
Accounting Clerk	35	2.90	3.60	3.40	3.15	3.85	5.38
Bookkeeper, Hand	39	2.90	3.85	3.45	2.90	4.50	7.00
Bookkeeping or Billing Machine Operator	4	3.38	3.89	3.88	3.44	4.34	4.42
Cashier	127	2.90	3.29	3.25	3.00	3.30	5.20
Collector	7	3.50	4.11	3.85	3.50	4.03	6.55
Computer Operator	7	3.50	4.17	4.20	3.50	4.89	5.04
File Clerk	7	2.90	3.18	3.00	2.90	3.27	4.00
General Clerk	49	2.90	3.61	3.57	3.13	3.90	5.00
Marking Clerk	12	2.90	3.26	3.28	3.05	3.30	4.05
New Accounts Teller	5	3.25	3.86	4.13	3.25	4.34	4.42
Order Clerk	12	2.95	4.07	3.48	3.30	5.20	5.99
Receptionist	6	3.17	3.40	3.35	3.20	3.50	3.85
Secretary	52	3.00	4.03	3.72	3.21	4.33	9.88
Shipping and Receiving Clerk	24	2.90	3.99	3.81	3.11	4.85	7.00
Shipping Packer	13	3.00	3.61	3.15	3.00	4.25	4.80
Stock Clerk, Stockroom, Warehouse, or Storage Yard	27	3.00	3.75	3.95	3.15	3.95	5.00
Switchboard Operator/ Receptionist	15	2.90	3.61	3.35	3.30	4.00	5.04
Teller	100	2.90	3.44	3.50	3.35	3.50	4.25
Typist	9	3.00	3.42	3.25	3.08	3.73	4.30
<u>SALES WORKERS</u>							
Sales Clerk	216	2.30	3.31	3.08	2.90	3.43	6.13
Sales Representative, Sales Agent, and/or Sales Associate	24	3.88	5.99	5.25	4.20	6.85	8.65

*Lewiston-Auburn SMSA: Auburn, Lewiston, and Lisbon in Androscoggin County.

BANGOR-BREWER LMA*

OCCUPATIONAL WAGE RATES

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>ANNUAL GROSS SALARY</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	11	\$9,360	\$14,474	\$14,160	\$10,200	\$18,000	\$20,800
Auditor	9	7,280	15,397	13,500	11,700	21,150	26,000
Branch Bank Manager	42	11,000	15,067	14,500	13,000	17,350	21,000
Buyer, Retail and/or Wholesale Trade	14	9,000	11,600	11,440	9,880	13,000	15,500
Controller	9	12,220	22,218	23,220	16,822	26,500	30,000
Manager, Hotel or Other Lodging Place	3	10,400	13,433	14,300	10,400	15,600	15,600
Manager, Merchandise	25	8,600	16,317	16,752	15,401	16,752	26,500
Manager, Restaurant, Coffee Shop, or Liquor Establishment	14	7,280	12,330	10,860	9,796	15,500	21,164
Manager, Store	27	9,692	17,001	15,600	11,960	20,540	29,000
Office Manager	47	7,020	12,137	12,450	9,672	14,000	18,500
Personnel Manager	9	11,700	15,520	14,050	12,267	16,750	27,100
Professional Nurse	19	9,984	11,395	11,232	10,400	11,960	13,686
Wholesaler	8	10,400	17,011	15,134	11,700	17,810	36,400

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>SERVICE WORKERS</u>							
Bartender	14	\$2.90	\$3.36	\$3.05	\$2.90	\$4.00	\$4.50
Butcher and/or Meat Cutter	29	3.05	6.13	5.95	4.68	7.75	7.88
Cook, Institution	12	3.15	3.98	3.60	3.43	4.84	4.95
Cook, Short Order and/or Specialty Fast Foods	9	3.00	3.61	3.25	3.08	4.30	4.75
Counter Attendant, Lunchroom, Coffee Shop, or Cafeteria	39	1.60	2.70	3.00	2.00	3.10	4.10
Food Preparation and Service Worker, Fast-Food Restaurant	78	2.90	3.08	3.05	2.95	3.10	3.55
Guard, Patroller, or Doorkeeper	6	3.00	3.86	3.38	3.00	3.68	6.75
Housekeeper	8	3.00	3.50	3.38	3.18	3.95	4.00
Janitor, Porter, or Cleaner	34	2.90	3.34	3.05	3.00	3.46	5.62
Kitchen Helper	32	2.90	3.01	2.95	2.90	3.10	3.50
Maid	43	2.90	3.10	3.15	2.90	3.25	3.40
Waiter/Waitress	92	1.45	1.90	1.60	1.60	1.70	6.50

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>		<u>HIGH</u>
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic	73	\$3.56	\$5.14	\$5.10	\$4.03	\$5.50	\$8.25
Bagger	77	2.18	3.10	3.10	3.00	3.25	3.75
Baker	11	3.55	4.68	4.75	3.55	5.70	5.95
Fuel Pump Attendant and/or Lubricator	83	2.90	3.14	2.90	2.90	3.28	4.63
Maintenance Repairer, General Utility	28	2.90	4.63	4.51	3.78	5.10	7.50
Oil Burner Installer and Servicer	33	4.25	5.32	5.30	5.02	5.59	8.08
Order Filler	15	2.90	3.82	3.44	3.00	3.88	6.40
Production Packager	22	2.90	4.19	3.75	3.25	5.95	5.95
Stock Clerk, Sales Floor	84	2.90	4.30	3.94	3.53	5.23	6.20
Truck Driver, Heavy	47	3.10	4.42	4.30	4.09	4.60	6.86
Truck Driver, Light	14	2.90	3.33	3.23	2.90	3.50	5.00
<u>CLERICAL WORKERS</u>							
Accounting Clerk	76	2.90	3.74	3.55	3.20	4.08	6.15
Bookkeeper, Hand	25	3.12	4.39	4.05	3.50	5.13	6.90
Bookkeeping or Billing Machine Operator	9	3.15	3.61	3.52	3.35	3.88	4.20
Cashier	133	2.54	3.81	3.62	3.35	4.04	5.95
Collector	8	3.28	5.03	4.88	3.56	5.67	8.72
Computer Operator	12	3.10	3.95	3.78	3.50	4.53	5.15
Credit Clerk	17	2.90	4.01	3.85	3.38	4.48	6.73
Desk Clerk	12	3.00	3.38	3.45	3.00	3.58	4.00
File Clerk	5	2.90	3.17	3.25	2.90	3.40	3.45
General Clerk	96	2.90	3.87	4.00	3.40	4.00	6.25
Keypunch Operator	9	2.90	3.70	4.00	3.16	4.01	4.23
Messenger	6	2.90	3.20	3.10	2.90	3.51	3.68
New Accounts Teller	14	3.13	4.02	3.78	3.34	4.28	5.68
Order Clerk	23	3.20	4.34	4.05	3.65	4.57	7.35
Receptionist	12	2.90	3.80	3.88	3.26	4.29	4.75
Secretary	45	2.90	3.86	3.80	3.53	4.11	5.18
Shipping and Receiving Clerk	22	2.90	4.36	4.15	3.50	4.69	7.36
Shipping Packer	15	3.00	3.43	3.33	3.24	3.76	3.93
Statement Clerk	24	2.90	3.20	3.01	2.90	3.34	4.25
Stock Clerk, Stockroom, Warehouse, or Storage Yard	35	2.90	3.61	3.50	3.05	3.65	6.11
Switchboard Operator/ Receptionist	15	2.90	3.38	3.22	3.12	3.70	4.42
Teller	289	2.90	3.37	3.19	3.06	3.56	4.50
Typist	9	2.90	3.33	3.15	3.02	3.64	4.00
<u>SALES WORKERS</u>							
Sales Clerk	131	2.35	3.27	3.00	2.95	3.35	5.34
Sales Representative, Sales Agent, and/or Sales Associate	123	2.90	6.20	6.48	4.50	7.93	10.90

*Bangor-Brewer LMA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Old Town, Orono, Orrington, and Veazie in Penobscot County.

BIDDEFORD- SANFORD LMA*

OCCUPATIONAL WAGE RATES

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>LOW</u>	<u>AVERAGE</u>	<u>ANNUAL GROSS SALARY</u>			
				<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>PROFESSIONAL, TECHNICAL, AND MANAGERIAL WORKERS</u>							
Accountant	4	\$ 7,800	\$11,150	\$10,900	\$ 7,800	\$14,500	\$15,000
Buyer, Retail and/or Wholesale Trade	6	10,400	17,143	12,740	12,480	14,500	40,000
Controller	3	8,008	14,584	13,746	8,008	22,000	22,000
Manager, Automobile Parts Department	4	8,320	11,184	11,700	9,360	13,008	13,017
Manager, Automobile Service Department	6	9,880	12,633	13,070	10,400	14,300	15,080
Manager, Hotel or Other Lodging Places	3	12,220	15,573	12,500	12,220	22,000	22,000
Manager, Restaurant, Coffee Shop, or Liquor Establishment	4	10,400	15,850	12,200	10,400	21,300	28,600
Manager, Store	12	10,400	16,058	15,600	13,556	20,000	20,000
Office Manager	12	7,000	10,984	10,650	8,250	13,166	17,000
Personnel Manager	5	8,000	12,180	12,300	8,000	16,300	18,200

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>SERVICE WORKERS</u>							
Bartender	10	\$1.90	\$3.01	\$3.19	\$2.00	\$3.50	\$4.38
Cook, Institution	13	2.90	3.85	3.65	2.90	4.50	5.65
Cook, Restaurant	39	2.75	4.52	3.65	3.25	5.50	12.50
Cook, Short Order and/or Specialty Fast Foods	6	2.50	3.43	3.50	2.50	3.75	4.80
Counter Attendant, Lunchroom, Coffee Shop, or Cafeteria	29	2.20	2.97	3.00	2.90	3.20	3.50
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	10	1.50	2.84	2.90	2.00	2.90	5.28
Hostess/Host, Restaurant, Lounge, or Coffee Shop	4	3.00	4.25	3.25	3.13	5.38	7.50
Housecleaner	7	2.50	2.89	3.00	2.50	3.00	3.25
Housekeeper	11	3.00	3.49	3.25	3.25	3.70	5.00
Janitor, Porter, or Cleaner	15	2.25	3.05	3.00	2.90	3.15	4.00
Kitchen Helper	47	2.20	2.97	2.90	2.90	3.00	4.38
Nurse Aide and/or Orderly	50	2.90	3.28	3.30	3.22	3.30	3.90
Waiter/Waitress	122	1.15	1.79	1.60	1.45	2.00	2.90

<u>OCCUPATION</u>	<u>NO. OF WORKERS</u>	<u>HOURLY WAGE RATES</u>					
		<u>LOW</u>	<u>AVERAGE</u>	<u>MEDIAN</u>	<u>MIDDLE RANGE</u>	<u>HIGH</u>	
<u>MAINTENANCE AND PRODUCTION WORKERS</u>							
Auto/Truck Mechanic	21	\$3.50	\$4.97	\$5.00	\$4.50	\$5.39	\$5.82
Body Repairer, Automotive	12	4.00	5.38	5.54	4.88	5.83	6.31
Gardener, Groundskeeper	10	2.50	2.93	3.00	2.90	3.00	3.00
Maintenance Repairer, General Utility	13	2.90	4.74	5.00	3.56	5.64	6.55
Truck Driver, Heavy	7	3.25	3.93	4.00	3.60	4.45	4.60
Truck Driver, Light	5	3.25	3.77	3.75	3.43	4.13	4.50
Vehicle Cleaner	6	2.90	4.00	4.13	3.25	4.57	5.00
<u>CLERICAL WORKERS</u>							
Accounting Clerk	5	3.25	4.25	4.45	3.25	5.16	5.53
Bookkeeper, Hand	13	3.00	3.96	3.50	3.43	4.05	7.35
Bookkeeping or Billing Machine Operator	8	2.90	3.44	3.26	3.03	3.82	4.41
Cashier	13	2.95	4.11	3.50	3.10	4.33	7.93
General Clerk	7	2.90	3.19	3.11	2.90	3.50	3.57
Secretary	15	2.73	3.89	3.66	3.29	4.12	7.69
Stock Clerk, Stockroom, Warehouse, or Storage Yard	6	2.90	3.97	4.13	2.90	4.75	5.00
Switchboard Operator/ Receptionist	5	2.25	2.94	3.20	2.50	3.25	3.25
<u>SALES WORKERS</u>							
Sales Clerk	27	2.90	3.53	3.00	2.90	4.50	5.00
Sales Representative, Sales Agent, and/or Sales Associate	6	4.00	6.40	5.99	4.90	7.50* ~	10.00

*Biddeford-Sanford LMA: Acton, Alfred, Arundel, Biddeford, Buxton, Cornish, Dayton, Hollis, Kennebunk, Kennebunkport, Lebanon, Limerick, Limington, Lyman, Newfield, North Berwick, Parsonsfield, Sanford, Shapleigh, and Waterboro in York County.

OCCUPATIONAL DESCRIPTIONS

PROFESSIONAL, TECHNICAL, AND MANAGERIAL EMPLOYEES

Accountant - Performs a variety of routine functions. May prepare complex financial statements and reports, develop financial data, and predict effects of different accounting changes. May apply advanced accounting practices and supervise the work of other accountants.

Architect (excludes landscape architect) - Plans and designs private residences, office buildings, theaters, factories, and other structures, including construction and repair of marine craft and floating structures.

Auditor - Performs a variety of routine auditing functions. May prepare complex reports concerning the financial status and operating procedures of a company, and may make recommendations regarding improving operations and the financial position of a company.

Branch Bank Manager - Has full responsibility for all aspects of managing a branch office. Work involves establishing and maintaining relationships with customers, businesses, and organizations as well as the overall supervision of the personnel and activities in the bank.

Buyer, Retail and/or Wholesale Trade - Buys merchandise for one or more selling departments, allocates buying funds for specified periods to departments, analyzes past buying and selling records, considers current fashion and market trends to forecast sales and inventory levels, and prepares plans for buying merchandise.

Caseworker - Counsels and aids individuals and families requiring social service assistance. Interviews clients with problems; secures information on factors contributing to the situation; refers clients to community resources and other organizations. Usually required to have knowledge and skill in casework method acquired through degree program at school of social work.

Civil Engineer - Performs a variety of engineering work in planning, designing, and overseeing construction and maintenance of structures and facilities such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, water and sewage systems, and waste disposal units.

Community Organization Worker - Plans, organizes, and works with community groups concerned with social problems of community. Stimulates, promotes, and coordinates agencies, groups, and individuals to meet identified needs. Studies and assesses existing resources. Interprets needs, programs, and services to agencies, groups, and individuals involved and provides leadership and assistance.

Controller - Directs financial affairs of an organization, prepares governmental reports, advises management on financial matters, and arranges for audits of a company's accounts.

Dietitian and/or Nutritionist - Organizes, plans, and conducts food service or nutritional program to assist in promotion of health and control of disease. May plan, organize, and conduct programs in nutritional research. May administer activities of department providing quantity food service.

Director, Food and Beverage, and/or Manager, Catering - Coordinates activities of workers engaged in preparing and serving food and beverages in hotel, chain of hotels, or restaurant to insure profitable food service, and plans and arranges for banquets and other social functions.

Drafter - Prepares clear, complete, and accurate working plans and detail drawings from rough or detailed sketches or notes for engineering or manufacturing purposes, according to specified dimensions. Utilizes knowledge of various machines, engineering practices, mathematics, building materials, and other physical sciences to complete drawings.

Electrical Engineer - Performs a variety of engineering work in designing, planning, and overseeing the manufacture, construction, installation, operation, and maintenance of electric or electronic components, equipment, systems, facilities, and machinery used in generation, transmission, distribution, and utilization of electrical energy for domestic, commercial, or industrial consumption.

Engineer (excludes persons trained in engineering, but currently employed in positions not requiring the use of such training; excludes architects; includes architectural engineers and sales engineer) - These persons are concerned with the practical application of physical laws and principles of engineering for the development and utilization of machines, materials, instruments, processes, and services. Count as engineers all persons actually engaged in chemical, civil, electrical, mechanical, metallurgical, or any other type of engineering work at a level which requires knowledge of engineering equivalent at least to that acquired through completion of a 4-year college course with a major in one of these fields, regardless of whether they hold a college degree.

Group Recreation Worker (excludes recreation facility attendant) - Conducts recreation activities with groups in public, private, or volunteer agencies or recreation facilities. Considering needs and interests of individual members, organizes and promotes activities such as arts and crafts, sports, games, music, dramatics, social recreation, camping and hobbies.

Lawyer - Conducts criminal and civil lawsuits, draws up legal documents, advises clients as to legal rights, and practices other phases of law.

Licensed Practical Nurse (excludes professional nurse) - Cares for ill, injured, convalescent, and handicapped persons in hospitals, clinics, private homes, sanitariums, and similar institutions.

Manager, Automobile Parts Department - Manages retail automotive parts establishment or department of repair shop or service station. Requisitions new stock; verifies cash receipts and keeps sales records; hires, trains, and discharges workers. May sell parts.

Manager, Automobile Service Department - Coordinates and supervises activities of workers in one or more service departments of automobile accessories sales-service establishment; assists sales personnel in adjusting customers' service complaints; hires, transfers, and discharges workers; supervises activities of workers engaged in testing new equipment and recommends purchase or rejection of equipment; determines work standards and evaluates workers' performance.

Manager, Hotel or Other Lodging Places - Manages hotel or other lodging place to insure efficient and profitable operation. Establishes standards for personnel administration and performance. Delegates authority and assigns responsibilities. In small motels or hotels, processes reservations and adjusts guest complaints.

Manager, Merchandise - Formulates merchandising activities in wholesale or retail establishment. Determines markup and markdown percentages necessary to insure profit, specifies the amount of merchandise to be stocked, and directs buyers in purchase of supplies for resale.

Manager, Restaurant, Coffee Shop, or Liquor Establishment - Supervises and coordinates activities of workers in a restaurant, coffee shop, or an establishment selling alcoholic beverages for consumption on the premises.

Manager, Store - Manages retail store, performing the following duties personally or through subordinates: hires, trains, and discharges employees; plans work schedules and supervises workers; prepares purchase orders; formulates price policies; etc.

Manual Arts, Music, and/or Recreational Therapist - Plans, organizes, and directs medically oriented manual arts, musical, or recreational programs in hospital or similar institution to rehabilitate patients who are physically or mentally ill.

Musician, Instrumental - Plays one or more musical instruments in recital, in accompaniment, or as a member of orchestra, band, or other musical groups.

Office Manager - Supervises and coordinates activities of personnel in centralized clerical functions of an organization. May participate in budget preparation. May perform clerical duties, such as bookkeeping or making up payroll.

Personnel Manager - Plans and carries out policies relating to all phases of personnel activities. Establishes social, recreational, and educational activities. May represent company in negotiating wage agreements with labor representatives. May act as liaison between management and labor within organization.

Pharmacist - Compounds and dispenses medications, following prescriptions issued by physician, dentist, or other authorized medical practitioner.

Physician and/or Surgeon - A doctor of medicine who diagnoses and treats mental or physical disorders. May specialize in surgery, obstetrics, psychiatry and the like.

Professional Nurse (excludes practical nurse) - Administers nursing care to ill or injured. Licensing or registration is required. Includes administrative and instructing nurses and public health, industrial, private duty, and surgical nurses.

Surveyor (excludes surveyor helper) - Includes workers who are concerned with determining and identifying the shape, contour, location, and dimensions of land or land features.

Teacher, Preschool or Kindergarten - Teaches subjects, such as elemental, natural, or social science, personal hygiene, music, art, and literature to children prior to entry into elementary school, to promote their physical, mental, and social development.

Underwriter (excludes life insurance sales agent) - Reviews individual applications for insurance to evaluate degree of risk involved and determines acceptance of applications.

Vocational and Educational Counselor - Counsels individuals and provides group educational and vocational guidance services.

Wholesaler - Manages wholesale trade enterprise engaged in buying merchandise and selling it to retailers or to industrial or commercial consumers. Estimates stock requirements based on sales orders, inventory, projected volume of sales, and current conditions of the economy. Advises customers concerning market conditions; directs workers engaged in wholesaling merchandise.

SERVICE EMPLOYEES

Baker, Bread and/or Pastry - Prepares and bakes bread, rolls, muffins, biscuits, cakes, pies, cookies, and puddings according to recipe by measuring and mixing ingredients, shaping and molding dough into desired shapes, placing pans of dough in oven, etc.

Bartender - Mixes and serves alcoholic and nonalcoholic drinks to patrons of bars, following standard recipes.

Bellhop, Baggage Porter, Doorkeeper, and/or Room Service Attendant - Performs general services concerned with catering to wants of guests at a hotel or related establishment such as escorting guests to rooms; carrying luggage; running errands; delivering ice, beverages, and packages; and paging guests.

Butcher and/or Meat Cutter - Includes workers in hotels, restaurants, or wholesale or retail trade concerned with cutting and otherwise preparing meat for cooking or sale.

Child Care Worker - Serves and assists children in their daily activities and needs in institutions, special schools, day care centers, or nursery schools. May be under direction of professional staff.

Cook, Institution - Prepares and cooks family-style meals for institutions, such as schools, hospitals, or cafeterias. Usually prepares meals in large quantities rather than to individual order. May cook for employees of office building or other large facility.

Cook, Restaurant (excludes supervisory chefs) - Prepares, seasons, and cooks soups, meats, vegetables, desserts, and other foodstuffs in restaurants. May order supplies, keep records and accounts, price items on menu, plan menu, etc.

Cook, Short Order and/or Specialty Fast Foods - Prepares and cooks to order all kinds of food for consumption which require only a short time to prepare. May take order from customer and serve patrons at counters or tables. May prepare specialty foods such as pizzas, fish and chips, tacos, etc. May be designated according to type of food prepared, such as hamburger-fry cook; cook, pizza; sandwich maker; etc. Additional duties may include carving meats, making sandwiches, and brewing coffee.

Counter Attendant, Lunchroom, Coffee Shop, or Cafeteria (excludes workers who serve customers at table) - Serves food to diners at counter or from steam table. May prepare short order food items, ladle soup, or carve meat.

Dining Room Attendant, Bartender Helper, or Cafeteria Attendant - Performs any combination of the following duties to facilitate food service: carries dirty dishes from dining room to kitchen; replaces soiled table linens and sets tables with silverware and glassware, etc.; replenishes supply of clean linens, silverware, glassware, and dishes; supplies services bar with food, such as soups, salads, and desserts; serves ice water to patrons. May also serve coffee to patrons and wash tables.

Food Preparation and Service Worker, Fast-Food Restaurant - This worker is employed in a fast food type of restaurant whose menu is limited to a few primary items such as hamburgers, roast beef, or chicken. The worker's duties are rotated between counter service and kitchen duties in such a way that any one worker will perform all or most duties and operate all or most equipment over a period of time.

Guard, Patroller, or Doorkeeper - Stands guard at entrance gate or walks about premises of business or industrial establishment to prevent theft, violence, or infractions of rules; guards property against fire, theft, vandalism, and illegal entry; directs patrons or employees and answers questions relative to services of establishment; and controls traffic to and from buildings and grounds.

Hostess/Host, Restaurant, Lounge, or Coffee Shop - Welcomes patrons, seats them at tables or in lounge, and insures quality of facilities and services.

Housecleaner - Performs any combination of tasks to maintain premises in clean and orderly manner. May clean rugs, carpets, upholstered furniture, rooms, hallways, lobby, and lounges; move and arrange furniture; turn mattresses; hang draperies; dust venetian blinds; etc.

Housekeeper - Supervises work activities of cleaning personnel to insure clean, orderly, attractive rooms in hotels, hospitals, educational institutions, and similar establishments. Assigns duties, inspects work, investigates complaints regarding housekeeping service and equipment, and takes corrective action. May purchase housekeeping supplies and equipment, and take periodic inventories. May screen job applicants, train new employees, and recommend dismissals.

Janitor, Porter, or Cleaner - Keeps building in clean and orderly condition; may have additional duties and responsibilities, such as tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs and additions, and clearing snow or debris from sidewalks.

Kitchen Helper - Performs tasks to maintain kitchen work areas and restaurant equipment and utensils in clean and orderly condition.

Maid - Cleans rooms and halls in such establishments as hotels, motels, restaurants, clubs, depots, beauty parlors, and dormitories performing duties such as sweeping and mopping floors, vacuuming, dusting, washing walls, sorting linens, etc.

Medical Assistant - Performs various duties under the direction of physician in examination and treatment of patients. Prepares treatment room, inventory of supplies, instruments, and patient for attention of physician. Hands instruments and materials to physician as directed.

Nurse Aide and/or Orderly - Assists in care of patients, under direction of nursing and medical staff, in bathing, transporting, bedding, reading of patient's temperature and pulse, cleaning room and other facilities, and related duties as required.

Pantry, Sandwich, and/or Coffee Maker - Pantry Maker: Prepares salads, appetizers, sandwich fillings and other cold dishes. Sandwich Maker: Prepares sandwiches to individual order of customer. Coffee Maker: Brews coffee, tea, or chocolate.

Recreation Facility Attendant - Includes workers who schedule or coordinate use of recreation facilities, such as golf courses or tennis courts, operate ski lifts, or load and operate shooting traps. May also collect fees, issue or sell athletic equipment, or clean and repair equipment and facilities.

Social Service Aide - Provides various specified duties to help clients obtain and use social and related services under supervision of professional staff or as part of a team.

Store Detective - Protects property, merchandise, and money of store or similar establishment by detecting theft, shoplifting, or other unlawful practices by public or by employees.

Waiter or Waitress (excludes captains, head waiters, counter attendants, and workers who only work at counters) - Serves food and/or beverages to patrons at tables. Usually takes order from patron and makes out check. May set table with linen and silverware and take payment from patron. May serve customers at counter as well as at table.

MAINTENANCE AND PRODUCTION EMPLOYEES

Alteration Tailor (excludes mender and custom sewer) - Alters clothing to fit individual customers or repairs defective garments, following alteration or repair tags or marks on garments.

Auto/Truck Mechanic - Repairs and overhauls automobiles, buses, trucks, and other automotive vehicles. May be designated according to specialty, such as automobile mechanic, motor mechanic, etc.

Bagger - Bags groceries in sack or carton and carries or pushes them in cart to customer's car.

Baker - Mixes and bakes ingredients according to recipes to produce breads, pastries, and other baked goods.

Body Repairer, Automotive - Repairs damaged bodies and body parts of automotive vehicles, such as automobiles, light trucks, and buses.

Bus Driver (excludes school bus driver) - Drives bus to transport passengers over specified routes to local or distant points according to time schedule. Assists passengers with baggage and collects tickets or cash fares.

Carpenter (excludes cabinetmaker) - Performs the carpentry duties necessary to make or repair wooden structures, structural members, or fixtures and equipment, using carpentry tools and woodworking machines.

Diesel Mechanic (excludes automotive mechanic and engineering equipment mechanic) - Repairs and maintains diesel engines used to power machines, such as autos, buses, trucks, ships, electric generators, and construction machinery, using hand tools, precision measuring instruments, and metalworking tools. May repair, in addition to engines, such components as brakes and clutches.

Doughnut Maker and/or Doughnut Machine Operator - Mixes, forms, and fries dough to produce doughnuts. May operate machine that automatically forms and fries dough.

Engineering Equipment Mechanic - Analyzes malfunction, rebuilds, repairs, and adjusts heavy construction equipment other than internal combustion engines, such as cranes, power shovels, scrapers, paving machines, motor graders, etc.

Fuel Pump Attendant and/or Lubricator - Services automobiles, buses, trucks, and other automotive vehicles with fuel, lubricants, and accessories. May lubricate vehicle and change motor oil, replace lights or other accessories such as windshield wiper blades or fan belts, or install anti-freeze. May repair or replace tires. Collects payment for services and supplies.

Gardener, Groundskeeper (excludes park caretakers and campground caretakers who disseminate information to public and patrol public parks to enforce rules and regulations and to detect fires) - Maintains grounds of public or private property, using hand or power tools or equipment, and performing any combination of the following tasks: mowing, trimming, planting, watering, fertilizing, digging, raking, and sweeping; also painting or repairing fences, benches, walks or driveways, and/or shoveling snow. May plan and execute small-scale landscaping operations or may dig and prepare graves.

Industrial Truck Operator - Drives gasoline or electric powered industrial truck or tractor equipped with fork lift, elevating platform, or trailer hitch to push, pull, lift, stack, or tier merchandise, equipment, or bulk materials in establishment, warehouse, storage yard, factory, or at construction site.

Laundry Operator, Small Establishment - Receives, marks, washes, finishes, checks, and wraps articles in a small laundry.

Laundry Presser, Machine - Tends pressing machine to press washed wearing apparel, such as uniforms, jackets, aprons, shirts, and household linens. Machine may be designed for specific article, such as handkerchief or shirt. May perform several tasks to finish household linens, such as sheets, pillowcases, tablecloths, and napkins.

Maintenance Repairer, General Utility - This occupation is generally found in a small establishment where specialization in maintenance work is impractical. Duties may involve pipefitting, boilermaking, insulating, welding, machining, machine and equipment repairing, carpentry and electrical work, as well as planning and laying out of work relating to repairs, repairing electrical and/or mechanical equipment, installing, aligning, and balancing new equipment, and repairing buildings, floors, or stairs.

Oil Burner Installer and Servicer - Installs and services automatic oil burners in furnaces, in homes and commercial establishments, using hand tools and pipe threading tools.

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

Painter, Automotive - Repaints automotive vehicles, such as automobiles, buses, and trucks. Removes old paint, masks portions of automobiles not to be painted, and sands rough spots. Mixes and applies paint, enamel, or other finishes to metal surfaces with brush or spray gun.

Presser, Machine (excludes laundry presser, machine) - Operates pressing machine to smooth surfaces, flatten seams, or shape articles, such as garments, drapes, slipcovers, and hose, in manufacturing or dry cleaning establishments. Uses hot-lead presser or steam table. May use puff iron and hand irons to finish.

Production Packager - Assembles containers; pours and places materials and products into containers; covers articles or goods with cellophane, paper, and other wrapping materials; cleans, closes, labels, stencils, and stacks articles and containers; and operates or tends filling, packing, or wrapping machine.

Stock Clerk, Sales Floor (excludes stock clerk, stockroom, warehouse, or storage yard) - Receives, stores, and issues merchandise on sales floor. Stocks shelves, racks, cases, bins, and tables with merchandise and arranges display of items to attract customers. May periodically take physical count of stock, check and mark merchandise, etc.

Surveyor Helper - Assists surveyor by performing a variety of duties, such as measuring distances between survey points using chain or tape; holding leveling or stadia rod at designated points to assist in determining elevations; laying out of construction stakes; positioning and adjusting light, mirror, or electronic signal equipment used in surveying by triangulation.

Television, Radio, and/or Tape Recorder Servicer and Repairer - Repairs and adjusts radios and television receivers, phonographs, tape recorders, and other electronic audio equipment. May specialize in one area of repair and be designated radio repairer, tape recorder repairer, etc.

Tire Changer - Removes worn-out and damaged tires from automobiles, buses, trucks, and other automotive vehicles by removing wheels from vehicle, separating tire from wheel, reassembling new tire or recapped tire onto wheel, and remounting wheel onto vehicle. May repair damaged tires of vehicle by plugging puncture of tubeless or patching inner tube of tube type tire.

Trades Helper (excludes workers such as laborers, whose duties are limited or restricted to one type of activity or who do not assist another worker) - Assists one or more workers in the skilled trades by performing specific or general duties of lesser skill, such as keeping a worker supplied with materials and tools; cleaning working area, machinery, and equipment; assisting craft worker by holding materials or tools; and performing other unskilled tasks as directed by craft worker.

Truck Driver, Heavy - Drives a truck with a capacity over 3 tons to transport materials in liquid, loose, or packaged form over established routes or to and from specified destinations, such as railroad stations, business establishments, plants, residences, or within industrial yards; may be required to load and unload truck.

Truck Driver, Light - Drives a truck with a capacity up to 3 tons to transport materials in liquid, loose, or packaged form over established routes or to and from specified destinations, such as railroad stations, business establishments, plants, residences, or within industrial yards; may be required to load and unload truck.

Truck Driver, Tractor-Trailer - Drives gasoline or diesel powered tractor-trailer combination, usually over long distances, to transport a variety of materials in liquid, loose, or packaged form to and from specified destinations, such as railroad stations, business establishments, plants, shipping terminals, construction sites, etc.

Vehicle Cleaner - Cleans interior and exterior of transportation vehicles, such as automobiles and buses. Washes automobiles or vehicles; sweeps and cleans interiors of the vehicles; may polish automobile body.

Washer, Machine and/or Starcher - Tends one or more machines that wash commercial, industrial, or household articles, such as garments, blankets, curtains, draperies, fine linens, and rags.

CLERICAL EMPLOYEES

Accounting Clerk - Performs specialized clerical work involving the maintenance of simple fiscal and accounting records, posts figures and makes entries to ledgers or records, and performs simple balancing operations.

Adjustment Clerk - Investigates customer complaints about unsatisfactory service, damaged merchandise, or incorrect billing of accounts.

Bookkeeper, Hand - Keeps records of financial transactions of establishment or keeps one section of set of financial records.

Bookkeeping or Billing Machine Operator - Records financial transactions and prepares statements, bills, and invoices to be sent to customers using bookkeeping and billing machines with or without computing devices to calculate and post totals, net amounts, and other computations.

Cashier (includes cashier-checkers) - Receives and disburses money in establishments other than banks. Usually involves use of adding machines, cash registers, and change makers.

Checking Clerk, Bank Records - Verifies accuracy of bank records (e.g., compares trust debits and credits against proofsheets, examines data on loan records for purposes such as insuring adequate insurance, compares incoming remittances with list of payment-due notices previously sent out, etc.).

Claim Adjuster (excludes insurance investigator) - Investigates claims for loss or damages filed in conjunction with insurance policy and tries to effect settlement out of court.

Claims Clerk - Obtains claims information from insured or designated persons to settle claims with insurance carrier.

Collector - Includes workers concerned with collecting payments on installment, insurance premiums, or overdue accounts; tracing addresses of customer changing residence without notification; and collecting money from coin boxes.

Computer Operator - Performs a full range of computer, console, and peripheral equipment operations, according to instructions, to transfer data from one form to another and print output.

Credit Clerk - Processes applications of individuals applying for loans and credit. Interviews applicant, verifies credit limits, and notifies customer of acceptance or rejection of application.

Desk Clerk - Accommodates hotel patrons by registering and assigning rooms to guests; issuing room key; transmitting and receiving messages; keeping records of rooms occupied and guest accounts; making and confirming reservations; and presenting statements to and collecting payments from departing guests.

File Clerk - Files correspondence, cards, invoices, receipts, and other records in alphabetical or numerical order, or according to the filing system used. Locates and removes material from file when requested. May be required to classify and file new material.

General Clerk - Workers should be classified as general clerks only if their duties are too varied and diverse to be classified in any specific office clerical occupation. Performs routine and repetitive general clerical work requiring little or no independent judgment. May include a combination of bookkeeping, typing, stenography, office machine operation, distributing mail, and performing routine receptionist duties as well as a variety of other clerical tasks.

Insurance Clerk, Medical - Verifies hospitalization insurance coverage and computes benefits for patients in hospitals, clinics, and other medical facilities.

Keypunch Operator - Operates keypunch and verifying equipment, recording information on cards for data processing. May train new employees and may assign work to subordinate keypunch staff.

Marking Clerk - Prints and attaches price tickets to articles of merchandise using one of several methods, such as marking prices on tickets by hand or using ticket-printing machine.

Messenger - Delivers messages, documents, packages, and other items to offices or departments within establishment or to other business concerns.

New Accounts Teller - Interviews customers desiring to open bank accounts. Explains banking services available to prospective customers and assists them in preparing application form.

Order Clerk - Processes orders for material or merchandise from customers or company employees. May route orders to departments for filling and follow-up orders to ensure prompt delivery.

Policy Change Clerk - Compiles data on change in insurance policies and changes policies to conform to insured's specifications. May prepare abstract for typing new policy or rider to existing policy.

Rater - Calculates amount of premium to be charged for various types of insurance using rate book. May calculate commissions.

Receptionist - Receives callers at establishment, determines nature of business, and directs callers to destination. May make future appointments, issue visitor's pass where required, and answer inquiries.

Secretary - Schedules appointments, gives information to callers, takes and transcribes dictation, and otherwise relieves officials of clerical work and minor administrative business detail.

Shipping and Receiving Clerk - Receives incoming shipments of merchandise and/or prepares merchandise for shipment and keeps records pertaining thereto. May supervise other shipping room workers such as shipping packers.

Shipping Packer - Assembles, packs, addresses, stamps, loads, and ships merchandise or material. Specific duties may include the following: counts and compares quantity and identification numbers of units against order; assembles wooden or cardboard containers or selects preassembled container; inserts items into containers; moves container to shipping dock. May be designated according to specialty such as freight clerk or reshipping clerk.

Statement Clerk - Prepares and distributes bank statements to customers, answers inquiries, and reconciles discrepancies in records and accounts.

Stenographer - Takes dictation of correspondence, reports, and other matters, and transcribes dictated material. Performs variety of clerical duties, except when working in stenographic pool. May transcribe material from sound recordings.

Stock Clerk, Stockroom, Warehouse, or Storage Yard (excludes stockroom laborers and nonworking supervisors of stock clerks and laborers) - Receives, stores, and issues equipment, material, merchandise, supplies, tools, dies, or foodstuffs, and compiles stock records in stockroom, warehouse, or storage yard. Work involves a combination of the following: checking incoming orders, classifying and inspecting when necessary; storing supplies; applying identification to articles; issuing supplies; taking periodic or perpetual inventory; making up necessary reports and requesting or ordering supplies when needed.

Switchboard Operator/Receptionist - Operates cord or cordless switchboard to relay incoming, outgoing, and interoffice calls. May supply information to callers and record messages. Acts as receptionist and may also type or perform routine or clerical work as part of regular duties. The typing or routine clerical work may take part of this worker's time while at switchboard.

Teacher Aide and/or Educational Assistant - Under guidance of teacher, performs such duties as arranging work materials, supervising students at play, and operating audio-visual equipment.

Teller - Receives and pays out money and keeps records of money and negotiable instruments involved in various bank transactions.

Typist (includes clerk typist) - Types letters, reports, stencils, forms, addresses, or other straight copy material from rough draft or corrected copy. May perform other clerical duties as assigned.

SALES EMPLOYEES

Sales Agent, Sales Associate, and/or Sales Representative, Insurance - Sells insurance to new and present clients, recommending amount and type of coverage, based on analysis of prospect's circumstances. Explains features of policies offered. May collect weekly or monthly premium from policyholders. May be designated according to type of insurance sold.

Sales Clerk (excludes cashier) - Obtains or receives merchandise, totals bills, receives payment, makes change for customers, stocks shelves, and wraps or bags merchandise for customers.

Sales Representative, Sales Agent, and/or Sales Associate (excludes sales engineer, sales route driver, cashier) - Includes persons concerned wholly or primarily with selling when knowledge of the goods or services sold is required. Travels throughout territory, displays or demonstrates product, quotes prices and credit terms, prepares sales contracts, estimates date of delivery, prepares reports of business transactions, and keeps expense accounts.

APPENDIX

Who Needs Wage Information?

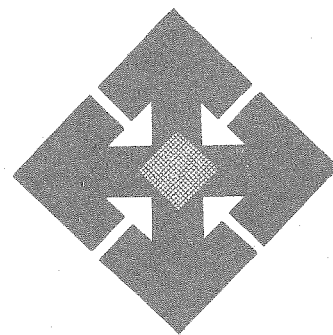
The material presented in this publication and other wage information relating to jobs, skill levels, and areas, which can be derived from the Maine Occupational Wage Survey, is enabling us to help satisfy the ever increasing demand for occupational wage information.

We provide this information to numerous agencies such as local and county governments who need accurate wage information to compare their wages with private industry, to establish wage levels for new positions, and to apply for funds made available by the Comprehensive Employment and Training Act (CETA). Also, many employers want to see how their wages compare to average wages for their industry, manufacturing or nonmanufacturing in general, or certain areas; economic development groups ask for this data to estimate payroll expenditures of firms thinking of locating in Maine; individuals who may settle in Maine request occupational information; and this material is extremely valuable to the unemployed making decisions about moving to another area or learning new skills.

This wage information is also an integral part of pertinent occupational facts we make available to manpower planners and career counselors. We have published the Maine Occupational Outlook to 1982 which enables planners to develop realistic educational and training programs in light of projected needs.

The Directory of Labor Market Information, which is intended to serve as a guide to labor market information and publications available from the Manpower Research Division, has been expanded and revised. We have also published the Maine Occupational Licensing Requirements which tells where to apply for licenses, the frequency of tests, and the fees involved in obtaining and renewing licenses. Complimenting these publications are our Maine Occupational Staffing Patterns which indicate by industry the number of persons presently employed in the various occupations in Maine.

The perceptual movement of the figure illustrates the two facets of research. Viewed one way, the four small arrows pointing to the central square represent the varied inputs to a research project. Viewed another way, the four large arrows pointing outward represent the widespread dissemination of the results of research.



Manpower Research Division

For further information regarding this
report, please call 207-289-2271