

# CCUPATIONAL WAGE SURVEY

Department of Labor and Industry

# UZZ 1967



prepared by

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# INTRODUCTION

This publication is the tabulation of the results of a wage survey of selected manufacturing establishments employing twenty-five or more workers in the State of Maine. The following industries were surveyed:

- 1. Apparel
- Chemical
   Electrical Machinery
   Fabricated Metals
- 5. Food & Kindred Products
- 6. Furniture & Fixtures
- 7. Leather & Leather Products
- 9. Machinery & Ordnance
  10. Paper & Allied Products
  11. Printing & Publishing
  12. Rubber & Plastics 13. Stone, Clay & Glass Products 14. Textile

8. Lumber & Wood Products

15. Transportation Equipment

Wage surveys were mailed to four hundred eight-six selected establishments and returns were received from all of those surveyed. The useable returns from four hundred fifty-five firms were analyzed and the information contained in this report is the result of a statistical analysis of the wage rates of 34,736 workers.

Office, maintenance, and custodial positions were selected to cover all the industries surveyed, and job descriptions were written for these occupations. Production positions were selected for each major industry, and descriptions were written for nine of the more common occupations. It was realized that the occupations selected for the survey would not be apropos to all establishments, but the selection was made on the bases of being applicable to a majority of the companies in this State and at the same time cover the subordinate industrial groups.

Because of the relatively small number of establishments, and the diversity of operations, the coverage for certain industries is limited.

This publication includes both the industrial wage rates for selected occupations and the descriptions of these occupations. The wage rate information is for the week ending September 23, 1967, and is published by major industry for the entire State. All wage information will be revised on an annual basis.

All information received from firms in this State has been and will be held in the strictest confidence, and no information will be released except in a composite form. It has been intended that the identity of individual firms and employers should be lost in the summarization and analysis of the data prior to the publication of wage rate information.

In an effort to cooperate with the Department of Economic Development and its endeavor to attract new industry to this State, the Research and Statistics Division of the Department of Labor and Industry will, as far as time and staff permit, supply more detailed wage information relative to specific industries and areas.

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#### DEFINITIONS

MEAN HOURLY WAGE - The weighted average hourly 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 HOURLY WAGE - The hourly 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 median hourly wage and half of the workers receive less than the median hourly wage.





Occupation Title	No. of Positions	Minimum	Hourly Waş Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary	7 44 20 14	\$ 1.550 1.400 1.400 1.650	\$ 2.066 1.658 1.814 2.004	\$ 1.950 1.600 1.675 2.015	\$ 2.750 2.200 2.625 2.300
MAINTENANCE					
Maintenance Man Millwright	19 7	1.500 1.800	2.169 2.220	2.025 2.250	3.333 3.000
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor Receiving Clerk Shipping and Receiving Clerk Shipping Clerk Truck Driver Watchman	26 6 5 35 7 20	1.400 1.600 1.810 1.400 1.600 1.400	1.578 1.900 1.937 1.889 2.011 1.560	1.600 1.925 1.900 1.850 2.050 1.500	2.000 2.350 2.125 2.700 2.650 1.700
PRODUCTION					
Assembler Buttonhole Maker Machine Opr. Cutter and Marker Inspector - Final Examiner Presser - Finish Machine Sewing Mach. Opr Sec. Sys. Sorter Spreader Thread Trimmer	21 42 74 132 203 2,208 69 39 44	1.400 1.350 1.400 1.400 1.400 1.250 1.400 1.450 1.400	1.638 1.768 2.363 1.645 1.867 1.725 1.824 1.875 1.677	1.600 1.687 2.350 1.600 1.778 1.754 1.650 1.800 1.600	2.250 2.450 4.000 2.650 3.930 3.000 3.200 2.680 3.200





Occupation Title	No. of Positions	Minimum	Hourly Way Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Secretary Stenographer, General	4 19 7 5	\$ 2.500 1.500 1.750 1.700	\$ 3.737 2.167 2.007 1.964	\$ 4.044 1.970 2.000 1.900	\$ 4.360 3.750 2.150 2.300
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man	4 4 73	2.000 1.750 1.600	2.329 2.110 2.382	2.220 2.125 2.270	2.875 2.440 3.040
CUSTODIAL AND MATERIAL MOVEMENT	-				
Janitor Shipping and Receiving Clerk Truck Driver	6 3 11	1.250 1.750 1.550	1.677 2.047 1.768	1.695 2.140 1.750	2.080 2.250 1.970
PRODUCTION					
Chemical Operator A Chemical Operator B Filterer Mixer Shovel Operator Laborer	41 52 30 31 9 211	1.600 1.500 1.700 1.600 1.600 1.500	2.290 2.062 2.018 1.971 1.790 1.659	2.320 2.110 1.940 1.950 1.770 1.650	3.100 2.560 2.500 2.560 2.050 2.050 2.000

# WAGE PATERS (A)

Occupation Title P	No. of Positions	Minimum	Hourly W Mean	age Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary Switchboard Operator - Recept	5 54 10 29 2. 10	2.350 1.500 1.700 1.400 1.550	3.442 1.920 1.939 2.008 1.851	3.727 1.850 1.901 2.000 1.815	4.230 2.900 2.425 3.000 2.200
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man Millwright CUSTODIAL AND MATERIAL MOVEMENT	5 17 62 14	1.950 2.292 1.600 2.000	2.258 2.917 2.422 2.382	2.200 2.970 2.440 2.200	2.640 3.160 3.120 3.200
Janitor Receiving Clerk Shipping and Receiving Clerk Shipping Clerk Truck Driver	27 5 10 7 4	1.450 1.750 1.600 1.850 1.976	1.764 2.070 2.074 2.064 2.187	1.767 1.901 2.040 2.000 2.210	2.090 2.650 2.600 2.500 2.350
PRODUCTION					
Assembler, Class B Assembler, Class C Coil Winder Inspector, Class A Inspector, Class B Solderer Tester, Class B	872 234 74 34 21 15 28	$1.400 \\ 1.400 \\ 1.400 \\ 1.550 \\ 1.530 \\ 1.600 \\ 1.550$	1.695 1.846 1.785 1.929 1.842 1.848 1.878	1.660 1.950 1.880 1.975 1.880 1.846 1.650	2.750 1.950 1.880 2.800 2.250 2.200 3.050





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INDUSTRY					
	No. of		Hourly Wa	ge Rates	
Occupation Title	Positions	Minimum	Mean	Median	Maximum
OFFICE					
Accountant, General	11	\$ 1,875	\$ 3.227	\$ 2.800	\$ 3.750
General Clerk	24	1.600	2.071	1,975	2.893
Payroll Clerk	6	1,450	2.060	2.063	2.875
Secretary	12	1.625	2 <b>.049</b>	1.965	3.509
Stenographer, General	10	1.400	1.918	1.800	2.731
Switchboard Operator - Recept.	8	1,550	1.894	1.838	2.250
MAINTENANCE					
Carpenter, Maintenance	5	2,000	2,447	2,400	3.385
Electrician, Maintenance	15	2.000	3.051	3,030	3.662
Maintenance Man	13	1,650	2.174	2,150	2,800
Millwright	13	2,410	2.949	2.410	3.578
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor	12	1.400	2.047	1,970	2,570
Shipping and Receiving Clerk	15	1.650	2.288	2.260	3.302
Shipping Clerk	11	1.600	2.309	2,250	3,750
Truck Driver	27	1,900	2.189	2,220	2,450
Watchman	7	1.400	1.464	1.400	1,550
PRODUCTION					
Burner	9	2,200	2.680	2,730	2.820
Crane Operator	26	1,650	2.350	2.380	2.730
Fabricator	126	1.800	2.508	2.520	3.860
Grinder	19	1.600	2.303	2.250	3.000
Lay Out Man	54	1.800	2.645	2.650	3,210
Sheet Metal Machine Operator					
(Misc. Machines)	83	1.550	2.979	2.500	4.350
Sheet Metal Worker (Production	-	1.930	2.996	2.700	3.860
Welder	74	1.800	2.539	2,500	3.860
Laborer	219	1.400	1.935	1.800	2.800

# OCCUPATIONAL AND WAGE RATES



# FOOD AND

Occupation Title	No. of Positions	Minimum	Hourly Wa Mean	ige Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary Stenographer, General Switchboard Operator - Recept. Tabulating Machine Operator	62 262 50 44 14 19 18	<pre>\$ 1.400 1.250 1.300 1.450 1.500 1.300 1.620</pre>	\$ 2.705 1.832 1.907 2.256 1.720 1.796 2.156	\$ 2.265 1.700 1.825 2.260 1.750 1.830 1.965	\$ 5.143 3.250 3.000 3.174 2.825 2.346 3.750
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man Millwright	47 66 418 15	1.450 1.500 1.400 1.450	2.107 2.183 2.162 2.670	2.100 2.100 2.100 2.635	3.050 3.870 3.870 4.700
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor Receiving Clerk Shipping and Receiving Clerk Shipping Clerk Truck Driver Watchman	160 47 133 74 154 60	1.400 1.450 1.400 1.400 1.400 1.400	1.918 2.164 1.998 2.236 1.997 1.769	1.800 2.210 1.870 2.315 1.945 1.650	3.015 3.480 3.125 4.500 3.130 2.640
PRODUCTION					
Blanching Machine Operator Cold Storage Man Cutter Flaker Mixer Packer Pasteurizer Retort Operator Sealer	22 178 1059 48 143 2224 18 54 188	1.500 1.400 1.400 1.400 1.400 1.400 1.600 1.400 1.400	1.772 1.743 1.735 1.475 1.982 1.708 2.206 1.811 1.528	$1.775 \\ 1.670 \\ 1.740 \\ 1.500 \\ 1.800 \\ 1.650 \\ 2.150 \\ 1.650 \\ 1.400 \\ 1.400 \\ 1.400 \\ 1.775 \\ 1.77$	2.050 3.370 2.950 1.750 2.991 3.350 3.500 2.450 2.590







#### INDUSTRY

Occupation Title	No. of Positions	Minimum	Hourly Wa Mean	ge Rates Median	Maximum
OFFICE					
General Clerk Payroll Clerk Switchboard Operator - Recept.	11 3 3	\$ 1.400 1.800 1.500	\$ 1.995 1.908 1.633	\$ 1.800 1.800 1.600	\$ 2.400 2.125 1.800
MAINTENANCE					
Maintenance Man Millwright	10 8	2.000 1.870	2.175 2.334	2.100 2.440	2.640 3.020
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor Receiving Clerk Shipping Clerk Truck Driver Watchman	3 3 4 6 27	1.400 1.900 1.750 1.600 1.400	1.467 1.923 2.425 1.759 1.643	1.400 1.900 2.225 1.758 1.750	1.600 1.970 3.500 1.900 1.850
PRODUCTION					
Assembler Belt Sander Cut-Off Saw Operator Drill Press Operator Hand Rubber Lathe Hand, Automatic Packer Sprayer Laborer	68 24 14 17 7 15 20 97	1.400 1.400 1.600 1.550 1.400 1.750 1.400 1.400 1.400 1.400	1.820 1.709 1.876 1.693 1.657 1.841 1.631 1.804 1.595	1.610 1.700 1.920 1.650 1.650 1.820 1.550 1.835 1.550	2.440 1.950 2.200 2.000 1.820 1.970 2.000 2.510 1.900





	No. of		Hourly Wage Rates		
Occupation Title	Positions	Minimum	Mean	Median	Maximum
OFFICE					
Accountant, General	62	\$ 1.500	\$ 2.481	\$ 2.128	\$ 5.750
General Clerk	439	1.400	1.634	1.600	2.750
Payroll Clerk	324	1.400	1.635	1,550	2.900
Secretary	62	1.440	1.938	1.838	3.000
Stenographer, General	25	1.400	1.701	1.750	2.125
Switchboard Operator - Recept.	61	1.400	1.621	1.600	2.250
Tabulating Machine Operator	41	1.400	1.684	1.600	2.250
MAINTENANCE					é.
		1 400	1 072	1 025	7 750
Carpenter, Maintenance	46	1.400	1.932	1.825	3.750
Electrician, Maintenance Maintenance Man	34 192	1.550 1.400	2.375 2.113	2.413	3.850
	21	2.160	2.113	1.900 2.750	5.000 4.125
Millwright	21	4.100	2.045	2.750	4.125
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor	94	1.330	1.565	1,500	2.420
Receiving Clerk	49	1.400	1.789	1.700	3.500
Shipping and Receiving Clerk	97	1.400	1.958	1.880	4.380
Shipping Clerk	163	1.400	1.783	1,700	4.080
Truck Driver	73	1.400	1,929	1.790	3.630
Watchman	113	1.220	1.570	1.500	3.000
PRODUCTION					
	197	1 400	1 000	1 000	7 500
Cementer - Machine	176	1.400	1.880	1.800	3.500
Cutter	970	1.400	2.600	2.600	5.420
Laster - Pull Over Machine	120	1 400	2.759	2 850	4 150
(Goodyear Welt) Stitcher	3744	1.400 1.350	2.759	2.850 1.880	4.150 4.300
	3744 198	1.350	1.911	1.880	4.300
Sprayer Dresser	198	1,400	2.007	1.855	4.280 3.720
	146 99	1,400	2.007	2.100	
Sorter Tanner	99 30				3,470
Tacker	30 106	1.400	2.143 2.335	2.095 2.250	3.000 3.570
Idener	100 7	1.400	4.000	2.230	3,370



### LUMBER AND WOOD PRODUCTS INDUSTRY

	No. of	No. of		Hourly Wage Rates	
Occupation Title	Positions	Minimum	Mean	Median	Maximum
OFFICE					
Accountant, General	30	\$ 1.600	\$ 2.429	\$ 2.340	\$ 3.750
General Clerk	83	1.400	1.807	1.740	2.840
Payroll Clerk	39	1.400	1.845	1.840	2.470
Secretary	40	1.400	1,996	1.950	2.750
Stenographer, General	9	1.640	2,065	2.100	2.400
Switchboard Operator - Recept	• 5	1.730	1.794	1.750	1.890
MÅINTENANCE					
		1 45 0	2 224	0.050	0 550
Carpenter, Maintenance	55	1.450	2.224	2.250	2.750
Electrician, Maintenance	33	1.580	2.248	2.250	2.850
Maintenance Man	154	1.500	2.001	1.995	2,750
Millwright	68	1.500	2.294	2.245	3.350
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor	36	1,400	1.644	1.630	2.000
Receiving Clerk	6	1.700	1,987	1.900	2.500
Shipping and Receiving Clerk	43	1.400	1.792	1.750	2,778
Shipping Clerk	31	1.450	1,836	1.850	2,500
Truck Driver	145	1,350	1,819	1.800	2.500
Watchman	128	1.400	1.656	1,670	2.250
PRODUCTION					
Band Saw Operator	93	1,400	1,969	1.830	3.210
Bolter	77	1.400	1.881	1.940	2.620
Circular Saw Operator	238	1.400	1.705	1.690	3.170
Dry Kiln Operator	21	1.400	2.029	1.920	3.900
Lathe Operator	288	1.400	1.733	1.680	3.140
Lumber Handler	350	1.400	1.674	1.660	2.190
Sander	102	1.400	1.622	1.560	2.400
Sorter	234	1.400	1.611	1.600	2.290
Tumbler Operator	35	1.400	1.699	1.700	2.540





INDUSTRY				
	IN	DI.	ICT	RY

Occupation Title	No. of Positions	Minimum	Hourly Mean	∛age Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary Stenographer, General Switchboard Operator - Recept. Tabulating Machine Operator	12 63 10 21 14 7 10	<pre>\$ 1.600 1.400 1.500 1.690 1.450 1.500 1.480</pre>	\$ 2.750 1.795 2.155 2.165 2.080 1.733 1.941	\$ 2.500 1.700 2.125 2.170 1.978 1.830 1.855	\$ 5.250 2.850 3.130 2.900 2.750 1.910 2.925
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man	11 26 21	2.230 2.000 1.750	2.460 2.504 2.548	2.300 2.430 2.650	3.030 3.420 3.030
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor Receiving Clerk Shipping and Receiving Clerk Shipping Clerk Truck Driver Watchman	10 8 7 12 15 8	1.400 1.800 1.550 1.700 1.750 1.500	1.751 2.336 2.074 2.092 2.331 2.069	1.725 2.000 2.020 2.070 2.350 2.110	2.160 3.130 2.690 2.960 2.660 2.390
PRODUCTION					
Drill Operator Expeditor Grinder - Machine Operator Machinist Milling Machine Operator Polisher Toolmaker Welder	128 18 92 218 80 19 48 127	1.700 1.875 1.700 1.750 1.700 1.770 2.070 1.500	1.931 2.305 2.016 2.514 1.939 2.047 2.715 2.348	1.700 2.350 1.820 2.430 1.820 2.130 2.800 2.340	3.030 2.660 3.030 3.625 2.600 2.290 3.230 2.790

# occupational (#25) Wage Rames (\*4)



Occupation Title	No. of Positions	Minimum	Hourly Way Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary Stenographer, General Switchboard Operator - Recept. Tabulating Machine Operator	47 274 48 82 52 21 14	\$ 1.931 1.500 1.700 1.820 1.775 1.700 1.500	\$ 3.034 2.430 2.525 2.569 2.224 2.251 2.456	\$ 3.040 2.375 2.438 2.583 2.263 2.290 2.434	\$ 4.220 3.720 3.807 3.194 2.618 3.194 3.450
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man Millwright	59 286 491 482	1.990 2.130 1.700 2.250	2.879 3.197 2.935 3.153	2.870 3.300 2.890 3.140	3.570 3.850 3.850 3.850 3.850
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor Receiving Clerk Shipping and Receiving Clerk Shipping Clerk Truck Driver Watchman	144 14 44 21 154 112	1.400 1.500 1.600 1.550 1.650 1.500	2.284 2.342 2.324 2.407 2.374 2.387	2.310 2.490 2.475 2.500 2.460 2.450	2.670 3.500 3.150 3.250 2.900 2.820
PRODUCTION					
Back Tender Barker - Drum Beater Man Bleacher Man Calender Opr. (Super Calender) Grinderman Paper Machine Tender Paper Tester Pulp Tester	310 45 214 56 180 214 328 139 96	2.210 1.850 1.850 1.850 1.850 1.910 1.850 1.940 1.960	3.351 2.352 2.734 2.584 2.881 2.605 3.520 2.625 2.458	3.130 2.330 2.750 2.660 2.980 2.630 3.415 2.620 2.520	5.310 3.000 3.730 3.130 3.500 3.240 5.650 3.000 2.770





	No, of		Hourly Wage Rates			
Occupation Title	Positions	Minimum	Mean	Median	Maximum	
OFFICE						
Accountant, General	12	\$ 1.750	\$ 2.936	\$ 2.940	\$ 4.400	
General Clerk	126	1.400	1.884	1,850	3.390	
Payroll Clerk	10	1.750	2.216	2.116	2.613	
Secretary	29	1.620	2.115	2.050	3.130	
Stenographer, General	23	1.400	1.790	1,750	2.250	
Switchboard Operator - Recept.	21	1.400	1.837	1.850	2.320	
MAINTENANCE						
Electrician, Maintenance	3	2,240	2.813	2,350	3,850	
Maintenance Man	8	2.540	3.308	3,250	4.100	
	U	2.010	5.000	0,200	1.100	
CUSTODIAL AND MATERIAL MOVEMENT						
Janitor	48	1.400	1.883	1.885	3.000	
Shipping and Receiving Clerk	14	1,400	1.834	1.625	2.450	
Truck Driver	6	1.500	1.813	1.763	2.250	
PRODUCTION						
Artist	30	1,500	2,695	2.475	5.500	
Bindery Operator	96	1.400	1.769	1,650	3.500	
Compositor	223	1.400	3,118	3.490	3.920	
Linotype Operator	114	1.400	2.870	3.170	3,650	
Lithographer	7	1.400	1.843	1.700	2,500	
Photographer	35	1.500	2.747	2.750	4.200	
Pressman	139	1.500	2,737	2.640	3.760	
Proof Reader	60	1.400	2.053	2.058	2,769	
Stereotyper	30	1.500	3.342	3,650	3.653	





Occupation Title	No. of Positions	Minimum	Hourly Wa Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General	14	\$ 1.575	\$ 2.756	\$ 2.688	\$ 4.125
General Clerk	58	1.400	1.776	1.665	3.500
Payroll Clerk	20	1.400	1.689	1.700	2.250
Secretary	15 6	1.500	1.873	1.900	2.300
Stenographer, General Switchboard Operator - Recept.	6 6	1,500 1,450	1.800 1.629	1.825 1.613	2.000 1.850
Tabulating Machine Operator	7	1.500	1.961	1.600	3,375
MAINTENANCE					
Carpenter, Maintenance	7	2.100	2,397	2,500	2,660
Electrician, Maintenance	24	1,600	2,556	2.660	3.400
Maintenance Man	66	1.725	2.322	2.400	2.750
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor	10	1.400	1.582	1.600	1.750
Receiving Clerk	5	1.600	1.864	1.750	2.160
Shipping and Receiving Clerk	17	1.250	1.984	2.000	3.125
Shipping Clerk	10	1.350	1.762	1.738	2.410
Truck Driver	31	1.600	1.988	2.000	2.500
Watchman	9	1.400	1.488	1.463	1.700
PRODUCTION					
Buffer	22	1.450	1,655	1.540	2.090
Compound Man	9	1.725	2.199	2.310	2.310
Finisher	210	1.400	1.537	1.500	2.250
Injection Molder	170	1.400	1.668	1.600	3.000
Packer	71	1.400	1.597	1.550	2.200
Laborer	699	1.400	1.775	1.750	2.600

.



## STONE, CLAY AND GLASS PRODUCTS INDUSTRY

Occupation Title	No. of Positions	Minimum	Hourly Wa Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary Switchboard Operator - Recept.	8 15 6 5 3	\$ 1.750 1.550 1.500 1.400 1.740	\$ 2.226 2.057 1.960 1.925 1.797	\$ 2.250 2.000 2.050 1.970 1.800	\$ 2.940 3.000 2.310 2.500 1.850
MAINTENANCE					
Maintenance Man	19	1.700	2.202	2.100	3.000
CUSTODIAL AND MATERIAL MOVEMENT					
Shipping Clerk Truck Driver	5 125	1.850 1.500	2.160 1.819	2.000 1.850	2.600 2.290
PRODUCTION					
Brickmaker Bulldozer Operator Crane Operator Crusher Operator Fork Lift Operator Pneumatic Drill Operator Shovel Operator Laborer	16 9 8 10 12 9 18 143	1.750 1.750 1.600 1.750 1.700 1.600 1.850 1.400	3.083 2.044 1.959 2.141 1.945 1.768 2.174 1.750	3.400 2.000 1.880 2.050 1.795 1.795 2.050 1.700	3.400 2.350 2.500 2.830 2.500 2.020 2.740 2.750

WAGI KATER WAGI KATER

Occupation Title	No. of Positions	Minimum	Hourly Wa Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary Stenographer, General Switchboard Operator - Recept. Tabulating Machine Operator	25 198 75 27 14 13 12	\$ 1.520 1.400 1.500 1.500 1.500 1.500 1.400	\$ 2.497 1.797 1.792 1.916 1.842 1.703 1.573	\$ 2.375 1.738 1.813 1.800 1.900 1.666 1.500	\$ 3.750 2.900 2.500 2.840 2.075 2.075 1.775
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man Millwright	50 55 150 33	1.595 1.600 1.450 1.600	2.151 2.199 1.986 2.034	2.215 2.215 1.918 2.020	2.525 2.715 2.940 2.750
CUSTODIAL AND MATERIAL MOVEMENT					
Janitor Receiving Clerk Shipping and Receiving Clerk Shipping Clerk Truck Driver Watchman	50 14 29 41 40 101	1.400 1.650 1.550 1.400 1.550 1.400	1.622 2.093 1.901 1.858 1.888 1.769	1.650 2.098 1.825 1.750 1.848 1.785	1.960 2.625 2.700 3.188 2.600 2.550
PRODUCTION					
Battery Hand Card Tender Doffer Dye-Machine Tender Loom Fixer Mender, Cloth Percher Spinner - Frames Weaver	375 304 226 160 356 347 231 742 793	1.400 1.400 1.450 1.600 1.450 1.450 1.400 1.400 1.500	1.721 1.707 1.799 1.795 2.419 1.788 1.761 1.905 2.265	1.705 1.655 1.898 1.770 2.420 1.710 1.715 1.850 2.254	2.053 2.250 2.345 2.295 3.250 3.000 2.500 2.365 3.150





Occupation Title	No. of Positions	Minimum	Hourly Wa Mean	ge Rates Median	Maximum
OFFICE					
Accountant, General General Clerk Payroll Clerk Secretary	5 27 6 20	\$ 2.100 1.400 1.600 1.700	\$ 3.094 2.074 2.040 2.093	\$ 2.750 1.900 1.920 2.050	\$ 4.320 3.580 2.600 2.630
MAINTENANCE					
Carpenter, Maintenance Electrician, Maintenance Maintenance Man	41 19 15	2.050 1.800 1.390	2.467 2.554 2.374	2.450 2.740 2.450	3.340 3.500 2.750
CUSTODIAL AND MATERIAL MOVEMENT					
Shipping and Receiving Clerk Shipping Clerk	8 8	2.000 1.390	2.557 2.173	2.440 2.320	3.130 2.740
PRODUCTION					
Drill Press Operator Grinder Machine Operator Joiner Machinist Painter Tool and Dye Maker Turret Lathe Operator Laborer	24 17 167 198 19 24 52 81	1.740 1.740 1.600 1.900 2.000 2.750 1.740 1.400	2.070 2.354 2.534 2.569 2.542 3.138 2.051 2.004	1.895 2.300 2.640 2.645 2.450 2.880 1.900 2.050	2.640 2.750 4.020 3.800 3.340 5.000 2.740 2.550

### OCCUPATIONAL DESCRIPTIONS

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#### ACCOUNTANT, GENERAL

Devises, installs and supervises operation of general accounting, budget and cost systems. Balances books periodically and prepares statements for administrative officers, showing items such as receipts, disbursements, expenses, and profit and loss. Interprets accounts and records for administrative officers.

#### GENERAL CLERK

Performs any combination of the following or similar clerical duties such as keeping simple records and reports, filing, making out bills, answering telephone, and addressing outgoing mail. May also type or operate simple office machines.

#### PAYROLL CLERK

Computes wages of company employees and posts to payroll sheets. May make out pay checks and assist paymaster in making up and distributing pay checks.

#### SECRETARY

Performs secretarial and clerical duties for a superior in an administrative or executive position.

#### STENOGRAPHER, GENERAL

Primary duty is to take dictation from one or more persons, either in shorthand or by Stenotype or similar machine.

#### SWITCHBOARD OPERATOR-RECEPTIONIST

In addition to performing duties of operator, on a single position or monitor-type switchboard, acts as receptionist and may also type or perform routine clerical work as part of regular duties.

#### TABULATING-MACHINE OPERATOR

Operates machine that automatically analyzes and translates information punched in groups of tabulating cards and prints translated data on forms or accounting records; sets or adjusts machine; does simple wiring of control panels according to established practice or diagrams.



#### CARPENTER, MAINTENANCE

Performs the carpentry duties necessary to construct and maintain in good repair building woodwork and equipment primarily made of wood.

#### ELECTRICIAN, MAINTENANCE

Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or utilization of electric energy.

#### MAINTENANCE MAN

Keeps the machines, mechanical equipment and the physical structure of an establishment in good repair and working order, performing a wide variety of maintenance duties.

MILLWRIGHT

Installs new machines or heavy equipment and dismantles and installs machines or heavy equipment when changes in the plant layout are required.



JANITOR, PORTER, OR CLEANER (Sweeper; charwoman; janitress)

Cleans and keeps the establishment in an orderly condition.

#### RECEIVING CLERK

Receives and is responsible for incoming shipments of merchandise or other materials. Work involves verifying, or directing others in verifying the correctness of shipments against bills of lading, invoices or other records, checking for shortages and rejecting damaged goods, routing merchandise or materials to proper departments, maintaining necessary records and files.

#### OCCUPATIONAL DESCRIPTIONS



#### SHIPPING CLERK

Prepares merchandise for shipment. Work involves a knowledge of shipping procedures, practices, routes, available means of transportation and rates; and preparing records of the goods shipped, making up bills of lading, posting weight and shipping charges, and keeping a file of shipping records.

#### SHIPPING AND RECEIVING CLERK

Prepares merchandise for shipment, or receives and is responsible for incoming shipments of merchandise or other materials. <u>Shipping work involves</u>: A knowledge of shipping procedures, practices, routes, available means of transportation and rates; and preparing records of the goods shipped, making up bills of lading, posting weight and shipping charges, and keeping a file of shipping records. May direct or assist in preparing the merchandise for shipment. <u>Receiving work involves</u>: Verifying or directing others in verifying the correctness of shipments against bills of lading, invoices, or other records; checking for shortages and rejecting damaged goods; routing merchandise or materials to proper departments; maintaining necessary records and files.

#### TRUCK DRIVER

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

#### WATCHMAN

Makes rounds of premises periodically in protecting industrial plant, warehouse, or other property against fire, theft, and illegal entry. May fire boilers.

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#### ASSEMBLER

Collects, matches, and bundles identical cut-out garment parts, or parts to be sewn together to form completed garment.

#### BUTTONHOLE MAKER - MACHINE OPERATOR

Operates a buttonhole machine that automatically cuts and stitches buttonholes in garments or garment parts.

#### CUTTER AND MARKER

Marks the outlines of various garment parts on a ply of fabrics and cuts out parts with shears, hand knife, or powered cutting machine.

#### INSPECTOR - FINAL EXAMINER

Examines and inspects <u>completed</u> garments prior to pressing or shipping.

#### PRESSER - FINISH MACHINE

Performs with a pressing machine the final pressing operations on completed garments.

#### SEWING MACHINE OPERATOR - SECTION SYSTEM

Uses a standard or special purpose sewing machine to perform the sewing operations required in making parts of garments, joining various sections together, or in attaching previously completed parts to partially completed garments but does not construct the entire garment.

#### SORTER

Removes garments from storage racks or bins and folds them for shipment.

#### SPREADER

Spreads multiple layers of cloth smoothly and evenly one upon the other on a cutting table by hand or with the aid of a spreading machine.

#### THREAD TRIMMER

Trims loose thread ends and seam edges of garments with scissors and pulls bastings, etc., prior to pressing or packing.



#### CHEMICAL OPERATOR A

Operates or directs a chemical process comprising one or several types of chemical equipment where the reaction involves physical and/or chemical changes within highly critical, pressure, vacuum and/or temperature limits determining proper proportions of materials according to formulae or specifications; making necessary calculations; setting and regulating controls for temperature, pressure or flow of materials. Uses measuring and testing equipment to check quality of operation, keeping operational records.

#### CHEMICAL OPERATOR B

Works at assigned equipment or position of a chemical process. May perform any of the duties of the Class A Operator but requires guidance. May operate one type of equipment within relatively broad limits.

#### FILLER MACHINE TENDER

Operates a filling machine. Includes workers who tend filling machines that also cap, close or label the containers.

#### FILTERER

Operates one or more units of filtering equipment used in separating suspended solids from a liquid.

MIXER

Operates mixing machines in which component parts (liquids or solids) are blended or mixed in controlled amounts to produce intermediate or finished products,

#### SEWING MACHINE OPERATOR

Primary duty consists of operating a sewing machine.

#### SHOVEL OPERATOR

Excavates or moves materials with a compressed air, diesel, electric, gasoline or steam power shovel.

#### UTILITY OPERATOR

Relieves skilled reactor, still, or compressor operators during rest periods, lunch periods and emergencies.

LABORER

One who performs unskilled work.





#### ASSEMBLER - CLASS B

Assembles parts into units or sub-assemblies in accordance with standard and prescribed procedures. Assembles a limited range of standard and familiar products composed of a number of small or medium sized parts requiring some fitting or adjusting.

#### ASSEMBLER - CLASS C

 $\label{eq:performs short-cycle repetitive assembling operations.$ 

#### COIL WINDER

Winds armature coils on coil winding machine.

#### INSPECTOR

CLASS A

Inspects for quality of product and operations. Uses a variety of precision measuring instruments, interprets drawings and specifications in inspection work on units composed of a larger number of component parts. Responsible for decisions.

#### CLASS B

Inspects for quality of product and operations, where the inspection procedures involve a sequence of inspection operations. Makes routine decisions as to proper fit or performance of some parts.

#### CLASS C

Inspects product by short cycle, repetitive inspection operation, by prescribed standards.

#### SOLDERER

Joins metal parts with solder.

#### TESTER - CLASS B

Tests a variety of products or parts where testing procedures and allowable variations are prescribed, performs repetitive tests which involve a sequence of testing operations, uses precision testing equipment. Responsible for some routine decisions. TESTER - CLASS C

Tests product by short cycle, repetitive testing operations by prescribed standards.



#### BURNER

Sets up and operates gas burning (cutting) equipment that uses acetylene, thermalene, propane, or other appropriate gas to perform metal cutting operations.

#### CRANE OPERATOR

Operates a crane to hoist and move materials, raise and lower heavy weights, and perform other related operations.

#### FABRICATOR

Shapes, finishes and assembles parts of light metal by machine.

#### GRINDER

Sharpens cutting tools, jigs or fixtures by using an abrasive wheel.

LAY-OUT MAN

Outlines patterns and marks shapes on structural metal or other materials for subsequent assembly, bending, cutting, or punching.

#### SHEET-METAL-MACHINE OPERATOR, MISC. MACHINES

Alternately operates several types of sheet-metalworking machines, such as hand and power brakes, square and rotary shears, and rolling and forming machines, to bend, cut, and form sheet metal parts. Under supervision, sets up own machines and makes necessary adjustments.

#### SHEET-METAL WORKER, PRODUCTION

Fabricates, assembles, alters, repairs, and installs sheet-metal products.

WELDER

Fuses metal parts together by means of an oxyacetylene torch and welding rods or with an electric welding apparatus,



LABORER

One who performs unskilled labor.



#### BLANCHING MACHINE OPERATOR

Blanches fruits or vegetables with blanching machine. Operates machine and controls water and steam valves. Loads feed chute of machine with fruits or vegetables. May clean blanching machine with hot water.

#### COLD STORAGE MAN

Tends refrigerated storage room in which product is stored. May transport by hand truck products to and from the cooler room and stacks and keeps in orderly arrangements.

#### CUTTER

Cuts off heads, tails or other parts of fish or fowl. May eviscerate.

#### FLAKER

Suspends cleaned fish from poles or places them on flakes (trays) and sets flakes in sun, drying rooms or ovens, or on conveyers leading to drying ovens or packing rooms.

#### MIXER

Mixes ingredients by hand or machine.

#### PACKER

Places or arranges processed food products in containers. May pour a preservative, such as oil, sirup or vinegar over food and place cover on container. May weigh filled containers and alter weight of contents to meet guaranteed weight.

#### PASTEURIZER

Regulates the pasteurization  $\ensuremath{\mathsf{process}}$  of fluid milk and cream,

#### RETORT OPERATOR

Performs final cooking of preserved and canned foods in a retort chamber.

SEALER

Caps or seals bags, boxes, or jars preparatory to shipment; feeds boxes or jars to automatic sealing or capping machine; ties open end of bags or heat seals the bag.



INDUSTRY

#### ASSEMBLER

Assembles shaped and fitted wooden parts to form plain or semi-upholstered chairs. Glues, nails, screws or clamps parts together.

#### BELT SANDER

Smoothes surface of wooden furniture parts and other wooden sections with an abrasive-covered revolving belt, not to include portable belt sander.

#### CUT-OFF SAW OPERATOR

Operates a swinging or jump saw to cut wooden stock to desired lengths; grades and cuts stock to best advantage, eliminating knots and other defects.

#### DRILL PRESS OPERATOR

Sets up and operates drill press machine to bore holes of specified diameter and depth in wood.

#### HAND-RUBBER

Rubs surface of furniture after each coat of dry finish has been applied.

#### LATHE HAND, AUTOMATIC

Sets up and operates a machine to turn such parts as chair and table legs from wood stock.

#### PACKER

Prepares furniture or furniture parts for shipment.

SPRAYER

Applies with a spray gun paint, varnish, lacquer, enamel or other finishes to surfaces of manufactured products.

LABORER

One who performs unskilled work.

ESCREPTIONS (44 Recharge Condense (44

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#### CEMENTER-MACHINE

Hand feeds outsoles into rollers of a cementing machine to apply cement along edges or over the entire surface of flesh side of outsoles of shoes, to prepare them for attaching to the bottom of the shoes.

#### CUTTER

Cuts leather or imitation leather according to pattern, using leather cutting tools.

#### DRESSER

Applies oil, or other compounds, usually by hand, to surface of tanned hides to improve their appearance. Rubs leather with damp sponge.

#### PULLER-OVER MACHINE (Goodyear Welt)

Operates a machine in which the upper at the toe and along the sides of the front of the shoe is pulled over and tacked temporarily to the last to give preliminary shaping to the front part of the upper and to attach it to the insole and the last.

#### SORTER

Sorts hides, skins and leather into groups of same grade, weights, thickness and color, using a gauge to determine thickness and determines substance by feeling. Inspects for imperfections. Selects leather for different treatment; returns rejects for reprocessing.

#### SPRAYER

Coats surfaces of manufactured articles with finishing or protecting material, using a spray gun.

#### STITCHER

Stitches together various shoe parts, using stitching machine.

#### TACKER

Stretches wet hides or skins and fastens them to boards or frames with tacks, nails or toggles.

#### TANNER

Treats hides or skins in solutions to convert them into leather.



#### BAND SAW OPERATOR

Operates a band saw

#### BOLTER

Operates circular saw to cut slabs, edgings, and logs into width and thicknesses. May oil carriage and keep saw in good condition.

#### CIRCULAR SAW OPERATOR

Operates a circular saw to cut stock lumber to specified standards.

#### DRY KILN OPERATOR

Controls temperature and humidity of dry kilns to artificially season lumber. Supervises loading of kiln cars and placing in and the removal from the kiln. Records amount of lumber dried and conditions under which it was dried.

#### LATHE OPERATOR

Operates lathe used to cut specified designs in wood products.

#### LUMBER HANDLER

Performs any of the unskilled tasks associated with the handling and stacking of lumber.

#### SANDER

Smoothes and finishes the edges and surfaces of wooden parts and sections by machine.

#### SORTER

Separates lumber according to grade and size for specific uses.

#### TUMBLER OPERATOR

Tends power driven rotating drum that smoothes irregular shaped wooden pieces.





#### CRANE OPERATOR

 $\ensuremath{\texttt{Operates}}$  a crane to move materials. May perform other related operations.

#### DRILL OPERATOR

 $\ensuremath{\mathsf{Performs}}$  by machine drilling or boring operations on metal.

#### EXPEDITOR

Coordinates the flow of materials, parts, and assemblies within or between departments.

#### GRINDER MACHINE OPERATOR

Operates one of several types of precision grinding machines to grind internal and external surfaces of metal parts to a smooth and even finish and to required dimension.

#### MACHINIST

Carries through to completion the construction and repair of all kinds of metal parts, tools, and machines. Understands blueprints and written specifications.

#### MILLING MACHINE OPERATOR

Shapes metal objects, using a machine that cuts the metal with many-toothed, rotary cutters.

#### POLISHER

Polishes metal articles by use of a polishing wheel.

#### TOOLMAKER

Specializes in the construction, repair, maintenance, and calibration of machine shop tools, jigs, fixtures, and instruments.

#### WELDER

Fuses metal parts together by means of an oxyacetylene torch and welding rods or with an electric welding apparatus.



#### BACK TENDER

Feeds paper to driers; regulates heat of driers and adjusts calenders. Weighs and calipers paper sheets. Observes paper for imperfections. May assist machine tender.

#### BARKER-DRUM

Tends the operation of a drum barker.

#### BEATER MAN

Prepares pulp for processing into paper by means of a beater which hydrates pulp and mixes chemicals or other ingredients with the pulp.

BLEACHER MAN

Whitens or bleaches pulp to specified requirements.

CALENDER OPERATOR (Super Calender Operator)

Operates a super-calender or calendering machine.

#### GRINDERMAN

Tends wood grinding machine

#### PAPER MACHINE TENDER

Operates a paper making machine. Regulates flow of stock into Fourdrinier wire or cylinder mold. Sets and adjusts presses. Controls speed of machine. Interprets quality tests and makes necessary adjustments to meet specification. Replaces wires and felts. Directs other members of the paper machine crew.

#### PAPER TESTER

Uses special testing equipment to conduct physical tests to determine if paper meets specifications.

#### PULP TESTER

Tests pulp for moisture content, purity, and strength. Makes physical tests for strength or color, and chemical tests necessary to maintain uniformity and quality of paper stock desired.



### PRİNTING AND PUBLISHING

#### ARTIST

Prepares and arranges art lay-outs for sketches, pictures, or diagrams used to illustrate news events and feature articles in newspapers or periodicals.

#### BINDERY OPERATOR

Performs such duties as punching, perforating, hand or machine folding, stitching, etc.

#### COMPOSITOR

Sets type by hand and breaks down and distributes type after use. Makes proof of set up and inspects for accuracy.

#### LINOTYPE OPERATOR

Operates the keyboard of an automatic machine that selects and assembles matrices of letters into lines and casts strips of type from type metal.

#### LITHOGRAPHER

Readies and tends the operation of a printing press used for printing subject matter from engraved stones.

#### PHOTOGRAPHER

Takes pictures of news events or of important personages for use in illustrating news stories.

#### PRESSMAN

Operates any type of printing press and may oil, clean and make minor repairs.

#### PROOF READER

Reads typescript or proof of type set-up to detect and mark for correction any grammatical, typographical or compositional errors, checking proof against original copy.

#### STEROTYPER

Operates a hydraulic, platen molding press to form wood-fiber matrices.



#### BUFFER

Buffs hard composition to high luster against rotating soft wheel to which a polishing compound has been applied.

#### COMPOUND MAN

Weighs and delivers pigments for blending with stock during reclaiming process, according to laboratory formulas and written specifications.

#### DRILLER

Drills holes in parts or articles of plastics, rubber, etc.

#### FINISHER

Shapes, finishes, or assembles molded material. Performs one or more of a variety of repetitive, routine hand or machine operations such as, assembling, polishing, and sanding. May be shifted from one operation to another as necessary.

#### HEEL MOLDER

Operates a machine to compress heels and shape the heel seat.

#### INJECTION MOLDER

Operates one or more injection-molding machines that mold thermoplastics materials.

#### PACKER

Packs products into containers for shipment or storage.

#### PRESS OPERATOR

Imparts any desired finish, such as mat, linen, or bright, to plastic sheets by pressing them between appropriate metal plates, using hydraulic presses.

#### LABORER

One who performs unskilled work.





#### **BRICKMAKER**

Tends brick-molding machines.

#### BULLDOZER OPERATOR

Operates tractor with scraper blade mounted in front of chassis to level and scrape clay in an open clay pit into piles to facilitate its removal to a brick or tile manufacturing plant.

#### BURNER (KILN)

Operates a brick or tile burning kiln.

#### CRANE OPERATOR

Operates a crane to hoist and move materials, raise and lower heavy weights, and perform other related operations.

#### CRUSHER OPERATOR

Operates an electric, gasoline or steam-powered rock crushing machine that may be provided with screens to sift the material and a hose system to wash it. Loads or supervises loading of crusher. May perform routine maintenance and repairs.

#### FORK LIFT OPERATOR

Operates a truck equipped with a fork lift or elevating platform that can be raised or lowered by power to various levels to facilitate loading or unloading.

#### PNEUMATIC DRILL OPERATOR

Drills holes in slabs or blocks of building stone for the insertion of wire or rods in mounting or fastening them in place, using a compressed-air-driven drill.

#### SHOVEL OPERATOR

Excavates or moves materials with a compressed-air, diesel, electric, gasoline or steam power shovel.

#### LABORER

One who performs unskilled labor.



#### BATTERY HAND

Supplies batteries or loading of automatic looms with bobbins of filling. Conveys bobbins to looms on hand truck.



Tends the operation of one or more carding machines that prepare and card cotton or other fibers for further processing.

#### DOFFER

Removes full bobbins of yarn from spindles of ring or cap spinning frames and replaces with empty. Starts yarn on empty bobbins. May help piece up broken ends of yarn.

DYE-MACHINE TENDER

Prepares and operates one or more of the various types of dyeing machines or kettles used to dye raw stock, yarn hosiery or knit goods.

#### LOOM FIXER

Prepares looms for operation. Inspects and examines for proper operation. Makes adjustments and performs necessary repairs.

MENDER, CLOTH

Examines cloth for defects. Makes necessary repairs.

PERCHER

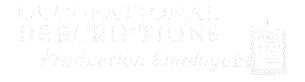
Inspects finished cloth for such qualities and characteristics as color, shade, bulk, finish, dimensions and defects. Marks location of all defects.

#### SPINNER-FRAMES

Tends the operation of one or more sides of ring or cap frame spinning machines. May clean rolls and machine.

WEAVER

Tends the operation of one or more looms to produce woven cloth.





#### DRILL PRESS OPERATOR

Drills holes in parts or articles of plastics, wood, metal or similar material, using a previously set up single or multiple-spindle drill press.

#### GRINDER MACHINE OPERATOR

Operates one of several types of precision grinding machines to grind internal and external surfaces of metal parts to a smooth and even finish and to required dimension.

#### HEAT TREATER

Alters the physical and chemical properties of the steel of such parts as dies, cutters, and machine parts, to produce a specified degree of hardness, toughness, or strength by an established process of controlled heating and cooling.

#### JOINER

Assembles, fits, and joins composition, wood, or metal materials.

#### MACHINIST

Carries through to completion the construction and repair of all kinds of metal parts, tools, and machines. Understands blueprints and written specifications.

#### PAINTER

Paints or varnishes wood, metal, or canvas, either by brush or spray gun. May mix paint.

#### TOOL AND DIE MAKER

Constructs, repairs and maintains machine-shop tools, jigs, fixtures and instruments, calibrating them according to specifications, and also dies used for forging, punching, stamping and other metal-forming work. Operates various machine tools, performing lay-out work and fitting and assembling parts as necessary.

#### TURRET LATHE OPERATOR

Shapes external and internal cylindrical surfaces of metal objects, such as castings or forgings, by the use of a turret lathe.

#### LABORER

One who performs unskilled work.