

University of Nebraska at Omaha DigitalCommons@UNO

Publications

Center for Public Affairs Research

1981

Entry Level Manpower Needs in the Omaha Metropolitan Area

Vincent J. Webb

Michael Eskey

Follow this and additional works at: https://digitalcommons.unomaha.edu/cparpubarchives

Part of the Demography, Population, and Ecology Commons, and the Public Affairs Commons Please take our feedback survey at: https://unomaha.az1.qualtrics.com/jfe/form/SV_8cchtFmpDyGfBLE



entry level manpower needs





ENTRY LEVEL MANPOWER NEEDS IN THE OMAHA METROPOLITAN AREA

Vincent J. Webb, Ph.D.

Michael T. Eskey



Center for Applied Urban Research

University of Nebraska at Omaha



ACKNOWLEDGMENTS

This research project was carried out by staff members of the Center for Applied Urban Research at the University of Nebraska at Omaha. Vincent J. Webb, the project director, and Michael T. Eskey, the principal investigator, were responsible for the design and implementation of the study, analysis of the data, and development of the report. Tim Himberger took part in the interview processing, questionnaire coding, and data analysis phases. Fern Himberger served as a telephone interviewer and interview scheduler. Debbie Caulfield and Kathleen Nicolini were interviewers and coders, and Dianne Fick served as a coder and typist. Helen Noyes also did coding. Joyce Carson typed the tables. Eric Myers aided in data analysis and preparation of the tables. Rebecca Fahrlander helped with final revisions, and Marian Meier was the editor.

Thanks are extended to each of these individuals for their contributions to this study.

TABLE OF CONTENTS

| P ACKNOWLEDGMENTS | age i |
|---|----------|
| LIST OF TABLES | iii |
| Introduction | 1 |
| An Overview of the Occupational and Industrial Composition of the Omaha SMSA | 1 |
| Methodology | 4 |
| Findings | 5 |
| Present and Projected Employment for Major Industrial Divisions | 5 |
| Present and Projected Employment for Major Occupations | 6 |
| Present and Projected Levels of Employment for Specific Occupations | 8 |
| Education, Training, and Experience Requirements for Specific Occupations | 12 |
| Summary | 13 |
| APPENDIX A | 16 |
| APPENDIX B EDUCATION REQUIRED FOR ENTRY LEVEL OCCUPATIONS | 25 |
| APPENDIX C EXPERIENCE REQUIRED FOR ENTRY LEVEL OCCUPATIONS | 42 |
| APPENDIX D FORMAL TRAINING REQUIRED FOR ENTRY LEVEL OCCUPATIONS | 57 |
| APPENDIX E MOST DIFFICULT ENTRY LEVEL POSITIONS TO FILL BY INDUSTRY | 72 |
| APPENDIX F LEAST DIFFICULT ENTRY LEVEL POSITIONS TO FILL BY INDUSTRY | 88 |
| APPENDIX G | 103 |
| APPENDIX H EDUCATION, EXPERIENCE, AND FORMAL TRAINING REQUIREMENTS FOR ENTRY LEVEL OCCUPATIONS | 122 |

LIST OF TABLES

| Table | | Page |
|-------|--|------|
| 1 | CALENDAR YEAR PERCENTAGES OF INDUSTRIES IN THE OMAHA SMSA | 2 |
| 2 | MAJOR OCCUPATIONAL GROUPS AS A PERCENTAGE OF TOTAL EMPLOYMENT: 1965-1985 | 3 |
| 3 | SUMMARY OF PRESENT AND PROJECTED EMPLOYMENT BY INDUSTRIAL DIVISIONS | 5 |
| 4 | SUMMARY OF PRESENT AND PROJECTED EMPLOYMENT BY OCCUPATIONAL DIVISIONS | 7 |
| 5 | TWENTY-FIVE ENTRY LEVEL POSITIONS RANK-ORDERED BY NUMBER OF EMPLOYERS | 9 |
| 6 | RANK ORDER OF ENTRY LEVEL POSITIONS PROJECTED AS NEW HIRES FOR THE NEXT SIX MONTHS | 10 |
| 7 | RANK ORDER OF ENTRY LEVEL POSITIONS PROJECTED AS NEW HIRES FOR THE NEXT YEAR | 11 |
| 8 | EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS FOR | . 14 |

Introduction

The major purpose of this study was to develop a data base of projected employment in the Omaha SMSA. The study sought to reveal short-term occupational projections of Omaha employers. Reported growth, decline, and turnover in selected occupations were the key factors considered, and data were also gathered on the educational, training, and experience requirements of employers for entry level positions in occupations studied. This study should meet the needs of administrators, planners, and counselors for information on occupational trends so that they can engage in effective manpower training.

An Overview of the Occupational and Industrial Composition of the Omaha SMSA

The Omaha metropolitan area which includes Douglas and Sarpy Counties in Nebraska and Pottawattamie County in Iowa was found to have a diverse job mix in the various industries. Recent labor data showed the overall labor force participation rate in the Omaha SMSA to be 67 percent. Table 1 presents specific nonagricultural employment data by industrial and governmental classification as compiled by the Bureau of Labor Statistics and the Employment and Training Administration, U.S. Department of Labor.

Trade occupations made up the major source of employment in the Omaha area with more than one-fourth in this classification. Government agencies (federal, state, local) comprised almost one-fifth of the total employment; however, for the purpose of the present study this grouping was excluded.

Nebraska Department of Labor, Division of Employment, <u>Annual Planning</u> Report, 1980.

²Ibid.

More than one-fifth of the Omaha area labor force was found in the service occupations, and nearly 14 percent were employed in the manufacturing (durable/nondurable goods) industry. The remaining industrial sectors (construction, transportation, communication and utilities, and finance, insurance, and real estate) combined generally represented less than one-fourth of the total employment.

TABLE 1
CALENDAR YEAR PERCENTAGES OF INDUSTRIES
IN THE OMAHA SMSA: 1976-1980

| | | | Yea | r | | |
|--|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------------|
| ndustrial Division | 1976 ^a / | 1977 ^{a/} | 1978 ^{a/} | 1979 ^{b/} | ₁₉₈₀ b/ | Change from 1976-1980 |
| Nonagricultural Labor Force Totals | 240,300 | 246,100 | 253,400 | 267,350 | 276,650 | |
| Manufacturing | 13.9 | 14.2 | 13.8 | 13.0 | 12.8 | -1.1 |
| Durable Goods | 6.9 | 7.1 | 6.9 | 6.6 | 6.6 | -0.3 |
| Non-durable Goods | 7.0 | 7.1 | 6.9 | 6.4 | 6.2 | 8.0- |
| Non-manufacturing | 86.1 | 85.8 | 86.2 | 87.0 | 86.0 | -0.1 |
| Mining | 0.1 | 0.1 | 0.1 | 0.1 | 0.1 | |
| Construction | 4.8 | 5.0 | 4.7 | 4.3 | 4.1 | -0.7 |
| Transportation, Communications, Utilities | 8.9 | 8.8 | 9.0 | 8.7 | 8.6 | -0.3 |
| Trade | 25.8 | 26.2 | 26.2 | 26.0 | 26.1 | 0.3 |
| Finance, Insurance, Real Estate | 8.7 | 8.9 | 9.0 | 11.4 | 11.4 | 2.7 |
| Services, except Domestic | 21.3 | 20.3 | 21.1 | 21.2 | 21.0 | -0.3 |
| Government | 16.8 | 16.6 | 16.0 | 15.3 | 14.8 | -2.0 |
| Federal | 3.6 | 3.5 | 3.3 | | | |
| State | 2.8 | 2.8 | 2.8 | | | |
| Local | 10.4 | 10.3 | 9.9 | *** | | |

a/ Nebraska Department of Labor, Division of Employment, <u>Annual Planning Report</u>, 1980.

Occupational percentage estimates by major occupation grouping are presented in Table 2. No radical changes have occurred nor are they anticipated in the near future. As might be expected in a city oriented toward trade and manufacturing, employment was highest in the areas of secretaries/clerical staff,

b/ Nebraska Department of Labor, Division of Employment, Omaha Standard Metropolitan Statistical Area Occupational Trends for 1985, 1980.

TABLE 2
MAJOR OCCUPATIONAL GROUPS AS A PERCENTAGE OF TOTAL EMPLOYMENT; 1960-1985

| Occupation | 1960 ^{22/} | 1970 ^{<u>a</u>/} | 1974 ^{<u>a</u>/} | 1976 ^{b/} | 1978 ^{c/} | 1979 ^{<u>c/</u>} | 1980 ^{<u>c</u>/} | 1985 ^{<u>d</u>/} |
|--|---------------------|---------------------------|---------------------------|--------------------|--------------------|---------------------------|---------------------------|---------------------------|
| | | | | | | | | |
| Professional, Technical & Kindred | 11.1 | 14.5 | 15.8 | 16.1 | 14.7 | 14.8 | 14.8 | 15.0 |
| Managers & Administrators, except Farm | 8.9 | 9.2 | 9.2 | 11.7 | 11.3 | 11.3 | 11.3 | 11.2 |
| Sales Workers | 7.8 | 8.0 | 8.1 | 6.9 | 7.0 | 7.1 | 7.3 | 6.9 |
| Clerical & Kindred Workers | 19.4 | 20.5 | 20.5 | 20.0 | 19.7 | 20.5 | 21.3 | 20.3 |
| Craftsmen, Foremen & Kindred Workers | 13.3 | 12.8 | 12.3 | 12.4 | 12.1 | 12.1 | 12.0 | 11.7 |
| Operatives & Kindred Workers | 15.8 | 14.5 | 13.6 | 12.3 | 13.1 | 13.0 | 12.9 | 12.7 |
| Laborers, except Farm | 5.0 | 4.8 | 4.3 | 4.6 | 4.6 | 4.6 | 4.5 | 4.3 |
| Farm Laborers | 3.1 | 2.2 | 1.4 | 0.5 | 8.0 | 0.7 | 0.7 | 0.7 |
| Service Laborers | 11.2 | 13.5 | 14.8 | 14.2 | 15.2 | 15.3 | 15.4 | 15.8 |
| Occupations not reported | 4.5 | _ | | | | | | |

al David Hinton, Occupational Estimates and Projections for the Ornaha SMSA, (Omaha: Center for Applied Urban Research, University of Nebraska at Omaha, January, 1973, p. 46.

b/ Nebraska Department of Labor, Division of Employment, Omaha Standard Metropolitan Statistical Area Occupational Trends for 1985 (1978), pp. 29-49.

c/ Nebraska Department of Labor, Division of Employment, Annual Planning Report for Calendar Year 1980: Omaha SMSA, (1980), pp. 41-52.

d/Nebraska Department of Labor, Division of Employment, Omaha Standard Metropolitan Statistical Area Occupational Trends for 1985, (1978), pp. 29-49.

professionals, managerial workers, and service laborers. The service occupations have increased steadily over the past 20 years, and occupations in this area are projected to continue increasing in the near future. Occupations in other major areas are projected to remain rather stable over the next five years.

Methodology

A series of seven survey instruments (Appendix A) was used to collect data on entry level positions in the Omaha SMSA. The development of these instruments relied on the use of a National Industry/Occupational Employment Matrix. A listing of the occupations most common to each specific industry was developed using this matrix (Appendix B) which contains the proportion of specific occupations found within major industrial divisions. The applicability of the occupations on this list for the Omaha SMSA was then determined by comparing it to a computerized listing that categorized Omaha SMSA employers on the basis of standard industrial codes (SIC). Finally, a questionnaire was developed for each of the seven industrial groupings that were the most common employers in the Omaha SMSA. Thus, a separate questionnaire was used to gather employment related data for each of the following groupings:

- 1) Construction, 2) Manufacturing, 3) Transportation/Communication,
- 4) Wholesale Trade, 5) Retail Trade, 6) Finance, Insurance, and Real Estate, and 7) Business, Repair and Other Services. (See Appendix A.)

Questionnaires were mailed to 2,964 Omaha SMSA employers with 10 or more employees. An unacceptably low response rate (less than 10 percent) resulted in having the data collected through personal interviews. A sample of just over 800 (10 percent of the population of 2,964 employers) was originally drawn. Interviews were completed with representatives of 299 out of the sample of 800 employers for a response rate of just over 37 percent. Several

possible explanations might be made for the relatively low response rate, including a relatively non-dynamic employment pattern stemming from a stagnant economy and the over-saturation of employers with survey instruments.

Findings

The study findings are reported in summary form in this section. Detailed findings for 172 occupations are contained in Appendices B through $\rm H_{\bullet}$

Present and Projected Employment for Major Industrial Divisions

The employers in the seven major industrial divisions studied reported a total of 13,352 employees (Table 3). Banking, Finance, and Real Estate was the industrial division with the largest proportion of employees (32 percent) followed by Services (23.1 percent), Retail Trade (14 percent), Manufacturing (11.2 percent), Wholesale Trade (9.7 percent), Construction (5.3 percent), and Transportation (4.8 percent).

TABLE 3
SUMMARY OF PRESENT AND PROJECTED EMPLOYMENT
BY INDUSTRIAL DIVISIONS

| Pres | sent | | Projected E | mployment | |
|--------|---|---|--|---|--|
| Emplo | yment | Next 6 | Months | Next | Year |
| Number | Percentage of Total | Number | Percentage of Total | Number | Percentage of Total |
| 705 | 5.3 | 312 | 13.0 | 333 | 7.0 |
| 1,489 | 11.2 | 115 | 4.8 | 167 | 3.5 |
| 636 | 4.8 | 41 | 1.7 | 77 | 1.6 |
| 1,296 | 9.7 | 107 | 4.5 | 223 | 4.7 |
| 1,876 | 14.0 | 301 | 12.5 | 551 | 11.6 |
| 4,261 | 31.9 | 157 | 6.5 | 620 | 13.0 |
| 3,089 | 23.1 | 1,366 | 56.9 | 2,794 | 58.6 |
| 13,352 | | 2,399 | | 4,765 | |
| | Number 705 1,489 636 1,296 1,876 4,261 3,089 | Number of Total 705 5.3 1,489 11.2 636 4.8 1,296 9.7 1,876 14.0 4,261 31.9 3,089 23.1 | Employment Next 6 Number Percentage of Total Number 705 5.3 312 1,489 11.2 115 636 4.8 41 1,296 9.7 107 1,876 14.0 301 4,261 31.9 157 3,089 23.1 1,366 | Present Employment Next 6 Months Number Percentage of Total 705 5.3 312 13.0 1,489 11.2 115 4.8 636 4.8 41 1.7 1,296 9.7 107 4.5 1,876 14.0 301 12.5 4,261 31.9 157 6.5 3,089 23.1 1,366 56.9 | Number Percentage of Total Number Percentage of Total Number Percentage of Total Number 705 5.3 312 13.0 333 1,489 11.2 115 4.8 167 636 4.8 41 1.7 77 1,296 9.7 107 4.5 223 1,876 14.0 301 12.5 551 4,261 31.9 157 6.5 620 3,089 23.1 1,366 56.9 2,794 |

These same employers reported that they planned to hire 2,399 employees in the next six months. The Service industry accounted for the largest proportion (56.9 percent) of hires in the next six months followed by Retail Trade (12.5 percent), and the Construction industry (13 percent). Substantially lower projections were reported by employers in Banking, Finance, and Real Estate (6.5 percent), the Manufacturing industry (4.8 percent) and Wholesale Trade (4.5 percent). A comparable pattern exists for projected employment for the next 12 months, with the exception of the Banking, Finance, and Real Estate industry which projected 13.9 percent of the total of 2,794 hires.

Present and Projected Employment for Major Occupations

Table 4 summarizes present and projected levels of employment by major occupational divisions. Three occupational divisions, Clerical and Kindred, Operatives and Labor, and Service, accounted for just over 78 percent of the present total of 13,352 positions. These same three divisions accounted for over 92 percent of the 2,399 hires projected for the next six months and the 4,765 hires projected for the next year.

TABLE 4
SUMMARY OF PRESENT AND PROJECTED EMPLOYMENT
BY OCCUPATIONAL DIVISION

| | Pre | esent | | Projected E | mployment | | |
|-------------------------------|--------|------------------------|--------|------------------------|-----------|------------------------|--|
| | Empl | oyment | Next 6 | Months | Next Year | | |
| Occupational Divisions | Number | Percentage of Total | Number | Percentage of Total | Number | Percentage of Total | |
| Professional and Technical | 681 | 5.1 | 51 | 2.1 | 111 | 2.3 | |
| Managerial and Administrative | 155 | 1.2 | 13 | 0.5 | 18 | 0.4 | |
| Sales | 1,195 | 8.9 | 78 | 3.3 | 168 | 3.5 | |
| Clerical and Kindred | 5,489 | 41.1 | 799 | 33.3 | 1,486 | 31.2 | |
| Craftsmen and Kindred | 868 | 6.5 | 38 | 1.6 | 58 | 1.2 | |
| Operatives and Labor | 3,117 | 23.3 | 689 | 28.7 | 1,765 | 37.0 | |
| Service | 1,847 | 13.8 | 731 | 30.5 | 1,159 | 24.3 | |
| Total | 13,352 | | 2,399 | | 4,765 | | |

Present and Projected Levels of Employment for Specific Occupations

Data for 172 entry level positions were collected in this study. In order to report the findings on present and projected levels of employment for specific entry level occupations in summary form, a ranking of the top 25 positions was established. The top entry level positions presently employed are listed in Table 5. In terms of the number of employees, miscellaneous clerical workers clearly ranked as the number one entry level position.

Nearly twice as many (1,721) miscellaneous clerical workers were reported than the second ranked entry level position, miscellaneous laborers (n=888).

Of greater interest is the ranking of specific occupations with regard to projected new hires. Table 6 presents the rank order for projected new hires of entry level occupations for the next six months. Warehousemen (n=446) was the number one and janitors and sextons (n=357) the number two occupation for which new hires were projected for the next six months. Substantial numbers (over 100) of new hires were also projected for food service workers (n=153), secretaries, n.e.c., (n=137), guards and watchmen (n=126), typists (n=123), and miscellaneous clerical workers (n=107).

The rank order of the top 25 entry level positions projected as new hires during the next year is presented in Table 7. The major differences between the rank order for six months and next year were the changes in the relative position of miscellaneous laborers (from 8 to 1) and the relatively high ranking for mail handlers (n=200) in the yearly projection.

TABLE 5
TWENTY-FIVE ENTRY LEVEL POSITIONS
RANK-ORDERED BY NUMBER OF EMPLOYEES

| D.O.T. Number Occupational Division | Rank | Number Currently Employed |
|---|------|------------------------------|
| 394 Miscellaneous Clerical Workers | 1 | 1 721 |
| 780 | 1 | 1,721 |
| Miscellaneous Laborers | 2 | 888 |
| 770 Warehousemen | 3 | 752 |
| 962 Guards & Watchmen | 4 | 680 |
| 343 Computer & Peripheral Operators | 5 | 559 |
| 372 Secretaries | 6 | 517 |
| 903 Janitors | 7 | 380 |
| 325 File Clerks | 8 | 371 |
| 715 Truck Drivers | 9 | 341 |
| 282 Sales Representatives, Wholesale Trade | 10 | 317 |
| Bookkeepers | 11 | 295 |
| 314 Counter Clerks | 12 | 287 |
| 191 Mechanic Apprentices | 13 | 272 |
| 690 Machine Operators | 14 | 249 |
| 391 | | |
| Typists 594 | 15 | 218 |
| Miscellaneous Operatives | 16 | 189 |
| 260 Advertising Agents | 17 | 188 |
| 281 Sales Representatives, Manufacturing | | |
| Industries 284 | 18 | 183 |
| Salesmen, Retail Trade | 19 | 181 |
| Key Punch Operators | 20 | 155 |
| 643 Packers & Wrappers (except Meat & | | |
| Produce) | 21 | 145 |
| 803 Billing Clerks | 22 | 144 |
| 326 Insurance Adjusters, Investigators, Examiners | 23 | 143 |
| 001 | | |
| Accountants | 24 | 121 |
| Messengers | 25 | 113 |

TABLE 6

RANK ORDER OF ENTRY LEVEL POSITIONS PROJECTED
AS NEW HIRES FOR THE NEXT SIX MONTHS

| D.O.T. Number Occupational Division | Rank | Projected Hires in Next 6 Months |
|--|----------|--|
| 770 | | |
| Warehousemen 903 | 1 | 446 |
| Janitors and Sextons | 2 | 357 |
| 916 Food Service Workers | 3 | 153 |
| Secretaries, n.e.c. | 4 | 137 |
| 962 Guards & Watchmen | 5 | 126 |
| 391 | | |
| Typists 394 | 6 | 123 |
| Miscellaneous Clerical Workers | 7 | 107 |
| 780 Miscellaneous Laborers | 8 | 96 |
| 343 Computer & Peripheral Equipment Open | rators 9 | 76 |
| Packers & Wrappers, except Meat and P | | 58 |
| 314 | | |
| Counter Clerks 350 | 11 | 50 |
| Tabulating Machine Operators | 12 | 46 |
| 360 Payroll & Timekeeping Clerks | 13 | 41 |
| 345 Key Punch Operators | 14 | 38 |
| 325 File Clerks | 14 | 38 |
| 690 | | • |
| Machine Operatives, Miscellaneous 901 | 16 | 31 |
| Chambermaids and Maids | 17 | 30 |
| Sales Representatives, Wholesale Trade | 18 | 27 |
| 915 Waiters | 19 | 25 |
| 371 Secretaries, Medical | 20 | 23 |
| 075 | 21 | 10 |
| Registered Nurses . 265 | 21 | 20 |
| Insurance Agents, Brokers, & Underwrit 303 | ters 22 | 18 |
| Billing Clerks | 23 | 17 |
| 922 Health Aids, except Nursing | 24 | 15 |
| 630 Laundry & Dry Cleaning Operatives | 25 | 14 |

TABLE 7

RANK ORDER OF ENTRY LEVEL POSITIONS
PROJECTED AS NEW HIRES FOR THE NEXT YEAR

| D.O.T. Number Occupation | Rank | Projected New Hires In Next Year |
|---|------|--|
| 780 | 1 | 931 |
| Miscellaneous Laborers 770 | 1 | 823 |
| Warehousemen | 2 | 712 |
| 903 Janitors and Sextons | 3 | 410 |
| 916 Food Service Workers | 4 | 288 |
| 962 Guards & Watchmen | 5 | 221 |
| 332 | | |
| Mail Handlers except Post Office 372 | 6 | 200 |
| Secretaries, n.e.c. | 7 | 196 |
| 394 Miscellaneous Clerical Workers | 7 | 196 |
| 391 Typists | 9 / | 147 |
| 350 Office Machine Operators | 10 | 110 |
| 343 Computer & Peripheral Equipment Operators | 11 | 108 |
| 325 | | |
| File Clerks 345 | 12 | 100 |
| Key Punch Operators | 13 | 86 |
| 643 Packers & Wrappers, except Meat & Produce | 14 | 75 |
| 314 Counter Clerks, except Food | 15 | 64 |
| 281 Sales Representatives, Manufacturing Industries | 16 | 61 |
| 360 | | |
| Payroll & Timekeeping Clerks 901 | 16 | 61 |
| Chambermaids & Maids | 18 | 60 |
| 075 Registered Nurses | 19 | 50 |
| Machine Operatives, Miscellaneous | 20 | 47 |
| 915 | | |
| Waiters 943 | 21 | 40 |
| Elevator Operators | 22 | 39 |
| 265 Insurance Agents | 23 | 34 |
| 922 Health Aides, except Nursing | 24 | 30 |
| 303 Billing Clerks | 25 | 28 |

Education, Training, and Experience Requirements for Specific Occupations

Table 8 presents the education, experience, and formal training requirements for the top 25 entry-level occupations, rank-ordered by the projected new hires for the next year. The majority of the occupations (71.4 percent) required a minimum of a high school diploma. Over 13 percent of the entry-level occupations required less than a high school diploma. Only 14.9 percent reported a requirement for education beyond high school.

The experience requirements for most entry level occupations were also quite low. Over 42 percent of the occupations required no prior experience. Only 28.3 percent of the entry-level occupations required a minimum of one year of experience. Another 16.2 percent required from six months to one year, and 13.3 percent required from zero to six months.

The responses to the formal training requirements are presented in the final portion of Table 8. The majority (70.9 percent) of occupations reported on did not have a requirement for prior formal training. Of the remaining 29 percent that did require some formal training, 41.7 percent required from zero to three months of formal training, 23 percent required from three months to one year, and the remainder of occupations a minimum of one year. The occupations projected to increase in the greatest numbers over the next year generally required a minimal amount of education and experience.

Summary

This study gathered data on short-term occupational projections of Omaha employers, as well as the educational, training, and experience requirements of employers for entry level positions.

Employers reported that they planned to hire 2,399 employees in the next six months and 4,765 in the next year. The data indicated that the majority

of new hires for the next six months will be in the following occupations: warehousemen, janitors and sextons, food service workers, guards and watchmen, secretaries, typists, and miscellaneous clerical workers. Projections over the next year were similar to the six-month projections. The major differences between the two projections were the changes in the relative position of miscellaneous laborers (from 8 to 1) and the relatively high ranking for mail handlers in the yearly projection. The majority of these occupations required high school education or less, a minimal amount of experience, and no formal training.

In conclusion, the data indicate that most of the projected new hires during the next year will not require training. Thus, very little need is evident for the establishment of additional training programs for individuals seeking entry-level positions.

TABLE 8

EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS
FOR SPECIFIC OCCUPATIONS

| Requirements | | Educa | tion Require | ements | | Experi | ence Require | ements | | | For | mal Trainin | g Requireme | ents |
|--|---|--------------------------------|-----------------|------------------------|------|---------------|----------------|--------------|------------------------|---------------|-----|---------------|----------------|----------------------|
| requirements | | Amo | unt of Schoo | | | Length of | f Required E | xperience | Greater | For Trair | | Length | of Formal | Fraining |
| D.O.T. Number Occupational Division | Projected New Hires In Next Year | Less Than High School | High School | Than High School | None | 0-6 Months | 6-12 Months | 1-2 Years | Than Two Years | Yes | No | 0-3 Months | 3-12 Months | Year or Longer |
| 780 | | _ | | | 40 | 4 | | 2 | 1 | . 4 | 17 | 8 | 4 | 6 |
| Miscellaneous Laborers 770 | 823 | 9 | 12 | 1 | 16 | 4 | _ | 2 | 1 | · | 17 | | - | Ŭ |
| Warehousemen, n.e.c. | 712 | 7 | 24 | 1 | 19 | 5 | 4 | 1 | - ' | 6 | 22 | 8 | 3 | 5 |
| 903 Janitors & Sextons | 410 | 6 | 4 | 1 | 6 | 1 | 3 | 1 | _ | 1 | 11 | 3 | | 1 |
| 916 Food Service Workers | 288 | 4 | 2 | - | 4 | 1 | _ | _ | _ | - | 5 | 4 | - | _ |
| 962 Guards & Watchmen | 221 | _ | 5 | - | 4 | _ | - | _ | _ | 1 | 3 | 2 | 1 | _ |
| 332 Mail Handlers, except Post Office | 200 | _ | 3 | _ | 3 | 1 | _ | _ | | _ | 3 | 1 | ~ | _ |
| 372 Secretaries, n.e.c. | 196 | 4 | -6 2 | 16 | 24 | 7 | 14 | 17 | 16 | 23 | 53 | 15 | 12 | 11 |
| 394 Misc. Clerical Workers | 196 | 4 | 46 | 8 | 29 | 9 | 5 | 8 | 6 | 13 | 39 | 11 | 5 | 11 |
| 391 Typists | 147 | 1 | 15 | 1 | 4 | 3 | 5 | 2 | 3 | 6 | 11 | 3 | 3 | 5 |
| 350 Tabulating Machine Operators | 110 | _ | 6 | 2 | 1 | 1 | 1 | 2 | 1 | 2 | 5 | 2 | _ | 3 |
| 343 | 108 | 1 | 23 | 13 | 10 | 5 | 12 | 7 | 3 | 19 | 18 | 6 | 6 | 11 |
| Computer & Peripheral Equipment 325 | | | | | | | | | | _ | 30 | 10 | 3 | 3 |
| File Clerks . 345 | 100 | 4 | 28 | 4 | 17 | 5 | 4 | 6 | _ | 5 | | | _ | |
| Key Punch Operators 643 | 86 | 1 | 6 | 3 | 10 | 5 | 12 | 7 | 3 | 7 | 5 | 1 | 2 | 8 |
| Packers & Wrappers, except Meat & Produce | 75 | 4 | 4 | _ | 7 | 1 | _ | _ | - | 1 | 7 | 2 | - | 2 |
| 314 Counter Clerks, except Food | 64 | 5 | 19 | _ | 14 | 4 | 4 | 2 | - | 2 | 20 | 17 | 2 | 6 |
| 281 Sales Representatives, Manufacturing Industries | . 61 | 3 | 14 | 11 | 6 | 2 | 6 | 6 | 7 | 9 | 18 | 3 | 6 | 2 |
| 360 Payroll & Timekeeping Clerks | 61 | _ | 13 | 6 | 7 | _ | 3 | 5 | 3 | 6 | 9 | 6 | 2 | 9 |
| 901 Chambermaids & Maids | 60 | 3 | 1 | _ | 1 | _ | 1 | - | _ | 1 | 1 | - | 1 | |

TABLE 8 (continued)

| juirements | g Requirem | nai i raining | Forn | | | ments | nce Require | Experie | | ments | ion Require | Educat | | Requirements |
|----------------|----------------|---------------|-----------------|------|----------------------|--------------|----------------|---------------|--------|------------------------|----------------|------------------------|------------------------------|--|
| ormal Training | of Formal | Length | | Forn | Greater | perience | Required Ex | Length of | | ling Greater | nt of Schoo | Amou Less | Projected | Washington and American American |
| | 3-12 Months | 0-3 Months | No | Yes | Than Two Years | 1-2 Years | 6-12 Months | 0-6 Months | None | Than High School | High School | Than High School | New Hires in Next Year | D.O.T. Number Occupational Division |
| _ 1 | _ | - | | 1 | - | _ | _ | _ | _ | 1 | _ | _ | 50 | 075 Registered Nurses 890 |
| 4 1 | 4 | 3 | 12 | 7 | 5 | 6 | 1 | 1 | 6 | 2 | 11 | 6 | 47 | Machine Operators, Misc. 115 |
| 2 | 2 | 3 | 3 | 2 | - | - | | 2 | 3 | | 3 | 1 | 40 | Waiters |
| | - | | 1 | _ | - | - | - | - | 1 | - | - | _ | 39 | Elevator Operators 65 |
| _ 2 | - | _ | 3 | 3 | 1 | - | _ | 1 | 5 | 1 | 6 | _ | 34 | Insurance Agents 22 |
| | - | | - | - | - | - | _ | _ | | - | - | _ | 30 | Health Aides, except Nurses |
| 8 11 | 8 | 8 | 29 | 13 | 5 | 14 | 5 | 7 | 12 | 2 | 42 | 4 | 28 | Billing Clerks |
| 64 98 | 64 | 116 | 322 | 132 | 54 | 86 | 80 | 66 | 209 | 73 | 349 | 67 | 4,186 | Totals |
| (23) (35.3 | (23) | (41.7) | (7 0.9) | (29) | (10.9) | (17.4) | (16.2) | (13.3) | (42.2) | (14.9) | (71.4) | (13.7) | [| (percentage of total) |
| | | | | | : | | | | | | | | | |
| | | a | | | | | | | | | | 1 | | |
| | | | | | | | | | | | | | | , |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| | | | | | , | | | | | | | | | |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | <u> </u> | | |
| | | | | | | | | | | | | | | |

APPENDIX A

SURVEY INSTRUMENTS

BUSINESS REPLY MAIL
FIRST CLASS PERMIT NO 233 OMAHA NEBRASKA

POSTAGE WILL BE PAID BY ADDRESSEE

PRIVATE INDUSTRY COUNCIL Occupational Survey University of Nebraska at Omeha P. O. Box 3588 Omaha, Nebraska 68103



CAUR 85-249-492-06

Dear Sir/Madam:

The Private Industry Council of Omaha, Inc., (PIC) was formed in 1979 to examine the needs of local industries and seek ways to respond to those needs. (A brochure is enclosed that will explain PIC services in detail.) With the support of the Omaha private sector business community, PIC is initiating an occupational survey. The information you provide is important in determining how training dollars will be spent to meet private sector manpower needs.

Please complete this questionnaire. PIC is interested in any changes in your labor needs; i.e., increases or decreases in your work force, changes for occupational categories, and experience requirements. All replies will be confidential. No one other than those involved in conducting this survey will see or have access to this questionnaire.

As you are one of a group of business leaders selected to receive a questionnaire, it is important that it be answered by whomever is most familiar with your occupational needs. If you have a specific occupational category that is not listed, please enter the job title in the space marked "other." Please respond to each category as accurately as possible.

Your voluntary assistance and cooperation is greatly appreciated. When you have completed the questionnaire, which should take only ten minutes of your time, please fold along the lines indicated, then staple or tape and mail. No postage or envelope is required. If you have any questions, please phone us at 348-1144. Thank you!

Sincerely,

Clemm C. Kessler III
Clemm Kessler, Chairman
Private Industry Council of

Omaha, Inc.

U, S. Postage
PAID
Omaha, Nebraska
Permit No. 301

Private Industry Council of Omaha

OCCUPATIONAL SURVEY University of Nebraska at Qmaha Omaha, Nebraska 68182

| Number of Personner | 2 Number Hired | 3 Number of New | North | 4 | | 5 | | | | | | | | |
|--|--|---|--------------------------------|---|------------------------------|-----------|-----------------------|-------------------------|--------------------------|-------------------------|----------------------------|---|--------------|------------|
| Presently Employed | In the Last Year (II Any) | Number of New Hires in the Next Year (If Any) | Hires in | er of New 1 (he Next 1hs (if Any) | Projected Of Turn Next | novers in | , | | | | | | | |
| | | | | | | | 285 | Salesmen | | | | | | |
| | | | | | | | 303 305 | Billing Cl Bookkee | erks ners | | | | | |
| | | | | | | | 343 | Compute | r and Peri | pheral Equ | ipment O | perators | | |
| | | | | | | | 345 | Key Punc | יה Operato | ors Prators (Bi | | | | |
| | | | | | | | 300 | rayron B | no liniake | eping Clar | kş | ulating, etc | 1 | |
| | | | | | | | 372 | Secretario | ıs, Stenogi | aphers, Ty | /βIS1\$ | | | |
| | | | | | | | 376 | Stenograp | and neces | ving Clerk: | 5 | | | |
| | | | | | | | 391 | Typists | | | | | | |
| | | | | | | | 411 | Other Cle Brickmas | rical Work on and Str | ers onemason , | Auttrentic | ~ | | |
| | | | | | | | 412 | Brilldase | Operator | 3 | Character. | 6 23 | | |
| | | | | | | | 413 416 | Carpenter | akers Accreou | ree | | | | |
| | | | | | | | 421 | Cement a | nd Concre | te Finishai | rs | | | |
| | | | | | | | 431 | E lectricia | n Apprent | ces | | | | |
| | | | | | | | | Floor t.ay Painter A | | | | | | |
| | | | | | | | 521 | Plasteres i | Apprentici | × | | | | |
| | | | | | | | 536 | Sheetmet | ind Pipe F | itter Appre | entices | | | |
| | | | | | _ | | 601 | Aspestos i | and Insula | non Worke | ers | | | |
| | | | | | | | 615 680 | Drywail II Welders | istallars ar | od Lathers | | | | |
| | | | | | | | 706 | Fork Lift | Operators | and Tow I | Mator Ope | oratives | | |
| | | | | | | | /15 | Truck Dri Carpenter: | vers | | | | | |
| | | | | | | | | | | y) | | | | |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| he positions which | you anticipate a ne u | d for in the future, p | elease indu | cate the adu | | perience, | and traini | | | each seper | ale poutic | | a in ha | |
| | you anticipate a new | d for in the fuzure, p | Less | | More | perience, | and traini | ng require Experien | | ··· | Please | Tr Specify 11 | aining 11 | Yes |
| | you anticipate a ne u | d for in the future, p | | | | perience, | and craini 0-6 Months | Experient | | More Than 2 Years | Please : | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Jesin g n | you anticipate a new | d for in the future, p | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is | Ho- | 3 |
| Pasition Jesingn Jiling Clerks Jokkeepers | | | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Instrument of the state of the sta | you anticipate a new eral Equipment Oper | | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Itesmen Illing Clerks Jook Aeepers Imputer and Periphe yenth Operators free Machine Opera | eral Equipment Oper | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition testing of terks tokkeepers mputer and Periphe y Punch Operators free Machine Operators free Machine Operators free Machine Operators free Machine Operators | eral Equipmens Opey tors (Billing, Calcula ino Clerks | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Illing Clerks Jokk depers John Land Periphe Py Punch Operators fice Machine fice Ma | eral Equipment Oper tors (Bilting, Calcula ing Clarks | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Itesting Clerks pokkeepers Imputer and Periphe ye Punch Operators free Machine Operators profile The Machine morgaphers | eral Equipment Oper tors (Bilting, Calcula ing Clarks | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lesting of Clerks took keepers miputer and Periphe ty Punch Operators free Marchine Operators profil and Timekeepi cretaries, Stenograp tipping and Receivin mographers pists | eral Equipment Oper tors (Billing), Calcula ing Clerks hers, Typists g Clerks | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lesting Clerks pokkeepers miputer and Periphe ye Punch Operators free Marchine Operators profile and Timekeepi cretarles, Stenggrap ipping and Receivin mographers pists her Clerical Workers ick maxon and Stone | eral Equipment Oper tors (Billing, Calcula ing Clerks hers, Typists g Clerks | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Position lesting Clerks pokkeepers mining Clerks pokkeepers mininter and Periphe by Punch Operators free Machine Operators free Machine Operators profile and Transkeepi cretarles, Stenograph piping and Receivin enographers pists her Clerical Workers ickmason and Stone ildazer Operators | eral Equipment Oper tors (Billing, Calcula ing Clerks hers, Typists g Clerks | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Position Itesting Clecks pokkeepers mining Clecks pokkeepers minuter and Periphe ye Punch Operators fice Machine Operators fice Machine Operators fice Machine Operators fice Machine Operators piping and Receivin anographers pists her Clerical Workers ck-mason and Store fiddzer Operators binetinakers pinetinakers peneter Apprientices | eral Equipment Oper tors (Bilting, Calcula ing Clerks hers, Typists g Clerks g Clerks mason Apprentices | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Itestingn Illing Clerks took eepers Imputer and Periphe ty Punch Operators free Marchine Opera tyroli and Timekern pretarles, Stenograp ipping and Receivin mographers pists her Clerincal Workers ck/mason and Stone Ilidazer Operators inventinakers repenter Apprientices ment and Concrete. | erat Equipment Oper tors (Billing), Calcula ing Clerks hers, Typists g Clarks g Clarks mason Apprentices | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Itestings Itesti | erat Equipment Oper tors (Billing), Calcula ing Clerks hers, Typists g Clarks g Clarks mason Apprentices | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Itestingin Illing Clecks pokkeepers monuter and Periphe ty Punch Operators free Machine Operators free Machine Operators pipping and Receivin mographers pists her Clerical Workers ickmaxon and Stone Ildazer Operators bimetinakers repenter Apprentices mortican Apprentices testrician Apprentices or Layers niter Apprentices | erat Equipment Oper tors (Billing), Calcula ing Clerks hers, Typists g Clarks g Clarks mason Apprentices | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition Itesting Illing Clerks took keepers Imputer and Periphe y Punch Operators free Michine Opera yroli and Timekeep retarles, Stenograp ipping and Receivin mographers pists her Clerical Workers ickmator and Stone Ildizer Operators prenter Apprentices retricted Apprentice curican Apprentice ore Layers one Apprentice siterer Apprentices siterer Apprentices | eral Equipment Ope, tors (Billing, Calcula ing Clarks hers, Typisis g Clarks g Clarks imason Apprentices Finishers | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Position Itesmen Illing Clecks pokkeepers miputer and Periphe sy Punch Operators fice Machine Opera- tice Machine Opera- tice Machine Opera- piping and Receivin snographers pists her Clerical Workers clother operators binetimakers prenter Apprentices ment and Concrete corr Layers inter Apprentices siterer Apprentices siterer Apprentices inter and Pipe Fitte interes and Pipe Fitte intere | eral Equipment Oper tors (Billing, Calcula ing Clarks hers, Typists g Clarks mason Apprentices Finishers | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Position lesting lling Clerks look deepers miputer and Periphe y Punct Operators free Marchine Opera yroll and Timekeepi ipping and Receivin mographers pists her Clerical Workers ckmason and Stone liddzer Operators binetinakers repenter Apprentices citrician Apprentice inter Apprentices inter Apprentices inter Apprentices sterer Apprentices inter Apprentices mber and Pipe Fitte externatal Apprentice lestics and Insulation | eral Equipment Oper tors (Billing, Calcula ing Clerks hers, Typists g Clerks strasson Apprentices Finishers er Apprentices s masson workers | rațors | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| lestion ling Clerks pokkeepers pokkeepers pokkeepers pokkeepers pokkeepers population of Periphe populatio | eral Equipment Oper tors (Billing, Calcula ing Clerks hers, Typists g Clerks smason Apprentices Finishers er Apprentices s n Workers Lathers | rators ting, etc.] | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Position lesingn ling Clerks tokkeepers miputer and Periphe y Punch Operators free Marchine Operators free Marchine Operators profil and Timekeepi protarles, Stenograp yrolf and Timekeepi protarles, Stenograp yrolf and Timekeepi protarles, Stenograp pists her Clerical Workers ckriston and Stone lidizer Operators penter Apprentices ment and Concrete- cirfician Apprentices to Layers meet Apprentices sterer Apprentices sterer Apprentices sterer Apprentices termetal Installation invalid Ins | eral Equipment Oper tors (Billing, Calcula ing Clerks hers, Typists g Clerks strasson Apprentices Finishers er Apprentices s masson workers | rators ting, etc.] | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lestingn ling Clerks tokkeepers miputer and Periphe y Punch Operators free Marchine Opera yroli and Timekeepi retarles, Scenograp poping and Receivin mographers plets her Clerical Workers ckrisson and Stone liddzer Operators ment and Concress ment and Concress repenter Apprentices ment and Concress more Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices to Layers inter Apprentices sterer Apprentices more apprentices to Layers inter Apprentices sterer Apprentices to Layers inter Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices to Layers inter Apprentices sterer Appren | eral Equipment Open cors (Billing), Calcula ing Clerks hers. Typists g Clerks simason Apprentices Finishers a er Apprentices in Workers Luthers d Tow Motor Opera | rators ting, etc.] | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lestingn ling Clerks tokkeepers miputer and Periphe y Punch Operators free Marchine Opera yroli and Timekeepi retarles, Scenograp poping and Receivin mographers plets her Clerical Workers ckrisson and Stone liddzer Operators ment and Concress ment and Concress repenter Apprentices ment and Concress more Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices to Layers inter Apprentices sterer Apprentices more apprentices to Layers inter Apprentices sterer Apprentices to Layers inter Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices to Layers inter Apprentices sterer Appren | eral Equipment Open cors (Billing), Calcula ing Clerks hers. Typists g Clerks simason Apprentices Finishers a er Apprentices in Workers Luthers d Tow Motor Opera | rators ting, etc.] | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lesting lling Clerks look deepers miputer and Periphe y Punct Operators free Marhine Opera yroll and Timekeepi ipping and Receivin soft and Timekeepi ipping and Receivin soft and Stone lidazer Operators birettrakers repenter Apprentices currician Apprentice soft apprentices one Apprentices one Apprentices one Apprentices one Apprentices one Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices estimated Apprentices to an apprentice apprentices to an apprentices to an apprentice apprentices of a present and apprentices to an apprentice apprentice and light apprentices to a present a present apprentice and light apprentices and light apprentices to a present apprentice and light apprentices and | eral Equipment Open cors (Billing), Calcula ing Clerks hers. Typists g Clerks simason Apprentices Finishers a er Apprentices in Workers Luthers d Tow Motor Opera | rators ting, etc.] | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lestingn ling Clerks tokkeepers miputer and Periphe y Punch Operators free Marchine Opera yroli and Timekeepi retarles, Scenograp poping and Receivin mographers plets her Clerical Workers ckrisson and Stone liddzer Operators ment and Concress ment and Concress repenter Apprentices ment and Concress more Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices to Layers inter Apprentices sterer Apprentices more apprentices to Layers inter Apprentices sterer Apprentices to Layers inter Apprentices sterer Apprentices sterer Apprentices sterer Apprentices sterer Apprentices to Layers inter Apprentices sterer Appren | eral Equipment Open cors (Billing), Calcula ing Clerks hers. Typists g Clerks simason Apprentices Finishers a er Apprentices in Workers Luthers d Tow Motor Opera | rators ting, etc.] | Less Then High | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |
| Pasition lesingn ling Clerks okkeepers okkeep | eral Equipment Operators (Billing, Calculaing Clerks hers, Typists g Clerks simason Apprentices Finishers a m Workers Letters d Tow Motor Opera | rators ting, etc.] | Less Than High School | Education High | More Than High | | 0.6 | Experient | 1-2 | More Than | Please : Formal Flea | Tr Specify if Training is quired | Ho- 0-3 | v Lar 3 |

full-sime

6 What is the <u>foral number of persons your business currently employs (include entry level and other positions)?</u>

3

From the following list of entry fever occupations please indicate: 11) the approximate number of personnel you currently employ: 12) the number of persons bired in each position in the fext year: (4) the anticipated demand for new bires within the next six months and (5) the projected number of turnovers in each position in the next year for your firm or business.

| 1 | 2 | J | -4 | - | |
|-------------|------------------|-------------------|---------------------|------------------|---|
| Number of | | | | | |
| Personnel | Number Hired | Number of New | Number of New | Projected Number | |
| Presently | In the Last Year | Hires in the Next | Hires in the Next | OI Turnovers In | |
| Employed | (If Any) | Year (If Any) | Six Munths (If Any) | Next Year | |
| u | | | | | 201 6 1 2 2 2 2 2 |
| | | | | | 281 Sales Representatives |
| | | | | | 303 Billing Clerks |
| | | | | | 305 Bookkeepers |
| | | | | | 325 File Clerks |
| | | | | | 343 Computer and Peripheral Equipment Operators |
| | | | | | 345 Key Punch Operators |
| | | | | | 350 Office Machine Operators (Billing, Calculating, etc.) |
| | | | | | 360 Payroll and Timekeeping Clerks |
| | | | | | 364 flaceptionists |
| | | | | | 372 Secretaries |
| | | | | | 374 Shipping and Receiving Clerks |
| | | | | | 376 Stenographers |
| | | | | | 391 Typists |
| | | | | | 394 Other Ciercal Workers |
| | | | | | 413 Cabinatmakers |
| | | | | | 462 Machinist Apprentices |
| | | | | | 491 Mechanics |
| | | | | | 521 Plasterer Apprentices |
| | | | | | 562 Tool & Die Maxer Apprentices |
| | | | | | 572 Other Apprentices |
| | | | | | 802 Assemblers |
| | | | | | 810 Chackers, Examiners, and Inspectors |
| | | | | | 812 Cutting Operatives |
| | | | | | 522 Furnacemen, Smeltermen, and Burners |
| | | | | | 633 Meat Cutters and Butchers |
| | | | | | 643 Packers and Wrappers |
| | | | | | 644 Painters, Manufactured Articles |
| | | | | | 645 Photographic Process Workers |
| | | | | | 690 Machine Operatives, Miscellaneous |
| | | | | | 694 Other Operatives |
| | | | | | 706 Fork LIft & Tow Motor Operatives |
| | | | | | 715 Truck Drivers |
| | | | | | 753 Freight & Material Handlers |
| | | | | | 770 Warehouseman |
| | | | | | Others (Please Specify) |
| | | | | | Opinia to rease opening a management |
| | | | | | |
| | | | | | |
| | | | | | |

2 Of the positions which you anticipate a need for in the future, please indicate the education, experience, and training requirements for each separate position.

| Position | | Education | 1 | | | Experienc | æ | | | Trai |) ∩ }ոց | |
|---|-------------|----------------|-----------|-------------|-----------|-----------|-------------|---------|---------------|-------------|----------------|--------|
| | Less | | More | F | | | | | Please S | pecify if | 11 | Yas, |
| | Than | | Than | ì | | | | More | | raining is | How | Long |
| | High | Hlah | High | | 0.6 | 6-12 | 1-2 | Than | | uired | 0-3 | 3/12 |
| | School | School | School | None | Months | | Years | 2 Years | No | Yes | Months | Months |
| | Scribor | School | SCHOOL | #NONG | MADITUS | MOININ | , 00.2 | 2 .00.0 | | | | |
| 81 Sales Representatives | ļ | | | | | | | | <u> </u> | | | |
| 03 Billing Clarks | | | | · | | | | | | | | |
| 05 Bookkeepers | | | | j | | | | | | | | |
| 25 File Clerks | ł | | | { | | | | | | | | |
| 43 Computer and Peripheral Equipment Operators | | | | i | | | | | | | | |
| 45 Key Punch Operators | | | | 1 | , | | | | I | | | |
| 50 Office Machine Operators (Billing, Calculating, etc.) | | | | | | | | | | | | |
| 60 Payroll and Timekeeping Clerks | | | | | | | | | | | | |
| 64 Receptionists | | | | ļ | | | | | | | | |
| 72 Secretaries | | | | 1 | | | | | | | | |
| 374 Shipping and Receiving Clarks | | | | | | | | | | | | |
| 76 Steriographers | · | | | 1 | | | | | 1 | | | |
| 91 Typists | l | | | | | | | | i | | | |
| 94 Other Clerical Workers | | | | | | | | | | | | |
| 113 Cabinetmakers | 1 ==== | | | l <u></u> . | | | | | | | | |
| 162 Machinist Apprentices | | | | | | | | | | | | |
| 191 Mechanics | | | | i | | | | | | | | |
| 21 Plasterer Apprentices | | | | 1 | | | | | | | | |
| 62 Tool & Die Maker Apprentices | | | | | | | | | ļ | | | |
| 572 Other Apprentices | | | | l | | | | | ļ | | | |
| 602 Assemblers | | | | l | | | | | | | | |
| 610 Checkers, Examiners, and Inspectors | | | | | | | | | | | | |
| 512 Cutting Operatives | | | | | | | | | \ | | | |
| 322 Furnacemen, Smallermen, and Burners | 1 | | | · | | | | |] | | | |
| 533 Meat Cutters and Butchers | | | | | | | | | I | | | |
| 543 Packers and Wrappers | | | | | | | | | I | | | |
| 544 Painters, Manufactured Articles | | | | | | | | | l | | | |
| 545 Photographic Process Workers | | | | | | | | | 1 | | | |
| 590 Machine Operatives, Miscellaneous | ., | | | ļ | | | | | 1 | | | |
| 594 Other Operatives | | | | | | | | | | | | |
| 706 Fork Lift & Tow Motor Operatives | · — | | | . | | | | | | | | |
| 716 Truck Drivers | | | | | | | | | | | | |
| 753 Freight & Material Handlers | l —— | | | | | | | | | | | |
| 770 Warehouseman | l —— | . | | . | | | | | i | | | |
| Others IPlease Specify! | | | | | | | | | 1 | | | |
| | | | | l | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Identify the most difficult entry level position which you have | . to 100 | | | 1 | | | | | • | | | |
| 1 IDSULTED THE WIGST CILLICRAL SULLA ISASI DOZILION MUICU AOP DEA | # 10 IIII | | | | | | | | | | | |
| Identify the least difficult entry level positions which you have | e to fill | | | | | | | | | | | |
| 5 Do you currently have your own type of training program? | No | Yes | _ If ye | s, for whe | position(| | | | Length o | mangang to | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| What is the total number of persons your business currently a | mploys (jnc | lude entry | leve) and | ather post | tions)? | - | full-10 | ime | - | part-tin | ie | |

1. From the followers sits of all try lower occupations: bleave inducate (1) the approximate number of personal resolution sectors as the last year (3) the analysis abstracts for each resolution each sector of the last year (3) the analysis and to the each sector of the each sec

| | | | | · · | | |
|----------------------|------------------|-------------------|---------------------|--------------------|-----|---|
| Name of the Asset of | | | | | | |
| Pers. new | Number Herea | framber at ties | Number of New | projected prinibar | | |
| Presents | to the Last Year | rores in the Next | rittes it the Next | Of Yurnavers in | | |
| Employed | (If Any) | Year III Any) | Six Months [If Any) | Next Year | | |
| | | | | | 184 | Editors and Reporters |
| | | | | | | Radio and TV Announcers |
| | | | | | 260 | Advertising Agents and Salesmen |
| | | | | | | Billing Clerks |
| | | | | | | Bookkeepers |
| | | | | | | Disparchers and Starrers, Vehicles |
| | | | | | | File Clarks |
| | | | | | 332 | Mail Handlers, except Post Office |
| | | | | | | Computer and Peripheral Equipment Operators |
| | | | | | | Key Punch Operators |
| w | | | | | | Office Machine Operators (Billing, Calculating, etc.) |
| | | | | | | Payroll and Timekeaping Clerks |
| | | | | | | Receptionists |
| | | | | | | Secretaries |
| | | | | | 376 | Stengeraphers |
| | | | | | 381 | Stock Clerks and Storekeepers |
| | | | | | 385 | Telephone Operators |
| | | | | | 391 | Typists |
| | | | | | 394 | Other Clenical Workers |
| | | | | | 431 | Electrician Apprentices |
| | | | | | 474 | Automobile Mechanic Apprentices |
| | | | | | 492 | Other Machanics and Repairmen |
| | | | | - | 552 | Felephone Installers and Repairmen |
| | | | | | | Tolejshane Linemen and Splicers |
| | | | | | | Other Apprentices |
| | | | | | | Garage Workers and Gas Station Attendants |
| | | | | | | Bus Drivers |
| | | - | | | | Deliverymen and Routemen |
| | _~~ | | | | | Fork Lift and Tow Motor Operatives |
| | | | | | | Taxicab Drivers and Chauffeurs |
| | ~~~ | | | | | Truck Brivers |
| | | | | | | Other (Please Specify) |
| | | | | | | |
| | | | | | | |
| | | | | | | |

2. Of the positions which you anticipate a head for in the future, please indicate the education, experience, and training requirements for each separate position.

| Position | | Educatio | n | | | Experien | СӨ | | | Tre | เกเกเ | |
|--|----------------------|-----------|----------------------|------------|-------------|---------------|----------|--------------|------------|-----------------------------------|------------|----------------------|
| | Less Than High | High | More Then High | | 0.6 | 6·12 | 1-2 | More Than | Formal Rec | pacify (f Fraining as wired | Haw 0-3 | Yas, Long 3-12 |
| | School | School | School | None | Months | Months | Years | 2 Years | No | Yes | Months | Months |
| 184 Editors and Reporters | | | | | | | | | | | | |
| 193 Radio and TV Announcers | | | | | | | | | l | | | |
| 260 Advertising Agents and Salesnign | | | | 1 | | | | | | | | |
| 303 Billing Clerks | ļ | | | | | | | | | | | |
| 305 Bookkeepers | | | | | | | | | | | | |
| 315 Dispatchers and Starters, Vehicles | | | | | | | | | | | | |
| 325 File Clerks | | | | | | | | | | | | |
| 332 Mait Handlers, except Post Office | | | | | | | | | | | | |
| 343 Computer and Peripheral Equipment Operators | \ | | | | | | | | | | | |
| 345 Key Punch Operators | | | | | | | | | | | | |
| 350 Office Machine Operators (Billing, Calculating, etc.) | | | | i | | | | | <u> </u> | | | |
| 360 Payroli and Timekeeping Clerks | | | | | | | | | | | | |
| 364 Receptionists | | | | | | | | | 1 | | | |
| 3/2 Secretaries 376 Steriographers | | | | | | | | | | | | |
| 381 Stock Clarks and Storeknepers | | | | 1 | | | | | 1 | | | |
| 385 Telephone Operators | | | | | | | | | | | | |
| 391 Typists | | | | | | | | | | | | $\overline{}$ |
| 394 Other Ciencal Workers | | | | | | | | | | | | |
| 431 Electrician Apprentices | | | *** | | | | | | | • | | |
| 474 Automobile Mechanic Apprentices | | | | | | | | | | | | |
| 492 Other Machanics and Repairmen | | | | | | | | | | | | |
| 552 Telephone Installers and Repairmen | | | | | - | | | | | | | |
| 554 Telephone Lineman and Solicers | | | | | - | | | | | | | |
| 572 Other Apprentices | | | | | | | | | | | | |
| 623 Garage Workers and Gas Station Attendants | | | | | | | | | | | | |
| 703 Bus Drivers | | | | | | | | | | | | |
| 205 Deliverymen and Routemen | | | | | | | | | | | | |
| 706 Fork Lift and Tow Motor Operatives | | | | | | | | | | | | |
| 714 Taxicab Drivers and Chaufleurs | - | | | | | | | | | | | |
| 715 Truck Drivers | | | | | | | | | | | | |
| Other IPlease Specify! | | | | i | | | | | | | | |
| The tribble operation in the same of the same of the same operation in the same operatio | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| 3. Identify the most difficult entry level position which you have | e 10 1III | | | , | | | | | ' <u></u> | | | |
| 4 Identify the least difficult entry level positions which you have | ve to fill. | | | | | | | | | | | |
| | | | | | | | | | | | | |
| 5. Do you currently have your own type of training program? | No | Yes | . Η γes | , for what | position(r | ¹⁷ | | | Length o | f program | | |
| | | | | | | | | | | | | |
| 6 What is the total number of persons your business currently a | mploys (incl | ude entry | (avel and o | ther posts | ions)? | | full-tie | me | | _ Part-tim | e | |
| | | | | | | | | | | | | |

| | | | A | | | A Committee of the Committee of the |
|-------------------------|---------------|-------------------|-------------------|--|-----|--|
| : | | | | | ٠, | A Communication of the Control of the Communication |
| Professional Control | | : 1 634 4 6.1. | " est reat . | the state of the s | 1 4 | is the sale of the figure of the enables in the sale |
| | | 4 | 4 | £. | | |
| • . | | | | | | |
| • · | 5.0 | and the second | to the street | in the stylings. | | |
| r | | enter a region of | market and affect | Or Torrest or | | |
| | | A Carlot Company | 14 / 17 | Versi yani | | |
| | | | | | | |
| | | | | | 2n | to have any having |
| | | | | | | Lans Cerry Ferral Mraze |
| | · | | | | | Shies" of Reta Trade |
| | . — | | | | | S Bioma C en : |
| | | | | | | 5 Basin regues |
| | | | | | | Cashing |
| | | | | | | 5 File Cierks |
| | | | | | | 3. Computer and here here. Equipment Oberators |
| | * | | | 4 | 744 | S Key Punch One agors |
| | | | | | | Office Machine Operators (Bullion Concutating on 1 |
| | | | | | 167 | Payron and Timekeeping Clerks |
| | | | | | 36/ | Recentionists |
| | | | | | | 2 Secretaries |
| | | | | | | Shirping and Receiving Clerics |
| | | W.F. T. | | | | Si-nographeis |
| | | | | | | Stock Clerks and Storekessers |
| | | | | | | TAD THE |
| | | | | | | Other Ciercal Workers |
| | | | | | | Automobile Accessions installer |
| | | | | | | Automobile Accessories installer |
| | | | | | | |
| | | | | | 401 | Household Appliance and Access by Installers (1997). Other Mechanics |
| | | | | | | Not Specified Median a and Repairmen |
| | | | | | | Meat Wrappers |
| | | | | | | Deliverymen ai d Brustenien |
| | | | | | | |
| | | | | | | Fork Lift and Tow Motor Operative Truck Drivers |
| | | | | | | |
| | | | | | | Firinght and Material Hundlers Stock Handlers |
| | | | | | | Warehousemen |
| | | | | | | Bartenders |
| | | | | | | Busboys |
| · · · · · · · · · · · · | | | | | | Cooks |
| | | | | - | | |
| | | | | | | Dishwashers |
| | | | | | | Waiters.Waitresses |
| | | | | | 916 | Other Fond Service Workers |
| | | | | | 944 | Hairdressers and Cushierologists |
| | 7 | | | | | Other (Please Specify) |
| | | | | | | |
| | | | | | | |
| | | | | | | |

200 (1909) of all 100 annual to a next for on the future cleuse indicate the education experience, and training requirements for each separate position.

| 9, 2 | pacase and | | | - PER INTILLE | 4167 [-31-1] | ua redone | ments its | each zeber | ata postic | of, | | |
|--|--------------------------------|----------------|---------------------------------|---------------|---------------|----------------|---|-------------------------|---------------|----------------------------------|-------------|-------------------------|
| 3.1 | | Education | ·n | , | | Lypenen | ce | | | Tr | 2.00 | |
| | Less Than High School | High School | More Trian High Schoor | None | 0-6 Months | 6-12 Months | 1.2 Years | More Than 2 Years | Formai Res | Specify * Transmis is Juntes Yes | 6-3 | 1 () 2 () 3 () |
| 206 Act are constant is | | | | | | | | | 1 | | | |
| And Sales Cress to Fugar Trans 395 Sales - Fictor Trans | | | | | | | | | | | | |
| 30% B. A. Thoras | | | | | | | | | | | | |
| 30f. By 1 80m 1/2 | J | | | | | | | | | - | | |
| 310. Castriers | | | | | - | | | | | | - | |
| 325 Film Clerk: | | | | | | | | | | | | |
| 343 Computer and Peripheral Equipment Operators | ļ | | | | | | | | | | | |
| 345 Key Purity Community's 350 Office (Normal Colored Assistance Colored Institute (Normal Colored Institute Colored Ins | | | | | | | | | | | | |
| 360 Pay rote and Tymes proping Clocks | | | | <u> </u> | | | | | | | | |
| 364 Re/ry: 515 | | | | · | | | | | | - | | |
| 372 Serreturna | | | | | | | *************************************** | | | | | |
| 374 Shina ng Markice ng Caeria | | | | | | | | | | | | ~~~ |
| 376 Stell Complete 361 Stelle Great Stell Steller | | | | | | | | | | | | |
| 351 T _{1.1515} | | | | | | | | | | | | |
| 394 Citier Cier ca. Noticers | | | | | | | | | | | | |
| 401 Aut Photode Accessories Installers | | | | | | | | | 1 | | | |
| 474 Automobile Michanic Appliention | | | | | | | | | | | | |
| 482 Housetrald Appliance and Accessory Tostallers and Mechanics 491 Otroit Mechanics | | | | | | | | | | + | | |
| 491 that Street Mercanins and Repairmen | | | | | | | | | | | | |
| 635 Meet Stappers | | | | | | | | | | | | |
| 701 Device y the parties of the same | | | | | | | | | | | | |
| 706. Fair Life and To- 1 for Operatives | | | | | | | | | | | | |
| 711 Truck Streets | | | | | | | | | | | | |
| 753 Frequet ar iPfater acHandlers 762 Stray markets | | | | | | | | | | | | |
| 770 V | | | | | | | | | | | | |
| 910 purp de s | | | | | | | | | | | | |
| 911 Bustices | | | | | | | | | | | | |
| 912 C. As 913 Den : + = | | | | | | | | | | | | |
| 915 North to March 1935 | | | | | | | | | | | | |
| \$16 Other Folio Service Williams | | | | | | | | | | | | |
| 944 Hairaressurs and Cismetalogists | | | | | | | | | | | | |
| Other (Figure Special) 1 | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| tacking the page of figure entry level position which you have t | ıə ijii 📖 | | | | | | | · ' | | | | |
| 4. Ident, 1. the reast 1.10% of entry level positions which you have | to fill | | | | | | | | | | | |
| 5. Do you corresponding program? | No | 1 es | il yes, | for what (| osition(s)? | · | | | i.ength of | program . | | |
| 6. What is the total in united of our part of the | | | | | | | | | | | | |
| What is the <u>total number of persons your business currently emp</u> | alays (melu | de entry is | ivel and ot | har opsitio | ns}7 | _ | _ lui⊩tur | ıŧ | | _ part-time | | |

| n each position in the ing 15) the projected | 2 | 3 | | 4 | 5 | C\$1(1672 | | | | | | | |
|--|--|--|----------------------|--------------|----------------------|-----------|------------|-------------------------|---------------|--------------|----------------------|--|----------------|
| Number of | | | | - | | • | | | | | | | |
| Personner | Number Hired | Number of New | | er of New | Projected | Number | | | | | | | |
| Preser-t's | In the Last Year | Hires in the Next | Hires in | the Next | Of Torne | | | | | | | | |
| Employed | (If Any) | Year (If Any) | Six Mon | ths (If Anyl | Nex1 | | | | | | | | |
| | | | | | | | 282 | Sales Fig | presentativ | 185 | | | |
| | | | - | | | | 303 | Blilling Ci | lerks | | | | |
| | | | | | | | 305 | Bookkee Counter | pers | | | | |
| | *************************************** | | - | | - | | 325 | File Cleri | ks | | | | |
| | | | | | | | 343 | Compute | r and Perli | pherai Equ | Ibmeur Ob | erators | |
| | | | | | | | | | | | | | |
| | | | | | | | 360 | Payroll at | acitine Ope | Prators 1811 | ling, Calcu | lating, etc. | .) |
| | | | | | | | 372 | Secretario | 25 | | | | |
| | | | | | | | 374 | Shipping | and Racei | ving Clarks | i | | |
| | | | | | | | 3/6 | Stenograp Stock Cla | phers | Druk opp | | | |
| | | | | | | | 391 | Typists | 1 K 2 BITO 21 | or us eeper: | 5 | | |
| | | | | | _ | | 394 | Other Cle | rical Work | ers | | | |
| | | | | | | | 482 | Househol | oneilagA b | e and Acc | essory lost | atlers and | Mechanic |
| | | | | | | | 491 | Macuauto | 3 | | nemisqef | | |
| | | | _ | | | | 643 | Packers as | nd Wrappe | IS, BACBOL | meat and f | raduce | |
| | | | | | | | 705 | Deliveryn | nen und Ac | outemen | | | |
| | | | | | | | 705 715 | Fork Lift Truck Dri | and Tow I | Motor Ope | ratives | | |
| | | | | | | | 763 | Freight an | rd Material | Handlers | | | |
| | | | | | | | 770 | Warehous | emen | | | | |
| | | | | | | | 780 | Other Lab | | | | | |
| | | | | | | | | - The Pie | ease Specif | y/ | | | |
| | | | - | | | | | | | | | | |
| the positions which | you anticipate a nee | d for In the future, I | p)ease (ndi | Cate the est | ication, exp | Derience. | and train) | An centive | ments for | each consess | | | |
| the positions which Position | you anticipate a need | d for In the future, I | please (nd) | | | periança, | and train! | | | esch separ | ate positio | ıı. | |
| The positions which Position | you anticipate a need | d for In the fucure, I | | care the ext | ` | perience, | and train | ing require Experien | | each separ | Ţ | Tı | aining |
| The positions which Position | you anticipate a need | d for In the future, I | Less Than | Education | | periença, | and train | | | | Please S | Tr ipecify if | 1 |
| the positions which Position | you anticipate a need | d for In the future, (| Less Than High | Education | More Than High | | and train | | | More | Please S Formal | Tr Specify if Fraining is | 1 Ho |
| Position | you anticipate a need | d for In the future, I | Less Than | Education | More Than | perience, | · | Êxperien | СВ | | Please S Formal | Tr ipecify if | 1 |
| Position eles Representativ as | you anticipate a need | d for In the future, I | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position Jes Representatives Jing Clarks | you anticipate a neoc | d for In the future, I | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position eles Representatives lling Clerks bunter Clerks bunter Clerks | you anticipate a new | d for In the future, (| Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position des Representatives lling Clerks bakkeepers bunter Clerks le Clerks | | | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position des Representatives lling Clerks pakkeepers purcher Clerks le Clerks propuler and Periphe | oral Equipment Open | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Hepresentatives lling Clerks pakkeepers punter Clerks le Clerks proputer and Periphe proth Operators flee Machino Operators | eral Equipment Open Lors (Billina, Calculai | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position fes Hepresentatives lling Clerks sokkeepers unter Clerks le Clerks reputer and Periphe y Punch Operators flee Machine Operator yvoll and Timpkeepi | eral Equipment Open Lors (Billina, Calculai | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Hepresentatives bling Clerks southeepers souther Clerks reputer and Periphe ry Punch Operators fice Machine Operators free Machine Operators cretaries | eral Equipment Oper Hors (Billing, Celculat Ing Clerks | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks auther Clerks les Clerks inner Clerks reputer and Periphe y Punch Operators fice Machine Operators treel and Timekeepl cretaries ipDing and Receivin mographes | oral Equipment Open tors (Biffing, Celculat Ing Clerks g Clerks | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks pakkeepers unter Clerks le Clerks reputer and Periphe ty Punch Operators fice Machino Operators yroll and Timakeep; cretaries ipplomy and Receivin enographers sek Clerks and Store kernes | oral Equipment Open tors (Biffing, Celculat Ing Clerks g Clerks | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position fes Hepresentatives lling Clerks pakkeepers unter Clerks le Clerks reputer and Periphe y Punch Operators flee Machina Operators special and Receivin enographers spec Clerks and Store plats | eral Equipment Opera tors (Bitting, Celculat Ing Clerks g Clarks pkeepers | alors | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position des Representatives lling Clerks pakkeepers unter Clerks le Clerks reputer and Periphe ry Punch Operators fice Machine Operator fice Machine Operator profit and Receivin enographers policy and Receivin enographers policy and Store polits her Clerical Workers usehold Appliance | eral Equipment Open tors (Billing, Celculat ng Clerks g Clerks ekeepers | ators ting, etc.) | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Hepresentatives bling Clerks bling Clerks bling Clerks bling Clerks les Clerks reputer and Periphe reputer and Receivin les and Receivin les Clerks bling bling and Receivin les Clerks bling bl | eral Equipment Opers tors (Billing, Celcular Ing Clerks g Clarks ekeapars ind Accessory Install | ators ting, etc.) | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks sokkeepers unter Clerks le Clerks reputer and Periphe ry Punch Operators fice Machine Operators for Operators for Operators social Clerks have Clerical Workers usehold Appliance of chanics scellaneous Mechanics scellaneous Mechanics | oral Equipment Operators (Billing, Calculating Clarks) g Clarks g Clarks skeepers and Accessory Instell | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks sokkeepers unter Clerks le Clerks reputer and Periphe ry Punch Operators filce Machine Opera ry old and Timekeep retaries ippling and Receivin mographers sock Clerks and Store plists her Clerical Workers usehold Appliance o chanics scellaneous Mechanic kers and Wrappers, kers and Wrappers, kers and Wrappers, kers and Wrappers, | oral Equipment Open tors (Bitting, Calculat ing Clarks g Clarks okeepars and Accessory Install cs and Repairmen except Meet and Pro | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks souther Clerks unter Clerks les Clerks imposite and Periphe y Punch Operators filee Machine Operators included and Timekeepi relaries ipDing and Receivin mographers ock Clerks and Store plats her Clerical Workers usehold Appliance a contained and Wappers, liverymen and Row Mo Kers and Wrappers, liverymen and Row Mo K Lifk and Tow Mo | oral Equipment Open tors (Bitting, Calculat ing Clarks g Clarks okeepars and Accessory Install cs and Repairmen except Meet and Pro | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks sokkeepers souther Clerks le Clerks my Punch Operators filee Machine Operat yroll and Timekeepi creatives ipping and Receivin enographars sock Clerks and Store plats her Clerical Workers scellaneous Mechanic kers and Wrappers, liverymen and Rout rk Lifk and Tow Mo ack Drivers | eral Equipment Open tors (Billing, Calculat ng Clarks g Clarks gkeepers and Accessory Instell cs and Repairmen except Meet and Pro ernen tor Operatives | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks souther Clerks butter Clerks les Clerks importer and Periphe ty Punch Operators flee Machine Operators cretaries ipoling and Receivin inographers pock Clerks and Store plats her Clerks and Store plats her Clerks and Store chanics scellaneous Mechanics scellaneous Mechanics kers and Wrappers, liverymen and Rou tck Lifk and Tow Mo ck Drivers ight and Material H | eral Equipment Open tors (Billing, Calculat ng Clarks g Clarks gkeepers and Accessory Instell cs and Repairmen except Meet and Pro ernen tor Operatives | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks sokkeepers souther Clerks le Clerks my Punch Operators filee Machine Operat yroll and Timekeepi creatives ipping and Receivin enographars sock Clerks and Store plats her Clerical Workers scellaneous Mechanic kers and Wrappers, liverymen and Rout rk Lifk and Tow Mo ack Drivers | eral Equipment Open tors (Billing, Calculat ng Clarks g Clarks gkeepers and Accessory Instell cs and Repairmen except Meet and Pro ernen tor Operatives | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives ling Clerks souche epers sunter Clerks le Clerks reputer and Periphe ry Punch Operators fice Machine Operat rotal and Timekeepi cretaries ippling and Receivin enographers sock Clerks and Store plats her Clerical Workers usehold Appliance of chanics scellaneous Mechani ckers and Wrappers, liverymen and Rout rk Lift and Tow Mo ck Drivers light and Material H rehousemen | oral Equipment Open tors (Bitting, Celculat ing Clerks g Clerks obsespers shad Accessory Instell cs and Repairmen except Meet and Pro- erner tor Operativos | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks okkeepers unter Clerks e Clerks reputer and Periphe y Punch Operators fice Machine Opera- tredit and Timekeep retaries ippling and Receivin mographars sock Clerks and Store plats asehold Appliance o chanics cellaneous Mechani kers and Wrappers, ikers ikers ikers and Wrappers, ikers ik | oral Equipment Open tors (Bitting, Celculat ing Clerks g Clerks obsespers shad Accessory Instell cs and Repairmen except Meet and Pro- erner tor Operativos | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |
| Position les Representatives lling Clerks okkeepers unter Clerks e Clerks reputer and Periphe y Punch Operators fice Machine Opera- tredit and Timekeep retaries ippling and Receivin mographars sock Clerks and Store plats asehold Appliance o chanics cellaneous Mechani kers and Wrappers, ikers ikers ikers and Wrappers, ikers ik | oral Equipment Open tors (Bitting, Celculat ing Clerks g Clerks obsespers shad Accessory Instell cs and Repairmen except Meet and Pro- erner tor Operativos | alors ting, etc.) lers and Mechanics | Less Than High | Education | More Than High | | 0-6 | Experien 6-12 | 1-2 | More Than | Please S Formal 1 | Tr ipecify if fraining is ulred | 1 Ho 0-3 |

_____full-time

____ part-time

PIC-06(707-718)

1 months to the solid issued issued to the action of the approximate number of personner you currently employ (2) the number of persons baren if each position if the assignment of the action of the

| 1 | 2 | 3 | 4 | 5 | |
|-----------|------------------|-------------------|------------------------|------------------|---|
| Number of | | | | | |
| Personne | Number Hires | Number of New | Полорег от Neyv | Projected Number | |
| Presently | In the East Year | Hires in the Next | Hires in the Next | Of Turnovers in | |
| Emply (e) | df Angr | Year str Anyl | Six Months (If Any) | Next Year | |
| | | | | | |
| | | | | | 260 Advectising Agents and Salesmen |
| | | | | | 265 Insurance Agents |
| | | | | | 301 Bank Tellers |
| | | | | | 303 Billing Clerks |
| | | | | | 305 Bookkeepers |
| | | | | | 310 Cashiers |
| | | | | | 321 Estimators and Investigators |
| | | | | | 325 File Clerks |
| | | | | | 326 Insurance Adjusters, Examiners, and Investigators |
| | | | | | 341 Bookkeepers and Billing Machine Operators |
| | | | | | 342 Calculating Machine Operators |
| | | | | | 343 Computer and Peripheral Equipment Operators |
| | | | | | 345 Key Punch Operators |
| | | | | | 350 Tabulating Machine Operators |
| | | | · | | 365 Office Machine Operators |
| | | | | | 360 Payroll and Timekeeping Clerks |
| | | | | | 354 Receptionists |
| | | | | | 370 Legal Secretaries |
| | | | | | 372 Secretaries |
| | | | | | 376 Stenographers |
| | | | | | 385 Telephone Operators |
| | | | | | 391 Typists |
| | | | | | 394 Other Clerical Workers |
| | | | | | |

2. Or the positions which you anticipate a need for in the hittore, please indicate the education, expanence, and training requirements for each separate position,

| Position | | Educatio | n | | | Experlenc | e | | | Tra | inic-g | |
|---|----------------------|-------------|----------------------|-------------|-------------|-----------|---------|--------------|----------|--------------------------------------|--------|----------------------|
| | Less Than High | High | More Than High | | 80 | 6.12 | 1.2 | More Than | Farmal | Specify if Training is juilted | | Yes, Long 3-12 |
| | School | School | School | None | Months | Months | Years | 2 Years | . No | Yes | Months | |
| 260 Advertising Agents and Salesmen 265 Insurance Agents 301 Bank Tellers 303 Billing Clerks 305 Bookkeepers 310 Cashiers 321 Estimators and Investigators 325 File Clerks 326 Insurance Adjusters, Examiners, and Investigators 341 Book keepers and Billing Machine Operators 342 Calculating Machine Operators | | | | | | | | | | | | |
| 343 Computer and Peripheral Equipment Operators 345 Key Punct, Operators 350 Tabulating Machine Operators 355 Office Machine Operators 360 Payroll and Timekepting Clerks | | | | | | | | | | | | |
| 364 Receptionists 370 Legal Secretaries 372 Secretaries 376 Steingyraphers 386 Telephone Operators | | | | | | | | | | | | |
| 391 Typists 394 Other Clerical Workers Other (Please Spacify) | | | | | | | | | | | | |
| 3 Identify the man afficial entry level position which you have | to fill | | | | | | | | | | | |
| 4 Identity the least difficult entry level positions which you have | , | | | | | | | | | | | |
| 5 Do you correctly have your own type of training program? | No | Yes |) (yes | , for what | parition(s) | | | | Length o | nsigora i | | |
| 6 What is the fulal number of persons your business currently em | ploys (incl | ude entry i | leval and o | ther positi | ions)? | | full-ti | ne | | _ batt tim | e | - - |

to in policy of the By new economic policy is the approximate number of personne your other by letter or edge of personne the second of the article of the a

| 1 | | 3 | 4 | 5 | | |
|------------|------------------|---------------------|----------------------|------------------|-----|---|
| Name of | | | | | | |
| Pers, rec- | Northwest street | ty arration of News | Number . * New | Projected Nomber | | |
| Presents | in the Last Year | rides in the Next | intes in the Next | Of Tarnevers in | | |
| Emproven | ul Aus | Year Ol Angl | Six Munitle II! Anyl | Next Year | | |
| | | | | | | |
| . — | | | | | | rigation Record Technicians |
| | | | | | | Therapy Assistants |
| | | | | | | Health Technicians |
| | | | | | | Advertising Agents and Salesmen |
| | | | | | | Salesmen of Servicus |
| | | | | | | Billing Clurks |
| | | | | | | Bookkeepers |
| | | | | | | Filing Clarks Componer and Peripheral Equipment Operators |
| | | | | | | Key Punch Operators |
| | | | | | | Othice Machine Operators (Billing Calcutating etc.) |
| | | | | | | Payroll and Timekeeping Clerks |
| | | | | | | Legal Secretaries |
| | | | | | | Mudical Secretaries |
| | | | | | | Secretaries |
| | | | | | | Shipping and Receiving Clerks |
| | | | | - | | Stenggraphers |
| | | | | | 391 | Typists |
| | | | | | | Other Ciercal Workers |
| | | | | | 401 | Automobile Accessories Installers |
| | | | | | 402 | Bakers |
| | | | | | | Dental Laboratury Technicians |
| | | | | | | |
| | | | | | | |
| | | | | | | Mechanics |
| | | | | | | Other Mechanics and Repairmen |
| | | | | | | Laundry and Dry Cleaning Operatives |
| | | | | | | Photographic Process Workers Machine Operatives |
| | | | | | | Deliverymen and Rootemen |
| | | | | | | Truck Orivers |
| | | | | | | Warehousemen |
| | | | | | | Other Laborers |
| | | | | | | Cleaners |
| | | | | | 903 | Janutors |
| | | | | | 910 | Barrenders |
| | | | | | 911 | Bushnys |
| | | | | | 912 | Cooks |
| | | | | | | Food Counter and Fountain Workers |
| | | | | | | Waiters/Waitresses |
| | | | | | | Other Food Service Workers |
| | | | | | | Health Aides |
| | | | | | | Health Trainees (Please Specify) |
| | | | | | | Nursing Aides, Orderlies, and Artendanis |
| | | | | | | Licensed Practical Norses |
| | | | | | | Hairdressers and Cosmetulogists |
| | | | | | | Personal Service Apprentices |
| | | | | | | Welfare Service Aides Guards and Watchmen |
| | | | | | 802 | Other (Please Specify) |
| | | | | | | · · · · · · · · · · · · · · · · · · · |
| | | | | | | |
| | | | | | | |
| | | | | | | |

2 Of the positions which you anticipate a need for in the future, please indicate the education, experience, and training requirements for each separate position.

Position Education Experience

| | Pusition | | Education | n | | | Experienc | ce | | | Tra | enini | |
|-----|---|--------------------------------|----------------|--------------------------------|-------------|---------------|----------------|--------------|-------------------------|-----------|---|----------------------------|--------------------------------|
| | | Less Than High School | High School | More Then High School | None | 0-6 Months | 6-12 Months | 1.2 Years | More Than 2 Years | Formal | pacity if raining is ulred Yes | If How 9-3 Months | Yes, Long 3-12 Months |
| | Health Record Technicians | | | | | | | | | | | | |
| | Therapy Assistants | | | | | | | - | | | | | |
| | Realth Technicians Advertising Agents and Salesmen | | | | | | | | | | | | |
| 285 | Salesinen of Services | | | | | | | | | | | | |
| | Billing Clerks | | | | | | | | | | | | |
| 305 | Bookkeepers | | | | | | | | | | | | |
| | Filing Clerks | | | | | | | | | | | | |
| 343 | Computer and Peripheral Equipment Operators | | | | | | | | | | | | |
| 345 | Key Puncti Operators Office Machine Operators (Billing, Calculating, etc.) | | | | | | | | | | | | |
| 350 | Payroll and Timekeeping Clarks | | | | | | | | | | | | |
| | Legal Secretaries | | | | | | | | | | | | |
| | Medical Secretaries | | | | | | | | | | | | |
| | Secretaries | | | | | | | | | | | | |
| | Shipping and Receiving Clarks | | | | | | | | | | | | |
| | Stenographers Typisss | | | | | | | | | | | | |
| 391 | Other Clerical Workers | | | | | | | | | | | | _ |
| 401 | Automobile Accessories Installers | | | | | | | | | | | | |
| 402 | Bakers | | | | | | | | | | | | |
| 426 | Dental Laboratory Technicians | | | | | | | | | | | | |
| | Automobile Mechanic Apprentices | | | | | | | | | | | | |
| 482 | Household Appliance and Accessory Installers and Mechanics | | | | | | | | | | | | |
| | Mechanics Other Mechanics and Repairmen | | | | | | | | | <u> </u> | | | |
| 630 | Launtiry and Dry Cleaning Operatives | | | | | | | | | | | | |
| 645 | Photographic Process Workers | | | | | | | | | | | | |
| 690 | Machine Operatives | | | | | | | | | | | | |
| 705 | Deliverymen and Routemen | | | | | | | | | | | | |
| | Truck Drivers . | | | | | | | | | | | | |
| | Warehousemen | | | | | | | | | | | | |
| | Other Laborers Cleanurs | | | | | | | | | | | | |
| | Jangors | | | | l——— | | | | | | | | |
| | Bartenoers | | | | | | | | | | | | |
| 911 | | | | | | | | | | | | | |
| | Codks | | | | | | | | | | | | |
| 914 | Foud Counter and Fountain Workers | | | | | | | | | | | | |
| | Waiters/Waitresses | | | | | | | | | | | | |
| | Other Food Service Workers Health Autes | | | | | | | | | | | | |
| | Health Traines (Please Specify) | | | | | | | | | | | | |
| 925 | Nursing Aides Orderlies, and Attendants | | | | | | | | | | | | |
| 926 | Licensed Practical Nurses | | | | | | | | | | | | |
| 944 | Hairdressers and Cosmetologists | | | | | | | | | | | | |
| 945 | Personal Service Apprentices Weifare Service Aides | | | | | | | | | | | | |
| 962 | Guards and Watchmen | | | | | | | | | | | | |
| 302 | Other (Please Specify) | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| 3 1 | l dentify the <u>most</u> difficult entry level position which you lisve t | to fill | | | | | | | | | | | |
| 4 1 | dentify the <u>least</u> difficult entry level positions which you have | 10 fill | | | | | | | | | | | |
| 5 (| So you currently have your own type of training program? | No | Yes | If yes | for what | position(s) | 17 | | | Length of | program | | |
| 6 v | What is the 10161 number of persons your business currently em | plays (incli | nqe autry 1 | evel and o | ther positi | (ano | | full-un | ne | _ | _ part-time | , | |
| | | | | | | | | | | | | | |

24

APPENDIX B

EDUCATION REQUIRED FOR ENTRY LEVEL OCCUPATIONS

TABLE B-1
EDUCATION REQUIRED FOR PROFESSIONAL
AND TECHNICAL OCCUPATIONS

| | | | | N.A. | nufactur | ino | Tra | nsporta | rion | ' | Vholesai Trade | e | | Retail Trade | | | nk, Finar Real Esta | | | Service | ! |
|--|----------------------|----------------|-----------------------------------|--------------------------------|----------|-----------------------------------|----------------------|---------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------------------------|-----------------|-----------------------------------|--------------|------------------------|-----------------------------------|--------------------------------|----------------|-------------------------------|
| ndustrial Division D.O.T. Number Occupation | Less Than High | High School | Greater Than High School | Less Than High School | High | Greater Than High School | Less Than High | High | Greater Than High School | Than High | High | Greater Than High School | Less Than High School | High School | Greater Than High School | Than Hìgh | High School | Greater Than High School | Less Than High School | High School | Great Than High Scho |
| 001 Accountants | | _ | 1 | | | | | | | _ | 1 | _ | | | | | | | | _ | 2 |
| Architects | - | | 1 | | | | | | | | | | | | | | | | | | |
| Computer Programmers 2004 Computer Systems Analysts | | | | | - | 1 | | | | | | | | | | | | | | | |
| 1013 Industrial Engineers 014 Mechanical Engineers | | | | | | | | | | _ | 1 | - | | | | | | | _ | - | |
| D23 Engineers, n.e.c. 031 | | | | | | | | | | | | | | | | | | | _ | _ | |
| Lawyers 056 Personnel & Labor Relations Workers | | | | | | | | | | | | | | | | : | | | - | _ | |
| 064 Phermacists | | | | | | | | | | _ | _ | 1 | | | | _ | - | 1 | | | |
| Health Practitioners, n.e.c. | | | | | | | | | | | | | | | | | | | | | |
| Registered Nurses | | | | | | | | | | - | - | 1 | | | | | | | | | |

TABLE B-1(continued)

EDUCATION REQUIRED FOR PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | | Construction | | | | Manufacturing | | | Transportation | | | Wholesai Trade | | | Retail Trade | , | Bank, Finance, Real Estate | | | | Service | |
|---------------------|--------------------------|--------------------------------|------|-----------------------------------|---|---------------|-----------------------------------|----------------------|----------------|-----------------------------------|--------------------------------|-------------------|-----------------------------------|--------------------------------|-----------------|-----------------------------------|-------------------------------|------|-------------------------|--------------------------------|----------------|----------------------------------|
| D.O.T | | Less Than High School | High | Greater Than High School | 1 | High | Greater Than High School | Less Than High | High | Greater Than High School | Less Than High School | High | Greater Than High School | Less Than High School | High | Greater Than High School | Less Than High | High | Greater Than High | Less Than High School | High School | Greate Than High School |
| | | | | | | | | | | | | | | | | | | | | | | |
| 000 | | | | | | | | | | | | | | | | | | | | | | |
| 080 | Clinical Lab Technicians | | | | _ | 1 | _ | | | | | | | | | | | | | | | |
| 082 | | ł | | | | | | | | | | | | | | | | | | | | |
| | Health Records | ĺ | | | | | | | | | | | | | | | | | | | | |
| | Technicians | | - | | | | | | | | | | | | | | | | | | | |
| D83 | | | | | } | | | | | | | | | | | | | | | | | |
| | Radiologic Technicians | | | | Ì | | | | | | <u> </u> | | | | | | | | | <u> </u> | | |
| 085 | | | | | ļ | | | | | | | | | | | | | | | | | |
| | Health Technicians | | | | - | _ | 1 | - | 1 | _ | | | | | | | | | | _ | _ | 1 |
| 100 | | ļ | | | | | | ļ | | | | | | | | | | | | , | | 1 |
| | Social Workers | ļ | | | - | | | İ | | | | | | | | | | | | _ | _ | 1 |
| 123 | | | | | | | | | | | İ | | | | | | | | | | | |
| | Art, Drama, and | | | | | | | | | | | | | _ | 1 | _ | | | | | | |
| | Music Teachers | | | | | | | | | | ĺ | | | | • | | | | | | | |
| 134 | | | | | | | | | | | | | | | | | | | | | | |
| | Trade, Industrial, and | | | | | | | 1 | | | _ | | 1 | | | | į | | | | | |
| 135 | Technical Teachers | | | | | | | | | | | | | | | | | | | Ì | | |
| 135 | Miscellaneous Teachers | | | | | | | | | | | | | | | | | | | | | |
| 143 | Wildows I cookers | | | | | | | | | | | | | | | | | | | | | |
| | Pre- and Kindergarten | - | | | | | | | | | | | | | | | | | | | | |
| | Teachers | | | | | | | | | | | | | | | | | | | - | 1 | |
| 145 | | | | | | | | | | | | | | | | | , | | | | | _ |
| | Teachers, n.e.c. | | | | | | | | | | | | | | | | | | | - | 1 | 2 |
| 152 | | 1 | | | | | | | | | | | | | | | | | | | 4 | |
| | Draftsmen | | | | | | | | | | | | | _ | _ | 1 | | | | _ | 7 | _ |
| 153 | | | | | | | | | | | | | | | | | | | | | | |
| | Electrical Engineering | | | | | | | | | | _ | _ | 1 | | | | | | | | | |
| | Technicians | L | | | | | | <u> </u> | | | | | 1. | | | | <u> </u> | | | 1 | | |

TABLE B-1(continued)

EDUCATION REQUIRED FOR PROFESSIONAL AND TECHNICAL OCCUPATIONS

| | | | | | Manufacturing | | | Transportation | | | Wholesale Trade | | | Retail Trade | | | Bank, Finance, Real Estate | | | | Service | | |
|------------------|---|---------------------------|----------------|------------------------|------------------------|----------------|------------------------|------------------------|----------------|------------------------|---------------------------|----------------|------------------------|-----------------|----------------|-----------------|-------------------------------|----------------|----------------|----------------|----------------|------|--|
| Industria | I Division | Construction Less Greater | | Greater | | | Less Greater | | Less Greater | | Less Greater Than Than | | | Less Than | | Greater Than | Less Than | | Greate Than | | | | |
| D.O.T. Number | Occupation | Than High School | High School | Than High School | Than High School | High School | Than High School | Than High School | High School | Than High School | Than High School | High School | Than High School | High | High School | High | High | High School | High School | High School | High School | High | |
| 154 | | | | | | | | | | | | | | | | | | | | | | | |
| ŧn | dustrial Engineering | | | | | | 1 | | | | | | | | | | | | | | | | |
| Te 156 | echnicians | | | | _ | | | | | | | | | | | | | | | | | | |
| Μ | lathematical echnicians | | ŕ | | | | | 1 | | | | | | | | | - | - | 1 | | | | |
| 162 E | ngineering & Science | | | | | | | | | | | | | | | | _ | 1 | <u></u> | | | | |
| | echnicians, n.e.c. | | | | | | | | | | | | | | | | | | | _ | _ | 1 | |
| 1 6 5 | mbalmers | | | | | | | | | | | | | | | | | | | | | | |
| 173 T | echnicians, n.e.c. | _ | 1 | _ | | | | | | | | | | | | | - | 1 | - | - | 1 | | |
| 174 | ocational & Educationa | ı | | | | | | | | | | | | | | | | | | _ | _ | 1 | |
| | Counseiors | | | | | | | - | | | ! | | | | | | | | | | | | |
| 175 | Actors | | | | ļ | | | | | | | | | | | | _ | 1 | | | | | |
| 184 | | | | | | | | _ | _ | . 1 | | | | | | | _ | _ | 1 | | | | |
| 191 | Editors & Reporters | | | | | | | | | | | | | | | | | | | _ | | 1 | |
| | Photographers | | | | | | | | | | | | | | | | | | | | | | |
| | Public Relations Men & Publicity Writers | | | | | | | | | | | | | | | | - | _ | 1 | | | | |
| 194 | Writers, Artists, & | | | | | | | | | | | | | | | | | | | | | | |
| | Entertainers, n.e.c. | | | | | | | | | | | | | | | | | | | | | | |

5

TABLE B-1(continued)

EDUCATION REQUIRED FOR PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | Construction | | | Manufacturing | | | Transportation | | | , <u>.</u> | Wholesal Trade | e | | Retail Trade | | Ba F | nk, Fina Real Esta | nce, te | | Service | |
|---|--------------------------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|----------------|----------------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------------------------|-----------------------|-----------------------------------|--------------|----------------|---------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than High | High School | Greate Than High Schoo |
| 196 Resource Specialists 197 Pest Control Technicians 198 Termite Control Technicians | | | | | | | | | | | | | | | | | | | _ | ann | 1 |
| Total - Professional and Technical Occupations | _ _ | _ | _ | _ | 1 | _ | _ | 1 | _ | _ | _ | _ | _ | _ | _ | | | _ | _ | _ | - |
| | | , | 2 | 0 | | 3 | 0 | • | 1 | 0 | 2 | 4 | 0 | 1 | 1 | 0 | 2 | 4 | 0 | 4 | 14 |

9

TABLE B-2
EDUCATION REQUIRED FOR MANAGERIAL
AND ADMINISTRATIVE OCCUPATIONS

| | Industrial Division | | Construction | | | Manufacturing | | | Transportation | | | Wholesal Trade | | | Retail Trade | | Bank, Finance, Real Estate | | | | Service | | |
|-------|--|----------------------|--------------|-----------------------------------|--------------------------------|---------------|-----------------------------------|----------------------|----------------|-----------------------------------|--------------|-------------------|-------------------------|--------------------------------|-----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--|
| D.O.T | | Less Than High | High | Greater Than High School | Less Than High School | High | Greater Than High School | Less Than High | High | Greater Than High School | Than High | High | Greater Than High | Less Than High School | Hìgh School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | |
| 201 | Assessors, Controllers | | | | | • | | | | | | | | _ | 1 | - | | | | | | | |
| 202 | Bank Officers & Financial Managers | | - | | | | | | | | | | | | | | | | | _ | _ | 1 | |
| 205 | Buyers, Wholesale & Retail Trade | | | | | | | | | | | | | | | | | | | | | 1 | |
| 212 | Health Administrators Managers & Super- | | | | | | | | | | | | | | | | | | | | | | |
| 222 | intendents, Building Officials & Administra- | | | | | | | | | | | | | | | | | | | | | | |
| 225 | tors, Public Purchasing Agents & | | | | | | | | | | | | | | | | | | | | | | |
| 230 | Buyers Restaurant & Cafeteria | | | | | | | | | | | | | | | | | | | | - | 1 | |
| 231 | Managers Sales Managers, | | | | - | | | | | | | | | | 1 | - | | | | | | | |
| 233 | Retail Trade Sales Managers, Other | | | | | | | | | | | | | | | | | | | | _ | 1 | |
| | than retail | | | | | | | | | | | | | | | | | | | | | | |

TABLE B-2(continued) EDUCATION REQUIRED FOR MANAGERIAL

AND ADMINISTRATIVE OCCUPATIONS

| Industrial Division | , c | onstructi | ion | Ma | nufactur | ring | Tra | ansporta: | tion | ` | Wholesal Trade | | | Retail Trade | · | Bai F | nk, Finai Real Esta | nce, te | | Service | |
|--|--|-----------|-----------------------------------|----------------------|----------|-----------------------------------|--------------|----------------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------------------------|------------------------|-----------------------------------|--------------|----------------|---------------------------------|
| D.O.T. Number Occupation | Less Than High | High | Greater Than High School | Less Than High | Hìgh | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than Hìgh | High School | Greate Than High Schoo |
| 245 Managers & Administra- tors , n.e.c. | _ | 1 | _ | | | | _ | 1 | 7 | _ | 1 | 2 | | 4 | 1 | _ | <i>***</i> | 3 | _ | 2 | 3 |
| | | <u>·</u> | | - | _ | | _ | _ | _ | _ | | _ | <u> </u> | _ | - | _ | | _ | — | _ | |
| Total - Managers and Administrators | 0 | 1 | 0 | 0 | 0 | 0 | o | 1 | 1 | 0 | 1 | 2 | 0 | 6 | 1 | 0 | 0 | 3 | 0 | 2 | 7 |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | , and the second | | | | | | - | | | | | | | | | | | | | | |

TABLE B-3
EDUCATION REQUIRED FOR SALES OCCUPATIONS

| Industrial Division | C | onstruct | ion | Ma | enufactur | ing | Tri | ensportat | tion | | Wholesa Trade | le | | Retail Trade | *** | | nk, Fina leal Esta | | | Service | |
|---|--------------------------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--------------------------------|------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------|-----------------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School |
| 260 Advertising Agents 265 Insurance Agents 280 | | | | | | | 1 | 3 | 2 | _ | - | 2 | | | | 1 – | - 6 | 6 1 | _ | 1 | 2 |
| Salesmen, Sales Clerks, n.e.c. 281 Sales Representatives, Manufacturing Industries 282 | | | | 3 | 12 | 9 | _ | 1 | - | - | - | 2 | | | | 1 | - | - | | 1 | 1 |
| Sales Representatives, Wholesale Trade 283 Sales Clerks, Retail Trade 284 | | | | | | | | | | - | 2 | 2 | 2 | 19 | 6 | _ | 1 | - | _ | - | 1 |
| Salesmen, Retail Trade 285 Salesmen of Services and Construction | 1 | 6 | 3 | | | | _ | 1 | _ | 1 | 14 | 10 | _ | 1 | - | _ | 3 | | _ | 6 | 3 |
| Total - Salesmen | 1 | 6 | 3 | 3 | 12 | 9 | 1 | 5 | 2 | 1 | 27 | 19 | 2 | 19 | 6 | 2 | 11 | 8 | 0 | 8 | 7 |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

TABLE B-4
EDUCATION REQUIRED FOR CLERICAL
AND KINDRED OCCUPATIONS

| | | | | 14 | nufactui | rina | Tr | nsporta | ion | \ | Vholesal Trade | e | | Retail Trade | | | nk, Finar Real Esta | | | Service | : |
|---|----------------------|----------------------------|-----------------------------------|----|----------|-------------------------|----------------------|---------|-----------------------------------|--------------------------------|-------------------|-----------------------------------|--------------------------------|-----------------|-----------------------------------|----------------------|------------------------|-------------------------|--------------------------------|----------------|----------------------------------|
| ndustrial Division D.O.T. Number Occupation | Less Than High | onstruct High School | Greater Than High School | 1 | High | Greater Than High | Less Than High | High | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High | High School | Greater Than High | Less Than High School | High School | Greate Than High School |
| i01 Bank Tellers | | | | | | | | | | | | | | | | 1 | 6 | | | | |
| 03 Billing Clerks | _ | 2 | _ | 1 | 9 | 1 | 1 | 7 | _ | - | 13 | _ | _ | 6 | - | 2 | 2 | _ | _ | 3 | 1 |
| 805 Bookkeepers | _ | 3 | 5 | 3 | 7 | 3 | 1 | 2 | 2 | - | 8 | 4 | 1 | 26 | 4 | _ | 10 | 5 | - | 12 | 8 |
| Cashiers | | | | | | | - | 1 | - | _ | 2 | - | _ | 1 | - | _ | 1 | - | | | |
| Clerical Supervisors 14 Counter Clerks | | | | | | | | | | _ | 1 | _ | 5 | 15 | _ | _ | 2 | *** | - | 1 | - |
| 15 Dispatchers | | | | | | | 1 | 8 | _ | | | | _ | 1 | - | | | | | | |
| Estimators and Investigators | - | _ | 1 | | | | | | | | | | | | | - | 1 | - | | | |
| :23 Expediters :25 File Clerks | | | | _ | 1 | | 1 | 1 | **** | _ | 10 | _ | _ | 5 | _ | 3 | 5 | 2 | _ | 6 | 2 |
| insurance Adjustors | | | | | | | | | | | | | | | | - | 2 | 2 | | | |
| 332 Mail Handlers | | | | Ę. | | | - | 1 | _ | | | | | | | - | 1 | - | - | 1 | |
| 333 Messengers and Office Boys | | | | | | | | | | i | | | - | 1 | _ | | | | | | |
| 341 Bookkeeping Machine Operators | | | | | | | | | | | | | | | | _ | 1 | _ | | | |
| 342 Calculating Machine Operators | | | | | | | | | | | | | | | | - | 1 | _ | | | |
| 343 Computer Operators | _ | - | 2 | - | 5 | 2 | _ | 2 | _ | - | 8 | 3 | _ | 1 | 2 | 1 | 4 | 5 | - | 3 | 2 |

ယ

TABLE B-4(continued)

EDUCATION REQUIRED FOR CLERICAL AND KINDRED OCCUPATIONS

| | | | | | | | in. | Tra | insportat | ion | ' | Wholesal Trade | e | | Retail Trade | | Bar F | nk, Finar Real Esta | te | | Service | |
|---------------------------|--|--------------------------------|----------------|-------------------------|--------------------------------|----------------|-------------------------|--------------------------------|-----------|-----------------------------------|--------------------------------|-------------------|-----------------------------------|--------------------------------|-------------------|-----------------------------------|--------------------------------|------------------------|-----------------------------------|--------------------------------|----------------|----------------------------|
| ndustr).O.T. lumbe | | Less Than High School | High School | Greater Than High | Less Than High School | High School | Greater Than High | Less Than High School | High | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Grea Tha Hig Scho |
| 45 | Key Punch Operators | | | | _ | 1 | _ | | | | _ | 1 | 1 | _ | 1 | _ | 1 | 2 | 1 | _ | 1 | : |
| 50 | Tabulating Machine Operators | | | | _ | 2 | _ | _ | 1 | _ | _ | 1 | _ | | | | _ | 1 | - | | 1 | |
| 55 | Office Machine Operators | | | | | | | | | | | | | | | | 2 | _ | 1 | | | |
| 60 | Payroll Clerks | - | 2 | _ | _ | 1 | - | _ | 2 | 1 | _ | 2 | 1 | _ | 4 | _ | _ | 1 | _ | | 1 | |
| | Receptionists, Secretaries | | | | - | 6 | 1 | 1 | 4 | - | - | 9 | - | | | | 2 | 3 | - 3 | _ | 3 5 | |
| 71 | Secretaries, Legal | | | | | | | | | | | | | | | | | · | J | - | 1 | |
| 372 | Secretaries, Medical Secretaries, n.e.c. | _ | 6 | 2 | _ | 9 | 2 | - | 2 | 2 | 1 | 13 | 3 | 1 | 7 | 2 | 2 | 13 | 1 | _ | 12 | |
| | Shipping and Receiving Clerks | _ | 1 | _ | 3 | 4 | _ | | | | - | 12 | - | - | 4 | - | | | 2 | - | 2 | |
| 376 381 | Stenographers | | | | | | | _ | 1 | - | - | 3 | _ | | | | _ | 1 | 2 | - | · | |
| 38 4 | Stock Clerks and Storekeepers | | | | | | | _ | 1 | - | 1 | 2 | 1 | _ | 6 | - | 1 | - | _ | | | |
| 385 | Telegraph Operators Telephone Operators | | | | | | | | | | | | | | | | 1 | 4 | 1 | _ | 1 | |
| 391 394 | Typists | | | | - | 1 | - | | _ | | - | 2 | _ 1 | - | 1 5 | 1 | 1 | 6 13 | - 3 | 2 | 5 10 | |
| J34 | Misc. Clerical Workers | _ | _ | _ | 1 | <u>6</u> | 1 | _ | 3 | | | 9 96 | | \ \ \ \ \ \ \ \ 7 | 84 | 9 | 18 | 81 | 26 | 2 | 69 | |
| Total | - Clerical and Kindred | 0 | 14 | 8 | 8 | 53 | 10 | 5 | 36 | 5 | 2 | 96 | 14 | ' | 04 | 3 | | 31 | | | | |

TABLE B-5
EDUCATION REQUIRED FOR CRAFTSMEN
AND KINDRED OCCUPATIONS

| | | _ | | · | . A. | nufactu | dino. | Tr | ansporta | tion | , | Wholesal Trade | e | | Retaîl Trade | | | nk, Fina Real Esta | | | Service | |
|--|---|----------------------|-----------------------------|-------------------------|----------------------|---------|-----------------------------------|----------------------|----------|-------------------------|--------------------------------|-------------------|-----------------------------------|--------------------------------|-----------------|-----------------------------------|--------------------------------|-----------------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|
| D.O.T. | | Less Than High | onstructi High School | Greater Than High | Less Than High | High | Greater Than High School | Less Than High | High | Greater Than High | Less Than High School | High | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | Hìgh School | Greate: Than High School |
| 401 405 411 412 413 416 421 426 430 431 | Auto Accessory Installers Bookbinders Apprentice Bricklayers Bulldozer Operators Cabinet Makers Carpenter Apprentices Cement and Concrete Finishers Dental Lab Technicians Electricians Electrician Apprentices | 1 - 1 | | School | - | 2 | School | School | School | SCHOOL | 1 | - | _ | | | | | | | 1 | _ | 1 - |
| 441 461 462 472 474 481 | Foremen, n.e.c. Machinists Machinist Apprentices Auto Body Repairmen Auto Mechanic Apprentices Heavy Equipment Mechanics | - | 1 | | 3 | 4 | 1 – | 1 | 1 _ | _ | | | | _ | 1 | _ | | | | | | |

TABLE B-5 (Continued)

EDUCATION REQUIRED FOR CRAFTSMEN AND KINDRED OCCUPATIONS

| Industrial Division | С | onstruct | ion | M | anufactui | ring | Tra | nsporta | tion | | Wholesal Trade | | | Retail Trade | | | nk, Fina Real Esta | | | Service | ! |
|---|--------------------------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------|-----------------------|-----------------------------------|--------------------------------|----------------|----------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greate Than High School |
| 482 Household Appliance Installers 484 | | | | | | | | | | _ | 3 | _ | _ | 2 | | | | | _ | 1 | _ |
| Office Machine Operators 491 Mechanic Apprentices, | | | | | | | | | | _ | 1 | - | | | | | | | | | |
| n.e.c. 492 Miscellaneous Mechanics | 1 | - | - | _ | 7 | - | - | 3 | - | 2 | 7 | 2 | 1 | 9 | 1 | | | | _ | 3 | 1 |
| & Repairmen 495 Not Specified Mechanics & Repairmen 506 | _ | 1 | _ | | | | _ | 2 | - | _ | 3 | 1 | 2 | 5 | 1 | _ | 1 | - | 1 | 4 | - |
| Opticians & Lens Grinders 510 Painters, Construction | | | | | | | | | | _ | | | _ | 1 | 1 | | | | | | |
| & Maintenance 516 Piano & Organ Tuners 522 Piumbers & Pipefitters | | 1 | _ | | | | | | | 1 | _ | • | _ | - | 1 | | | | | | |
| 523 Plumber & Pipefitter | _ | ' | _ | | | | | | | | | | | | | | | | | | |
| Apprentices 530 Pressmen & Plate Fitters, Printing | 1 | 3 | - | | | | | | | | | | | | | | | | | | |
| 534 Roofers & Slaters 536 | 3 | 1 | - | | | | | | | | | | | | | | | | | | |
| Sheetmetal Apprentices 551 Tailors | 1 | 3 | _ | | | | | | | | | | 2 | _ | _ | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

TABLE B-5 (Continued)

EDUCATION REQUIRED FOR CRAFTSMEN AND KINDRED OCCUPATIONS

| Industrial Division | C | onstructi | ion | Ma | nufactur | ing | Tra | ansporta | tion | | Wholesal Trade | e | | Retail Trade | | | nk, Finai Real Esta | | | Service | l . |
|--|--------------------------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------------------------|------------------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School |
| Tool & Die Maker Apprentices 571 Specified Craft Apprentices, n.e.c. 572 Not Specified Apprentices 575 Craftsmen & Kindred Workers, n.e.c. Total — Craftsmen and Kindred | 10 | 16 | 0 | 4 | 15 | 2 | 1 | 7 | 0 | 3 | 14 | 3 | 16 | 18 | 4 | 0 | 1 | 0 | 1 | 8 | 2 |

~

| Industrial Division | С | onstruct | ion | M | anufactu | ring | Tra | ansportat | ion | , | Wholesal Trade | е | | Retail Trade | | | nk, Fina Real Esta | | | Service | |
|---|--------------------------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--------------------------------|-------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------------------------|-----------------------|-----------------------------------|--------------|----------------|-----------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than Hìgh | High School | Greater Than High School |
| Assemblers 610 Checkers, Inspectors 612 Cutting Operatives, n.e.c. 615 Drywall Installers 622 Furnacemen & Smeltermen 630 Laundry & Dry Cleaning Operatives, n.e.c. 631 Meatcutters & Butchers 633 Meatcutters, Manufacturing 643 Packers, Wrappers, except | 1 – | _ 1 | - | 2 | 2 - | _ 1 | | | | | 1 | | 1 | 1 | _ | 2 | - | - | | 1 | - |
| Meat 644 Painters, Manufactured Articles 645 Photographic Process Workers | | | | 2 | 2 1 2 | - | | 1 | _ | | | | 1 | 1 | - | | | | _ | 1 | _ |
| 653 Precision Machine Operatives 666 Stationary Firemen 680 | | | | ` - | 1 | - | | | | | | | | | | | | | | | |
| Welders & Flame Cutters 690 Machine Operatives, Misc. Specified 692 Machine Operatives, Not Specified | - | 2 | - | 4 | 6 | 1 | | | | _ | 1 | - | | | | | | | 2 | 2 | 1 |

ã

EDUCATION REQUIRED FOR OPERATIVES AND LABOR OCCUPATIONS

| Industrial Division | C | onstruct | ion | Ma | anufactui | ring | Tri | ansporta | tion | | Wholesal Trade | е | | Retail Trade | | Ba F | nk, Fina Real Esta | nce, ite | | Service | |
|---|--------------------------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--------------------------------|----------------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------------------------|-----------------|-----------------------------------|--------------------------------|-----------------------|-----------------------------------|--------------------------------|----------------|---------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greate Than High Schoo |
| 694 Misc. Operatives 695 Not Specified Operatives 705 Deliverymen & | | | | 4 | 2 | - - | | | | | | | 1 | - | - | | | | | | |
| Routemen 706 Forklift & Towmotor | | | | | | | 1 | 1 | | 1 | 6 | _ | 1 | 6 | 1 | _ | 2 | | _ | 1 | - |
| Operatives 715 | | | | 2 | 2 | - | | | | 1 | 2 | _ | _ | 2 | _ | | | | | | |
| Truck Drivers 750 Carpenters' Helpers 751 Construction Laborers 753 | 1 | 3 | - | 3 | 4 | _ | 1 | 1 | _ | 2 | 6 | _ | 2 | 2 | - | | | | _ | 2 | - |
| Freight, Material Handlers 761 Lumbermen, Wood Choppers | _ | 1 | _ | 2 | - | _ | _ | 1 | _ | | | | - | 2 | - | | | | | | |
| 762 Stock Handlers 764 Vehicle Washers | | | | | | | _ | 1 | _ | - 1 | 1 _ | - | _ | 1 | | | | | | | |
| 770 Warehousemen 780 | | | | 3 | 2 | _ | 1 | 1 | _ | 1 | 12 | | 1 | 7 | _ | | | | 1 | 2 | 1 |
| Misc. Laborers 785 Not Specified Laborers | 3 | 3 | - | 1 | 1 - | - - | - | 1 | - | _ | 1 | _ | 4 | 2 | 1 | _ _ | 2 - | 1 | 1 | 2 | _ |
| Total - Operatives and Labor Occupations | 5 | 12 | 0 | 32 | 26 | 2 | 3 | 15 | 0 | 7 | 29 | 0 | 11 | 25 | 2 | 3 | 4 | 1 | 4 | 11 | 2 |
| | | | | | | | | | | | | | | | | | | | | | |

TABLE B-7
EDUCATION REQUIRED FOR SERVICE OCCUPATIONS

| industrial Division | c | onstruct | ion | M | anufactu | ring | Tr | ansporta | tion | | Wholesal Trade | | | Retail Trade | | Ba | nk, Fina Real Esta | nce, ite | | Service | <u> </u> |
|---|--------------------------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------|----------------|-----------------------------------|--------------|-------------------|-----------------------------------|--------------------------------|-----------------|-----------------------------------|--------------------------------|-----------------------|-----------------------------------|--------------------------------|----------------|----------------------------------|
| D.O.T. Number Occupation | Less Than High School | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greater Than High School | Less Than High School | High School | Greate Than High School |
| 901 Maids | 1 | | _ | 1 | | _ | | | | _ | 1 | _ | | | | | | | 1 | _ | . . |
| 903 Janitors | , | | | | | | _ | 1 | _ | | | | | | | 2 | 1 | 0 | 4 | 2 | 1 |
| 910 Bartenders 911 | | | | | | | | | | | | | | 2 | | | 1 | | | | |
| Busboys 912 | | • | | | | | | | | | | | 3 | | _ | _ | | _ | | | |
| Cooks 913 Dishwashers | | | | | | | | | | | | | 2 | 2 | _ | - | 1 | _ | 2 | 1 | 1 |
| 914 Food Counter Workers | | | | | | | | | | | | | | | | | | | 2 | _ | . 1 |
| 915 Waiters | | | | | | | | | | | | | 1 | 3 | _ | | | | | | |
| 916 Food Service Workers 922 Health Aides, | | | | | | | | | | | | | 2 | 2 | - | | | | 2 | - | |
| except Nursing 925 | | | | | | | | | | | | | | | | | | | | | |
| Nursing Aides, Orderlies 926 | | | | | | | | | | | | | | | | | | | | | |
| Practical Nurses 932 | | | | | | | | | | | | | | | | | 1 | _ | _ | - | . 3 |
| Attendants, Recreational 933 Attendants, Personal | | | | | | | | | | | | | _ | 1 | _ | - | • | | 1 | _ | |
| 943 Elevator Operators | | | | | | | ļ | | | | | | | | | | | | | | |
| 944 Hairdressers, Cosmetologists | | | | | | | | | | | | | | | | | | | _ | 1 | |
| 945 Personal Service Apprentices | | | | | | | | | | 1 | _ | _ | | | | | | | | | |

TABLE B-7 (Continued)

EDUCATION REQUIRED FOR SERVICE OCCUPATIONS

| Industrial Division | | onstruct | ion | Ma | nufactur | ing | Tra | insporta | tion | | Wholesal Trade | | | Retail Trade | | Bar F | nk, Fina Real Esta | nce, te | | Service | |
|--------------------------|----------------------|----------|-----------------------------------|--------------|----------|-----------------|--------------|----------|-------------------------|--------------|-------------------|-----------------------------------|--------------|-----------------|-----------------------------------|--------------|-----------------------|-----------------------------------|--------------------------------|----------------|------------------------------|
| D.O.T. Number Occupation | Less Than High | High | Greater Than High School | Less Than | High | Greater Than | Less Than | High | Greater Than High | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Than High | High School | Greater Than High School | Less Than High School | High School | Great The High Scho |
| 950 | | | | - | | | | | | | | | | | | | | | | 1 | |
| Housekeepers 962 | | | | | | | _ | 1 | _ | | | | _ | 1 | _ | _ | 1 | - | _ | 2 | |
| Guards and Watchmen | - | | | - | | _ | | | _ | | _ | _ | | | _ | | 5 | 0 | 12 | 7 | _ |
| Total — Services | 1 | . 0 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 1 | 1 | ٥ | 12 | 11 | 0 | | 5 | Û | 12 | , | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | <u></u> | | | |

APPENDIX C

EXPERIENCE REQUIRED FOR ENTRY LEVEL OCCUPATIONS

TABLE C-1
EXPERIENCE REQUIRED FOR
PROFESSIONAL & TECHNICAL OCCUPATIONS

| Industrial Division | | | | | ion | | | | nufa | | | | ٦ | | spor | | n | | | 1 | olesa rade | } | | | | Reta Trac | de | | | F | king. leal E | sta | te | e | | | Servi | | |
|---|-----|----------|------------|--------------|------------|-----|---|-----|---------------|---|--------|---|-----|------------|----------------|---------------|-------|-----|------|--------------|---------------|-------------|-----|---|---|---------------|----|-------|---|-----|-----------------|-------------|--------------|-----|-------|------------|----------------|---------------|----------------|
| - | Red | l qui | eng red | ith (Exp | of erie | nce | R | | eng: red E | | rience | , | Rec | Le uire | ength ed Ex | n of xperi | ience | , | Requ | Ler uirec | ngth d Exp | of oerie | nce | R | | engtl ed E | | ience | R | equ | Leng ired i | th (Exp | of perier | nce | Re | Li quir | ength ed E: | n of xperi | ience |
| D.O.T. Number Occupation | 0 | 1 | | 2 | 3 | 4 | 0 | 1 | 2 | : | 3 4 | 1 | 0 | 1 | 2 | 3 | | t C |) | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4, |
| 001 Accountants | _ | _ | _ | _ | 1 | _ | | | | | | | | | | | | | 1 | _ | _ | _ | _ | | | | | | 2 | | _ | _ | _ | | 2 | _ | _ | | |
| Architects 003 | - | - | - | _ | 2 | _ | | | | | | | | | | | | | | | | | | | | | | | 1 | | _ | _ | _ | _ | | | | | |
| Computer Programmers 004 Computer Analysts 013 | | | | | | | - | - 1 | | _ | _ | _ | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Industrial Engineers 014 Mechanical Engineers | | | | | | | | | | | | | | | | | | | - | - | _ | 1 | _ | | | | | | | | | | | | _ | | _ | | _ 1 |
| 023 Engineers, n.e.c. | | | | | | | : | | | | | | | | | | | | | | | | | | | | | | | | | | | | ! | | | | |
| Lawyers 056 Personnel & Labor | | | | | | , | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | | _ | | - 1 |
| Relations Workers 064 Pharmacists | | | | | | | | | | | | ļ | | | | | | | | _ | _ | | 1 | | | | | | 1 | | _ | _ | _ | _ | | | | | |
| 073 Heaith Practitioners 075 | | | | | | | | | | | | ļ | | | | | | | - | _ | 1 | _ | _ | | | | | | | | | | | | | | | | |
| Registered Nurses 080 Clinical Lab | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Technicians 082 Health Record Technicians | | | | | | | 1 | • | - | _ | _ | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 083 Radiologic Technicians 085 Health Technologists | | | | | | | | | _ | _ | _ | 1 | _ | 1 | _ | _ | _ | _ | | | | | | | | | | | | | | | | | ļ | _ | . <u>-</u> | | - 1 |
| 100 Social Workers | | | | | | | | | | | | | | • | | | | | | | | | | | | | | | | | | | | | - | _ | _ | | _ 1 |

٠Ù

TABLE C-1 (Continued)

EXPERIENCE REQUIRED FOR PROFESSIONAL & TECHNICAL OCCUPATIONS

| Industrial Division | | Con | struc | tion | | | Man | ufacti | uring | | | Trans | sporta | ation | | | | nolesa Trade | | | | | Retai Trada | | | E | Bankin Real | ig, Fi Esta | nance ite | 2 | | S | ervice | 2 | |
|---|-----|-------------|--------------|--------------|-----|----|-----|---------------|---------------|----|-----|-------|---------------|-------|-----|-----|---|-----------------|---|-----|----|----|----------------|--------------|-----|-------|----------------|----------------|--------------|----|-----|-----|--------|-------------------------|----|
| | Rec | Le quire | ngth d Ex | of perler | ice | Re | | ngth d Exp | of perient | ce | Red | | ngth d Exp | | nce | Red | | ngth d Exp | | nce | Re | Le | ngth d Ex | of perier | псе | Re | Ler | ngth i Exp | of perien | ce | Rec | Lei | igth o | o i erien | ce |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| Art, Music & Drama Teachers 134 Trade, Industrial & Technical Teachers 135 Misc. Teachers, College & University 143 Pre- & Kindergarten Teachers 145 Teachers, except College & University 152 Draftsmen 153 Electrical Engineering Technicians 154 Industrial Engineering Technicians 156 Mathematical Technicians 167 Engineering & Science Technicians 168 Embalmers 173 Technicians 174 Vocational & Educational Counseling | 7. | _ | | - | _ | | 1 | _ | | | | | | | | | _ | | 1 | 1 | _ | | 1 | 1 | _ | 1 1 2 | - 1 | | - | | | 1 | 1 | 1 1 | |
| 175 Actors | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | _ | - | _ | _ | | | | | |

TABLE C-1 (Continued)

EXPERIENCE REQUIRED FOR PROFESSIONAL & TECHNICAL OCCUPATIONS

| Industrial Division | | | struc | | | | | | uring | | | | sport | | | | | olesa Trade | | | | | Retail Trade | | | В | Rea) | Esta | | 3 | | S | ervice | |
|--|-----|-------------|---------------|--------------|-----|----|-------------|---------------|--------------|-----|----------|-------------|---------------|-------------|-----|----|-------------|----------------|--------------|----|-----|-------------|-----------------|-------------|----|-----|---------------|---------------|--------------|----|-----|---|---------------|---------------|
| | Rec | Le quire | ngth d Exp | of perier | ice | Re | Le quire | ngth d Ext | of perier | ice | Re | Le quire | ngth d Exp | of perie | nce | Re | Le quire | ngth d Exp | of berien | ce | Rec | Le Juire | ngth o | of erien | ce | Red | Lei quired | ngth d Exp | of perien | ce | Rec | | ngth (Exp | of erience |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 4 |
| 184 Editors & Reporters 191 Photographers 192 | | | | | | | | | | | <u>-</u> | - | - | 1 | - | | | | | | | | | | | - | _ | - | - | 1 | | | | |
| Public Relations Men & Publicity Writers 194 Writers, Artists & Entertainers | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | _ | _ | _ | 1 | - | - | 1 | _ |
| 196 Resource Specialists | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | _ | - | - |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total - Professional & Technical Occupations | 1 | 0 | 0 | 3 | 0 | 1 | 2 | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 1 | 1 | 2 | 2 | 0 | 0 | 1 | 1 | 0 | 12 | 1 | 0 | 0 | 2 | 4 | 1 | 2 | 2 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | • | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Ū

TABLE C-2

EXPERIENCE REQUIRED FOR
MANAGERIAL & ADMINISTRATIVE OCCUPATIONS

| Industrial Division | | Cons | truct | ion | | | Manu | factu | ring | | 7 | Frans | porta | tion | | | | olesali rade | 9 | | | | etail rade | | | В; | ankin Real | | nance te | | | Se | rvice | ••• |
|---|-----|---------------|-------|--------------|----|-----|------|-----------------|--------------|----|-----|-------|--------|------|----|-----|--------------|-----------------|------------|---|-----|--------------|---------------|--------------|----|-----|---------------|--------|--------------|---|-----|--------------|---------------|--------------|
| | Rec | Ler quirec | gth o | of eriend | ce | Rec | | ngth d d Exp | of eriend | ce | Req | | ngth o | | ce | Rec | Ler uired | igth o Expe | f riend | œ | Req | Len uired | gth c Exp | of erienc | се | Rec | | igth (| of erjend | æ | Req | Len uired | gth o Expe | f erience |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 4 |
| 201 Assessors, Controllers 202 Bank Officers & Financial | | | | | | | | | | | | | | | | | | | | | | _ | _ | - | 1 | | | | | | | | | |
| Managers 205 Buyers, Wholesale & | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | _ | | _ | _ | - | - | - | |
| Retail Trade 212 Health Administrators 216 | | | • | | | | | | | | | | | | ļ | | | | | | | | | | | , | | | | | 1 | - | - | - |
| Managers & Superintendents 222 Officals & Administrators, Public Administration, n.e.c. | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | _ | _ | _ | - | | | | |
| 225 Purchasing Agents & Buyers, n.e.c. 230 Restaurant, Cafeteria | | | | | | | | | | | | | | | | | | | | | | 1 | | | | | | | | | | - | _ | - |
| & Bar Managers 231 Sales Managers & Department Heads, Retail Trade | | | | | | | | | | | | | | | | | | | | | - | , | _ | _ | | | | | | | _ | | _ | _ |
| 233 Sales Managers, except Retail Trade 245 | | | | | | | | | | | | | | | | | | | | | | | | | | | | • | | | | | 4 | , |
| Managers & Administrators, | - | _ | - | | 1 | 2 | | _ | _ | _ | | | | | | _ | | 1 | 1 | | 2 | 1 | _ | 1 | _ | _ | _ | | _ | _ | _ | _ | | 1 |
| Total - Managers & Administrators | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | ٥ | 2 | 2 | 0 | 1 | 2 | 2 | 0 | 2 | 0 | 1 | 1 | 0 | 1 | 1 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

: 9

TABLE C-3
EXPERIENCE REQUIRED FOR SALES OCCUPATIONS

| Industrial Division | | | struc | | | | Manu | | | | | | sporta | | | | 7 | olesa rade | | | | • | Retail Trade | | | В | Real | Esta | | | | | ervice | | |
|---|-----|-------------|--------------|--------------|-----|----|-------------|--------------|---|-----|----|---|---------------|---|-----------|-----|--------------|---------------|-------------|-----|----------|-------------|-----------------|-------------|-----|----|------|---------------|--------------|----|--------|-----|--------|-------------|----|
| | Rei | Le quire | ngth d Ex | of perier | nce | Re | Le quire | ngth d Ex | | nce | Re | | ngth d Exp | | nce | Red | Le: uirec | ngth (| of erien | ıce | Re | Le quire | ngth d Exp | of erier | nce | Re | | ngth d Exp | of perien | ce | Req | Ler | igth o | of erien | je |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| 260 Advertising Agents & Salesmen 265 | | | | | | | | | | | 2 | 3 | _ | 1 | - | _ | _ | 1 | _ | 1 | | | | | | 2 | _ | 1 | 2 | 3 | 1 | _ | 1 | 1 | |
| Insurance Agents, Brokers, & Underwriters 280 | | | | | | | | | | | | | | | | | | | | | | | | | | 5 | 1 | - | - | 7 | | | | | |
| Salesmen & Sales Clerks, n.e.c. | | | • | | | | | | | | | | | | | 1 | _ | _ | 1 | - | | | | | | 1 | - | - | _ | - | | | | | |
| Sales Representatives, Manufacturing Industries 282 | | | | | | 5 | 2 | 4 | 5 | 7 | - | - | 1 | _ | _ | 1 | - | _ | _ | _ | | | | | | | | | | | _ | - | 1 | 1 | _ |
| Sales Representatives, Wholesale Trade 283 | | | | | | | | | | | | | | | | - | | _ | 1 | 3 | 12 | 4 | 1 | 5 | 5 | | | | | | 1 | - | _ | - | _ |
| Sales Clerks, Retail Trade 284 | | | | | | | | | | | | | | | | 2 | | 4 | 4 | 2 | | | | | | 1 | | _ | _ | - | | | | | |
| Salesmen, Retail Trade 285 | | | | | | - | - | - | 1 | - | | | | | | 3 | 2 | 1 | 6 | 10 | | | | | | - | - | - | - | 1 | | | | | |
| Salesmen of Services & Construction | 2 | 1 | 2 | 2 | 3 | _ | | | | | | | | _ | . <u></u> | _ | _ | | _ | | 1 — | | _ | _ | _ | 2 | _ | 1 | _ | _ | з — | _ | з — | 2 — | 1 |
| Total - Salesmen | 2 | 1 | 2 | 2 | 3 | 5 | 2 | 4 | 6 | 7 | 2 | 3 | 1 | 1 | 0 | 7 | 2 | 6 | 12 | 16 | 13 | 4 | 1 | 5 | 5 | 11 | 1 | 2 | 2 | 5 | 5 | 0 | 5 | 4 | 1 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | İ | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

₽

TABLE C-4
EXPERIENCE REQUIRED FOR
CLERICAL & KINDRED OCCUPATIONS

| Industrial Division | | Con | struc | tion | | | Manu | ıfactı | uring | | | Tran | sport | ation | | | | olesa Frade | | | | | Retail Frade | | | В | Rea | l Esta | | ê | | | ervice | | |
|-----------------------------------|-----|-----|--------------|--------------|-----|-----|------|--------------|--------------|-----|----|------------|----------------|--------------|-----|----|---|----------------|---|-----|-----|---|-----------------|--------------|-----|-----|-----|---------------|--------------|-----|-----|------|---------------|---|----|
| | Red | | ngth d Ex | of perier | nce | Red | | ngth d Ex | of perier | nce | Re | | ength ed Ex | of perier | nce | Re | | ngth o | | nce | Re | | ngth d Exp | of perien | ICE | Red | | ngth d Exp | of perier | ice | Rec | Lei | ngth d Exp | | ce |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| 301 Bank Tellers | | | | | | | | | | | | | | | | | | | | | | | | | | 3 | 1 | 1 | 1 | 1 | | | | | |
| 303 Billing Clerks | _ | 1 | _ | 1 | _ | 3 | _ | 1 | 4 | 3 | 2 | 2 | 1 | 3 | _ | 3 | 2 | - | 3 | 1 | 3 | 1 | 1 | - | 1 | 1 | 1 | 1 | 1 | - | _ | - | 1 | 2 | _ |
| 305 Bookkeepers | _ | 2 | 1 | 3 | 2 | 5 | 1 | 3 | 3 | 1 | 1 | _ | 1 | 2 | 1 | 2 | _ | 1 | 2 | 4 | 12 | 3 | 6 | 7 | 3 | 5 | 2 | 1 | 3 | 4 | 5 | 1 | 5 | 6 | 1 |
| 310 Cashiers | | | - | | | | | | | | 1 | _ | _ | | _ | 1 | 1 | _ | _ | _ | 1 | _ | _ | _ | _ | 1 | 1 | _ | _ | ••• | | | | | |
| 312 Clerical Supervisors | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | i | | | | |
| 314 Counter Clerks | | | | | | | | | | | | | | | | 1 | - | _ | _ | _ | 10 | 4 | 4 | 2 | - | 2 | _ | _ | - | | 1 | _ | - | | _ |
| 315 Dispatchers 321 | | | | | | | | | | | 3 | 1 | 3 | 1 | 1 | | | | | | - | - | 1 | - | - | | | | | | | | | | |
| Estimators & Investigators 323 | - | - | | 1 | - | | | | | | | | | | | | | | | | | | | | | 1 | 1 | _ | _ | | | | | | |
| Expediters 325 | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | _ | _ | _ | - | | | | _ | |
| File Clerks 326 | | | | | | - | - | - | 1 | - | - | _ | 1 | . 1 | - | 4 | 3 | _ | 2 | _ | 2 | 1 | 2 | _ | - | 9 | 1 | 1 | 7 | _ | 2 | Ŧ | ŧ | 3 | _ |
| Insurance Adjustors 332 | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | - | 2 | 2 | _ | | | | | |
| Mail Handlers | | | | | | | | | | | - | 1 | - | _ | | | | | | | | | | | | 2 | _ | _ | _ | _ | 1 | _ | - | _ | _ |
| 333 Messengers & Office Boys | | | | | | | | | | | | | | | | | | | | | - | - | 1 | _ | _ | 1 | - | - | _ | - | | | | | |
| 341 Bookkeeping Machine Operators | | | | | | | | | | | | | | | | | | | | | | | | | | - | 1 | _ | _ | - | | | | | |
| 342 Calculating Machine | | | | | | | | | | | | | | | | | | | | | | | | | | _ | | 1 | _ | _ | | | | | |
| Operators 343 | | | | | | | _ | | _ | | | | 1 | | | 2 | 3 | 2 | 1 | 1 | 2 | _ | _ | | 1 | 3 | _ | 4 | 2 | 1 | 1 | 1 | 2 | 1 | |
| Computer Operators 345 | - | - | 1 | _ | _ | 2 | 1 | 2 | 2 | _ | - | | | 1 | - | ~ | ٥ | - | 1 | | | _ | _ | _ | _ | | _ | ۵. | _ | _ | _ | _ | 1 | _ | 1 |
| Key Punch Operators 350 | | | | | | 1 | _ | _ | _ | _ | | | | | | - | _ | ī | 1 | _ | , , | | _ | _ | _ | | | ⊣ r | | | | | • | | |
| Tabulating Machine Operators | | | | | | 1 | - | 1 | _ | | _ | . <u>.</u> | . <u>-</u> | 1 | _ | | | | | | | | | | | - | 1 | _ | _ | - | - | -804 | - | 1 | 1 |

| 1 1 | ed E | th of xper | ience | | equir | | h of xperie | ence | Re | Le | ngth (| of | | | | | | | | | | | | | | | | | | | | | |
|--------|------|---------------|-------|-------|-------|---------------------|----------------|-------------------------|-----------------------------------|-------------|-----------------------------------|---------------|-----------------------------|-------------------|---|---|---|---------------|---------------|---|---|-----------------|---------------|-------------------|---------------|---------------|--|---|--|--|--|--|---|
| 1 | 2 | 2 3 | 2 | 0 | 1 | | | | | quire | i Exp | erien | ce | Red | | ngth o | | ce | Rec | Ler uirec | gth o | | ce | Rec | Len uired | gth o | of erien | ce | Req | Ler | ngth d i Exp | | ice |
| _ | | | | 1 | | 2 | . 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| | | - : | 2 . | _ 1 | _ | | | _ | 1 | _ | - | 2 | _ | - | _ | 1 | - | - | 1 | _ | 1 | _ | 1 | 3 | - | - - | 1 — | - | _ | _ | 1 | 1 | 2 |
| | | | | | | | | | 3 | _ | 1 | 1 | _ | 2 | 2 | 2 | 2 | - | | | | | İ | 4 | 1 | 1 | _ | 1 | 2 | 1 | _ | _ | |
| | | | | | | | | | | | | | İ | | | | | | | | | | | _ | - | 1 | - | 3 | 1 | - | 1 | 1 | 4 |
| | | | | | | | | | | | | | | | | | | | | | | | | _ | _ | | | | _ | - | - | | 3 |
| - | - : | 2 ; | 3 | 1 2 | - | . 1 | 4 | 4 | 2 | - | - | - | 2 | 4 | 1 | 6 | 2 | 1 | 4 | 1 | _ | 2 | 3 | 5 | 3 | 1 | 4 | 3 | 5 | 2 | 4 | 2 | 2 |
| - | - | 1 . | | - 4 | . 1 | - | - 3 | - | | | | | | 4 | 4 | 2 | 1 | - | 4 | - | - | - | - | | | | | | - | - | 1 | - | - |
| | | | | | | | | | - | 1 | _ | - | - | 1 | - | 2 | - | - | | | | | | - | 1 | - | - | - | | | | | |
| | | | | | | | | | - | - | _ | 1 | - | 3 | _ | _ | _ | - | 2 | 4 | - | _ | - | 1 | _ | _ | _ | - | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | А | 2 | | _ | _ | 1 | | | | |
| | | | | - | | . . | - 1 | _ | | | | | | 1 | _ | _ | 1 | _ | 1 | _ | _ | _ | 1 | 2 | 2 | 3 | _ | 1 | | 1 | 2 | | 1 |
| | | | | | . 1 | _ | - 1 | 2 | 1 | 1 | _ | 1 | | 5 | 1 | 1 | _ | 1 | 2 | 1 | _ | _ | 2 | 11 | 2 | 3 | 3 | 1 | 6 | 3 | 1 | 3 | |
| | | 4 1 | 0 | - - | | | - 3 19 | _ | - | 6 | 8 | 14 | 4 | _ | 17 | 18 | 15 | 8 | 45 | 15 | 16 | 11 | 12 | 66 | 20 | <u> </u> | 18 | 15 | 25 | 10 | 20 | 20 | 18 |
| | - | | - 1 | _ 1 _ | _ 1 4 | - 1 4 1 4 4 1 | 4 1 - | - 1 4 1 - 3 1 4 1 - 1 | - 1 4 1 - 3 - 1 - 4 1 - 1 2 | - 1 4 1 - 3 | - 1 4 1 - 3 1 - 1 1 1 1 1 1 1 1 1 | - 1 4 1 - 3 1 | - 1 4 1 - 3 1 1 1 1 1 1 1 1 | - 1 4 1 - 3 1 1 1 | - 1 4 1 - 3 - 4 1 1 1 1 1 - 3 - 1 1 - 1 - | - 1 4 1 - 3 - 4 4 - 1 - 1 - 1 - 3 - 1 1 - 3 - 1 1 - 3 - 1 1 - 5 1 | - 1 4 1 - 3 - 4 4 2 - 1 1 - 2 1 - 3 1 - 3 1 - 3 1 - 5 1 1 | - 1 4 1 - 3 - | - 1 4 1 - 3 - | - 1 4 1 - 3 - 4 4 2 1 - 4 - 1 1 - 2 1 - 2 2 1 - 1 - 2 1 1 - 1 - 2 | - 1 4 1 - 3 - 4 4 2 1 - 4 - - 1 1 - 2 - 1 - 2 - 1 - 3 2 4 | - 1 4 1 - 3 - | - 1 4 1 - 3 - | - 1 4 1 - 3 - | - 1 4 1 - 3 - | - 1 4 1 - 3 - | - 1 4 1 - 3 - 4 4 2 1 - 4 - 1 1 - 2 1 - 3 2 4 1 1 - 1 - 1 - 1 - 1 2 1 2 11 2 3 | - 1 4 1 - 3 - 4 4 2 1 - 4 - 1 1 - 2 - 1 1 - 3 2 4 1 - 1 1 - 1 2 2 3 3 - | - 2 3 1 2 - 1 4 4 2 2 4 1 6 2 1 4 1 - 2 3 5 3 1 4 3 - 1 4 1 - 3 - | - 2 3 1 2 - 1 4 4 2 2 4 1 6 2 1 4 1 - 2 3 5 3 1 4 3 5 - 1 4 1 - 3 - | - 2 3 1 2 - 1 4 4 2 2 4 1 6 2 1 4 1 - 2 3 5 3 1 4 3 5 2 - 1 4 1 - 3 - | - 2 3 1 2 - 1 4 4 2 2 4 1 6 2 1 4 1 - 2 3 5 3 1 4 3 5 2 4 - 1 4 1 - 3 1 - 1 - 2 1 | - 2 3 1 2 - 1 4 4 2 2 4 1 6 2 1 4 1 - 2 3 5 3 1 4 3 5 2 4 2 - 1 4 1 - 3 1 - 1 - 2 1 1 1 |

TABLE C-5
EXPERIENCE REQUIRED FOR
CRAFTSMEN & KINDRED OCCUPATIONS

| Industrial Division | | Con | struc | tion | | | Manu | ıfact | uring | | | | sporta | | į | | | olesal rade | | | | | Retai Trade | е | | В | Real | Esta | | | | Serv | | |
|---|-----|-----|---------------|--------------|-----------------------|-------|------|--------------|--------------|-----|-----|---|-----------------|---|-----|-----|---|------------------|---|-----|----|---|----------------|--------------|----|-----|---------------|------------|----------------|-----|-----|-----------------|--------------|--------|
| | Re | | ngth d Ext | of perier | ice | Red | | ngth d Ex | of perier | nce | Red | | ngth (d Exp | | nce | Rec | | ngth o i Expe | | ice | Re | | ngth d Exp | of perien | ce | Red | Len Juired | gth Exp | of perience | e R | equ | Lengt ired E | h of xper | rience |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 0 | | 2 | 3 | 3 4 |
| 401 Auto Accessory Installers 405 Book Binders 411 Apprentice Bricklayers 412 Bulidozer Operators 413 Cabinet Makers 416 Carpenter Apprentices 421 Cernent & Concrete Finishers 430 Electricians 431 Electrician Apprentices 441 Foremen, n.e.c. 461 Machinists 462 Machinist Apprentices 472 Auto Body Repairmen 474 Auto Mechanic Apprentice 481 Heavy Equipment Mechanics 482 Household Appliance Repairmen 484 Office Machine | 1 1 | | - 1 | 1 1 | - 1 1 - - | 1 - 5 | | _ 1 | 1 - | 1 | 1 | - | | | 1 - | 1 | 1 | | 1 | | 1 | _ | _ | 1 | 1 | | | | | | _ | 1 - | _ | _ |

TABLE C-5 (Continued)

EXPERIENCE REQUIRED FOR CRAFTSMEN & KINDRED OCCUPATIONS

| ndustrial Division | | Cons | struc | ion | | | Manu | ıfactu | ıring | | | Trans | porta | tion | | | Т | olesal rade | | | | Т | etail rade | | | Ba | Real | Esta | | 8 | | | rvice | |
|--|---|------|---------------|-----|-----|----|-------------|---------------|--------------|-----|----|-------------|---------------|-------------|----|-----|---------------|----------------|-------------|----|-----|--------------|---------------|-------------|----|-----|------------------|--------|---|-----|-----|---|-------|---------|
| | | Lei | ngth d Exp | of | nce | Re | Le quire | ngth d Exp | of perier | nce | Re | Le quire | ngth d Exp | of erien | ce | Rec | Ler Juired | gth o | f eriend | се | Rec | Ler uired | gth o | of erien | се | Rec | Ler Lediuired | igth (| | nce | Req | | eth o | erience |
| O.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 |
| 491 Mechanic Apprentices, n.e.c. | _ | | _ | | 1 | _ | _ | 2 | 1 | 4 | 1 | _ | _ | 1 | 1 | 1 | 1 | 4 | 2 | 1 | 2 | _ | 2 | 2 | 2 | | | | | | _ | _ | 1 | 2 |
| 492 Miscellaneous Mechanics & Repairmen 495 | _ | _ | 1 | _ | _ | | | | | | - | _ | - | - | 1 | | | | | | 6 | - | - | - | 2 | _ | - | - | 1 | - | - | - | 1 | 1 |
| Not Specified Mechanics & Repairmen 506 | : | | • | | | | | | | | | | | | | 1 | - | - | 1 | - | | | | | | | | | | | | | | |
| Opticians & Lens Grinders 510 | | | | | | | | | | | | | | | | | | | | | 1 | 1 | - | - | - | | | | | | | | | |
| Painters, Construction & Maintenance 516 | | | | | | | | | | | | | | | | - | - | - | 1 | | _ | _ | _ | _ | 1 | | | | | | | | | |
| Piano & Organ Tuners 522 Plumbers & Pipe Fitters | _ | _ | _ | _ | . 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 523 Plumbers & Pipe Fitters, Apprentices | 2 | _ | _ | 2 | _ | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pressmen & Plate Fitters, Printing | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Floorers & Staters 535 | - | 1 | - | - | - 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sheetmetal Workers & Tinsmiths 536 | - | - | _ | - | - 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sheetmetal Apprentices 551 Tailors | 1 | 1 | 2 | - | | | | | | | | | | | | | | | | | 1 | - | - | - | 1 | | | | | | | | | |
| 562 Tool & Die Maker Apprentices | | | | | | - | - - | | - 1 | - | - | | | | | | | | | | | | | | | | | | | | | | | |

TABLE C-5 (Continued)

EXPERIENCE REQUIRED FOR CRAFTSMEN & KINDRED OCCUPATIONS

| ndustrial Division | | Cor | struc | tion | | | Manı | ufact | uring | | | | sport | |) | | - | nolesa Trade | | | | | Retai Trade | 3 | | Ē | Rea | Esta | | € | | | ervice | |
|---|----|-------------|----------------|--------------|-----|----|-------------|--------------|-------------|-----|----|-------------|----------------|-------------|-------|----|-------------|-----------------|--------------|-----|----|-------------|-----------------|--------------|-----|----|-------------|---------------|--------------|----|-----|--------------|---------------|----------------|
| | Re | Le quire | ength ed Ex | of perier | nce | Re | Le quire | ngth d Ex | of perie | nce | Re | L. quire | ength ed Ex | of perie | nce | Re | Le quire | ngth d Exp | of perier | nce | Re | Le quire | ength ed Exp | of perier | nce | Re | Le quire | ngth d Exp | of perien | ce | Rec | Le: uire: | ngth d Exp | of serience |
| D.O.T. Jumber Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 4 |
| Specified Craft Apprentices, n.e.c. S72 Not Specified Apprentices S75 Craftsmen & Kindred Workers, n.e.c. | 2 | _ | _ | _ | _ | 3 | _ | _ | _ | _ | - | 1 | _ | _ | _ | | _ | - | | | 1 | _ | _ _ | _ | | | | | _ | | | _ | | |
| Fotal - Craftsmen & Kindred Occupations | 7 | 2 | 4 | 5 | 8 | 9 | 0 | 3 | 3 | 5 | 2 | 1 | 0 | 1 | 3 | 4 | 2 | 4 | 5 | 1 | 12 | 1 | 2 | 3 | 7 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 2 | 4 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

TABLE C-6
EXPERIENCE REQUIRED FOR
OPERATIVE & LABOR OCCUPATIONS

| Industrial Division | | Cor | nstru | ıctio | n | | ì | Manu | fact | uring | | | Trai | nspc | ortati | on | | | | nolesa Trade | | , . | | | Reta Trac | | | | Re | ing, F al Es | tate | ce | | | Servic | | |
|---|--------------|-------------|--------------|--------------|-------|---|-----|------|---------------|-------|-----|---|------------|-------------|----------------|-------|----|-----|---|-----------------|---|-----|----------|---------|----------------|-------------|------|---|----|-----------------|------|------|-----|---|--------------|---|-----|
| | Red | Le quire | engt ed E | h of xper | ience | 9 | Req | Ler | ngth i Exp | | nce | R | L equir | eng ed E | th of exper | rienc | :e | Rec | | ngth d Exp | | ıce | Re | Lequire | engti ed Ex | of perie | ence | R | | ength ed Ex | | ence | Rec | | ngth d Ex | | nce |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | } . | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 2 3 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| 602 Assemblers 610 Checkers, Examiners | | | | | | | 3 | _ | _ | - | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| & Inspectors 612 Cutting Operatives, n.e.c. 615 | | | | | | | 1 | 1 | _ | - | 1 | | | | | | | | | | | | - | - | 1 | - | _ | | | | | | | | | | |
| Drywall Installers & Lathers 622 Furnacemen & Smeltermen | - - | - - | ·- | - | - | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 630 Laundry & Dry Cleaning Operatives 631 | | | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | _ | | - | | 1 | - | _ | _ | - |
| Meat Cutters & Butchers, except Manufacturing 633 Meat Cutters & Butchers, | | | | | | | | | | | | | | | | | | | | | | | - | - | - | _ | 2 | | | | 1 | | | | | | |
| Manufacturing 643 Packers & Wrappers, except Meat | : | | | | | | 5 | _ | _ | _ | _ | - | - 1 | | _ | - | _ | | | | | | 2 | _ | . <u>-</u> | | | - | _ | | , | _ | | | | | |
| Painters, Manufactured Articles 645 | | | | | | | 2 | _ | _ | - | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Photographic Process Workers 653 Precision Machine | | | | | | | - | _ | - | 2 | 1 | | | | | | | | | | | | | | | | | 1 | - | | _ | | 1 | - | - | | - |
| Operatives, n.e.c. 680 Welders & Flame Cutters 690 Machine Operatives, | - | - | | l | 1 | - | 1 | - | _ | _ | 1 | | | | | | | | | | | : | | | | | | | | | | | | | | | |
| Misc. Specified | - | | . ' | 1 | | 1 | 4 | 1 | _ | 3 | 3 | | | | | | | 1 | _ | - | - | - | | | | | | | | | | | 1 | _ | | 3 | 1 |

Ç,

TABLE C-6 (Continued)

EXPERIENCE REQUIRED FOR OPERATIVE & LABOR OCCUPATIONS

| Industrial Division | | Cons | struc | tion | | | Manu | ıfactu | ıring | | - | Trans | porta | tion | | | | olesal rade | e | | | 1 | Retail Frade | | | B: | Real | Esta | | | | | rvice | | |
|---|-----|------|---------------|--------------|-----|-----|--------------|---------------|-------|-----|-----|-------|--------|------|----|-----|---|----------------|---|----|-----|---|-----------------|--------------|-----|-----|----------|---------------|--------------|----|-----|--------------|--------------|--------------|----|
| | Rec | Lei | ngth d Exp | of perier | nce | Red | Le quired | ngth 3 Exp | | ice | Red | | ngth o | | ce | Rec | | igth c i≝xp | | ce | Rec | | ngth (| of perien | ice | Rec | Lequired | ngth d Exp | of perien | ce | Req | Ler uired | gth c Exp | of erienc | :e |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| 692 Machine Operatives, Not Specified | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 594 Miscellaneous Operatives 595 | | | | | | 3 | - | - | _ | 2 | | | | | | | | | | | - | - | 1 | _ | - | | | | | | | | | | |
| Not Specified Operatives 705 | | | | | | 1 | - | - | - | - | | | | | | | | | | | | | | | | | | | | | | | | | |
| Deliverymen & Routemen 706 | | | • | | | | | | | | - | 1 | _ | 1 | _ | 7 | - | 3 | - | 1 | 3 | 1 | 2 | 2 | - | 2 | - | _ | .— | - | _ | - | 1 | _ | - |
| Forklift & Tow Motor Operatives | | | | | | 2 | 1 | _ | 1 | _ | | | | | | _ | 1 | 1 | _ | _ | - | 1 | _ | 1 | _ | | | | | | | | | | |
| 715 Truck Drivers 750 | 2 | 1 | | 1 | _ | 4 | 1 | 1 | _ | 1 | - | _ | 1 | 5 | 2 | 1 | 1 | 1 | 3 | 1 | 2 | 1 | _ | 1 | | | | | | | _ | - | - | 1 | 1 |
| Carpenters' Helpers 751 Construction Laborers | | | | | | | | | | | _ | _ | _ | 1 | _ | | | | | | | | | | | | | | | | | | | | |
| 753 Freight Matieral | | | | | | | | | | | | | | | | | | | | | | | | | | İ | | | | | | | | | |
| Handlers 761 | | | | | | 2 | _ | - | - | - | - | - | - | 1 | | | | | | | 2 | - | - | - | - | | | | | | | | | | |
| Lumbermen, Wood Choppers | _ | | _ | 1 | _ | | | | | | ! | | | | | | | | | | | | | | | | | | | | | | | | |
| 762 Stock Handlers | | | | | | | | | | | | | | | | - | 1 | - | - | - | | | | | | | | | | | | | | | |
| 764 Vehicle Washers 770 | | | | | | | | | | | - | 1 | - | - | - | 1 | - | - | - | - | 1 | - | - | _ | - | | | | | | | | | | |
| Warehousemen 780 | | | | | | 5 | - | - | - | - | 1 | 1 | | - | _ | 6 | 3 | 3 | - | - | 6 | - | 1 | 1 | - | | | | | | 1 | 1 | - | - | - |
| Miscellaneous Laborers 785 | 5 | 1 | _ | 1 | | 1 | - | - | - | 1 | 1 | - | - | - | _ | 1 | - | _ | - | - | 6 | 1 | - | 1 | - | - | 1 | - | | - | 1 | 1 | - | - | - |
| Not Specified Laborers | | | | | | 1 | _ | _ | _ | _ | | | | | | | _ | | _ | | | | _ | | | _ | _ | _ | 1 | _ | | | _ | _ | _ |
| Total - Operative & Labor | 7 | 2 | 2 | 4 | 3 | 35 | 4 | 1 | 6 | 12 | 2 | 4 | 1 | 8 | 2 | 11 | 6 | 8 | 3 | 2 | 22 | 4 | 5 | 6 | 2 | 5 | 1 | 0 | 2 | 0 | 5 | 2 | 1 | 4 | 3 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

4.

TABLE C-7

EXPERIENCE REQUIRED FOR SERVICE OCCUPATIONS

| Industrial Division | | Cor | stru | ction | | | Manı | ufact | uring | | | | spor | | Π | | | holes Trad | | | | | Reta Trad | е | | E | Rea | l Esta | | е | | | ervice | | |
|---------------------------------|----|-------------|----------------|-------------|-----|----|------|--------------|-------------|-----|----|---|----------------|----|------|----|-------------|---------------|-------------|-----|---|--------------|----------------|---|-----|----|-----|---------------|--------------|-----|----------|---------------|-------------|-------------|-----|
| | Re | Le quire | ength ed Ex | of perie | псе | Re | | ngth d Ex | of perie | nce | Re | | ength ed Ex | | ence | Re | Le quire | ngth d Ex | of perie | nce | R | Le equire | ength ed Ex | | nce | Re | | ngth d Exp | of perier | ice | Rec | Ler Juired | ngth Exp | of erier | ıce |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 |
| 901 Maids | | | | | | | | | | | | | | | | _ | _ | 1 | _ | _ | | | | | | | | | | | 1 | _ | _ | _ | _ |
| 903 | , | | | | | , | | | | | _ | | _ | 1 | _ | | | | | | | | | | | 2 | _ | _ | 1 | _ | 2 | 1 | 3 | _ | |
| Janitors 910 | ' | _ | _ | _ | _ | ' | _ | | _ | _ | | | | Ţ, | | | | | | | | | | | | - | | | | | | | | | |
| Bartenders 911 | | | | | | | | | | | | | | | | ' | _ | _ | _ | _ | | | | | | | | | | | | | | | |
| Busboys | | | - | | | | | | | | | | | | | 4 | 1 | _ | _ | - | | | | | | 1 | - | _ | - | _ | | | | | |
| 912 Cooks | | | | | | | | | | | | | | | | 4 | 2 | 1 | | _ | | | | | | - | | _ | _ | 1 | 1 | - | - | 1 | 2 |
| 913 Dishwashers | | | | | | | | | | | 1 | | | | | 2 | _ | _ | | _ | | | | | | | | | | | | | | | |
| 914 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | _ | _ | | 1 |
| Food Counter Workers 915 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Waiters 916 | | | | | | | | | | | | | | | | 3 | 2 | _ | _ | - | } | | | | | | | | | | | | | | |
| Food Service Workers | | | | | | | | | | | } | | | | | 3 | 1 | _ | - | _ | | | | | | | | | | | 1 | - | _ | _ | _ |
| 922 Heaith Aides, except | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nursing 925 | | | | | | | | | | | | | | | | | | | | | - | | | | | | | | | | | | | | |
| Nursing Aides, Orderlies | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 926 Practical Nurses | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | 1 | _ | _ | 1 |
| 932 Attendants, Recreational | | | | | | | | | | | ļ | | | | | | | | | | | | | | | 1 | _ | | _ | _ | | | | | |
| 933 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | , | | | | |
| Attendants, Personal 943 | | | | | | | | | | | | | | | | 1 | _ | _ | - | _ | | | | | | | | | | | ' | _ | | _ | _ |
| Elevator Operators | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | - | _ | _ | _ |
| 944 Hairdressers, | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cosmetologists 945 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Personal Service | | | | | | | | | | | | | | | | | 1 | _ | _ | | 1 | | | | | | | | | | | | | | |
| Apprentices 950 | | | | | | | | | | | | | | | | | ' | _ | _ | | | | | | | | | | | | | | | | |
| Housekeepers | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | - | - | 1 | • | - |

TABLE C-7 (Continued)

EXPERIENCE REQUIRED FOR SERVICE OCCUPATIONS

| Industrial Division | | Con | struc | tion | | | Manu | ıfactı | aring | | | | sporta | | | | - | olesa Frade | | | | • | Retail Frade | : | | В | Rea | el Esta | |) | | | ervice | | |
|-----------------------------|---------|-------------|--------------|--------------|----|----|-------------|---------------|--------------|----|----|-------------|---------------|--------------|-----|-----|-------------|----------------|--------------|-----|----|-------------|-----------------|--------------|-----|-----|-------------|-----------------|--------------|----|-----|--------------|-------------|----------------|---|
| | Re | Le quire | ngth d Ex | of perier | nœ | Ře | Le quire | ngth d Exp | of perier | ce | Re | Le quire | ngth d Exp | of Derier | ice | Rei | Le quire | ngth d Exp | of perien | ice | Re | Le quire | ngth d Exp | of perier | ice | Red | Le quire | ength ed Exp | of perien | ce | Rec | Ler uired | igth Exp | of perience | |
| D.O.T. Number Occupation | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 | 4 | 0 | 1 | 2 | 3 4 | ; |
| 962 Guards and Watchmen | <u></u> | | | | | | | _ | | | 1 | _ | _ | _ | | | | | | | 1 | _ | _ | _ | _ | 1 | _ | _ | _ | _ | 1 | _ | _ | _ | _ |
| Total - Service | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 17 | 7 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 1 | 1 | 10 | 2 | 4 | 1 | 4 |
| | | | • | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| π Λ | | | | | | | | | | | | | | | | | | | | | | | | | | į | | | | | | | | | |
| | | | | | | | | | | | | | | | | : | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

APPENDIX D

FORMAL TRAINING REQUIRED FOR ENTRY LEVEL OCCUPATIONS

TABLE D-1

FORMAL TRAINING REQUIREMENTS
FOR PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | Construction | Manufacturing | Transportation | Wholesale Trade | Retail Trade | Banking, Finance, Real Estate | Service |
|---|---|---------------------------------|------------------------------------|----------------------------------|---|---|---------------------------------|
| Formal Training Requirements | Length of Formal Formal Training Training | Formal Formal Training Training | Length of Formal Training Training | Length of Formal Formal Training | Length of Formal Formal Training Training | Length of Formal Formal Training Training | Formal Formal Training Training |
| D.O.T. Number Occupations | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ |
| 001 Accountants 002 Architects | 1 | | | _ 1 | | 2 | - 2 2 |
| 003 Computer Programmers 004 Computer Analysts | - | 1 1 - | | | | 1 | |
| 013 Industrial Engineers 014 Mechanical Engineers 023 | | | | _ 1 | ı | | 1 |
| Engineers, n.e.c. 031 Lawyers 056 Personnel & Labor | | | | | | | 1 1 |
| Relations Workers 064 Pharmacists 073 | | | | 0 1 – – – | | 1 1 | |
| Health Practitioners 075 Registered Nurses 080 Clinical Lab. Technician | | 1 | | 1 1 | | | |
| 082 Health Record Technicians 083 Radiologic | | | | | | | |
| Technicians 085 Health Technologists 100 | | | 1 1 | | | | 1 1 |
| Social Workers 123 Art, Music, Drama Teachers | | | | | 1 | | |

TABLE D-1 - (continued)

FORMAL TRAINING REQUIREMENTS FOR PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | Con | struction | Mani | ufacturing | Tran | sportation | | nolesale Trade | | Retail Trade | | ng, Finance, al Estate | S | Service |
|--|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|
| Formal Training Requirements | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training |
| D.O.T. Number Occupations | Yes No | Months 0-3 3-12 12+ |
| 134 Trade, Industrial, and Technical Teachers 135 Miscellaneous Teachers, College and University | | | | | | | 1 0 | - 1 - | | | | | | |
| 143 Pre- and Kindergarten Teachers 145_ | | • | | | | | | | | | | | _ 1 | |
| Teachers, except College and University 152 Draftsmen | | | | | | | | | 1 – | 1 | | 1 – – | 3 - | 2 |
| 153 Electrical Engineering Technicians 154 | | | | | | | 0 1 | 1 | | | | | | |
| Industrial Engineering Technical 156 Mathematical | | | 1 – | _ 1 _ | | | | | | | | 1 | | |
| Technicians 162 Engineering/Science Technicians, n.e.c. | | | | | | | | | | | 1 | 1 – – | | |
| 165 Embalmers , 173 ; Technicians, n.e.c. | 1 - | 1 | | | | | | | | | _ 1 | 1 | 1 - | 1 1 |
| 174 Vocational and Educational Counselors 175 | | | | | | | | | | | _ 1 | <u> </u> | 1 - | |
| Actors 184 Editors and Reporters 191 Photographers | | | | | 1 – | 1 | | | _ 1 | 1 | | | | |

TABLE D-1 - (continued)

FORMAL TRAINING REQUIREMENTS FOR PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | Cor | nstruction | Man | ufacturing | Tran | nsportation | | holesale Trade | | Retail Trade | | ng, Finance, al Estate | | Service |
|--|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|
| Formal Training Requirements | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training |
| D.O.T. Number Occupations | Yes No | Months 0-3 3-12 12+ |
| Number Occupations 192 Public Relations Men and Publicity Writers 194 Writers, Artists, and Entertainers, n.e.c. 196 Resource Specialists 197 Pest Control Technician 198 Termite Control Technicians | | 1 0 1 | Yes No | 0 2 0 | 2 0 | 0 0 2 | 2 4 | 0 1 2 | 1 — — 2 1 | 1 - 1 | 1 3 | 7 0 1 | 1 — 1 — 1 — 1 — 4 | 1 2 0 7 |
| | | | | | | | | | | | | | | |

Ö

TABLE D-2
FORMAL TRAINING REQUIREMENTS
FOR MANAGERIAL AND ADMINISTRATIVE OCCUPATIONS

| Industrial Division | Cor | nstruction | Man | ufacturing | Tran | sportation | | holesale Trade | | Retail Trade | Bank) Re | ng, Finance, eal Estate | | Service |
|--|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|--|--------------------|---------------------------------|--------------------|---------------------------------|
| Formal Training Requirements | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training |
| D.O.T. Number Occupations | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ |
| 201 Assessors, Controllers 202 Bank Officers and Financial Managers 205 Buyers, Wholesale and Retail Trade 212 Health Administrators 216 Managers and Super- intendents, Building 222 Officials and Administrators, Public 225 Purchasing Agents and Buyers 230 Restaurant and Cafeteria Managers 231 Sales Managers, Retail Trade 233 Sales Managers, Other Than Retail 245 Managers and Administrators | | _ 1 _ | | | 1 1 | 1 | 1 - | 2 | - 1 2 3 | 113 2 2 | | 1 | 1 - | 1 - 1 2 |
| | | | | | | | | | | | | | | |
| Tota! | 0 1 | 0 1 0 | 0 | 0- 0 9 | 1 1 | 0 0 1 | 2 2 | 0 0 2 | 2 4 | 4 2 3 | 2 1 | 2 0 2 | 8 1 | 0 1 5 |

<u>į</u>

TABLE D-3
FORMAL TRAINING REQUIREMENTS
FOR SALES OCCUPATIONS

| Industrial Division | С | ons | truct | tion | | | Mani | ufact | uring | | | Trar | nspo | rtat | ion | | | | holes Trad | | | | | Reta Trad | | | E | Banki Re | ng, F al Es | | ce, | | | Servi | ce | |
|---|------------------|-------|-------|--------------|----|-----|--------------|---------|---------------|-------------|-----|--------------|------|-----------|---------------|-----|-----|---------------|---------------|-------------------------|--------------|-----|---------------|--------------|--------------------------|-------------|-----|----------------|----------------|------------------------|-----|-----|---------------|-------|-------------------------|-------------|
| Formal Training Requirements | Forma Trainir | sl l | Lei | ngth orma | ai | For | mal ining | Le I | ength Form | of al | | mal ining | | Fo | gth c rmai | | | rmal ining | 1 | engti Forn Frain | nai | 1 | rmal ining | | ength Forma Traini | a! | 1 - | rmal iining | | engti Form Frain | nal | 1 | rmal ining | | ength Form Traini | a! |
| D.O.T. Number Occupations | Yes N | | N/ | Sonath | 10 | Yes | No | 0-3 | Mont 3-12 | hs 2 12+ | Yes | No | 0-: | Мс 3 3 | nths | 12+ | Yes | No | 0-3 | Mon [•] 3-1 | ths 2 12+ | Yes | No | | Montl 3-12 | | Yes | . No | | Mont 3-1: | | Yes | No | | Mont 3-12 | hs 2 12+ |
| 260 Advertising Agents 265 | | | | | | | | 4 , | | | 1 | 4 | _ | | 1 | _ | 1 | 1 | 1 | _ | 1 | | | | , | | 4 | 2 | 1 | 1 | 4 | _ | 3 | 2 | _ | _ |
| Insurance Agents 280 Salesmen, Clerks | | | | | | | | | | | | | | | | | 2 | - | _ | _ | 2 | | | | | | 3 | 1 | _ | _ | _ | | | | | |
| 281 Sales Representatives, Manufacturing Industrie 282 | s | | | • | | 7 | 16 | 2 | 5 | 1 | - | 1 | 1 | | _ | | 1 | - | _ | _ | 1 | | | | | | | | | | | 7 | 1 | - | 1 | - |
| Sales Representatives, Wholesale Trade | | | | | | | | | | | | | | | | | 3 | 1 | _ | 2 | 1 | 4 | 20 | 20 | 4 | 6 | | | | | | 1 | - | - | | 1 |
| Sales Clerks, Retail | | | | | | | | | | | | | | | | | 3 | 9 | 1 | 1 | 2 | - | _ | _ | - | 1 | - | 1 | - | - | - | | | | | |
| 284 Salesmen, Retail 285 | | | | | | | | | | | 1 | 1 | _ | - | - | - | 7 | 15 | _ | - | 7 | | | | | | - | 1 | - | | - | | | | | |
| Salesmen of Services and Construction | 4 6 | ŝ | 2 | 2 | - | | | | | | | | | | | | | | | | | - | 1 | 1 | - | - | - | 4 | - | _ | _ | 1 | 8 | 6 | 1 | - |
| Total | 4 6 | 3 | | 2 | 0 | 7 | 16 | | 5 | 1 | 2 | 6 | 1 | | 1 | 0 | 17 | 26 | 2 | 3 | 14 | 4 | 21 | 21 | 4 | 7 | 7 | 12 | 1 | 1 | 6 | 3 | 12 | 8 | 2 | 1 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | |

TABLE D-4

FORMAL TRAINING REQUIREMENTS
FOR CLERICAL AND KINDRED OCCUPATIONS

| Industrial Division | | Cor | nstru | etion | | | Man | ufact | uring | | | Tran | sport | ation | ì | | | holesa Trade | | | | | Reta Trade | | | E | | ng, Fi al Est | inanc tate | e, | | 5 | Servic | :e | |
|--|-----|---------------|-------|------------------------|-------------|-----|----------------|-------|--------------------------|-----------|-----|--------------|-------|------------------------|-------------|-----|--------------|-----------------|--------------------------|---|-----|---------------|---------------|---------------------------|----|-----|--------------|------------------|--------------------------|-------------|-----|--------------|--------|--------------------------|----|
| Formal Training Requirements | 3 | rmal ining | | engtl Form Frain | ıal | | rmal iining | f | ength Forma Traini | ai | | mal ining | ; | ength Form Taini | al | 1 | mal ining | F | ngth o orma rainin | 1 | | mal in ing | F | ength Forma Trainin | ał | | mal ining | F | ength Forma Trainí | al | 4 | mal ining | F | ength Forma Traini | al |
| D.O.T. Number Occupations | Yes | No | 0-3 | Mon1 3-1: | hs 2 12+ | Yes | No. | 0-3 | Vonti 3-12 | ns 12+ | Yes | No | 0-3 | Mont 3-12 | hs 2 12+ | Yes | No | | lonth 3-12 | | Yes | Νo | | Month 3-12 | | Yes | No | | Month 3-12 | ns ! 12+ | Yes | No | | Vonti 3-12 | |
| 301 Bank Tellers | | | | | | | | | | | | | | | | | | | | | | | | | | 4 | 3 | _ | 4 | _ | | | | | |
| 303 Billing Clerks | _ | 2 | | _ | _ | 4 | 7 | 1 | 3 | _ | 2 | 5 | 1 | 1 | 2 | 2 | 7 | _ | 1 | 1 | 2 | 4 | 4 | 2 | 7 | 3 | 1 | - | 1 | 1 | _ | 3 | 2 | - | - |
| 305 Bookkeepers | 3 | 5 | _ | 2 | 1 | 3 | 10 | 2 | 1 | _ | 1 | 3 | _ | _ | 1 | 3 | 6 | - | 1 | 2 | 12 | 18 | 18 | 12 | 8 | 5 | 11 | 1 | 2 | 2 | 9 | 10 | 5 | - | 7 |
| 310 Cashiers | | | | | | | | | | | - | 1 | - | _ | <u></u> | - | 2 | _ | _ | _ | - | 1 | 1 | _ | - | - | 1 | 1 | - | _ | | | | | |
| 312 Clerical Supervisors 314 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Counter Clerks 315 | | | | | | | | | | | | | | | | - | 1 | _ | - | - | İ | | 16 | 2 | 6 | - | 2 | _ | _ | - | - | 1 | 1 | - | |
| Dispatchers 321 | | | | | | | | | | | 3 | 6 | 3 | - | 3 | | | | | | - | 1 | 1 | _ | 1 | | | | | | | | | | |
| Estimators and Investigators | - | 1 | _ | _ | _ | | | | | | | | | | | | | | | | | | | | | 2 | _ | 1 | 1 | - | | | | | |
| 323 Expediters 325 | | | | | | | | | | | | | | | | | | | | | | | | | | - | - | 2 | | - | | | | | |
| File Clerks 326 | | | | | | - | 1 | | - | - | - | 2 | | | - | 1 | 8 | - | 1 | - | 1 | 4 | 4 | 1 | 2 | 2 | 8 | 2 | 1 | | 1 | 7 | 4 | - | 1 |
| Insurance Adjustors 332 | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | 1 | 2 | 1 | 1 | | | | | |
| Mail Handlers 333 | | | | | | | | | | | - | 1 | _ | - | | | | | | | | | | | | - | 1 | 1 | _ | _ | - | 1 | _ | - | _ |
| Messengers and Office Boys | | | | | | | | | | | | | | | | | | | | | 1 | - | _ | 1 | - | - | _ | 1 | _ | _ | | | | | |
| 341 Bookkeeping Machine Operators | | | | | | | | | | | | | | | | | | | | | | | | | | - | 1 | _ | _ | _ | | | | | |
| 342 Calculating Machine | | | | | | | | | | | | | | | | | | | | | | | | | | 1 | _ | _ | _ | _ | | | | | |
| Operators 343 | | 0 | 1 | | | 2 | 1 | 2 | 1 | | | 2 | | _ | | 5 | 3 | _ | 1 | 4 | 1 | 2 | 2 | 1 | 2 | 7 | 3 | 1 | 1 | 4 | 3 | 2 | | 2 | 1 |
| Computer Operators 345 Key Punch Operators | - | 2 | ' | _ | _ | - | 1 | _ | _ | _ | | _ | _ | _ | | 1 | 1 | - | | 1 | 1 | _ | _ | 1 | 2 | 4 | 1 | _ | 1 | 2 | 1 | 2 | 1 | _ | 1 |
| 350 Tabulating Machine Operators | | | | | | ١, | 1 | 1 | _ | _ | | 1 | _ | _ | _ | | | | | | _ | _ | _ | | 2 | _ | 1 | _ | _ | _ | 1 | 2 | 1 | _ | 1 |

TABLE D-4 (continued)

FORMAL TRAINING REQUIREMENTS FOR CLERICAL AND KINDRED OCCUPATIONS

| Industrial Division | | Cor | nstruc | tion | | T | Man | ufact | uring | | | Tran | spor | tation | | | | holes Trade | | | | | Retai Trade | | | 8 | | ng, Fi al Es | inanc tate | €, | | 5 | Servic | e | |
|--|-----|--------------|--------|-------------------------|-------------|-----|--------------|-------|--------------------------|-------------|-----|---------------|-------------|-------------------------|-------------|-----|---------------|----------------|------------------------|-----------|-----|--------------|-------------------|---------------------------|-----|-----|-------------------|-----------------|--------------------------|-------|--------|-------------|--------|------------------------|----|
| Formal Training Requirements | | mal ining | 1 | engtř Form Traini | al | 1 | mal ining | F | ength Forma rainir | al | | rmal ining | | ength Forma raini | al | 1 | rmal ining | F | ngth orma rainii | al | • | mal ining | F | ength Forma Trainir | al | | mal ning | | ength Forma Traini | al | | mal ning | F | ngth orma rainir | šl |
| D.O.T. Number Occupations | Yes | No | 0-3 | Mont 3-12 | hs 2 12+ | Yes | No | 0-3 | √lont 3-12 | 12+ | Yes | No | 0-3 | Montl 3-12 | ns : 12+ | Yes | Ne | 0-3 | Aonth 3-12 | ns 12+ | Yes | No | 0-3 | Month 3-12 | 12+ | Yes | No | 0-3 | Vonti 3-12 | 12+ | Yes | No | | 10nth 3-12 | |
| 355 Office Machine Operators 360 | | | | <u> </u> | | | | | | | | | | | | | | | | | | | | | • | 2 | 1 | 1 | 1 | 1 | 2 | 2 | 1 | | 2 |
| Payroll Clerks 364 Receptionists, | 1 | 1 | 1 | _ | | - | 1 | _ | - | - | | 2 | _ | - | _ | - | 1 7 | _ | - | 1 | 2 | 1 | 1 | 2 | 6 | 2 | ۱ ۵ | 2 | 2 | , | _ | 3 | 1 | _ | |
| Secretaries 370 | | | | | | 1 | 6 | 1 | | _ | - | 5 | 7 | | _ | ' | / | - | | ' | | | | | | 3 | 7 | ~ | _ | 2 | 1 | 6 | 2 | | • |
| Secretaries, Legal 371 | | | | | | | | | | | | | | | | | | | | | | | | | | 3 | Z | | _ | 2 | 1 | 2 | 1 | _ | 1 |
| Secretaries, Medical 372 | | | | | | | | | | | | | | | | | | | _ | _ | | _ | _ | | - | | | | ^ | 2 | | | 4 | 2 | 2 |
| Secretaries, n.e.c. 374 | 2 | 6 | 2 | - | - | 3 | 7 | 1 | 2 | _ | 2 | - | _ | 1 | 1 | 5 | 10 | _ | 2 | 3 | 3 | 7 | 7 | 3 | 3 | 4 | 11 | 1 | 2 | 2 | 4 | 12 | 4 | 2 | 2 |
| Shipping and Receiving Clerks | _ | 1 | _ | _ | _ | 1 | 6 | _ | _ | | | | | | | 1 | 9 | 1 | - | 1 | - | 4 | 4 | _ | 7 | | | | | | _ | 2 | 1 | _ | - |
| 376 Stenographers | | | | | | | | | | | | | | | | - | 3 | | _ | - | | | | | | - | 1 | - | - | - | - | 1 | - | - | _ |
| 381 Stock Cierks & Storekeepers 384 | | | | | | | | | | | _ | 1 | _ | _ | _ | _ | 2 | _ | - | _ | 1 | 4 | 4 | 1 | 4 | _ | 1 | _ | - | _ | | | | | |
| Telegraph Operators 385 Telephone Operators | | | | | | | | | | | | | | | | | | | | | | | | | | _ | 6 | 1 | 1 | _ | _ | 1 | _ | _ | _ |
| 391 Typists | | | | | | 1 | _ | 1 | _ | _ | | | | | | _ | 2 | _ | _ | _ | 1 | 1 | 1 | 1 | 3 | 1 | 7 | 1 | - | 1 | 3 | 1 | _ | 2 | 1 |
| 394 Misc. Clerical Workers | | | | | | 7 | 7 | 1 | - | _ | - | 2 | - | _ | - | 2 | 6 | - | 1 | 1 | 1 | 3 | 3 | 1 | 6 | 6 | 11 | 3 | 3 | 2 | 3 | 10 | 4 | - | 2 |
| Totai | 6 | 18 | 4 | | 1 | 18 | 51 | 10 | 7 | | 8 | 31 | | 2 | 7 | 21 | 68 | 1 | 7 | 14 | 28 | 66 | 66 | 28 | 59 | 49 | 79 | <u></u> 24 | 21 | 19 | 29 | 68 | 28 | 6 | 20 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | - |

TABLE D-5
FORMAL TRAINING REQUIREMENTS
FOR CRAFTSMEN AND KINDRED OCCUPATIONS

| Industrial Division | Cor | estruction | Man | ufacturing | Tran | sportation | | holesale Trade | | Retail Trade | | ng, Finance, al Estate | | Service |
|--|---|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|
| Formal Training Requirements | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training |
| D.O.T. Number Occupations | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ |
| Number Occupations 401 Auto Accessory Installers 405 Bookbinders 411 Apprentice Bricklayers 412 Bulldozer Operators 413 Cabinet Makers 416 Carpenter Apprentices 421 Cement and Concrete Finishers 426 Dental Lab Technicians 430 Electricians 430 Electrician Apprentices 441 Fioor Layers, except Tile Setters 441 Foremen, n.e.c. 461 Machinists 462 Machinist Apprentices 472 Auto Body Repairmen | Yes No 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 | - 1 - 1 ' 1 1 1 1 1 1 1 1 - | 1 1 1 1 6 | 1 - 1 - - 1 1 | Yes No | 0-3 3-12 12+ | 7 es No | 1 1 |
| 474 Auto Mechanic Apprentices 481 Heavy Equipment Mechanics | | | | | 1 - | | | | _ 1 | 1 | | | | |

ה

TABLE D-5 (continued)

FORMAL TRAINING REQUIREMENTS FOR CRAFTSMEN AND KINDRED OCCUPATIONS

| Industrial Division | Cor | nstruction | Manufactu | uring | Tran | sportation | | | holes Trade | | | | Reta Trad | | | | ng, Finance, al Estate | | | S | ervice | · AMPIU | |
|---|--------------------|---------------------------------|------------|-----------------------------|--------------------|---------------------------------|----|-----------------|----------------|-------------------------------|------|------------------|--------------|---------------------------|----------|--------------------|---------------------------------|----|----------------|----|-------------|----------------|-----|
| Formal Training Requirements | Formal Training | Length of Formal Training | Formal F | ngth of ormal raining | Formal Training | Length of Formal Training | | ormal aining | F | ength of formal raining | F | ormal raining | | ength Forma Frainin | 1 | Formal Training | Length of Formal Training | - | Form Traini | | Fo | gth o ormai | |
| D.O.T. Number Occupations | Yes No | Months 0-3 3-12 12+ | Yes No 0-3 | fonths 3-12 12+ | Yes No | Months 0-3 3-12 12 | Ye | s No | 0-3 | Nonths 3-12 12 | 2+ Y | es No | 0-3 | Month 3-12 | s 12+ | Yes No | Months 0-3 3-12 1 | 2+ | Yes N | Vo | Мс 0-3 3 | onths 1-12 | 12+ |
| 482 Household Appliance Repairmen 484 Office Machine | | | | | | | 1 | 1 | | _ 1 | - | - 2 | 2 | _ | | | · | | <u> </u> | 1 | 1 | _ | _ |
| Operators 491 Mechanic Apprentices, | | | | | | | 1 | 1 | _ | | - | | | | | | | | | | | | |
| n.e.c. 492 Miscellaneous Mechanics | 1 – | - 1 | 4 3 1 | 2 - | _ 2 | 1 | 4 | 5 | - | 1 3 | 2 | . 8 | 8 | 2 | 2 | | | | 2 | 1 | - | - | 3 |
| and Repairmen | - 1 | | | | 1 1 | 1 | | | | | 2 | 6 | 6 | 2 | 3 | 1 – | | 1 | 4 | 1 | _ | _ | 4 |
| Not specified Mechanics & Repairmen 506 | | | | | | | _ | 2 | - | | - | | | | | | | | | | | | |
| Opticians & Lens Grinders 510 | | | | | | | | | | | 1 | 1 | 1 | 1 | - | - | | | | | | | |
| Painters, Construction and Maintenance 516 | | | | | | | 1 | - | | _ 1 | ļ | | | | | | | | | | | | |
| Piano and Organ Tuners 522 Plumbers and Pipefitters | _ 1 | | | | | | | | | | - | · _ | - | - | 1 | | | | | | | | |
| 523 Plumber and Pipefitter | | | | | | | | | | | | | | | | | | | | | | | |
| Apprentices 530 Pressmen and Plate Fitters, Printing 534 | 3 1 | - 1 2 | | | | | | | | | | | | | | | 1 | - | | | | | |
| Roofers and Slaters 535 Sheetmetal Workers | 2 1 | - 1 - | | | | | | | | | | | | | | | | | | | | | |
| and Tinsmiths 536 Sheetmetal | - 1 | | | | | | | | | | | | | | | | | | | | | | |
| Apprentices 551 | 1 3 | _ 1 _ | | | | | | | | | | | | | | | | | | | | | |
| Tailors | | | | | | | | | | | - | . 2 | 2 | - | - | | | | | | | | |

TABLE D-5 (continued)

FORMAL TRAINING REQUIREMENTS FOR CRAFTSMEN AND KINDRED OCCUPATIONS

| Industrial Division | Co | nstruction | Mar | ufactur | ing | Tra | nsport | ation | V | Vholesale Trade | | Retail Trade | Banki Re | ng, Finance, eal Estate | | Service |
|--|--------------------|---------------------|--------------------|---------|-------------------------|--------------------|--------|--------------------------------|--------------------|-----------------------|------------------|--------------------------|--------------------|---------------------------------|--------------------|---------------------------------|
| Formal Training Requirements | Formal Training | Length of Formal | Formal Training | Fo | gth of rmal ining | Formal Training | f | ength of Formal Training | Formal Training | | Forma Trainin | í | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training |
| D.O.T. Number Occupations | | Months | Yes No | 0-3 3 | onths -12 12+ | Yes No | 0-3 | Months 3-12 12+ | Yes No | Months 0-3 3-12 12 | + Yes N | Months o 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ |
| Tool and Die Maker Apprentices 571 Specified Craft Apprentices,n.e.c. 572 Not Specified Apprentices 575 Craftsmen and Kindred Workers, n.e.c. | - 2 | | 1 - | - | 1 - | 1 — | _ | _ 1 | | | _ 1 | 1 | | | | |
| Total | 14 11 | 2 6 4 | 9 12 | 2 | 4 1 | 3 4 | 0 | 0 3 | 8 9 | 0 1 6 | 5 5 2 | 21 5 6 | 1 0 | 1 0 1 | 8 3 | 1 0 9 |
| | | | | | | | | | | | | | | | | |

TABLE D-6
FORMAL TRAINING REQUIREMENTS
FOR OPERATIVE AND LABOR OCCUPATIONS

| Industrial Division | | C | ons | truc | tior | 1 | | | Manı | ufact | uring |] | | Trat | rspor | tatio | חמ | | | holes Trad | | | | | Retai Trade | | | Ва | | ng, Fi | inanc tate | e, | | S | ervice | ! | |
|---------------------------------------|----------|-----------------|-----|------|-------------|---------------------|--------------|---------------|-------------|-------|------------------------|----|-----|----------------|-------|--------------|----------------------|----|----------------|---------------|-------------------------|----|-------------|----|----------------|----------------------|----|---------------|----|--------|------------------------|----|---------------|----|--------|-----------------------------|----|
| Formal Training Requirements | | Forma Traini | • | F | orn | h of nal ning | | Forr Train | nal ning | F | ength Form Train | al | | rmal lining | | For | th of mal ning | | rmal alning | | ength Form Fraini | al | For Trai | | F | ngth orm raini | ai | Forr Train | | [f | ength Form Frain | ai | Forr Train | | Fo | ngth of ormal raining | |
| D.O.T. Number Occupation | ons | Yes N | 0 | | /lon 3-1 | | <u>:</u> + \ | es | No | | viont 3-12 | | Yes | No | | Mon 3 3-1 | | Ye | . No | | Montl 3-12 | | Yes | Nο | | /lontl 3-12 | | Yes | Nο | | Mont 3-12 | | Yes | No | | onths 3-12 12 | !+ |
| 602 | | | | | | | | | _ | | | | | | | | | | _ | ., | | | | | | | | | | L | | | | 1 | | | |
| Assemblers 610 | | | | | | | | 1 | 2 | 1 | _ | _ | | | | | | - | 1 | _ | | _ | | | | | | | | | | | | | | | |
| Checkers, Inspecto 612 | rs | | | | | | | 2 | 1 | 1 | 1 | _ | | | | | | | | | | | - | 1 | 1 | - | | | | | | | | | | | |
| Cutting Operatives | , n.e.c. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 615 Drywall Installers 622 | | 1 - | _ | _ | · – | _ | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Furnacemen and | | | | | | | | | | | | | | | | | ٠ | | | | | | | | | | | | | | | | | | | | |
| Smeltermen 630 | ļ | _ | l | | _ | _ | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Laundry and Dry Cleaning Operative | SDEC | | | | | | | | | | | | | | | | | | | | | | | | | | | | 2 | _ | _ | _ | _ | 1 | 1 | | _ |
| 631 | .,,,,, | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Meatcutters, and Butchers | | | | | | | | | | | | | | | | | | | | | | | 1 | 1 | 1 | 1 | _ | | | | | | | | | | |
| 633 Meatcutters, | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | , | | | | |
| Manufacturing 643 | ļ | | | | | | | | | | | | | | | | | | | | | | | | | | | - | 1 | _ | _ | _ | | | | | |
| Packers, Wrappers except Meat | | | | | | | | _ | 5 | _ | | _ | 1 | _ | _ | _ | - 1 | | | | | | _ | 2 | 2 | _ | 1 | | | | | | | | | | |
| 644 | l | | | | | | ŀ | | • | | | | | | | | • | | | | | | | | | | | | | | | | | | | | |
| Painters, Manufactured Arti | cles | | | | | | ŀ | 1 | 2 | _ | 1 | _ | | | | | | | | | | | | | | | | | | | | | | | | | |
| 645 Photographic | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Process Workers 653 | | | | | | | ļ | 1 | 2 | - | 1 | - | | | | | | | | | | | | | | | | - | - | 1 | - | - | - | 1 | 1 | | - |
| Precision Machine Operatives | | | | | | | | 1 | _ | | 1 | _ | | | | | | | | | | | | | | | | | | | | | | | | | |
| 666 | _ | | | | | | Ì | • | | | · | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stationary Firemer | | | | | | | Ì | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Welders and Flame Cutters | | _ : | 2 | _ | _ | - | - | _ | 2 | _ | | _ | | | | | | | | | | | | | | | | | | | | | | | | | |
| 690 Machine and Flam | е | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cutters | | 1 | 1 | - | 1 | - | - | 4 | 7 | 2 | 2 | _ | | | | | | - | 1 | 1 | _ | - | | | | | | | | | | | 2 | 3 | _ | 1 1 | |

TABLE D-6 (continued)

FORMAL TRAINING REQUIREMENTS FOR OPERATIVE AND LABOR OCCUPATIONS

| Industrial Division | Cor | nstruc | etion | | | Manu | Jfactu | ıring | | | Trans | sporta | ition | | | | olesal rade | e | | | | Retail Frade | | | Ba | | ig, Fir al Esta | | , | | Se | ervice | | |
|--|--------------------|--------|------------------------------|----------|---------------|-------------------|--------|--------------------------|----------|---------------|-------------|-----------------------|--------------------------|----------|---------------|-------|----------------|---------------------------|-------|---------------|-----------------|-----------------------|--------------------------|---------|---------------|----|--------------------|---------------------------|---|---------------|-------|------------|--------------------------|--------|
| Formal Training Requirements | Formal Training | | ength o Formal Trainin | l | Forr Train | | F | ngth o orma rainin |) | Fori Trail | | F | ngth o ormal ainin | . | Forn Train | | Fo | igth o ormai aining | | Form Train | | F | ngth o ormal ainin | 1 | Form Train | | F | ngth c ormal aining | 1 | Forr Train | | Fc | gth o ormal sining | |
| D.O.T. Number Occupations | Yes No | | Months 3-12 | s 12+ | Yes | No | 0-3 | fonth: 3-12 | 5 12+ | Yes | No | 0-3 V | ionths 3-12 | s 12+ | Yes | Nο | M 0-3 3 | onths 3-12-1 | 2+ | Yes | No | | lonths 3-12 | | Yes I | No | | onths 3-12 | | Yes | No | M 0-3 3 | onths 3-12-1 | |
| Machine Operatives Not Specified 694 Misc. Operatives Not Specified 695 Not Specified Operatives 705 Deliverymen and Routemen 706 Forklift and Tow- motor Operatives 715 Truck Drivers 750 Carpenters' Helpers 751 Construction Laborers 753 Freight, Material Handlers 761 Lumbermen, Wood Choppers 762 Stock Handlers 764 Vehicle Washers 770 Warehousemen 780 Misc. Laborers 785 Not Specified Laborers | 1 3 | 1 - 1 | - | | 1 2 2 1 | 5 1 2 5 1 1 1 1 1 | 1 1 1 | - 1 1 | | 3 | 2 6 1 1 2 1 | _ _ _ _ 1 | 1 | 2 | 2 3 - 3 | 3 2 6 | - 1 | 1 1 - | 1 2 - | 1 1 2 - 2 2 | 1 6 1 2 2 2 5 5 | - 6 1 2 2 | 1 1 2 - 2 2 | 1 1 3 6 | | 2 | | - | 1 | | 2 2 2 | 1 1 1 | | - - |
| Totals | 5 12 | . 3 | 2 | 0 | 18 | 41 | 9 | 9 | 0 | 4 | 14 | 3 | 1 | 3 | 5 | 23 | 2 | 2 | 3 | 9 | 28 | 28 | 9 | 16 | 1 | 7 | 1 | 0 | 1 | 2 | 12 | 7 | 1 | 1 |

TABLE D-7

FORMAL TRAINING REQUIREMENTS

FOR SERVICE OCCUPATIONS

| Industrial Division | Cor | struction | Man | ufacturing | Tran | sportation | | holesale Trade | | Retail Trade | | ng, Finance, sal Estate | | Service |
|--|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|--------------------|---------------------------------|-------------------------|---------------------------------|--------------------|---------------------------------|---------------------|---------------------------------|
| Formal Training Requirements | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training | Formal Training | Length of Formal Training |
| D.O.T. Number Occupations | Yes No | Months | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ | Yes No | Months 0-3 3-12 12+ |
| Number Occupations 901 Maids 903 Janitors 910 Bartenders 911 Busboys 912 Cooks 913 Dishwashers 914 Food Counter Workers 915 Waiters 916 Food Service Workers 922 Health Aides, except Nursing 925 Nursing Aides, Orderlies 926 Practical Nurses | _ 1 | 0-3 3-12 12+ | Yes No | 0-3 3-12 12+ | Yes No | 1 — — | 1 — | - 1 - | - 1 1 4 2 5 - 2 2 3 - 4 | 1 - 1 4 1 - 5 2 - 2 3 2 - 4 | - 3 - 1 - 1 | | - 1 1 5 1 3 1 1 - 1 | 1 1 2 2 |
| Practical Nurses 932 Attendants, Recreations 933 Attendants, Personal 943 Elevator Operators 944 Hairdressers, Cosmetologists 945 Personal Service Apprentices 950 Housekeepers | | | | | | | | | _ 1 | 1 | _ 1 | | 1 - 1 | 1 |

7.0

TABLE D-7 (continued)

FORMAL TRAINING REQUIREMENTS FOR SERVICE OCCUPATIONS

| Industrial Division | Construction | Manufacturing | Transportation | Wholesale Trade | Retail Trade | Banking, Finance, Real Estate | Service |
|---------------------------------|------------------------------------|------------------------------------|----------------------------------|----------------------------------|----------------------------------|---|---|
| Formal Training Requirements | Length of Formal Training Training | Length of Formal Training Training | Length of Formal Formal Training | Length of Formal Formal Training | Length of Formal Formal Training | Length of Formal Formal Training Training | Length of Formal Formal Training Training |
| D.O.T. Number Occupations | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Yes No 0-3 3-12 12+ | Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ | Months Yes No 0-3 3-12 12+ |
| 962 Guards and Watchmen | | | _ 1 | | _ 1 1 | 1 _ | 1 1 1 |
| Totals | 0 1 0 0 | 0 1 0 0 0 | 0 2 1 0 0 | 1 0 0 1 0 | 5 21 21 5 1 | 0 7 0 1 0 | 6 16 3 0 6 |
| | | | | | | | |
| Grand Totals | 32 59 12 13 6 | 43 122 23 27 2 | 20 58 10 4 16 | 56 132 5 15 41 | 55 162 162 54 95 | 61 109 36 23 30 | 69 116 49 11 49 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

APPENDIX E

MOST DIFFICULT ENTRY LEVEL POSITIONS TO FILL BY INDUSTRY

TABLE E-1

MOST DIFFICULT PROFESSIONAL AND TECHNICAL
OCCUPATIONS TO FILL BY INDUSTRY

| | | | | Г | | | 7 | | | ifficulty | of Filling | g Positio | n | | | | | | | | |
|---|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------|------------------------|----------------------------------|---|
| Industrial Division | С | onstructi | | Ma | nufactur | | Tr | ansportat | ion | | Wholesale Trade | 9 | | Retail Trade | , | Ban | king, Fina d Real Es | ance, tate | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | | Most Diffi- cult | Second Most Diffi- cult | |
| Accountants 002 Architects 003 Computer Programmers 004 Computer Systems Analysts 013 Industrial Engineers 014 Mechanical Engineers | | | | | | | - | 1 | _ | 1 | _ | - | | | | 1 | _ | _ | - | 1 | |
| Engineers, n.e.c. 331 Lawyers 556 Personnel & Labor Relations Workers 64 Pharmacists 73 Health Practitioners, n.e.c. | | | | 1 | - | | | | | | | | | | | | | | 1 | - | - |
| Registered Nurses 80 Clinical Lab Technicians 82 Health Records Technicians 83 Radiologic Technicians | | | | 1 | - | - | | | | | | | | | | | | | 2 | - | - |
| 85 Health Technicians 00 Social Workers | | | | 1 | - | _ | 1 | - | - | | | | | | | | | | 1 | - | - |

TABLE E-1 (Continued)

MOST DIFFICULT PROFESSIONAL AND TECHNICAL OCCUPATIONS TO FILL BY INDUSTRY

| | - | | | | | | | | | ITTICUITY | of Filling | Position | T | | | | | | | | - |
|---|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|--------------------------|------------------------|
| Industrial Division | С | onstructi | on | Ma | anufactur | ing | Tr | ansportat | ion | , | Wholesale Trade | 9 | | Retail Trade | | | king, Fina d Real Es | | | Service | |
| D.O.T. | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Third Most Diffi |
| Number Occupation | cult | cult | cuit | cult | cult | cult |
| 123 Art, Drama & Music Teachers 134 Trade, Industrial & | | | | | | | | | | | | | _ | 1 | - | | | | | | |
| Technical Teachers 135 Miscellaneous | | : 4: | | | | | | | | 1 | - | _ | | | | | | | 1 | _ | _ |
| 143 Pre- and Kindergarten Teachers 145 | | | | | | | | | | | | | | | | | | | | | |
| Teachers, n.e.c. 152 Draftsmen | | | | | | | | | | | | | | | | | | | 1 | _ | _ |
| 153 Electrical Engineering Technicians 154 | | | | | | | | | | 1 | - | _ | | | | | | | | | |
| Industrial Engineering Technicians 156 Mathematical | | | | | | | | | | | | | | | | | | | į | | |
| Technicians 162 Engineering & Science | | | | | | | | | | _ | 1 | _ | | | | | | | | | |
| Technicians, n.e.c. 165 Embalmers 173 | | | | | | | | | | | | | | | | 1 | - | _ | 1 | _ | |
| Technicians, n.e.c. 174 Vocational & Educational Counselors | | | | | | | | | | 1 | _ | _ | | | | | | | 1 | - | _ |
| 175 Actors 184 Editors & Reporters | | | 2 71 | | | | | | | | | | | | | 1 | | | | | |

TABLE E-1 (Continued)

MOST DIFFICULT PROFESSIONAL AND TECHNICAL OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | | D | ifficulty | of Filling | Positio | n | | | | | | | | |
|---|------------------------|-----------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | C | onstructi | ion | Ma | nufactur | ing | Tr | ansportat | ion | , | Wholesale Trade | 3 | | Retail Trade | | Ban an | king, Fina d Real Es | ance, tate | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| Photographers 192 Public Relations Men & Publicity Writers 194 Writers, Artists, Entertainers, n.e.c. 196 Resource Specialists 197 Pest Control Technicians 198 Termite Control Technicians | | | | | | | | | | . 1 | - | - | | | | | | | 7 | | |

Difficulty of Filling Position

Wholesale

Second

Most

Diffi-

cult

Third

Most

Diffi-

cult

Most

Diffi-

cult

5

Trade

Banking, Finance,

and Real Estate

Most

Diffi-

cult

Second Third

Most

Diffi-

cult

Most

Diffi-

cult

6

Service

Most

Diffi-

cult

Second Third

Most

Diffi-

cult

Retail

Trade

Second

Most

Diffi-

cult

Third

Most

Diffi-

cult

Most

Diffi-

cult

Transportation

Second

Most

Diffi-

cult

Most

Diffi-

cult

Third

Most

Diffi-

cult

Most

Diffi-

cult

2

Manufacturing

Most

Diffi-

cult

Most

Diffi-

cult

Second Third

Most

Diffi-

cult

Construction

Second

Most

Diffi-

cult

Most

Diffi-

cult

Occupation

Third

Most

Diffi-

cult

Industrial Division

Trade

245

249

than Retail

Managers &

Administrators

Watch Repairmen

Sales Managers, Other

D.O.T.

Number

TABLE E-3

MOST DIFFICULT SALES

OCCUPATIONS TO FILL BY INDUSTRY

| | <u> </u> | | | | | | | | D | ifficulty | of Filling | Positio | n | | | | | | | | |
|--|------------------------|----------------------------------|---------------------------------|------------------------|-----------|---------------------------------|------------------------|-----------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | C | Construcți | on | M | anufactur | ing | Тг | ansportat | ion | | Wholesale Trade | 2 | | Retail Trade | | Ban an | king, Fina d Real Es | ance, tate | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | | Third Most Diffi- cult | Most Diffi- cult | | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| Advertising Agents 260 Advertising Agents 265 Insurance Agents 280 Salesmen, Clerks 281 Sales Representatives, Manufacturing Industries 282 Sales Representatives, Wholesale Trade 283 Sales Clerks, Retail 284 Salesmen, Retail 285 Salesmen of Services & Construction | | cuit | cuit | 4 | 1 | cuit | 2 | cuit | - | 1 1 5 2 9 | | | 4 | 1 | curt | 2 3 | - | | 1 3 | - | |
| | | | | | | | | | | | | | | | | | | | | | |

 \sim

TABLE E-4

MOST DIFFICULT CLERICAL & KINDRED
OCCUPATIONS TO FILL BY INDUSTRY

| | 1 | | | | | | | | Di | fficulty o | of Fillin | g Position | 1 | | | | | | | - | |
|---|------------------------|----------|---------------------------------|------------------------|----------------------------------|----------------|------------------------|---------------|------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | Coi | nstructi | on | Ma | inufactu | ring | Tr | ansport | ation | V | /holesal Trade | | | Retail Trade | | | king, Fir Real Es | | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Diffi- | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Most Diffi- | Most Diffi- cult | Most Diffi | i Third Most Difficult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| 301 Bank Tellers 303 Billing Clerks 305 Bookkeepers 310 Cashiers 312 Clerical Supervisors 314 Counter Clerks 315 Dispatchers 321 Estimators & Investigators 323 Expediters 325 File Clerks 326 Insurance Adjusters 332 Messengers & Office Boys 341 Bookkeeping Machine Operators 342 | cult 4 | - | cult | cult 1 | cult | cult | 4 | cult | cult | 5 | | cuit | 5 2 2 | CUIT | curt | 2 | CUIT - | - 1 | 2 | cuit | cur |
| Calculating Machine Operators 343 Computer Operators 345 Key Punch Operators | | | | 1 | a an. | 1 | | | | 2 | - | - | 7. | _ | _ | 3 | - | - - | 3 | nun | _ |

TABLE E4 (Continued)

MOST DIFFICULT CLERICAL & KINDRED OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | | D | ifficulty | of Filling | Positio | n | | | | | | | | |
|---|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | c | onstructi | on | Ma | enufactur | ing | Tr | ansportat | ion | , | Wholesale Trade | e B | | Retail Trade | | | king, Fin d Real Es | | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Thìrd Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| 350 Tabulating Machine Operators 355 Office Machine Operators 360 Payroll Clerks 364 Receptionists, Secretaries 370 Secretaries, Legal 371 Secretaries, Medical 372 Secretaries, n.e.c. 374 Shipping & Receiving Clerks 376 Stenographers 381 Stock Clerks & Storekeepers 384 Salesmen, Retail 385 Telegraph Operators 391 Typists 394 Misc. Clerical Workers | 3 | _ | _ | | | | 1 | 1 | - | 1 | | | 1 | | - | 1 - | 1 1 | | 1 2 2 | 1 | |

TABLE E-5 MOST DIFFICULT CRAFTSMEN AND KINDRED OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | | | D | ifficulty | of Filling | Positio | п | | | | | | | | |
|---|---|----------------|--------------------------|----------------|----------------|--------------------------|-------------------------|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|--------------------------|----------------|----------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial [| Divisi on | С | onstructi | on | M | anufactur | ing | Tr | ansporta | tion | 1 | Wholesale Trade | 9 | | Retail Trade | | Ban an | king, Fin d Real Es | ance, tate | | Service | |
| D.O.T. | 0 | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Third Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- | Most Diffi- | Most Diffi- | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| Number 401 Auto A 405 Bookb 411 Apprer 412 Bulldo: 418 Cabine 416 Carpen 421 Cemen Finishe 426 Dental 430 Electri 431 Electri 441 Forem 461 Machir 462 Auto E 473 Auto E 474 | ntice Bricklayers zer Operators et Makers nter Apprentices et & Concrete ers Lab Technicians cians cian Apprentices en, n.e.c. nists nist Apprentices Body Repairmen Mechanics | cult | cult 1 | cult | 2 1 4 | cult | cult | cult | cult | cult | cult | cuit | cult | cuit | cult | cult | cult | cult | cult | 1 | cult | cuit |
| Appre 481 Heavy Mecha 482 | Equipment inics shold Appliance | | | | | | | | | | | | | | | | | | | 1 | _ | |

. 80

TABLE E-5 (Continued)

MOST DIFFICULT CRAFTSMEN AND KINDRED OCCUPATIONS TO FILL BY INDUSTRY

| | 1 | | | | | | | | D | ifficulty | of Filling | Positio | n | | | | | | , | | |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|--------------------|----------------|----------------|-----------------|----------------|----------------|--------------------------|-------------------------|----------------|----------------|-------------------------|
| Industrial Division | С | onstructi | on | Ma | nufactur | ing | Tr | ansportat | ion | \ | Wholesale Trade |) | | Retail Trade | | Ban and | king, Fina d Real Est | nce, ate | | Service | ·· |
| and a second | Most | Second Most | Most | Most | Second Most | Most | Most | Second Most | Most | Most | Second Most | Third Most | Most | Second Most | Third Most | Most | Second Most | Most | Most | Second Most | Third Most Diffi- |
| D.O.T. Number Occupation | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cult | Diffi- cu i t | Diffi- cult | Diffi- cult | cult |
| 484 Office Machine Operators 491 Mechanic Apprentices, | | | · | 7 | | 1 | | | | 3 | 1 | _ | 4 | 1 | | | | | | | |
| n.e.c. 492 | | | | ' | _ | , | | | | | | | | | | | | | | | |
| Miscellaneous Mechanics & Repairmen 495 | | • | | | | | | | | | | | 1 | _ | - | 1 | _ | - | | | |
| Not Specified Mechanics & Repairmen | | | | | | | | | | 1 | _ | - | | | | | | | | | |
| 506 Opticians & Lens Grinders | | | | | | | | | | | | | 1 | - | - | | | | | | |
| 510 Painters, Construction & Maintenance | | | | | | | | | | | | | | | | | | | | | |
| 516 Piano & Organ Tuners 522 | | | | | | | | | | | | | 1 | _ | - | | | | | | |
| Plumbers & Pipefitters | | | | | | | | | | | | | | | | | | | | | |
| 523 Plumber & Pipefitter Apprentices | | | | | | | | | | | | | | | | | | | | | |
| 530 Pressmen & Plate Fitters, Printing | | | | 3 | _ | _ | | | | | | | | | | | | | | | |
| 531 Pressmen Apprentices 534 | | | | 2 | _ | - | | | | | | | | | | | | | | | |
| Roofers & Slaters 535 | 1 | - | - | | | | | | | | | | | | | | | | | | |
| Sheetmetal Workers & Tinsmiths 536 | - | 1 | _ | 2 | - | _ | | | | | | | | | | | | | | | |
| Sheetmetal Apprentices | | | | | | | | | | | | | | | | | | | | | |

TABLE E-5 (Continued)

MOST DIFFICULT CRAFTSMEN AND KINDRED OCCUPATIONS TO FILL BY INDUSTRY

| | | | | - | | | | | D | ifficulty | of Filling | g Positio | n | | | | | | | | |
|---|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | С | onstructi | on | Ma | nufactur | ing | Tra | ansporta | tion | | Wholesale Trade | e | | Retail Trade | | | king, Fin d Real Es | | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| Tailors 561 Tailors 561 Tool & Die Maker 562 Tool & Die Maker Apprentices 571 Specified Craft Apprentices, n.e.c. 572 Not Specified Apprentices 575 Craftsmen & Kindred Workers, n.e.c. | | | | 1 | _ | | 1 | - | | | | | 2 | 1 | _ | | | | | | |

TABLE E-6
MOST DIFFICULT OPERATIVE AND LABOR
OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | · · · · · · · · · · · · · · · · · · · | D | ifficulty | of Filling | g Positio | n | | | | | | | | |
|---|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|---------------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | C | onstructi | on | Ma | nufactur | ing | Tr | ansportat | ion | , | Wholesale Trade | 2 | | Retail Trade | | | king, Fin d Real Es | | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| Assemblers 610 Checkers, Inspectors 612 Cutting Operatives, n.e.c. 615 Drywall Installers 622 Furnacemen & Smeltermen 630 Laundry & Dry Cleaning Operatives, n.e. 631 Meat Cutters & Butchers 633 Meat Cutters, Manufacturing 643 Packers, Wrappers, except Meat 644 Painters, Manufactured Articles 645 Photographic Process Workers 653 Precision Machine Operatives 666 Stationary Firemen 680 Welders & Fiame Cutters | 1 C. | . – | - | 1 | 1 | _ | | | 1 | 1 | | | 2 | | _ | 1 | - | _ | 1 | _ | _ |

ິລ

TABLE E-6 (Continued)

MOST DIFFICULT OPERATIVE AND LABOR OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | - | | D | ifficulty | of Filling | Positio | n | | | | | | | | |
|--|---------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | | Co | onstructi | on | Ma | enufactur | ing | Tr | ansportat | ion | 1 | Wholesale Trade | ; | | Retail Trade | | | king, Fina I Real Est | | | Service | |
| D.O.T. Number Occup | ation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| 690 Machine Operative Misc. Specified 692 Machine Operative Not Specified 694 Misc. Operatives 695 Not Specified Operatives 7C5 Routemen & Deliverymen 706 Forklift & Towmo Operatives 717 Insurance 750 Carpenters' Helper 751 Construction Labo 753 Freight Material Handlers 761 Lumbermen, Wood Choppers 762 Stock Handlers 764 Vehicle Washers 770 Warehousemen | s orers | 1 | - | - | 1 | - | - | 1 | 1 | | 1 | _ | - | 2 | _ | - | | | | 1 | _ | _ |

TABLE E-6 (Continued)

MOST DIFFICULT OPERATIVE AND LABOR OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | | D | ifficulty | of Fillin | g Positio | n | | | | | | | | |
|-------------------------|------------------------|------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | | Constructi | on | Ma | nufactur | ing | Tr | ansportat | ion | 1 | Wholesale Trade | е | | Retail Trade | | Ban | king, Fina d Real Es | ance, tate | | Service | |
| D.O.T. Number Occupatio | Most Diffi- cult | | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| | cult | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

 $\ddot{5}$

TABLE E-7

MOST DIFFICULT SERVICE
OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | | D | ifficulty | of Filling | Positio | n | | | | | | | | |
|---|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|---------------------------------|
| Industrial Division | Co | onstructi | on | Ma | nufactur | ing | Tr | ansportat | ion | | Wholesale Trade | 2 | | Retail Trade | | Ban and | king, Fina d Real Es | ance, tate | | Service | |
| D.O.T. Number Occupation | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult |
| 901 Maids 903 Janitors 910 Bartenders 911 Busboys 912 Cooks 913 Dishwashers 914 Food Counter Workers 915 Waiters 916 Food Service Workers 922 Health Aides (except Nursing) 925 Nursing Aids, Orderlies 926 Practical Nurses 932 Attendants, Recreational 933 Attendants, Personal 943 Eievator Operators 944 Hairdressers, Cosmetologists 945 Personal Service Apprentices | | | | | | | | | | 1 | | | - 5 | 1 | | | | | | | _ |

TABLE E-7 (Continued)

MOST DIFFICULT SERVICE OCCUPATIONS TO FILL BY INDUSTRY

| | | | | | | | | | | ט | ifficulty | of Filling | Positio | n | | | 1 | | | | | |
|---------------------------------|-----------------------------|----------------|----------------------------------|----------------|------------------------|----------------------------------|----------------|------------------------|-----------|----------------|------------------------|----------------------------------|----------------|------------------------|----------------------------------|----------------|------------------------|----------------------------------|---------------------------------|------------------------|----------------------------------|-------------|
| Industrial Di | vision | C | onstructi | on | Ma | ınufactur | ing | Tr | ansportat | ion | , | Wholesale Trade | • | | Retail Trade | | Bani and | king, Fina d Real Es | ance, tate | | Service | |
| D.O.T. | Occupation | Most Diffi- | Second Most Diffi- cult | Most Diffi- | Most Diffi- cult | Second Most Diffi- cult | Most Diffi- | Most Diffi- cult | Diffi- | Most Diffi- | Most Diffi- cult | Second Most Diffi- cult | Most Diffi- | Most Diffi- cult | Second Most Diffi- cult | Most Diffi- | Most Diffi- cult | Second Most Diffi- cult | Third Most Diffi- cult | Most Diffi- cult | Second Most Diffi- cult | Mos Diff |
| Number 950 Houseke 962 | Occupation repers Watchmen | cult | cult | cult | cult | cult | cult | 1 | cult | cult | cult | cult | cult | cult | cult | cult | cult | cult | | cult 1 | | cult |
| | | | | | | | | | | | | | | | | | | | | | | |

APPENDIX F

LEAST DIFFICULT ENTRY LEVEL POSITIONS TO FILL BY INDUSTRY

TABLE F-1
LEAST DIFFICULT OCCUPATIONS TO FILL
BY INDUSTRY

| | C | onstructi | ion | Ma | nufactur | ing | Tra | ansportat | ion | V | Vholesale Trade | 2 | | Retail Trade | | Bani F | king, Fin Real Esta | ance, te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult |
| O01 Accountants O02 Architects O03 Computer Programmers O04 Computer Systems Analysts O13 Industrial Engineers O14 Mechanical Engineers O23 Engineers, n.e.c. O31 Lawyers O56 Personnel & Labor Relations Workers O64 Pharmacists O73 Health Practitioners, n.e.c. O75 Registered Nurses O80 Clinical Lab Technicians O82 Health Records Technicians O83 Radiologic Technicians O85 Health Technicians O85 Health Technicians | | | 1 | | | | | | | | | | | | 1 | | | | 1 | | |

TABLE F-1 Continued

| | Co | onstructi | on | Ma | | | insportat | ion | v | Vholesale Trade | • | | Retail Trade | | Bank | ing, Fina eal Estat | e e | | Service | | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|-------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi cult |
| Art, Drama, & Music Teachers 134 Trade, Industrial, & Technical Teachers 135 Miscellaneous Teachers 143 Pre- and Kindergarten Teachers 145 Teachers, n.e.c. 152 Draftsmen 153 Electrical Engineering Technicians 154 Industrial Engineering Technicians 156 Mathematical Technicians 162 Engineering & Science Technicians, n.e.c. 165 Embalmers 173 Technicians, n.e.c. 174 Vocational & Educational Counselors 175 Actors 184 Editors & Reporters | | | | | | | | | | | | | | | | 1 | | | 1 1 | | |

| | Co | onstructi | on | Ma | nufactui | ring | Tra | nsportat | ion | \ | Vholesale Trade | | | Retail Trade | | Bank F | king, Fina Real Estat | ance, te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult |
| 191 Photographers 192 Public Relations Men & Publicity Writers 194 Writers, Artists, & Entertainers, n.e.c. 196 Resource Specialists 197 Pest Control Technicians 198 Termite Control Technicians | | | | | | | | | | | | | | | | | | | | | |

| | C | onstructi | on | Ma | nufactur | ing | Tra | nsportat | ion | 1 | Wholesaid Trade | 9 | | Retail Trade | | | ing, Fina leal Estar | | | Service | |
|--|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|--------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|-----------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Di ffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Leas Diff cult |
| Assessors, Controllers 202 Bank Officers & Financial Managers 205 Buyers, Wholesale & Retail Trade 212 Health Administrators 216 Managers & Superintendents, Building 222 Officials & Administrators, Public 225 Purchasing Agents & Buyers 230 Restaurant & Cafeteria Managers 231 Sales Managers, Retail Trade 233 Sales Managers, Other than Retail 245 Managers & Administrators | | | | | | | 1 | | | | | | 1 | | | 1 | | | 1 | | |
| | | | | | | | | | | | | | | | | | | | | | |

3rd

Least

Diffi-

cult

Transportation

2nd

Least

Diffi-

cuit

Manufacturing

2nd

Least

Diffi-

cult

Least

Diffi-

cult

3rd

Least

Diffi-

cult

Least

Diffi-

cult

Construction

2nd

Least

Diffi-

cult

Least

Diffi-

cult

3rd

Least

Diffi-

c⊔lt

Wholesale

Trade

2nd

Least

Diffi-

cult

Least

Diffi-

cult

3rd

Least

Diffi-

cult

Least

Diffi-

cult

Banking, Finance,

Real Estate

2nd

Least

Diffi-

cult

3rd

Least

Diffi-

cult

Least

Diffi-

cult

Service

2nd

Least

Diffi-

cult

3rd

Least

Diffi-

cult

Retail

Trade

2nd

Least

Diffi-

cult

3rd

Least

Diffi-

cuit

Least

Diffi-

cult

| 9 | 260 Advertising Agents 265 Insurance Agents 280 Salesman, Clerks 281 Sales Representatives, Manufacturing Industries 282 Sales Representatives, Wholesale Trade | 1 | 1 | | 4 | 1 |
|----|---|---|---|---|---|---|
| 93 | 283 Sales Clerks, Retail Trade 284 Salesmen, Retail Trade 285 Salesmen of Services and Construction | | | 1 | 1 | 1 |
| | | | | | | |

| | Co | onstructi | on | Ma | nufactur | ing | Tra | nsportat | ion | ٧ | Vholesale Trade | è | | Retail Trade | | | ing, Fina leal Estat | te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|-----------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cuit | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Leas Diff cult |
| 01 Bank Tellers 03 Billing Clerks | | | | 1 | | | | | | 1 | | : | 1 | | | 1 | | | | | |
| 05 Bookkeepers 10 Cashiers 12 Clerical Supervisors | | | | 1 | | | 1 | 1 | | | | | | 1 | | 1 | | | 1 | | |
| Counter Clerks Dispatchers Estimators & Investigators Expediters | | | | | | | 2 | | | | | | 6 | | | 1 | | | | | |
| 25 File Clerks 26 Insurance Adjustors | | | | 3 | | | | | | 6 | | 1 | 1 | | | 7 | 2 | | 1 | | |
| Mail Handlers Mail Handlers Messengers & Office Boys Handlers Messengers & Office Boys Machine Operators Machine Operators Machine Operators | | | | | | | | | | | | | | | | 1 | | | 1 | | |
| 343 Computer Operators 345 Key Punch Operators | | 1 | | | | | | | | | | | 1 | | | | | | | | |

TABLE F-1 Continued

| | C | onstructi | ion | Ma | nufactur | ing | Tra | insportat | ion | \\ | Wholesale Trade | 9 | | Retail Trade | | Bank | cing, Fina Real Esta | ance, te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Leas Diffi cult |
| Tabulating Machine Operators 155 Office Machine Operators 160 | | | | 1 | | | | 1.00 | | | | | | | | | | | | | |
| Payroll Cierks 34 Receptionists, Secretaries 70 Secretaries, Legal | 1 | | | 1 | | ٠ | | | | | 1 | | | | | 1 | | | 4 | | |
| Secretaries, Medical 72 Secretaries, n.e.c. 74 Shipping & Receiving | 1 | | | | | | | | | 5 | | | 2 | | | 4 | | | 6 | 1 | |
| Clerks 76 Stenographers 81 | 1 | | | 2 | 1 | |] - - | | | 1 | | | | | | | | | | | |
| Stock Clerks & Storekeepers 35 Telegraph Operators | | | | | | | | | | 1 | | | 3 | | | 2 | | | 1 | | |
| 91 Typists 94 Misc. Clerical Workers | | | | | | | 1 | | | 2 | | | 2 | 1 | | 1 5 | 1 | | 4 | 1 | 1 |
| 195 Not Specified Cierical Workers | | | | | | | | | | | | | | | | 1 | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

3.0

| | Co | onstructi | | Ма | nufactur | ing | Tra | insportat | ion | \ | Vholesale Trade | | | Retail Trade | | | king, Fin Real Esta | | | Sarvice | |
|--|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffj- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult |
| Auto Accessory Installers D5 Bookbinders 11 Apprentice Bricklayers 12 Bulldozer Operators 13 Cabinet Makers 16 Carpenter Apprentices 21 Cement & Concrete Finishers 126 Dental Lab Technicians | 1 | | | 4 | | | | | | | | | | | | | | | 1 | | |
| 30 Electricians 31 Electrician Apprentices 41 Foremen, n.e.c. 61 Machinists 62 Machinist, Apprentices 72 | | 1 | | 1 | | | | | | | | | | | | 1 | | | | | |
| Auto Body Repairmen 173 Auto Mechanics 174 Auto Mechanic Apprentices 181 Heavy Equipment Mechanics 182 Household Appliance | | | | | | | | | | 1 | | | 1 | | | io | | | | | |

TABLE F-1 Continued

| | Co | onstructi | on | Ma | nufactur | ing | Тга | nsportat | ion | \ | Vholesale Trade | e | | Retall Trade | | Bank F | ing, Fina leal Esta | ance, te | | Service | |
|--|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult |
| 484 Office Machine Operators 491 Mechanic Apprentices, n.e.c. 492 Miscellaneous Mechanics & Repairmen 495 Not Specified Mechanics & Repairmen 506 Opticians & Lens Grinders 510 Painters, Construction & Maintenance 516 Piano & Organ Tuners 522 Plumbers & Pipefitters 523 Plumbers & Pipefitters, Apprentices 530 Pressmen & Plate Fitters, Printing 533 Rollers and Finishers, Metal 534 Roofers & Siaters 535 | 1 | | | | | | | | | | | | | | | 1 | | | 1 | | |
| Sheetmetal Workers & Tinsmiths 536 Sheetmetal Apprentices 551 Tailors | | | | | | | | | | | | | 1 | | | | | | | | |

| | C | onstructi | on | Ma | nufactur | ing | Tra | nsportat | | ٧ | /holesale Trade | | | Retail Trade | | Bank F | ing, Fina leal Estar | te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult |
| Tool & Die Maker Apprentices 571 Specified Craft Apprentices, n.e.c. 572 Not Specified Apprentices 575 Craftsmen and Kindred Workers, n.e.c. | | | | 1 | _ | | | | | | | | 1 | | | | | | | | |

TABLE F-1 Continued

| | C | onstructi | on | Ma | nufactur | ing | Tra | insportat | ion | Į V | Vholesale Trade | • | | Retail Trade | | Bank F | ing, Fina Real Esta | ance, te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Leas Diffi cult |
| Assemblers 610 Checkers, Inspectors 612 Cutting Operatives, n.e.c. 615 Drywall Installers 622 Furnacemen & Smeltermen 630 Laundry & Dry Cleaning Operatives 631 Meatcutters & Butchers 633 Meatcutters, Manufacturing 640 Mine Operatives, n.e.c. 643 Packers, Wrappers, except Meat 644 Painters, Manufactured Articles 645 Photographic Process Workers 653 Precision Machine Operatives 666 Stationary Firemen 680 Welders and Fiame Cutters | | | | 2 | | | | | | | • | | 1 | | | | | | | | |

| | Co | onstructi | | Ма | nufactur | | Tra | ansportat | tion | V | Vholesale Trade | 9 | | Retail Trade | | | ting, Fin Real Esta | | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|-----------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Dìffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Leas Diff cult |
| Machine Operatives; Misc. Specified 692 Machine Operatives; Not Specified 694 Misc. Operatives 695 Not Specified Operatives | CON | · | Cart | 1 1 2 | Curt | Curt | CONT | COIT | Cort | | curt | | Cuit | Cart | curt | Cult | Cur | cut | Cult | curt | Cui |
| Baggers 705 Deliverymen & Routemen 706 Forklift & Towmotor Operatives 715 Truck Drivers 750 Carpenters' Helpers 751 Construction Laborers | 2 | | | 1 | | 1 | 4 | | | 3 | 1 | | 1 2 1 | | | 1 | | | 1 | | |
| Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers Freight, Material Handlers | 1 | | | | | | | | | 7 | | | | | | | | | | | |
| 764 Vehicle Washers 770 Warehousemen 780 Misc. Laborers | 7 | | | 1 2 | 1 | | 1 | | | 1 16 1 | | | 2 1 5 | 1 | | 1 | | | 3 | 1 | |
| 785 Not Specified Laborers | 1 | | | 5 | | | | | | | | | | | | | | | | · | |

| | Co | onstructi | on | Ma | nufactur | ing | Tra | Insportat | ion | V | Vholesale Trade | 2 | | Retail Trade | | | ting, Fina Real Esta | | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|-----------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Leas Diff cult |
| Maids 903 Janitors 910 Bartenders 911 Busboys 912 Cooks 913 Dishwashers 914 Food Counter Workers 915 Waiters 916 Food Service Workers | 1 | | | 2 | | | | | | 1 | | | 5 1 2 | 1 | | | | | 1 | 1 | |
| Health Aides, (except Nursing) 925 Nursing Aides, Orderlies 926 Practical Nurses 932 Attendants, Recreational 933 Attendants, Personal 943 Elevator Operators 944 Hairdressers, Cosmetologists 945 Personal Service Apprentices | | | | | | | | | | | | | 1 | | | 1 | | | 1 | | |

TABLE F-1 Continued

| | C | onstructi | on | Ma | nufactur | ing | Tra | ensportat | ion | \ | Vholesal Trade | 9 | | Retail Trade | | Banl F | king, Fin Real Esta | ance, te | | Service | |
|---|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|--|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|-------------------------|--------------------------------|--------------------------------|
| | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult | Least Diffi- cult | 2nd Least Diffi- cult | 3rd Least Diffi- cult |
| 50 Housekeepers 62 Guards and Watchmen | | | | | | | | 193013-4-7 | | | | | | | | | | | 1 | JA | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | The state of the s | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | ! | | |

APPENDIX G

PRESENT AND PROJECTED EMPLOYMENT
AND TURNOVER FOR MAJOR OCCUPATIONS

TABLE G-1

PRESENT AND PROJECTED

PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | | Construc | tíon | , N | Manufacti | uring | т | ransport | ation | | Wholesa Trade | | | Retai Trade | | В | ank, Fin Real Est | | | Servic | e |
|--|---|--------------------|---------------------|-----|--------------------|---------------------|----------|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|----------------------|---------------------|-----|--------------------|---------------------|
| D.O.T Number Occupation Group | | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Monti Need |
| 001 | | | | | | | | | | | | | • | | | | • | | 4.0 | 4 | 6 |
| Accountants 202 | 2 | 0 | 0 | | | | | | | 1 | 0 | 0 | | | | 72 | 0 | 0 | 46 | 4 | 6 |
| Architects | 1 | 0 | 0 | | | | | | | , | | | | | | | | | | | |
| 03 Computer Programmers | 0 | 0 | 0 | | | | | | | | | | | | | 1 | 0 | 0 | | | |
| 04 | | | | 19 | 0 | 2 | | | | | | | | | | | | | | | |
| Computer Systems Analysts 113 | | • | | '3 | Ü | _ | | | | | • | | | | | | | | | | |
| Industrial Engineers 114 | | | | | | | | | | 2 | 0 | 1 | | | | | | | | | |
| Mechanical Engineers | | | | | | | | | | | | | | | | | | | 12 | 1 | 1 |
| 23 Engineers, n.e.c. | | | | | | | | | | | | | | | | 13 | 0 | 0 | 2 | 0 | C |
| 031 Lawyers |] | | | | | | | | | | | | | | | | | | 26 | 0 | 0 |
| 056 | | | | | | | | | | | | | | | | | | | | | |
| Personnel & Labor Relations Workers | | | | | | | | | | | | | | | | | | | 1 | 0 | 0 |
| 064 Pharmacists | | | | | | | | | | 8 | 0 | 0 | | | | 5 | 0 | 0 | | | |
| 073 | | | | } | | | | | | 4 | 10 | 20 | | | | | | | | | |
| Health Practitioners, n.e.c. 075 | | | | | | | | | | | | | } | | | | | | | | |
| Registered Nurses 080 | | | | | | | | | | 60 | 20 | 50 | | | | | | | | | |
| Clinical Lab Technicians | | | | 12 | 0 | 0 | | | | | | | | | | | | | | | |
| 082 Health Records Technicians | | | | 1 | 0 | 0 | | | | | | | | | | | | | 25 | 0 | 0 |
| 083 Radiologic Technicians | | | | | | | | | | | | | | | | | | | 3 | 0 | 1 |
| 085 | İ | | | | | | 10 | 2 | | | | | | | | | | | 15 | 0 | 0 |
| Health Technicians 100 | | | | | | | 12 | 3 | 6 | | | | | | | | | | | | |
| Social Workers 123 | | | | | | | | | | | | | | | | | | | 1 | 0 | Q |
| Art, Drama, and Music Teachers | | | | | | | <u> </u> | | | | | | 8 | 0 | 0 | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

TABLE G-1 (Continued)

PRESENT AND PROJECTED PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Divisio | าก | (| Construc | tion | | Manufactu | ıring | Т | ransporta | ation | | Wholesa Trade | | | Retail Trade | | | ank, Fina Real Est | | | Servic | e |
|--|------------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|----------|-----------------------|---------------------|---------------|--------------------|---------------------|
| D.O.T Number Occ | upation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need |
| Trade, Indust Technical Tea 135 Miscellaneous 143 Pre- and Kind Teachers 145 Teachers, n.e. 152 Draftsmen 153 Electrical Eng Technicians | Teachers ergarten c. | 1 | . 0 | 0 | | | | | | | 1 | - | 0 | 4 | 1 | 1 | 1 | 0 | 0 | 20 44 6 | 5 5 0 | 5 12 0 |
| Industrial Eng Technicians 156 Mathematical 162 Engineering & Technicians, I | Technicians Science | | | | 46 | 0 | 3 | | | | | | | | | | 48 12 | 0 | 0 | | | |
| 165 Embalmers 173 | | | | | | | | | | | | | | | | | | | | 4 | 0 | 0 |
| Technicians, i 174 Vocational & Counselors | | | | | | | | | | | | | | | | | 54 | 0 | О | 1 | 0 | 0 |
| 175 Actors | | | | | | | | | | | | | | | | | 7 | 1 | 3 | | | |
| 184 Editors & Re 191 Photographer 192 Public Relatio | s | | | | 2 | 0 | 0 | 20 | 0 | 0 | 15 | 1 | 1 | | | | 1 | 0 | 0 | | | |
| Publicity Write | ters | 1 | 0 | 0 | | | | | | | | | | | | | | | | 1 | 0 | 0 |

TABLE G-1 (Continued)

PRESENT AND PROJECTED PROFESSIONAL AND TECHNICAL OCCUPATIONS

| Industrial Division | | Construc | tion | | Manufacti | Jring | Т | ransporta | ition | | Wholesa Trade | | | Retail Trade | | В | ank, Fina Real Est | | | Servic | |
|--|-----|--------------------|---------------------|------|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|-----------------------|---------------------|-----|--------------------|---------------------|
| D.O.T Number Occupation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need |
| 194 Writers, Artists, & Entertainers, n.e.c. | | | | 1 | 0 | 0 | | | | | | | - | | | 5 | 0 | С | | | |
| 96 Resource Specialists 197 | | | | | | | | | : | | | | | | | | | | 5 | Ð | 0 |
| Pest Control Technicians | | - | | | | | | | | | | | | | | | | | 5 | 0 | 0 |
| Termite Control Technicians | | | | | | | | | | | | | | | | | | | 5 | 0 | 0 |
| | | | — | — | | · | | | — | | | | _ | | | | | | _ | | |
| Total - Professional and Technical | 10 | 0 | 0 | 81 | 0 | 5 | 32 | 3 | 6 | 93 | 31 | 72 | 12 | 1 | 0 | 220 | 1 | 3 | 233 | 15 | 25 |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| * | | | | | | | | | | | | | | | | | | | | | |

TABLE G-2

PRESENT AND PROJECTED

MANAGERIAL AND ADMINISTRATIVE OCCUPATIONS

| | Construc | tion | , n | (anufactu | ırina ! | T | ransporta | ation | | Wholesa Trade | | ł | Retail Trade | | | ank, Fina Real Esta | | | Servic | :e |
|----------|----------|----------------|-----------------------|------------------------------------|--|---|--|--|---|---|---|---|--|---------------------|-----|--|---------------------|---|--|----|
| | 6 | 12 | Now | 6 Month Need | 12 Month Need | Now | 6 | 12 | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | |
| | | | į | | | | | | | | | 15 | 3 | 1 | | | | | | |
| | | | | | | | | | | | | | | ! | | | | 9 | 0 | C |
| | | | | | | | | | | | | | | | 12 | 0 | 0 | 3 | 0 | 2 |
| 1 | 0 | 0 | | | | | | | | | | | | | | | | 1 | 0 | ţ |
| | | | | | | | | | | | | | | | 1 | 0 | 0 | | | |
| | | | | | | | | | 1 | 0 | 0 | | | | | | | 1 | 0 | |
| | | | | | | | | | | | | 21 | 5 | 10 | | | | | | |
| | | | | | | ļ | | | | | | | | | | | | 1 | 0 | |
| <u> </u> | | | | | | | | | 1 | 0 | 0 | | | | | | | | | |
| 10 | 0 | 0 | | | | 5 | 0 | 0 | 9 | 0 | 0 | 26 | 3 | 0 | 26 | 2 | 4 | 12 | ° | _ |
| 11 | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 11 | 0 | 0 | 62 | 11 | 11 | 39 | 2 | 4 | 27 | 0 | |
| | | | | | | | | | | | | | | | | | | | | |
| | Now | Month Now Need | Month Month Need Need | 6 12 Month Month Now Need Need Now | 6 12 Month Month Now Need 1 0 0 10 0 0 | 1 0 0 0 12 Month Month Now Need Need Need Need Need Need Need Nee | 1 0 0 0 12 6 12 Month Month Need Need Need Need Need Need Need Nee | 6 12 Month Month Need Now Need Need Need Month Now Need Need Need Now Need Need Now Need Need Now Need Need Now Need Need Now Need Need Now Need Need Now Need Need Need Now Need Need Need Now Need Need Need Need Now Need Need Need Need Need Need Need Nee | 1 0 0 0 5 0 0 5 0 0 12 Month Now Need Need Need Need Need Need Need Nee | 1 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 | 6 12 Month Month Need Need Need Need Need Need Need Nee | 1 0 0 0 1 0 0 5 0 0 9 0 0 1 1 0 0 1 1 0 0 1 1 0 0 1 1 0 0 1 1 0 0 0 1 0 0 1 0 0 1 0 0 1 0 0 0 1 0 | 1 0 0 0 15 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 | 1 | 1 | 10 0 0 0 5 0 0 0 0 5 0 0 0 0 0 0 0 0 | 1 | 10 0 0 0 10 0 0 0 10 0 0 0 10 0 0 0 | Seed 12 Month Month Month Need | 1 |

TABLE G-3

PRESENT AND PROJECTED SALES OCCUPATIONS

| Industrial Division | | Construc | tion | N | /Janufacti | uring | 7 | ransporte | ation | | Wholesa Trade | | | Retail Trade | | | ank, Fina Real Est | | | Servic | е |
|---|-------|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|---------|--------------------|---------------------|-----|--------------------|---------------------|-----|-----------------------|---------------------|---------|--------------------|--------------------|
| D.O.T Number Occupation Grou | o Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Mont Need |
| 260 Advertising Agents 265 Insurance Agents | | | | | | | 17 | 2 | 3 | 27 | 0 | 2 | | | | 125 | 1 18 | 17 34 | 19 2 | 4 0 | 8 C |
| 280 Salesmen, Cierks 281 Sales Representatives, | | | | | | | | | | 8 | 0 | 1 | | | | 35 | 0 | 0 | | | |
| Manufacturing Industries 282 Sales Representatives, | | • | | 175 | 5 | 4 | 1 | 0 | 0 | 7 23 | 1 | 1 | 289 | 26 | 58 | | | | 5 | 0 | 1 |
| Wholesale Trade 283 Sales Clerks, Retail Trade 284 | | | | | | | | | | 92 | 4 | 5 | 3 | 0 | 0 | 1 | 0 | O | | | |
| 284 Salesmen, Retail Trade 285 Salesmen of Se rv ices and | | | | | | | 5 | 0 | 0 | 175 | 11 | 16 | | | | 1 | 0 | 0 | | | _ |
| Construction | 25 | 0 | 3 | | | | | | | 10 | 0 | 0 | 3 | 0 | 0 | 17 | 3 | 5 | 31 | 1 | 7 |
| Total - Sales | | 0 | <u> </u> | 175 | | 4 | 23 | | 3 | 342 | 17 | 26 | 295 | <u> </u> | 58 | 282 | 22 | 56 | 58 | 6 | 18 |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | • | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | |

TABLE G-4

PRESENT AND PROJECTED

CLERICAL AND KINDRED OCCUPATIONS

| Industrial Division | | Construc | tion | N | /lanufacti | uring | т | ransporta | ation | | Wholesa Trade | | | Retail Trade | | | ank, Fina Real Est | | | Servic | e |
|--|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|----------|--------------------|---------------------|-----|-----------------------|---------------------|-----|--------------------|--------------------|
| D.O.T Number Occupation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Mont Need |
| 801 Bank Tellers | | | | | | | | | | | | | | | | 88 | 16 | 34 | | | |
| 303 Billing Clerks | 4 | 0 | 0 | 18 | 0 | 0 | 11 | 1 | 1 | 37 | 0 | 1 | 36 | 0 | 0 | 22 | 1 | 3 | 16 | 15 | 25 |
| 805 Bookkeepers | 18 | 0 | 0 | 21 | 1 | 1 | 13 | 1 | 2 | 38 | 2 | 3 | 66 | 1 | 2 | 54 | 0 | 2 | 85 | 14 | 19 |
| 10 Cashiers | | | | | | | 2 | 1 | 1 | 47 | 0 | 0 | 4 | 0 | 0 | 15 | 0 | 1 | 1 | 0 | 0 |
| 312 Clerical Supervisors | | • | | | | | | | | | | | | | | | | | 0 | 1 | 1 |
| 114 Counter Clerks | | | | | | | | | | 4 | 1 | 1 | 258 | 47 | 59 | 17 | 0 | 1 | 8 | 3 | 3 |
| 115 Dispatchers | | | | | | | 20 | 0 | 0 | 4 | 0 | 0 | 2 | 0 | 0 | 3 | 0 | 0 | | | |
| 21 Estimators | 6 | 0 | 0 | | | | | | | | | | | | | 44 | 0 | 0 | | | |
| 23 Expediters | | | | | | | | | | | | | | | | 11 | 0 | 0 | | | |
| 325 File Clerks | | | ; | | | | 4 | 0 | 0 | 24 | 0 | 2 | 9 | 0 | 1 | 289 | 7 | 34 | 45 | 31 | 63 |
| 326 Insurance Adjustors 332 | : | | ; | 2 | 0 | 0 | | | | | | | | | | 141 | 5 | 16 | ! | | |
| Maii Handlers 333 | | | | | | | 1 | 0 | 0 | | | | | | | 5 | 0 | 200 | 1 | 0 | 0 |
| Messengers & Office Boys 341 | | | : | | | : | | | | | | | 2 | 0 | 0 | 111 | 0 | 0 | | | |
| Bookkeeping Machine Operators 342 | | | | · | | | | | : | 1 | 0 | 0 | | | | 5 | 1 | 1 | | | |
| Calculating Machine Operators | | | : | | | | | | | | | | <u> </u> | | | 1 | 0 | 0 | | | |
| 343 Computer Operators | 5 | 0 | 0 | 12 | 0 | 0 | 3 | 0 | 0 | 33 | 1 | 2 | 15 | 1 | 2 | 451 | 4 | 4 | 40 | 70 | 100 |
| 345 Key Punch Operators | | | | 11 | 0 | 1 | | | | 6 | 0 | 0 | 8 | 0 | 0 | 97 | 1 | 3 | 33 | 37 | 82 |
| 350 Tabulating Machine Operators | | | ! | 28 | 0 | 3 | 3 | 0 | 0 | 20 | 0 | 0 | 2 | 0 | 0 | 2 | 1 | 1 | 41 | 45 | 106 |

TABLE G-4 (Continued)

-- PRESENT AND PROJECTED CLERICAL AND KINDRED OCCUPATIONS

| Industrial Division | | Construc | tion | N | lanufactı | uring | Т | ransporta | ation | | Wholesa Trade | | | Retail Trade | | В | ank, Fina Real Est | | | Servic | e |
|-------------------------------------|-----|--------------------|---------------------|------------|--------------------|---------------------|-----|--------------------|---------------------|------------|--------------------|---------------------|-----|--------------------|---------------------|----------------|-----------------------|---------------------|-----|--------------------|---------------------|
| D.O.T Number Occupation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need |
| 355 Office Machine Operators | | | | | | | | | | | | | | | | 80 | 1 | 1 | | | |
| 360 Payroll Clerks | 7 | 0 | 0 | 11 | 0 | 0 | 7 | 1 | 1 | 7 | 0 | 0 | 10 | 0 | 0 | 18 | 0 | 0 | 36 | 40 | 60 |
| 364 | ′ | U | U | | | | | | | | 1 | 3 | | | J | 38 | 0 | 0 | 4 | 0 | 0 |
| Receptionists, Secretaries 370 | | | | 14 | 1 | 1 | 6 | 0 | 0 | 14 | 1 | 3 | | | | | | | | | |
| Secretaries, Legal 371 | | | | | | | | | | | | | | | | 13 | 1 | 1 | 43 | 15 | 25 |
| Secretaries, Medical 372 | | | | | | | | | | | | | | | | | | | 17 | 23 | 14 |
| Secretaries, n.e.c. | 20 | O | 1 | 3 3 | 0 | 0 | 11 | 1 | 1 | 37 | 0 | 3 | 30 | 2 | 2 | 241 | 3 | 6 | 145 | 131 | 183 |
| 374 Shipping & Receiving Clerks 376 | 3 | 0 | 0 | 52 | 3 | 4 | 2 | 0 | 0 | 57 | 1 | 4 | 20 | 0 | 1 | | | | 8 | 12 | 22 |
| ○ 376 Stenographers | | | | | | | 3 | 0 | 0 | 4 | 1 | 1 | | | | 25 | 0 | 1 | 6 | 10 | 3 |
| 381 Stock Cierks & Storekeepers | | | | | | | 6 | 0 | 0 | 3 0 | 0 | 1 | 30 | 15 | 19 | 2 | 0 | 0 | | | |
| 384 Telegraph Operators | | | | | | | | | | | | | | | | | | | 4 | 0 | О |
| 385 | | | | | | | | | | 1 | 0 | 0 | | | | 23 | 4 | 2 | 9 | 0 | 2 |
| Telephone Operators 391 | _ | _ | | | _ | • | _ | _ | • | , i | | | 4.0 | | 0 | | | | 71 | 120 | |
| Typists 394 | 4 | 0 | 1 | 4 | . 0 | 0 | 3 | 0 | 0 | 6 | 0 | 0 | 10 | 1 | 0 | 120 | 2 | 5 | / 1 | 120 | 141 |
| Miscellaneous Clerical Workers | 2 | 0 | 0 | 6 9 | 1 | 1 | 30 | 1 | 4 | 33 | 2 | 3 | 64 | 0 | 0 | 1,414 | 58 | 109 | 109 | 45 | 79 |
| | | _ | | _ | | | _ | | | | | | _ | | - | | | | | | |
| Total - Clerical and Kindred | 69 | 0 | 2 | 275 | 6 | 11 | 125 | 6 | 10 | 403 | 9 | 24 | 566 | 67 | 86 | 3 ,33 0 | 99 | 425 | 721 | 612 | 928 |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | · | | | | | | | | · | | | | | | | |

TABLE G-5

PRESENT AND PROJECTED

CRAFTSMEN AND KINDRED OCCUPATIONS

| nishers | | Construct 6 Month Need 0 0 0 0 | 12 Month Need | Now 33 | Manufacti 6 Month Need | 12 | Now | ransports 6 Month Need | 12 Month Need | Now 2 | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now 1 | Real Est 6 Month Need 0 | 12 | Now 6 | 6 Month Need | 12 Month Need |
|---------|-------------------|--------------------------------|----------------------------|-----------------------------------|---------------------------------|-----------------------------------|-------------------------------------|-----------------------------------|--|--|--|--|---|---|---------------------|---|---|---|--|---|---|
| ishers | 5 21 4 2 | 0 0 0 | 0 0 0 | 33 | О | O | | | | 2 | 1 | 1 | | | | 1 | 0 | 0 | 6 | 0 | 0 |
| ishers | 5 21 4 2 | 0 0 0 | 0 0 0 | 33 | О | O | | | | 2 | 1 | 1 | | | | 1 | 0 | O | 6 | O | O |
| ishers | 5 21 4 2 | 0 0 0 | 0 0 0 | 33 | 0 | 0 | | | | | | | | | | | | | | | |
| ishers | 5 21 4 2 | 0 0 0 | 0 0 0 | | | | | | | | | | | | ı | | | | | | |
| ishers | 5 21 4 2 | 0 0 0 | 0 0 0 | | | | | | | | | | | | | | | | | | |
| ishers | 21 4 2 | 0 0 | 0 0 0 | | | | | | | | | | | | : | | | | | | |
| ishers | 4 2 | 0 0 | 0 | | | | | | | | | | | | | | | | | | |
| | 2 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| | | | _ | : | | | | | | | | | | | | | | | 1 | | |
| | 23 | 0 | 0 | | | | | | | | | 1 | | | | | | | 3 | 0 | 0 |
| | | | - | | | | | | | | | | | | | | | | | | |
| | 7 | 1 | 0 | | | | | | | | | | | | | ı | | | | | |
| | 2 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| | | | | 31 | 0 | 0 | | | | | | | | | | | | | | | |
| | | | | 51 | 4 | 3 | | | | , | | | | | | | | | | | |
| | | | | 3, | •4 | J | i | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | 2 | 0 | 0 |
| ntices | | | | | | | 6 | 0 | 0 | | | | 1 | 0 | 0 | 1 | 0 | 0 | | | |
| | | | | | | | | 2 | • | | | | | | | | | | | | |
| nanics | | | | | | | / | U | U | | | | | | | | | | | | |
| | | | | } | | | | | | 12 | n | n | 4 | 0 | 1 | | | | 10 | n | Ω |
| ŀ | | | | İ | | | | | | 12- | | | ' | Ü | · · | | | | ' | Ŭ | ŭ |
| ors | | | | | | | | | | 10 | 0 | 0 | | | | | | | | | |
| n.e.c. | 2 | 0 | 0 | 63 | 5 | 3 | 34 | 3 | 5 | 54 | 2 | 3 | 104 | 4 | 7 | İ | | | 15 | 0 | 0 |
| cs | 3 | 0 | 1 | | | | 34 | 0 | . 3 | | | | 50 | 2. | 5 | 13 | 0 | 0 | 18 | 0 | 1 |
| י י | anics | anics | anics ars n.e.c. 2 0 | anics ars n.e.c. 2 0 0 s | tices anics rs n.e.c. 2 0 0 63 | tices anics rs n.e.c. 2 0 0 63 5 | tices anics rs n.e.c. 2 0 0 63 5 3 | tices 6 7 7e.c. 2 0 0 63 5 3 34 s | tices 6 0 7 0 ors n.e.c. 2 0 0 63 5 3 34 3 s | tices 6 0 0 7 0 0 ors n.e.c. 2 0 0 63 5 3 34 3 5 s | tices 6 0 0 anics 7 0 0 12 12 10 n.e.c. 2 0 0 63 5 3 34 3 5 54 s | tices anics 6 0 0 7 0 0 12 0 10 0 n.e.c. 2 0 0 63 5 3 34 3 5 54 2 | tices 6 0 0 anics 7 0 0 12 0 0 10 10 0 0 10 0 10 0 10 0 1 | tices 6 0 0 1 1 1 2 0 0 4 10 0 0 10 10 10 10 10 10 10 10 10 10 10 | tices anics | tices 6 0 0 1 0 0 anics 7 0 0 1 0 0 1 0 0 1 1 0 0 1 1 0 0 1 1 1 0 0 1 1 1 1 0 0 1 | tices 6 0 0 1 0 0 1 anics 7 0 0 1 1 0 0 1 1 1 0 0 1 1 1 1 0 0 1 | tices anics 6 0 0 1 0 1 0 1 0 1 0 1 0 1 0 1 0 1 0 1 | tices anics 6 0 0 7 0 0 12 0 0 4 0 1 13 0 0 1 14 0 0 1 15 0 0 0 0 16 0 0 0 0 0 0 17 0 0 0 0 0 0 0 18 0 0 0 0 0 0 0 0 19 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 | tices anics 2 0 0 63 5 3 34 3 5 54 2 3 104 4 7 15 | tices anics 2 0 0 63 5 3 34 3 5 54 2 3 104 4 7 15 0 |

TABLE G-5 (Continued)

PRESENT AND PROJECTED CRAFTSMEN AND KINDRED OCCUPATIONS

| Industrial Division | | Construc | ction | N | í anufactu | ring | Т | ransport | ation | | Wholesa Trade | | | Retail Trade | | В | ank, Fina Real Est | | : | Service | е |
|--|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|-----------------------|---------------------|-----|--------------------|---------------------|
| D.O.T Number Occupation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need |
| 495 Not Specified Mechanics & Repairmen 506 | | | | | | | | | | 35 | 1 | 1 | | | | | | | | | |
| Opticians & Lens Grinders 510 | | | | | | | | | | | | | 51 | 0 | 1 | | | | | | |
| Painters, Construction & Maintenance 516 | | - | | | | | | | | -2 | 0 | 0 | 3 | 0 | 0 | | | | | | |
| Piano & Organ Tuners 522 Płumbers & Pipefitters 523 | 2 | 0 | 0 | | | | | | | | | | 3 | J | Ü | | | | | | |
| Plumber & Pipefitter Apprentices 530 | 9 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| Pressmen & Plate Fitters, Printing 534 | | | | 4 | 0 | 0 | | | | | | | ! | | | 20 | 0 | 0 | | | |
| Roofers & Slaters 535 Sheetmetal Workers & | 66 | 7 | 10 | | | | | | | | | | | | | | | | | | |
| Tinsmiths 536 Sheetmetal Apprentices 551 | 13 | 0 | 3 | | | | | | | | | | | | | | | | | | |
| Tailors 562 Tool & Die Maker | | | | | | | | | | | | | 11 | 0 | 0 | | | | | | |
| Apprentices 571 Specified Craft | | | | 1 | 0 | 0 | | | | | | | | | | | | | | | |
| Apprentices, n.e.c. 572 Not Specified Apprentices | 6 | 0 | 2 | 5 | 0 | 1 | 3 | 7 | 7 | | | | | | | | | | | | |
| 575 Craftsmen & Kindred Workers, n.e.c. | _ | | | _1 | <u> </u> | <u>0</u> 7 | | | | | | | _1_ | _0 | <u>0</u> 14 | | | | | | |
| "Total - Craftsmen & Kindred | 168 | 9 | 16 | 189 | 9 | 7 | -82 | 10 | 15 | 115 | 4 | 5 | 225 | 6 | 14 | 35 | 0 | 0 | 54 | 0 | 1 |

TABLE G-6

PRESENT AND PROJECTED

OPERATIVE AND LABOR OCCUPATIONS

| Industrial Division | | Construct | tion | ١ ١ | /lanufacto | uring | Т | ransport | ation | | Wholesa Trade | | | Retail Trade | | | ank, Fina Real Est | | | Service | e |
|--|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|-----------------------|---------------------|-----|--------------------|--------------------|
| D.O.T Number Occupation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Mont Need |
| 602 | | | | | _ | | | | | | | | | | | | | | | • | |
| Assemblers 610 | | | | 9 | 4 | 4 | | | | 8 | 0 | 1 | | | | | | | | | |
| Checkers, Examiners, & Inspectors | | | | 16 | 1 | 2 | | | | | | | 2 | 0 | О | | | | | | |
| 612 Cutting Operatives, n.e.c. 615 | | | | 2 | 0 | 0 | | | | | | | | | | | | | | | |
| Dry Wall Installers & Lathers | 20 | | 1 | | | | | | | | | | | | | | | | | | |
| 622 Furnacemen, & Smeltermen | 3 | 0 | 1 | | | | | | | | | | | | | | | | | | |
| 630 Laundry & Dry Cleaning Operatives 631 | | | | | | | | | | | | | | | | 7 | 0 | 0 | 29 | 14 | 16 |
| Meat Cutters & Butchers 633 | | | | | | | | | | | | | 2 | 0 | 0 | | | | | | |
| Meat Cutters & Butchers, Manufacturing 643 | | | į | | | | | | | | | | | | | 7 | 0 | 0 | | | |
| Packers & Wrappers, except Meat 644 | | | | 138 | 54 | 71 | 1 | 4 | 4 | | | | 6 | 0 | 0 | | | | | | |
| Painters, Manufactured Articles 645 | | | | 3 | 0 | 0 | | | | | | | | | | 2 | 0 | 0 | 1 | 0 | 0 |
| Photographic Process Workers 653 | | | | 16 | 0 | 0 | | | | | | | | | | | | | | | |
| Precision Machine Operatives, n.e.c. 680 | | | | 2 | 0 | 0 | | | | | | | | | | | | | .1 | 0 | 0 |
| Welders and Flame Cutters | 4 | 0 | 1 | 18 | 1 | 1 | | | | | | | | | | | | | | | |
| 690 Machine Operatives, | | | | | | | | | | | | | | | | | | | | | |
| Misc. Specified | 21 | 0 | 0 | 201 | 24 | 36 | | | | 3 | 3 | 6 | | | | | | | 24 | 4 | 5 |

TABLE G-6(Continued)

PRESENT AND PROJECTED OPERATIVE AND LABOR OCCUPATIONS

| ndustrial Division | | Construct | tion | N | Manufacti | uring | <u> </u> | ransporta | etion | | Wholesa Trade | | | Retail Trade | | | ank, Fina Real Est | | | Servic | :e |
|----------------------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|----------|--------------------|---------------------|-----|--------------------|---------------------|-----|--------------------|---------------------|-----|-----------------------|---------------------|-------|--------------------|---------------------|
| 0.0.T Jumber Occupation Group | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Monti Need |
| 92 Machine Operatives, Not | | | | | | | | | | | | | | | | | | | | | |
| Specified 94 | | | | 1 | 0 | 0 | | | | 2 | 0 | 0 | | | | | | | | | |
| Miscellaneous Operatives | | | | 182 | 4 | 16 | | | | | | | 7 | 0 | 0 | | | | | | |
| 5 Not Specified Operatives | | | | 8 | 3 | 5 | | | | | | | | | | | | | | | |
| 05 Deliverymen & | | | | | | | | | | | | | | | | | | | | | |
| Routemen | | | | ĺ | | | 56 | 0 | 6 | 54 | 0 | 10 | 39 | 0 | 2 | 4 | 0 . | 1 | 14 | 7 | 13 |
| 06 Fork Lift & Tow Motor | | | | ļ | | | | | | | | | | | | | | | | | |
| Operators 5 | | | | 7 | 0 | 0 | 10 | 0 | 0 | 18 | 0 | 3 | 15 | 0 | 0 | | | | | | |
| Truck Drivers | 8 | 1 | 1 | 40 | 0 | 1 | 181 | 7 | 11 | 35 | 1 | 1 | 38 | 3 | 2 | 28 | 0 | 0 | 11 | 3 | 5 |
| 0 Carpenters' Helpers | 2 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| 51 | 1 | 0 | 0 | ļ | | | 30 | 0 | 0 | | | | | | | | | | | | |
| Construction Laborers | 1 | U | U | | | | | | | | | | | | | | | | | | |
| Freight, Material Handler | | | | 25 | 4 | 1 | 9 | 0 | 1 | 14 | 0 | 0 | 12 | 2 | 0 | | | | | | |
| Lumbermen, Wood Choppers | 1 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| 32 Stock Handlers | | | | | | | | | | 15 | 0 | 0 | | | | | | | | | |
| 34 Vehicle Weeks | | | | İ | | | 3 | 0 | 0 | 1 | 1 | 1 | 6 | 2 | 2 | | | | | | |
| Vehicle Washers O | | | | | | | 3 | | | ' | | | | | | | | | | | |
| Warehousemen 30 | | | | 31 | 0 | 0 | 41 | 0 | 0 | 84 | 6 | 5 | 65 | 0 | 2 | | | | 531 | 440 | 705 |
| Miscellaneous Laborers | 62 | 2 | 8 | 9 | 0 | 3 | 15 | 3 | 5 | 3 | 0 | 0 | 87 | 20 | 36 | 9 | 1 | 0 | 703 | 7 0 | 771 |
| 35 Not Specified Laborers | | | | 50 | . 0 | 0 | | | | | | | | | | 4 | 0 | 0 | | | |
| | | | | | | | | | | | | | | | | | | | | | |
| | | | | _ | | | | | | _ | | _ | | | | _ | | | | | _ |
| otal - Operative and Labor | 122 | 3 | 12 | 758 | 95 | 140 | 346 | 14 | 27 | 237 | 11 | 27 | 279 | 27 | 44 | 61 | 1 | 1 | 1,314 | 538 | 1,515 |
| | | | | | | | | | | | | | | | | | | | | | |

TABLE G-7
PRESENT AND PROJECTED
SERVICE OCCUPATIONS

| Industrial Division | | Construc | tion | N | lanufacti | ırina | Ŧ | ransporta | stion | | Wholesa Trade | | | Retail Trade | | | ank, Fina Real Est | | | Servic | æ |
|-----------------------------------|-----|--------------------|---------------------|-------|--------------------|---------------------|-----|--------------------|---------------------|-------|--------------------|---------------------|-------|--------------------|---------------------|-------|-----------------------|---------------------|-------|--------------------|---------------------|
| D.O.T Number Occupation Group | | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need | Now | 6 Month Need | 12 Month Need |
| 901 | | | | | | | | | | 80 | 30 | 60 | | | | | | | 1 | 0 | 0 |
| Maids 903 | } | | | | | _ | | | | | 00 | - | | | | 29 | 5 | 5 | 38 | 52 | 105 |
| Janitors 910 | 300 | 300 | 300 | 11 | 0 | 0 | 2 | 0 | 0 | | | | 4 | 0 | 0 | 29 | 5 | 5 | 30 | 52 | 103 |
| Bartenders 911 | | | | | | | | | | | | | , | | | | _ | _ | | | |
| Busboys 312 | | | | İ | | | | | | | | | 34 | 6 | 9 | 10 | 2 | 5 | | | |
| Cooks | | | | | | | | | | | | | 58 | 17 | 27 | 3 | 0 | 0 | 16 | 1 | 2 |
| 913 Dishwashers | | | | | | | | | | | | | 14 | 1 | 2 | | | | | | |
| 914 Food Counter Workers | | | | | | | | | | | | | | | | | | | 16 | 11 | 11 |
| 915 Waiters | • | | | | | | | | | | | | 85 | 20 | 30 | | | | 19 | 5 | 10 |
| 916 | | | | | | | | | | | | • | | | | i | | | 22 | 15 | 18 |
| Food Service Workers 922 | | | | | | • | | | | | | | 227 | 138 | 270 | | | | | | |
| Health Aides, exc. Nursing 925 | } | | | | | | | | | | | | | | | | | | 29 | 15 | 30 |
| Nursing Aides, Orderlies | | | | 1 | | | | | | | | | | | | | | | 41 | 0 | 0 |
| 926 Practical Nurses | | | | | | • | | | | | | | | | | | | | 9 | 1 | 3 |
| 932 Attendants, Recreational | | | | | | | | | | | | | | | | 5 | 0 | 2 | | | |
| 933 | | | | | | | | | | | | | 10 | 0 | 0 | | | | | | |
| Attendants, Personal 943 | | | | | | | | | | | | | 12 | U | 0 | | | | | | |
| Elevator Operators 944 | | | | | | | | | | | | | | | | 66 | 0 | 39 | | | |
| Hairdressers,Cosmetologists | | | | | | | | | | 1 | | | | | | | | | 9 | 0 | a |
| 945 Personal Service | | | | | | | | | | | | | | | | | | | ļ | | |
| Apprentices 950 | | | | | | | | | | 20 | 5 | 10 | | | | | | | | | |
| Housekeepers | | | | | | | | | | | | | | | | | | | 7 | 0 | 0 |
| 962 Guards and Watchmen | | | | | | | 21 | 6 | 16 | | | | 3 | 0 | 0 | 181 | 25 | 80 | 475 | 95 | 125 |
| Total - Services | 300 | 300 | 300 | 11 | 0 | 0 | 23 | 6 | 16 | 100 | 35 | 70 | 437 | 163 | 338 | 294 | 32 | 131 | 682 | 195 | 304 |
| Total - Occupational Groupings | 705 | 312 | 333 | 1,489 | 115 | 167 | 636 | 41 | 77 | 1,296 | 107 | 223 | 1,876 | 301 | 551 | 4,261 | 157 | 620 | 3,089 | 1,366 | 2,784 |

TABLE G-8
PRESENT EMPLOYMENT AND PROJECTED
TURNOVER OF ENTRY LEVEL OCCUPATIONS

| Industrial Division | Constr | uction | Manufa | eturing | Transpo | ortation | Whole Tra | | Re ⁻ Tra | | Banki Fina | | Serv | rices |
|---|-----------------------|-----------|-----------|---------|-----------|-----------|-----------------------|-----------------------|------------------------|---|-----------------------|-----------------------|-----------------------|-------|
| D.O.T. Number Occupational Division | Presently Employed | Projected | Presently | | Presently | Projected | Presently Employed | Projected Turnover | Presently Employed | | Presently Employed | Projected Turnover | Presently Employed | |
| 001 Accountants 004 Computer Analysts | 2 | | 19 | 2 | | | 1 | · : | | | 72 | 141 | 46 | 4 |
| 073 Health Practitioners 075 Registered Nurses 080 | | | | | | | 4 60 | 23 30 | | | | ! | | |
| Lab Technicians 085 Health Technologists 143 | 1-2 | 3 | | | 12 | 6 | | | | | | | 15 | 4 |
| Pre- and Kindergarten Teachers 145 | | | | | | | | | | | | | 20 | 5 |
| Teachers (except College) 154 Industrial Engineering Technicians | 1 | 9 | 46 | 4 | | | | | | | 48 | | 44 | 9 |
| 173 Technicians 174 Vocational Counselors | | | | | | | | | | | 54 | 19 | 7 5 | 1 |
| 175 Actors 191 Photographers 192 | | | 2 | | | | 15 | 1 | | | 7 | 3 | | |
| Public Relations Men & Publicity Writers 194 Writers, Artists, Entertainers | 1 | 9 | 1 | | | | | | | | 5 | 2 | | |
| 201 Assessors, Controllers 205 Buyers, Wholesale & Retail Trade | | | | | | | | | 15 | 2 | 12 | 1 | | |
| 216 Building Managers & Supervisors | 1 | 9 | | | | | | | | | | | 1 | |

PRESENT EMPLOYMENT AND PROJECTED TURNOVER OF ENTRY LEVEL OCCUPATIONS

| Industrial Division | Constr | uction | Manufa | cturing | Transpo | ortation | Who Tra | olesale ade | 1 | etail ade | Ban Fina | king & ince | Serv | vices |
|---|-----------------------|--------|-----------------------|---------|-----------------------|----------|-----------------------|----------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| D.O.T. Number Occupational Division | Presentiy Employed | | Presently Employed | | Presently Employed | | Presently Employed | | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover |
| 230 Restaurant, Cafe & Bar Managers | | | | | | | | | | | | | | |
| 245 | | | | | | | | | 21 | 10 | | | | |
| Managers & Administrators 260 | 10 | 10 | | : | 5 | | 9 | | 26 | 3 | 26 | 5 | 12 | 5 |
| Advertising; Agents & Salesmen 265 | | | | | 17 | 2 | 27 | 4 | | | 125 | 7 | 19 | 9 |
| Insurance Agents | | | | | | | | | | | 103 | 20 | 2 | |
| 280 Salesmen & Sales Clerks | | | | | | | 8 | | | | 35 | 5 | _ | |
| 281 Sales Representatives, | | | | | | | Ü | | | | 35 | 5 | | |
| Manufacturing Industries 282 | | | 175 | 4 | 1 | | 7 | | | | | | 1 | |
| Sales Representatives, Wholesale Trade | | | | : | | | 23 | 2 | 289 | 64 | | | 5 | |
| 283 Sales Clerks, Retail Trade | | | | | | | 92 | 5 | 3 | | | | | |
| 284 | | | | | _ | | | | | | 1 | | | |
| Salesmen, Retail Trade 285 | | | | | 5 | | 175 | 18 | | | 1 | | | |
| Salesmen of Services and Construction 301 | 25 | 5 | | | | | 10 | | 3 | 12 | 17 | 17 | 31 | 5 |
| Bank Tellers 303 | | | | | | | | | | | 88 | 37 | | |
| Billing Clerks 305 | 4 | | 18 | 1 | 11 | 1 . | 37 | 2 | 36 | | 22 | 4 | 16 | 15 |
| Bookkeepers 310 | 18 | 1 | 21 | | 13 | 1 | 38 | 1 | 66 | 3 | 54 | 1 | 85 | 16 |
| Cashiers | | | | | 2 | 1 | 47 | 1 | 4 | 1 | 15 | 1 | 1 | |
| 312 Clerical Supervisors | | | | | | | | | | | | | | |
| 314 Counter Clerks (except Food) | | | | | | | 4 | | 250 | 70 | 4.7 | | | |
| 315 | | | | | | | | | 258 | 70 | 17 | 1 | 8 | 3 |
| Dispatchers & Starters 321 | | ļ | | | 20 | 1 | 4 | | 2 | | 3 | | | |
| Estimators & Investigators 323 | 6 | | | | | | | | | | 44 | 1 | | |
| Expediters & Production Controllers | | | | | | | | | | | 11 | 4 | | |

[1]

TABLE G-8 (Continued)

PRESENT EMPLOYMENT AND PROJECTED TURNOVER OF ENTRY LEVEL OCCUPATIONS

| ndustrial Division | Constr | uction | Manufa | cturing | Transpo | ortation | Whol Tra | | • Ret | | Bank Fina | | Serv | rices |
|--|-----------|-----------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------|
| D.O.T. Number Occupational Division | Presently | Projected | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | Presentiy Employed | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projects Turnov |
| 325 File Cterks | | | | | 4 | | 24 | 4 | 9 | 1 | 289 | 124 | 45 | 43 |
| 326 Insurance Adjustors, Investigators | | | 2 | | | | | | | | 141 | 27 | | |
| 332 Mail Handlers (except Post Office) | | | | | 1 | | | | | | 5 | 24 | 1 | |
| 333 Messengers & Office Boys | - | | | | | | | | 2 | | 111 | 97 | | |
| 341 Bookkeeping Machine Operators 343 | | | | | | | 1 | | | | 5 | 1 | | |
| Computer Equipment Operators | 5 | | 12 | | 3 | | 33 | 1 | 15 | 1 | 451 | 131 | 40 | 71 |
| 345 Key Punch Operators | : | | 11 | | | | 6 | | 8 | | 97 | 6 | 33 | 43 |
| 350 Tabulating Machine Operators | ļ | | 28 | 1 | 3 | | 20 | 1 | 2 | | 2 | 1 | 41 | 47 |
| 355 Office Machine Operators | | | | | | | | | | | 80 | 17 | | |
| 360 Payroll Cierks | 7 | | 11 | | 7 | 1 | 7 | | 10 | | 18 | 2 | 36 | 40 |
| 364 Receptionists | | | 14 | 1 | 6 | | 14 | 3 | | | 38 | 6 | 4 | |
| 370 Secretaries, Legal | | | } | | | | | | | | 13 | 11 | 43 | 15 |
| 271 Secretaries, Medical | | | | | | | | | | | | | 17 | 8 |
| 372 Secretaries, n.e.c. | 20 | 1 | 33 | 1 | 11 | | 37 | 3 | 30 | 1 | 241 | 31 | 145 | 117 |
| 374 Shipping & Receiving Clerks | 3 | | 52 | 3 | 2 | | 57 | 6 | 20 | 1 | | | 8 | 12 |
| 376 Stenographers | | | | | 3 | | 4 | | | | 25 | 1 | 6 | 10 |
| 381 Stock Clerks & Storekeepers | | | | | 6 | | 30 | 1 | 30 | 18 | 2 | | | |
| 385 Telephone Operators | | | | | | | , 1 | | | | 23 | 8 | 9 | 1 |

RIT

TABLE G-8 (Continued)

PRESENT EMPLOYMENT AND PROJECTED TURNOVER OF ENTRY LEVEL OCCUPATIONS

| Industrial Division | Constr | uction | Manufa | ecturing | Transpo | ortation | Whol Tra | | Ret Tra | | Bank Fina | | Serv | vices |
|-------------------------------------|-----------------------|--------|-----------------------|-----------------------|-----------------------|----------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|
| D.O.T. Number Occupational Division | Presently Employed | | Presently Employed | Projected Turnover | Presently Employed | | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projected Turnove |
| | | | | | | | | | | | | | | |
| 391 | | | | | _ | | | | 10 | 1 | 120 | 22 | 71 | 82 |
| Typists 394 | 4 | 1 | 4 | | 3 | 1 | 6 | | 10 | 1 | 1,20 | 22 | / / | 02 |
| Misc. Clerical Workers | 2 | | 69 | 4 | 30 | 5 | 33 | 2 | 64 | 1 | 1,414 | 466 | 109 | 63 |
| 412 Bulldozer Operators | 5 | 1 | | | | | | | | | | | | |
| 413 | | , | | | | | | | | | | | | |
| Cabinet Makers | 21 | 1 | | | | | | | | | | | | |
| 426 Dental Lab Technicians | | | | | | | | | | | | | 3 | 1 |
| 462 | | | | 4 | | | | | | | | | | |
| Machinist Apprentices 484 | | | 51 | 4 | İ | | | | | | | | : | |
| Office Machine Repairmen | | | | | | | 10 | 2 | | | | | | |
| 491 Mechanic Apprentices | 2 | | 63 | 3 | 34 | | 54 | 1 | 104 | 8 | | | 15 | |
| 492 | | | | Ů | | | | , | | | _ | | | |
| Misc. Mechanics & Repairmen | 3 | 1 | | | 34 | 3 | | | 50 | 7 | 13 | | 18 | |
| 506 Opticians & Lens Grinders | | | | | | | | | 51 | 1 | | | | |
| 522 | | | | | | | | | | | | | | |
| Plumbers & Pipe Fitters 523 | 2 | 2 | | | | | | | | | | | ļ | |
| Plumber & Pipefitter | | | | | | | | | | | | | | |
| Apprentices | 9 | 2 | | | | | | | | | | | 1 | |
| 530 Pressmen & Plate Printers | | | 4 | | | | | | 1 | | 20 | 9 | | |
| 534 | | | | | | | | | | | | | | |
| Roofers & Slaters 536 | 66 | 13 | | | • | | | | | | | | İ | |
| Sheet Metal Apprentices | 13 | 1 | | | | | | | | | | | | |
| 551 | | | ŀ | | | | | | 11 | 2 | | | | |
| Tailors 571 | | | | | | | | | 1 '' | 2 | | | | |
| Specified Craft Apprentices, n.e.c. | . 6 | 2 | | | | | | | | | | | | |
| 572 Not Specified Apprentices | | | 5 | | 3 | 5 | | | | | | | | |
| 602 | | |] | | | J | | | | | - | | | |
| Assemblers | | | 9 | 5 | | | 8 | | 1 | | | | | |
| | | | | | | | | | | | | | <u> </u> | |

TABLE G-8 (Continued)

PRESENT EMPLOYMENT AND PROJECTED TURNOVER OF ENTRY LEVEL OCCUPATIONS

| Industrial Division | Constr | uction | Manufa | eturina | Transpo | ortation | Whole Tra | | Ret Tra | | Banki Fina | | Serv | ices |
|-------------------------------------|--|-----------|-----------------------|-----------|---------|-----------|-----------------------|-----------|-----------------------|-----------|-----------------------|-----------------------|-----------------------|------|
| D.O.T. Number Occupational Division | | Projected | Presently Employed | Projected | | Projected | Presently Employed | Projected | Presently Employed | Projected | Presently Employed | Projected Turnover | Presently Employed | |
| | | | | | - | | | | | | | | | |
| 615 Drywail Installers & Lathers | 20 | 5 | | | | | | | | 1 | | | | |
| 622 | 3 | 1 | | | | | | | | | | | | |
| Furnacemen & Smeltermen 630 | 3 | , | | | | | | | | | | | | |
| Laundry & Dry Cleaner | | | | | | | | | | | 7 | | 29 | 16 |
| Operatives 643 | } | | | | | | | | | | | ĺ | | |
| Packers, Wrappers, except | | | 138 | 65 | 1 1 | 3 | | | 6 | | | | | |
| Meat 644 | | | | | | _ | | | | | 2 | | | |
| Painters, Manufactured Articles | | | 3 | 1 | | | | | | | 2 | ! | | |
| 680 Welders & Flame Cutters | 4 | 1 | 18 | | | | ! | | | | | | | |
| 690 | 21 | 3 | 201 | 45 | : | | 3 | 2 | | | | | 24 | 3 |
| Machine Operatives, Misc. 694 | 21 | 3 | 201 | | | | | | _ | ^ | | · | | |
| Misc. Operatives | | | 182 | 19 | | | | | 7 | 2 | | | | |
| 695 Not Specified Operatives | | | 8 | 3 | | | | | | | ļ | | | |
| 705 | | | | | 56 | 6 | 54 | 12 | 39 | 8 | 4 | 2 | 14 | 11 |
| Deliverymen & Routemen 706 | | | | | | J | | | | | | | | |
| Forklift & Towmotor Operators | | | 7 | 2 | 10 | | 18 | 3 | 15 | | | | į | |
| 715 Truck Drivers | 8 | 2 | 40 | 3 | 181 | 14 | 35 | 4 | 38 | 2 | 28 | | 11 | 8 |
| 753 | | | 25 | 5 | 9 | 1 | 14 | | 12 | 2 | | | ! | |
| Freight & Material Handlers 762 | | | 25 | J | | • | 1 | | | | | | | |
| Stock Handlers | | | | | | | 15 | | | | | | | |
| 764 Equipment Washers & | | | | | | | _ | | | ^ | | | | |
| Cleaners | | | | | 3 | | 1 | 1 | 6 | 2 | | | | |
| 770 Warehousemen | | | 31 | 1 | 41 | 2 | 84 | 11 | 65 | 2 | | | 531 | 520 |
| 780 | 60 | 22 | 9 | 3 | 15 | 7 | 3 | | 87 | 43 | 9 | | 703 | 800 |
| Misc, Laborers 901 | 62 | 44 | , , | 3 | " | , | | | | | | | | |
| Chambermaids & Maids | | | | | | | 80 | 40 | | | 1 | | | |
| | | | | | | | | | | | | | | |

TABLE G-8 (Continued)

PRESENT EMPLOYMENT AND PROJECTED TURNOVER OF ENTRY LEVEL OCCUPATIONS

| Industrial Division | Constr | uction | Manufa | cturing | Transpo | rtation | Whol Tra | | Ret Tra | | Bank Fina | ing & ince | Serv | ices |
|---|-----------------------|-----------------------|-----------------------|-----------------------|---------|-----------------------|-------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| D.O.T. Number Occupational Division | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | | Projected Turnover | | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projected Turnover | Presently Employed | Projecte Turnove |
| 903 Janitors 910 Bartenders 911 | 300 | | 11 | | 2 | | | | 4 | 1 | . 29 | 6 | 38 | 56 |
| Busboys 912 Cooks 914 | | | | | | | | | 34 58 | 11 | 10 3 | 5 | 16 | 2 |
| Food Counter and Fountain Workers 915 | | | | | | | | | 85 | | | | 16 19 | 11 10 |
| Waiters 916 Food Service Workers | | | | | | | | | 227 | | | | 22 | 16 |
| 922 Health Aides (except Nursing) 926 Practical Nurses | | | | | | | | | | | | | 2 9 9 | 30 3 |
| 932 Attendants, Recreation & Amusements | | | | | | | | | | | | 2 | | |
| 943 Elevator Operators | | | ļ | | | | | | | | 66 | 69 | | |
| 962 Guards & Watchmen | | | | | 21 | 16 | | | 3 | | 181 | 30 | 475 | 108 |
| | | | | | | | | | | | | | | |

APPENDIX H

EDUCATION, EXPERIENCE, AND FORMAL TRAINING
REQUIREMENTS FOR ENTRY LEVEL OCCUPATIONS

TABLE H-1

EDUCATION, EXPERIENCE, AND FORMAL TRAINING REQUIREMENTS FOR ENTRY LEVEL OCCUPATIONS

| | tion Require ount of Sch High School | | None 5 | Length of 0-6 Months | Required E 6-12 Months | xperience 1-2 Years | Greater Than Two Years | | mal ining No | Length 0-3 Months | of Formal T 3-12 Months | raining Year or Longer |
|--------------|--------------------------------------|--|--|---|---|---|---|--|---|---|---|---|
| Than High | School | Than High School | | | | Years | Than Two Years | | | | | or |
| - | 1 - - | 3 - | 5 | | _ | 1 | | 1 | 0 | İ | | |
| - | - - | _ | | | | | - | ' | 3 | 4 | | - |
| _ | _ | | - | _ | 1 | _ | - | _ | | _ | _ | _ |
| _ | | 1 | _ | _ | - | _ | _ | 1 | _ | - | _ | 1 |
| | 1 | 2 | _ | 1 | | _ | 2 | 2 | - | _ | | 2 |
| _ | 1 | | - | _ | 1 | _ | - | - | 1 | _ | _ | _ |
| _ | 1 | 2 | 2 | _ | · | _ | 1 | 3 | _ | _ | _ | 2 |
| _ | 1 | _ | | 1 | _ | _ | _ | 1 | 1 | 1 1 | _ | |
| | | 10 | A | 1 | Δ | 3 | 6 | 10 | .9 | 3 | 4 | 9 |
| | | | | | | | | | | | | 5 |
| 2 | . 4 | 12 | 5 | 3 | 3 | 4 | 4 | | | 4 | 2 | |
| - | 6 | 1 | 5 | 1 | - | _ | 1 | 3 | 3 | - | _ | 2 |
| 3 | 14 | 11 | 6 | 2 | 6 | 6 | 7 | 9 | 18 | 3 | 6 | 2 |
| 2 | 21 | 9 | 13 | 4 | 1 | 6 | 8 | 8 | 21 | 20 | 6 | 8 |
| _ | 12 | 2 | 3 | _ | 4 | 4 | 2 | 3 | 10 | 1 | 1 | 3 |
| 1 | 16 | 10 | 3 | 2 | 1 | 7 | 11 | 8 | 17 | _ | - | 7 |
| 1 | 16 | 7 | 8 | 1 | 7 | 4 | 4 | 5 | 19 | 9 | | _ |
| 1 | 6 | - | 3 | 1 | 1 | 1 | 1 | 4 | 3 | _ | 4 | _ |
| | | | | | | | | | | | | |
| | 3 2 - 1 | - 1 - 1 - 9 2 4 - 6 3 14 2 21 - 12 1 16 1 16 | - 1 2 - 1 - - 9 10 2 4 12 - 6 1 3 14 11 2 21 9 - 12 2 1 16 10 1 16 7 | - 1 2 2 - 1 - - - 9 10 4 2 4 12 5 - 6 1 5 3 14 11 6 2 21 9 13 - 12 2 3 1 16 10 3 1 16 7 8 | - 1 2 2 - - 1 - - 1 - 9 10 4 1 2 4 12 5 3 - 6 1 5 1 3 14 11 6 2 2 21 9 13 4 - 12 2 3 - 1 16 10 3 2 1 16 7 8 1 | - 1 2 2 - - - 1 - - 1 - - 9 10 4 1 4 2 4 12 5 3 3 - 6 1 5 1 - 3 14 11 6 2 6 2 21 9 13 4 1 - 12 2 3 - 4 1 16 10 3 2 1 1 16 7 8 1 7 | - 1 2 2 - - - - 1 - - - - - - 9 10 4 1 4 3 2 4 12 5 3 3 4 - 6 1 5 1 - - 3 14 11 6 2 6 6 2 21 9 13 4 1 6 - 12 2 3 - 4 4 1 16 10 3 2 1 7 1 16 7 8 1 7 4 | - 1 2 2 - - - 1 - 1 - - - - - - - 9 10 4 1 4 3 6 2 4 12 5 3 3 4 4 - 6 1 5 1 - - 1 3 14 11 6 2 6 6 7 2 21 9 13 4 1 6 8 - 12 2 3 - 4 4 2 1 16 10 3 2 1 7 11 1 16 7 8 1 7 4 4 | - 1 2 2 - - - 1 3 - 1 - - - - 1 1 - - - 1 1 - 9 10 4 1 4 3 6 10 2 4 12 5 3 3 4 4 6 - 6 1 5 1 - - 1 3 3 14 11 6 2 6 6 7 9 2 21 9 13 4 1 6 8 8 - 12 2 3 - 4 4 2 3 1 16 10 3 2 1 7 11 8 1 16 7 8 1 7 4 4 5 | - 1 2 2 1 3 1 1 1 - 9 10 4 1 4 3 6 10 9 2 4 12 5 3 3 4 4 6 PD - 6 1 5 1 1 3 3 3 3 3 4 4 6 PD - 1 3 3 3 3 4 1 6 8 8 21 - 12 2 3 - 4 4 2 3 10 1 16 10 3 2 1 7 11 8 17 1 16 7 8 1 7 4 4 5 19 | - 1 2 2 - - - 1 3 - - - 1 - - - 1 | - 1 2 2 1 3 1 |

TABLE H-1 (continued)

EDUCATION, EXPERIENCE, AND FORMAL TRAINING REQUIREMENTS FOR ENTRY LEVEL OCCUPATIONS

| Requirements | Educa | tion Requir | ements | | Experi | ence Require | ements | |] | For | mal Trainin | g Requireme | ∍∩ts |
|-------------------------------------|--------------------------------|----------------|-----------------------------------|-------|---------------|----------------|--------------|---------------------------------|-------------|-----|---------------|----------------|----------------------|
| | Am | ount of Sci | nooling | | Length of | f Required E | xperience | | For Trai | | Length | of Formal | Fraining |
| D.O.T. Number Occupational Division | Less Than High School | High School | Greater Than Hìgh School | None | 0-6 Months | 6-12 Months | 1-2 Years | Greater Than Two Years | Yes | No | 0-3 Months | 3-12 Months | Year or Longer |
| :03 Billing Clerks :05 | 4 | 42 | 2 | 12 | 7 | 5 | 14 | 5 | 13 | 29 | 8 | 8 | 11 |
| Bookkeepers | 5 | 6 8 | 31 | 30 | 9 | 18 | 26 | 16 | 36 | 63 | 26 | 18 | 21 |
| 14 Counter Clerks | 5 | 19 | _ | 14 | 4 | 4 | 2 | _ | 2 | 20 | 17 | 2 | 6 |
| 25 File Clerks | 4 | 28 | 4 | 17 | 6 | 4 | 6 | _ | 5 | 30 | 10 | 3 | 3 |
| 26 Insurance Adjustors | _ | 2 | 2 | 2 | _ | 2 | 2 | | 2 | 1 | 2 | 1 | 1 |
| 32 Mail Handlers | _ | 3 | _ | 3 | 1 | _ | _ | _ | _ | 3 | 1 | | _ |
| 43 Computer Operators | 1. | 23 | 13 | 10 | 5 | 12 | 7 | 3 | 19 | 18 | 6 | 6 | 1 1 |
| 50 Tabulating Machine Operators | | 6 | 2 | 1 | 1 | 1 | 2 | 1 | 2 | 5 | 2 | _ | 3 |
| 50 Payroll Clerks | | 13 | 6 | 7 | | 3 | 5 | 3 | 6 | 9 | 6 | 2 | 9 |
| 70 | _ | 6 | 5 | 1 | _ | 2 | 1 | 7 | 4 | 8 | 2 | _ | 3 |
| Secretaries, Legal 71 | - | | | ' | _ | | | | | | | | |
| Secretaries, Medical 72 | - | 1 | 2 | _ | - | _ | _ | 3 | 1 | 2 | 1 | _ | 1 |
| Secretaries, n.e.c. 74 | 4 | 62 | 16 | 24 | 7 | 14 | 17 | 16 | 23 | 53 | 15 | 12 | 11 |
| Shipping & Receiving Clerks 76 | 3 | 23 | - | 12 | 5 | 4 | 4 | _ | 2 | 22 | 6 | - | 8 |
| Stenographers 81 | _ | 6 | 2 | 1 | 2 | 2 | _ | _ | - | 5 | _ | _ | _ |
| Stock Clerks & Storekeepers | 2 | 9 | 1 | 6 | 4 | - | 1 | _ | 1 | 8 | 4 | 1 | 4 |
| 91 Typists | 1 | 15 | 1 | 4 | 3 | 5 | 2 | 3 | 6 | 11 | 3 | 3 | 5 |
| 94 Misc. Clerical Workers | 4 | 46 | 8 | 29 | 9 | 5 | 8 | 6 | 13 | 39 | 11 | 5 | 11 |
| 91 Mechanic Apprentices, n.e.c. | 4 | 29 | 4 | 4 | 2 | 9 | 8 | 10 | 13 | 19 | 9 | 6 | 9 |

TABLE H-1(continued)

EDUCATION, EXPERIENCE, AND FORMAL TRAINING REQUIREMENTS FOR ENTRY LEVEL OCCUPATIONS

| Requirements | Educa | tion Require | ements | | Experie | ence Require | ments | | | For | mal Training | g Requireme | ints |
|--|--------------------------------|----------------|-----------------------------------|------|---------------|----------------|--------------|---------------------------------|---------------|-----|---------------|----------------|---------------------|
| | | ount of Scho | | | Length of | Required E | xperience | | Forr Train | | Length | of Formal 7 | Fraining |
| 0.0.T. Number Occupational Division | Less Than High School | High School | Greater Than High School | None | 0-6 Months | 6-12 Months | 1-2 Years | Greater Than Two Years | Yes | No | 0-3 Months | 3-12 Months | Year or Longe |
| 92 Misc. Mechanics & Repairmen | 3 | 13 | 1 | 6 | _ | 2 | 1 | 6 | 8 | 9 | 6 | 2 | 9 |
| 34 Roofers & Slaters | 3 | 1 | _ | _ | 1 | - | _ | 3 | 2 | 1 | _ | 1 | - |
| 72 Not Specified Apprentices | _ | 3 | 1 | 3 | 1 | - | - | _ | 2 | 2 | - | 1 | 7 |
| 02 Assemblers | 2 | 3 | _ | 3 | _ | - | _ | 1 | 1 | 3 | - | - | - |
| 30 | . 2 | 1 | _ | 3 | _ | _ | _ | - | - | 3 | 1 | _ | - |
| 43 Packers & Wrappers, except Meat | 4 | 4 | _ | 7 | 1 | _ | | _ | 1 | 7 | 2 | _ | 2 |
| 90 Machine Operatives, Misc.Specified | 6 | 11 | 2 | 6 | 1 | 1 | 6 | 5 | 7 | 12 | 3 | 4 | 1 |
| 94 | 5 | 2 | _ | 3 | _ | 1 | _ | 2 | 1 | 6 | 2 | _ | _ |
| Miscellaneous Operatives 95 | | 1 | _ | 1 | _ | _ | _ | _ | _ | 1 | _ | _ | _ |
| Not Specified Operatives 05 | | 16 | 1 | 6 | 2 | 6 | 3 | 1 | 3 | 14 | 7 | 2 | 2 |
| Deliverymen & Routemen 15 | 3 | | | 9 | 4 | 3 | 11 | 5 | 7 | 24 | 9 | 4 | 5 |
| Truck Drivers 70 | 9 | 25 | | | | 4 | 1 | _ | 6 | 22 | 8 | 3 | 5 |
| Warehousemen 80 | 7 | 24 | 1 | 19 | 5 | | | 1 | 4 | 17 | 8 | 4 | 6 |
| Miscelianeous Laborers | 9 | 12 | 1 | 16 | 4 | | 2 | | | | | 1 | |
| Maids | 3 | 1 | - | 1 | - | 1 | _ | _ | 1 | 1 | _ | | _ |
| 03 Janitors | 6 | 4 | 1 | 6 | 1 | 3 | 1 | - | 1 | 11 | 3 | _ | 1 |
| 111 Busboys | 3 | 3 | - | 5 | 1 | - | - | _ | 1 | 5 | 4 | 1 | - |
| 912 Cooks | 6 | 4 | 1 | 5 | 2 | 1 | 1 | 3 | 3 | 9 | 5 | 2 | 1 |

TABLE H-I (continued) ON EXPERIENCE, AND FORMAL TRAINING

EDUCATION, EXPERIENCE, AND FORMAL TRAINING REQUIREMENTS FOR ENTRY LEVEL OCCUPATIONS

| Requirements | Educa | ation Require | ements | | Experi | ience Require | ements | | | For | nal Training | Requireme | nts |
|--|--------------------------------|----------------|-----------------------------------|------|---------------|----------------|--------------|---------------------------------|------|--------------|---------------|----------------|----------------------|
| | | ount of Scho | | | Length o | f Required E | xperience | | | mal ining | Length | of Formal | Fraining |
| D.O.T. Number Occupational Division | Less Than High School | High School | Greater Than High School | None | 0-6 Months | 6-12 Months | 1-2 Years | Greater Than Two Years | Yes | No | 0-3 Months | 3-12 Months | Year or Longer |
| 914 Food Counter Workers | 2 | _ | 1 | 1 | _ | _ | _ | 1 | 1 | 1 | _ | - | 1 |
| 915 Waiters | 1 | 3 | _ | 3 | 2 | _ | _ | _ | 2 | 3 | 3 | 2 | - |
| 916 Food Service Workers | 4 | 2 | _ | 4 | 1 | _ | _ | | - | 5 | 4 | _ | - |
| 922 Health Aides, except Nurses | _ | _ | _ | _ | - | _ | _ | - | - | - | _ | _ | |
| 943 Elevator Operators | _ | _ | _ | 1 | _ | _ | _ | _ | - | 1 | - | - | _ |
| 945 Personal Service Apprentice | 1 | - | _ | _ | 1 | *** | _ | - | - | - | - | _ | _ |
| 962 Guards & Watchmen | | 5 | | 4 | | _ | | _ | 1 — | 3 | 2 | 1 | |
| Subtotal | 126 | 647 | 179 | 346 | 109 | 141 | 165 | 148 | 264 | 620 | 241 | 121 | 192 |
| Percent | 13.2 | 68.0 | 18.8 | 38.1 | 12.0 | 15.5 | 18.2 | 16.3 | 29.9 | 70.1 | 43.5 | 21.8 | 34.7 |
| Total | | (952) | | | | (909) | | | | | | (554) | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |