

Occupational Compensation Survey: Pay and Benefits

**Scranton-Wilkes-Barre-Hazleton, PA
Metropolitan Area,
March 1996**



U.S. Department of Labor
Bureau of Labor Statistics

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Preface

This bulletin provides results of a March 1996 survey of occupational pay and employee benefits in the Scranton-Wilkes-Barre-Hazleton Metropolitan Statistical Area. This survey was conducted as part of the U.S. Bureau of Labor Statistics Occupational Compensation Survey Program. Data from this program are for use in implementing the Federal Employees Pay Comparability Act of 1990. The survey was conducted by the Bureau's regional office in Philadelphia, under the direction of John Filemyr, Assistant Regional Commissioner for Operations.

The survey could not have been conducted without the cooperation of the many private firms and government jurisdictions that provided pay and benefit data included in this bulletin. The Bureau thanks these respondents for their cooperation.

For additional information regarding this survey or similar surveys conducted in this regional area, please contact the BLS Philadelphia Regional Office at (215) 596-1154. You may also write to the Bureau of Labor Statistics at: Division of Occupational Pay and Employee Benefits, 2 Massachusetts Avenue, NE, Washington, D.C. 20212-0001 or call the Occupational Compensation Survey Program information line at (202) 606-6220.

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Occupational Compensation Survey: Pay and Benefits

Scranton-Wilkes-Barre-Hazleton, PA Metropolitan Area, March 1996



U.S. Department of Labor
Robert B. Reich, Secretary

Bureau of Labor Statistics
Katharine G. Abraham,
Commissioner

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Introduction

This survey of occupational pay and employee benefits in the Scranton-Wilkes-Barre-Hazleton Metropolitan Statistical Area (Columbia, Lackawanna, Luzerne, and Wyoming Counties) was conducted as part of the U.S. Bureau of Labor Statistics Occupational Compensation Survey Program. The survey is one of a number conducted annually in metropolitan areas throughout the United States. (See listing of reports for other surveys at the end of this bulletin.)

A major objective of the Occupational Compensation Survey Program is to describe the level and distribution of occupational pay in a variety of the Nation's local labor markets, using a consistent survey approach. Another Program objective is to provide information on the incidence of employee benefits among and within local labor markets.

The Program develops information that is used for a variety of purposes, including wage and salary administration, collective bargaining, and assistance in determining business or plant location. Survey results also are used by the U.S. Department of Labor in making wage determinations under the Service Contract Act, and by the President's Pay Agent (the Secretary of Labor and Directors of the U.S. Office of Personnel Management and the U.S. Office of Management and Budget) in determining local pay adjustments under the Federal Employee Pay Comparability Act of 1990. This latter requirement resulted in: (1) Expanding the survey's industrial coverage to include all private nonfarm establishments (except households) employing 50 workers or more and to State and local governments and (2) adding more professional, administrative, technical, and protective service occupations to the surveys.

Pay

The A-series tables provide estimates of straight-time weekly or hourly pay by occupation. Tables A-1 through A-5 provide data for selected white- and blue-collar occupations common to a variety of industries.

Occupational pay information is presented for all industries covered by the survey and, where possible, for private industry (e.g., for goods- and service-producing industries) and for State and local governments. Within private industry, more detailed information is presented to the extent that the survey establishment sample can support such detail.

Establishment practices and benefit tables

The B-series tables provide information on paid holidays; paid vacations; and insurance, health, and retirement plan provisions for full-time, white- and blue-collar employees.

Appendixes

Appendix A describes the concepts, methods, and coverage used in the Occupational Compensation Survey Program. It also includes information on the area's industrial composition and the reliability of occupational pay estimates.

Appendix B includes the descriptions used by Bureau field economists to classify workers in the survey occupations.

Table A-1. All establishments: Weekly hours and pay of professional and administrative occupations, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Occupation and level	Number of workers	Average weekly hours ¹ (standard)	Weekly pay (in dollars) ²			Percent of workers receiving straight-time weekly pay (in dollars) of—																					
			Mean	Median	Middle range	Under 375	375 - 400	400 - 425	425 - 450	450 - 500	500 - 550	550 - 600	600 - 650	650 - 700	700 - 800	800 - 900	900 - 1000	1000 - 1100	1100 - 1200	1200 - 1300	1300 - 1400	1400 - 1500	1500 - 1600	1600 - 1700	1700 - 1800	1800 - 1900	
PROFESSIONAL OCCUPATIONS																											
Accountants	342	39.6	\$689	\$663	\$544 - \$827	1	-	2	1	11	13	8	11	10	16	18	6	2	1	(³)	1	-	-	-	-	-	-
Private industry	324	39.8	689	662	544 - 834	1	-	2	1	12	12	9	11	9	15	19	6	2	1	(³)	1	-	-	-	-	-	
Level 1	30	39.4	472	-	- - -	7	-	13	10	47	17	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Private industry	29	39.5	470	-	- - -	7	-	14	10	48	14	7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Level 2	129	39.6	575	563	508 - 625	-	-	2	1	16	26	18	19	9	6	3	-	-	-	-	-	-	-	-	-	-	
Private industry	118	39.9	569	563	503 - 623	-	-	2	1	18	25	19	20	8	6	2	-	-	-	-	-	-	-	-	-	-	
Level 3	133	39.6	746	748	672 - 848	-	-	-	-	2	5	3	8	16	33	29	5	-	-	-	-	-	-	-	-	-	
Private industry	128	39.7	744	743	665 - 850	-	-	-	-	2	5	3	8	16	32	30	5	-	-	-	-	-	-	-	-	-	
Level 4	50	40.0	960	942	866 - 1,050	-	-	-	-	-	-	-	2	-	4	42	24	12	6	2	8	-	-	-	-	-	
Private industry	49	40.0	962	942	866 - 1,050	-	-	-	-	-	-	-	2	-	4	41	24	12	6	2	8	-	-	-	-	-	
Engineers	555	39.5	911	856	672 - 1,106	-	-	-	-	1	11	10	6	12	12	12	10	9	6	3	4	1	1	-	1	-	
Private industry	429	40.0	924	885	666 - 1,125	-	-	-	-	2	13	9	6	10	11	10	11	9	7	4	5	1	1	-	1	-	
State and local government	126	37.6	867	840	712 - 969	-	-	-	-	-	6	13	6	17	16	18	8	10	4	2	-	-	-	-	-	-	
Level 2	157	39.4	689	642	596 - 765	-	-	-	-	5	30	16	11	15	17	6	1	-	-	-	-	-	-	-	-	-	
Private industry	121	40.0	685	642	577 - 802	-	-	-	-	7	39	7	11	11	17	7	2	-	-	-	-	-	-	-	-	-	
Level 3	170	39.2	910	887	788 - 995	-	-	-	-	-	-	2	6	18	24	25	9	8	8	-	-	-	-	-	-	-	
Private industry	120	40.0	932	930	789 - 1,077	-	-	-	-	-	-	3	7	16	22	17	13	12	11	-	-	-	-	-	-	-	
Level 4	125	39.6	1,150	1,106	1,025 - 1,236	-	-	-	-	-	-	-	-	2	2	11	33	23	8	6	12	3	1	-	-		
Private industry	100	40.0	1,170	1,108	1,018 - 1,359	-	-	-	-	-	-	-	-	2	2	12	31	16	10	7	15	4	1	-	-		
Level 5	37	39.7	1,318	-	- - -	-	-	-	-	-	-	-	-	-	-	-	22	30	24	16	3	5	-	-	-		
Private industry	32	40.0	1,335	-	- - -	-	-	-	-	-	-	-	-	-	-	-	25	19	28	19	3	6	-	-	-		
Scientists	91	39.1	915	849	642 - 1,154	-	-	-	-	1	-	27	3	10	12	1	11	13	13	7	1	-	-	-	-		
Private industry	59	40.0	1,019	1,100	731 - 1,250	-	-	-	-	-	-	15	3	8	7	-	15	19	20	10	2	-	-	-	-		
Scientists, Physical/Biological	52	38.5	854	769	610 - 1,116	-	-	-	-	2	-	40	2	8	13	2	4	15	8	4	2	-	-	-	-		

See footnotes at end of table.

Table A-1. All establishments: Weekly hours and pay of professional and administrative occupations, Scranton-Wilkes-Barre-Hazleton, PA, March 1996 — Continued

Occupation and level	Number of workers	Average weekly hours ¹ (standard)	Weekly pay (in dollars) ²			Percent of workers receiving straight-time weekly pay (in dollars) of—																						
			Mean	Median	Middle range	Under 375	375 - 400	400 - 425	425 - 450	450 - 500	500 - 550	550 - 600	600 - 650	650 - 700	700 - 800	800 - 900	900 - 1000	1000 - 1100	1100 - 1200	1200 - 1300	1300 - 1400	1400 - 1500	1500 - 1600	1600 - 1700	1700 - 1800	1800 - 1900		
ADMINISTRATIVE OCCUPATIONS																												
Buyer/Contracting Specialists	106	39.8	\$617	\$596	\$462 -- \$732	-	-	8	1	27	5	9	2	14	26	1	1	4	1	-	-	-	-	-	-	-	-	-
Private industry	103	39.9	615	596	462 -- 732	-	-	9	1	28	5	9	2	15	25	1	1	4	1	-	-	-	-	-	-	-	-	
Level 2	71	39.8	619	666	462 -- 713	-	-	-	-	27	4	14	3	21	31	-	-	-	-	-	-	-	-	-	-	-	-	
Private industry	69	39.9	618	666	462 -- 713	-	-	-	-	28	4	13	3	22	30	-	-	-	-	-	-	-	-	-	-	-	-	
Computer Programmers	186	39.7	562	559	506 -- 602	1	-	-	-	19	25	25	17	11	2	1	-	-	-	-	-	-	-	-	-	-	-	
Private industry	170	39.9	555	559	500 -- 602	1	-	-	-	21	26	25	16	11	1	-	-	-	-	-	-	-	-	-	-	-	-	
State and local government	16	38.1	641	640	572 -- 701	-	-	-	-	6	6	25	19	19	19	6	-	-	-	-	-	-	-	-	-	-	-	
Level 1	41	39.8	475	460	460 -- 500	2	-	-	-	71	27	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Private industry	40	39.9	473	460	460 -- 495	2	-	-	-	72	25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Level 2	110	39.7	573	559	520 -- 596	-	-	-	-	6	31	40	10	10	2	1	-	-	-	-	-	-	-	-	-	-	-	
Private industry	98	39.9	564	559	520 -- 588	-	-	-	-	6	35	42	8	9	-	-	-	-	-	-	-	-	-	-	-	-	-	
State and local government	12	38.3	645	-	- -- -	-	-	-	-	8	-	25	25	17	17	8	-	-	-	-	-	-	-	-	-	-	-	
Computer Systems Analysts	760	39.8	882	879	760 -- 983	-	-	-	-	-	-	3	4	8	18	20	26	13	7	1	(³)	(³)	(³)	-	-	-		
State and local government	25	37.2	833	795	709 -- 925	-	-	-	-	-	-	-	12	12	28	12	12	16	4	4	(³)	(³)	(³)	-	-	-		
Level 3	204	39.9	982	981	886 -- 1,079	-	-	-	-	-	-	-	-	-	7	19	25	31	17	(³)	-	-	-	-	-	-		
Private industry	201	40.0	980	977	885 -- 1,079	-	-	-	-	-	-	-	-	-	7	19	25	30	17	-	-	-	-	-	-	-		
Computer Systems Analyst Supervisors/Managers	86	40.0	1,254	1,231	1,199 -- 1,308	-	-	-	-	-	-	-	-	-	-	-	-	3	22	49	22	2	1	-	-	-		
Personnel Specialists	247	39.4	710	670	491 -- 875	2	4	2	1	18	8	6	4	6	14	13	11	5	4	(³)	-	(³)	-	-	2	-		
Private industry	226	39.5	697	655	481 -- 865	2	4	2	1	19	9	6	5	6	14	11	8	5	4	(³)	-	(³)	-	-	2	-		
Level 2	95	39.3	520	491	450 -- 578	3	11	4	3	32	17	14	5	4	2	5	-	-	-	-	-	-	-	-	-	-		
Private industry	87	39.5	495	491	450 -- 545	3	11	5	3	34	18	15	6	2	1	-	-	-	-	-	-	-	-	-	-	-		
Level 3	88	39.1	735	769	644 -- 865	-	-	-	-	16	5	1	5	10	25	22	16	1	-	-	-	-	-	-	-	-		
Private industry	75	39.4	709	760	625 -- 808	-	-	-	-	19	5	-	5	12	27	24	8	-	-	-	-	-	-	-	-	-		
Level 4	54	39.7	904	903	705 -- 1,015	-	-	-	-	-	-	-	4	6	20	13	20	20	15	2	-	-	-	-	-	-		
Private industry	54	39.7	904	903	705 -- 1,015	-	-	-	-	-	-	-	4	6	20	13	20	20	15	2	-	-	-	-	-	-		
Tax Collectors:																												
Level 2	8	37.5	700	-	- -- -	-	-	-	-	-	-	-	-	25	-	75	-	-	-	-	-	-	-	-	-	-		
State and local government	8	37.5	700	-	- -- -	-	-	-	-	-	-	-	-	25	-	75	-	-	-	-	-	-	-	-	-	-		

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

² Excludes premium pay for overtime and for work on weekends, holidays, and late shifts. Also excluded are performance bonuses and lump-sum payments of the type negotiated in the auto and aerospace industries, as well as profit-sharing payments, attendance bonuses, Christmas or year-end bonuses, and other nonproduction bonuses. Pay increases, but not bonuses, under cost-of-living clauses, and incentive payments, however, are included. See Appendix A for definitions and methods used to

compute means, medians, and middle ranges.

³ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual intervals may not equal 100 percent. Dashes indicate that no data were reported or that data did not meet publication criteria. Overall occupation or occupational levels may include data for categories not shown separately.

Table A-2. All establishments: Weekly hours and pay of technical and protective service occupations, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Occupation and level	Number of workers	Average weekly hours ¹ (standard)	Weekly pay (in dollars) ²			Percent of workers receiving straight-time weekly pay (in dollars) of—																					
			Mean	Median	Middle range	225 and under 250	250 - 275	275 - 300	300 - 325	325 - 350	350 - 375	375 - 400	400 - 425	425 - 450	450 - 500	500 - 550	550 - 600	600 - 650	650 - 700	700 - 750	750 - 800	800 - 850	850 - 900	900 - 950	950 - 1000		
TECHNICAL OCCUPATIONS																											
Computer Operators	99	38.8	\$418	\$430	\$362 - \$458	1	1	-	2	11	19	5	4	29	14	10	2	-	1	-	-	-	-	-	-	-	-
Private industry	81	38.8	408	430	358 - 444	1	1	-	2	11	23	-	4	36	15	6	-	-	-	-	-	-	-	-	-	-	-
State and local government	18	38.6	464	485	387 - 508	-	-	-	-	11	-	28	6	-	11	28	11	-	6	-	-	-	-	-	-	-	-
Level 2	73	38.5	404	387	358 - 444	-	-	-	3	15	26	7	5	21	16	4	3	-	-	-	-	-	-	-	-	-	-
Private industry	62	38.6	401	419	358 - 444	-	-	-	3	15	31	-	5	24	18	5	-	-	-	-	-	-	-	-	-	-	-
State and local government	11	38.2	422	-	- - -	-	-	-	-	18	-	45	9	-	9	-	18	-	-	-	-	-	-	-	-	-	-
Drafters	110	39.9	503	506	400 - 596	-	-	-	-	8	8	-	17	8	7	19	10	11	-	7	4	-	-	-	-	-	-
Private industry	109	40.0	503	506	400 - 596	-	-	-	-	8	8	-	17	8	7	19	9	11	-	7	4	-	-	-	-	-	-
Level 2	32	39.8	469	-	- - -	-	-	-	-	-	28	-	-	28	-	28	16	-	-	-	-	-	-	-	-	-	-
Engineering Technicians, Civil:																											
Level 3	100	37.5	529	471	464 - 597	-	-	-	-	-	-	-	1	-	56	8	13	6	14	1	1	-	-	-	-	-	-
State and local government	100	37.5	529	471	464 - 597	-	-	-	-	-	-	-	1	-	56	8	13	6	14	1	1	-	-	-	-	-	-
PROTECTIVE SERVICE OCCUPATIONS																											
Corrections Officers:																											
State and local government	587	40.0	583	606	479 - 682	-	-	-	-	-	3	13	1	6	7	5	3	21	28	10	3	-	-	-	-	-	-
Firefighters	99	42.0	639	626	626 - 647	-	-	-	-	-	-	-	-	-	-	-	-	80	20	-	-	-	-	-	-	-	-
State and local government	99	42.0	639	626	626 - 647	-	-	-	-	-	-	-	-	-	-	-	-	80	20	-	-	-	-	-	-	-	-
Police Officers:																											
State and local government	421	40.0	680	654	623 - 744	-	-	-	-	-	2	-	2	2	5	(³)	6	30	16	15	3	10	2	1	6		
Level 1:																											
State and local government	421	40.0	680	654	623 - 744	-	-	-	-	-	2	-	2	2	5	(³)	6	30	16	15	3	10	2	1	6		

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

² Excludes premium pay for overtime and for work on weekends, holidays, and late shifts. Also excluded are performance bonuses and lump-sum payments of the type negotiated in the auto and aerospace industries, as well as profit-sharing payments, attendance bonuses, Christmas or year-end bonuses, and other nonproduction bonuses. Pay increases, but not bonuses, under cost-of-living clauses, and incentive payments, however, are included. See Appendix A for definitions and

methods used to compute means, medians, and middle ranges.

³ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual intervals may not equal 100 percent. Dashes indicate that no data were reported or that data did not meet publication criteria. Overall occupation or occupational levels may include data for categories not shown separately.

Table A-3. All establishments: Weekly hours and pay of clerical occupations, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Occupation and level	Number of workers	Average weekly hours ¹ (standard)	Weekly pay (in dollars) ²			Percent of workers receiving straight-time weekly pay (in dollars) of—																			
			Mean	Median	Middle range	175 and under 200	200 - 225	225 - 250	250 - 275	275 - 300	300 - 325	325 - 350	350 - 375	375 - 400	400 - 425	425 - 450	450 - 475	475 - 500	500 - 525	525 - 550	550 - 575	575 - 600	600 - 625	625 - 650	650 and over
Clerks, Accounting	723	39.1	\$356	\$350	\$309 - \$400	-	2	2	8	9	15	14	16	8	8	7	5	2	(³)	1	1	1	(³)	-	-
Private industry	635	39.4	349	344	306 - 388	-	2	3	8	10	17	15	15	8	8	7	5	1	-	(³)	-	-	(³)	-	-
State and local government	88	37.2	403	377	340 - 491	-	8	-	8	1	3	10	19	3	9	5	6	3	3	5	11	5	-	-	-
Level 1	56	38.0	271	268	240 - 301	-	13	29	11	13	29	4	4	-	-	-	-	-	-	-	-	-	-	-	-
Private industry	49	38.4	280	279	249 - 302	-	-	33	12	14	33	4	4	-	-	-	-	-	-	-	-	-	-	-	-
Level 2	484	39.0	350	342	309 - 381	-	2	(³)	11	10	15	18	18	5	9	4	2	1	1	1	2	1	-	-	-
Private industry	409	39.3	337	335	299 - 364	-	2	(³)	11	11	17	19	18	6	8	4	2	1	-	-	-	-	-	-	-
State and local government	75	37.4	420	381	347 - 522	-	-	-	9	1	4	11	21	4	11	3	4	4	4	5	13	5	-	-	-
Level 3	171	39.6	397	400	360 - 440	-	-	-	-	5	12	5	14	14	11	20	16	2	-	-	-	-	1	-	-
Private industry	165	39.7	397	399	360 - 437	-	-	-	-	5	13	4	14	15	12	19	15	2	-	-	-	-	1	-	-
State and local government	6	37.1	418	-	-	-	-	-	-	-	-	17	17	-	-	33	33	-	-	-	-	-	-	-	-
Clerks, General	758	38.3	337	322	263 - 385	-	5	14	10	8	14	11	11	5	9	1	4	1	3	(³)	(³)	1	1	1	-
Private industry	553	38.8	318	309	247 - 363	-	7	19	12	10	12	13	6	5	5	2	4	(³)	-	-	-	1	1	1	-
State and local government	205	37.1	388	374	322 - 417	-	-	-	3	3	20	3	24	4	22	1	4	2	10	1	1	1	-	-	-
Level 2	336	38.3	296	263	240 - 336	-	11	25	21	8	8	3	13	1	(³)	1	2	1	5	-	-	-	-	-	-
Private industry	272	38.6	268	263	234 - 281	-	14	31	24	10	10	4	7	-	-	1	-	-	-	-	-	-	-	-	-
Level 3	369	38.4	377	374	309 - 417	-	-	5	1	9	15	14	11	8	19	2	6	1	1	1	1	3	2	2	-
Private industry	261	39.1	371	340	309 - 422	-	-	7	1	10	15	20	6	10	10	3	8	1	-	-	-	3	3	3	-
State and local government	108	36.9	393	408	374 - 409	-	-	-	-	6	13	-	22	5	42	-	2	3	2	2	2	2	-	-	-
Clerks, Order	125	38.0	344	346	259 - 385	-	6	16	6	3	-	18	16	16	8	-	-	3	3	-	-	3	-	-	-
Private industry	125	38.0	344	346	259 - 385	-	6	16	6	3	-	18	16	16	8	-	-	3	3	-	-	3	-	-	-
Level 1	89	37.2	312	346	236 - 365	-	9	22	9	4	-	12	22	18	2	-	-	-	-	-	-	-	-	-	-
Private industry	89	37.2	312	346	236 - 365	-	9	22	9	4	-	12	22	18	2	-	-	-	-	-	-	-	-	-	-
Key Entry Operators	397	39.3	309	314	274 - 350	1	9	7	11	13	20	21	9	6	1	1	1	-	-	-	-	-	-	-	-
Private industry	393	39.2	308	313	272 - 350	1	9	7	11	13	21	22	9	6	1	1	1	-	-	-	-	-	-	-	-
Level 1	285	39.3	291	299	250 - 322	2	12	9	13	14	27	15	4	1	(³)	(³)	1	-	-	-	-	-	-	-	-
Private industry	282	39.3	291	298	250 - 320	2	12	9	13	14	28	15	3	1	(³)	(³)	1	-	-	-	-	-	-	-	-
Level 2	112	39.1	352	350	342 - 371	-	-	-	4	11	3	38	22	20	2	2	-	-	-	-	-	-	-	-	-
Private industry	111	39.1	352	350	339 - 370	-	-	-	4	11	3	38	23	19	2	2	-	-	-	-	-	-	-	-	-

See footnotes at end of table.

Table A-3. All establishments: Weekly hours and pay of clerical occupations, Scranton-Wilkes-Barre-Hazleton, PA, March 1996 — Continued

Occupation and level	Number of workers	Average weekly hours ¹ (standard)	Weekly pay (in dollars) ²			Percent of workers receiving straight-time weekly pay (in dollars) of—																			
			Mean	Median	Middle range	175 and under 200	200 - 225	225 - 250	250 - 275	275 - 300	300 - 325	325 - 350	350 - 375	375 - 400	400 - 425	425 - 450	450 - 475	475 - 500	500 - 525	525 - 550	550 - 575	575 - 600	600 - 625	625 - 650	650 and over
Personnel Assistants	88	39.6	\$422	\$404	\$363 - \$467	-	-	-	-	-	2	9	16	19	11	13	10	2	9	-	6	-	-	-	2
Private industry	88	39.6	422	404	363 - 467	-	-	-	-	-	2	9	16	19	11	13	10	2	9	-	6	-	-	-	2
Level 2	58	39.6	406	402	363 - 439	-	-	-	-	-	3	10	22	10	14	19	10	3	7	-	-	-	-	-	-
Private industry	58	39.6	406	402	363 - 439	-	-	-	-	-	3	10	22	10	14	19	10	3	7	-	-	-	-	-	-
Secretaries	586	38.4	403	402	330 - 464	-	1	3	6	7	6	8	10	7	11	11	6	9	5	2	2	2	2	(³)	2
Private industry	422	38.9	413	412	341 - 472	-	1	2	2	4	8	11	11	6	10	13	7	9	5	3	2	2	2	(³)	2
State and local government	164	37.2	377	381	277 - 442	-	-	4	18	15	2	1	5	12	13	7	4	10	4	1	4	1	-	1	1
Level 1	170	37.6	334	326	257 - 386	-	3	6	20	12	9	5	15	7	8	8	2	4	-	-	-	-	-	-	-
Private industry	86	38.4	353	352	322 - 412	-	6	5	5	2	14	10	26	5	9	16	1	1	-	-	-	-	-	-	-
State and local government	84	36.8	315	277	255 - 375	-	-	7	36	21	5	-	4	10	7	-	4	7	-	-	-	-	-	-	-
Level 2	196	38.2	380	377	315 - 428	-	1	3	2	12	11	12	9	7	13	15	3	7	3	-	3	-	-	-	-
Private industry	144	38.7	360	356	308 - 423	-	1	3	3	11	15	17	10	8	11	15	3	3	1	-	-	-	-	-	-
State and local government	52	36.5	434	439	383 - 488	-	-	-	-	13	-	-	8	6	19	15	-	19	10	-	10	-	-	-	-
Level 3	155	39.1	471	465	415 - 519	-	-	-	-	-	1	8	6	5	10	10	10	19	10	4	5	5	2	-	5
Private industry	154	39.1	471	465	415 - 519	-	-	-	-	-	1	8	6	5	10	10	10	19	10	4	5	5	2	-	5
Level 4	40	39.0	512	506	459 - 591	-	-	-	-	-	-	-	5	5	7	2	17	5	17	13	2	2	13	5	5
Private industry	35	39.1	496	-	- - -	-	-	-	-	-	-	-	6	6	9	3	20	6	20	14	-	-	14	3	-
Switchboard-Operator-Receptionists	312	38.9	296	300	268 - 332	3	4	11	13	17	23	23	4	-	2	-	-	-	-	-	-	-	-	-	-
Private industry	281	39.0	294	294	268 - 330	4	4	10	14	19	22	23	2	-	2	-	-	-	-	-	-	-	-	-	-
State and local government	31	38.6	311	-	- - -	-	-	26	-	-	35	23	16	-	-	-	-	-	-	-	-	-	-	-	-

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

² Excludes premium pay for overtime and for work on weekends, holidays, and late shifts. Also excluded are performance bonuses and lump-sum payments of the type negotiated in the auto and aerospace industries, as well as profit-sharing payments, attendance bonuses, Christmas or year-end bonuses, and other nonproduction bonuses. Pay increases, but not bonuses, under cost-of-living clauses, and incentive payments, however, are included. See Appendix A for definitions and

methods used to compute means, medians, and middle ranges.

³ Less than 0.5 percent.

NOTE: Because of rounding, sums of individual intervals may not equal 100 percent. Dashes indicate that no data were reported or that data did not meet publication criteria. Overall occupation or occupational levels may include data for categories not shown separately.

Table A-5. All establishments: Hourly pay of material movement and custodial occupations, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Occupation and level	Number of workers	Hourly pay (in dollars) ¹			Percent of workers receiving straight-time hourly pay (in dollars) of—																						
		Mean	Median	Middle range	4.25 and under 4.50	4.50 - 4.75	4.75 - 5.00	5.00 - 5.50	5.50 - 6.00	6.00 - 6.50	6.50 - 7.00	7.00 - 7.50	7.50 - 8.00	8.00 - 8.50	8.50 - 9.00	9.00 - 10.00	10.00 - 11.00	11.00 - 12.00	12.00 - 13.00	13.00 - 14.00	14.00 - 15.00	15.00 - 16.00	16.00 - 17.00	17.00 - 18.00	18.00 - 19.00	19.00 - 20.00	20.00 and over
Guards	516	\$7.59	\$5.75	\$4.75 - \$8.70	13	3	10	22	2	6	3	5	4	3	5	9	3	1	1	1	-	-	-	-	3	5	1
Private industry	462	7.39	5.45	4.75 - 8.53	15	4	11	24	2	7	3	4	1	3	6	5	3	1	1	-	-	-	-	3	5	1	
State and local government	54	9.26	9.62	7.88 - 9.66	-	-	-	-	-	4	-	11	26	4	-	41	-	4	2	9	-	-	-	-	-	-	-
Level 1	457	6.38	5.45	4.75 - 7.88	15	4	11	24	2	7	4	5	4	3	6	9	3	1	1	1	-	-	-	-	-	-	-
State and local government	54	9.26	9.62	7.88 - 9.66	-	-	-	-	-	4	-	11	26	4	-	41	-	4	2	9	-	-	-	-	-	-	-
Janitors	1,935	8.06	7.82	6.06 - 9.37	(²)	1	1	12	8	9	9	6	8	9	10	7	4	3	11	2	(²)	-	-	(²)	-	-	
Private industry	1,337	7.20	6.68	5.52 - 8.33	(²)	1	1	17	12	12	11	7	7	8	8	7	2	3	(²)	3	(²)	-	-	(²)	-	-	
State and local government	598	9.98	9.49	8.38 - 12.18	-	-	-	-	-	2	4	4	10	11	15	9	7	4	34	1	-	-	-	-	-	-	
Material Movement and Storage Workers	3,549	9.98	9.53	8.68 - 11.43	-	-	-	-	2	3	2	3	4	4	27	10	13	18	2	7	5	-	(²)	-	-	-	
Private industry	3,540	9.98	9.53	8.68 - 11.43	-	-	-	-	2	3	2	3	4	4	27	10	13	19	2	7	5	-	(²)	-	-	-	
Level 1	458	8.45	8.62	8.04 - 8.78	-	-	-	-	1	2	3	10	7	10	56	5	6	-	1	-	-	-	-	-	-	-	
Private industry	455	8.43	8.62	8.00 - 8.78	-	-	-	-	1	2	3	10	7	10	56	5	6	-	-	-	-	-	-	-	-	-	
Level 2	2,977	10.19	10.37	8.97 - 11.43	-	-	-	-	3	3	2	2	4	3	23	11	14	20	2	8	6	-	(²)	-	-	-	
Private industry	2,971	10.19	10.37	8.97 - 11.43	-	-	-	-	3	3	2	2	4	3	23	11	14	20	2	8	6	-	(²)	-	-	-	
Forklift Operators	949	10.53	10.46	9.73 - 11.50	-	-	-	-	-	(²)	1	1	2	2	8	12	37	27	3	6	-	-	-	-	-	-	
Private industry	947	10.53	10.46	9.73 - 11.50	-	-	-	-	-	(²)	1	1	2	2	8	12	37	27	3	6	-	-	-	-	-	-	
Shipping/Receiving Clerks	334	9.26	8.90	7.40 - 10.51	-	-	-	-	2	13	5	8	7	7	11	21	4	1	1	14	5	-	-	-	-	-	
Private industry	332	9.26	8.90	7.33 - 10.51	-	-	-	-	2	13	5	8	7	7	10	21	5	1	1	14	5	-	-	-	-	-	
Truckdrivers	1,380	14.38	12.77	10.57 - 19.41	-	-	-	-	-	-	-	(²)	1	(²)	2	19	8	5	16	4	(²)	1	(²)	14	1	28	
Private industry	1,270	14.60	13.94	10.00 - 19.41	-	-	-	-	-	-	-	(²)	1	(²)	2	21	6	5	12	4	(²)	1	(²)	15	1	31	
State and local government	110	11.87	12.09	11.06 - 12.43	-	-	-	-	-	-	-	-	-	-	-	25	11	65	-	-	-	-	-	-	-	-	
Light Truck	79	9.96	10.78	9.75 - 10.78	-	-	-	-	-	-	-	8	3	8	-	24	56	3	-	-	-	-	-	-	-	-	
Private industry	79	9.96	10.78	9.75 - 10.78	-	-	-	-	-	-	-	8	3	8	-	24	56	3	-	-	-	-	-	-	-	-	
Medium Truck	655	15.35	19.41	9.75 - 19.41	-	-	-	-	-	-	-	-	-	-	-	26	1	7	12	2	1	-	1	-	-	52	
Heavy Truck	161	10.48	10.65	9.00 - 12.09	-	-	-	-	-	-	-	-	6	-	12	25	17	10	27	2	-	-	-	-	-	-	
State and local government	83	11.57	12.04	10.65 - 12.43	-	-	-	-	-	-	-	-	-	-	-	-	33	14	53	-	-	-	-	-	-	-	
Tractor Trailer	485	15.09	17.72	12.05 - 17.72	-	-	-	-	-	-	-	-	-	-	1	8	6	2	21	8	-	2	-	40	2	11	
Private industry	485	15.09	17.72	12.05 - 17.72	-	-	-	-	-	-	-	-	-	-	1	8	6	2	21	8	-	2	-	40	2	11	

¹ Excludes premium pay for overtime and for work on weekends, holidays, and late shifts. Also excluded are performance bonuses and lump-sum payments of the type negotiated in the auto and aerospace industries, as well as profit-sharing payments, attendance bonuses, Christmas or year-end bonuses, and other nonproduction bonuses. Pay increases, but not bonuses, under cost-of-living clauses, and incentive payments, however, are included. See Appendix A for definitions and methods used to compute means, medians, and middle ranges.

² Less than 0.5 percent.

NOTE: Because of rounding, sums of individual intervals may not equal 100 percent. Dashes indicate that no data were reported or that data did not meet publication criteria. Overall occupation or occupational levels may include data for categories not shown separately.

Table B-1. Annual paid holidays for full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Number of holidays	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
All full-time workers (in percent)	100	100	100	100	100	100
In establishments not providing paid holidays	2	3	-	6	6	-
In establishments providing paid holidays	98	97	100	94	94	100
Number of holidays:						
1 holiday	(¹)	(¹)	-	(¹)	(¹)	-
Plus 1 half day	(¹)	1	-	-	-	-
2 holidays	1	1	-	1	1	-
3 holidays	(¹)	(¹)	-	-	-	-
4 holidays	-	-	-	1	1	-
5 holidays	(¹)	1	-	-	-	-
6 holidays	19	23	-	8	9	-
7 holidays	7	9	-	3	4	-
Plus 1 half day	2	2	-	1	1	-
Plus 2 half days	2	2	-	1	1	-
8 holidays	6	7	-	6	6	-
Plus 1 half day	(¹)	(¹)	-	1	2	-
Plus 2 half days	(¹)	(¹)	-	(¹)	(¹)	-
9 holidays	8	9	-	14	16	-
Plus 1 half day	2	2	-	(¹)	(¹)	-
10 holidays	21	25	2	20	22	5
Plus 2 half days	3	3	-	(¹)	(¹)	-
11 holidays	13	8	42	27	24	59
Plus 1 half day	1	1	-	(¹)	(¹)	-
12 holidays	5	3	18	7	7	9
13 holidays	(¹)	(¹)	1	1	1	1
14 holidays	2	-	13	(¹)	-	4
15 holidays	1	-	3	1	-	9
16 holidays	1	-	7	1	-	11
17 holidays	(¹)	-	2	(¹)	-	1
18 holidays	2	-	11	(¹)	-	2

See footnotes at end of table.

Table B-1. Annual paid holidays for full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996 — Continued

Number of holidays	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
Total paid holiday time ²						
2 days or more	97	96	100	94	94	100
3 days or more	96	96	100	93	92	100
4 days or more	96	96	100	93	92	100
5 days or more	96	96	100	92	92	100
6 days or more	96	95	100	92	92	100
7 days or more	76	72	100	84	82	100
8 days or more	67	61	100	80	78	100
9 days or more	59	51	100	73	70	100
10 days or more	49	39	100	58	54	100
11 days or more	28	15	98	38	32	95
12 days or more	12	3	57	11	8	36
13 days or more	6	(¹)	38	4	1	28
14 days or more	6	-	37	2	-	27
15 days or more	4	-	24	2	-	23
16 days or more	3	-	21	1	-	14
17 days or more	2	-	13	(¹)	-	3
18 days or more	2	-	11	(¹)	-	2
Average number of paid holidays where provided (in days)	9.2	8.4	13.0	9.7	9.4	12.3

¹ Less than 0.5 percent.

² Full and half days are combined. For example, the proportion of workers receiving 10 or more days includes those receiving *at least* 10 full days, or 9 full days plus 2 half days, or 8 full days and 4 half days, and so on.

NOTE: Because of rounding, sums of individual items may not equal totals. Dashes indicate that no data were reported.

Table B-2. Annual paid vacation provisions for full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Item	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
All full-time workers (in percent)	100	100	100	100	100	100
In establishments not providing paid vacations	(¹)	(¹)	-	2	3	-
In establishments providing paid vacations	99	99	100	98	97	100
Length-of-time payment	99	99	100	96	95	100
Percentage payment	-	-	-	2	2	-
By vacation pay provisions for: ²						
Six months of service:						
Under 1 week	4	4	-	15	16	1
1 week	47	51	22	17	18	14
Over 1 and under 2 weeks	12	6	45	8	3	58
2 weeks	3	4	2	1	-	8
Over 2 and under 3 weeks	1	1	-	(¹)	(¹)	-
1 year of service:						
1 week	26	28	15	58	62	12
Over 1 and under 2 weeks	7	(¹)	41	7	2	59
2 weeks	59	64	36	29	30	20
Over 2 and under 3 weeks	1	1	-	(¹)	(¹)	-
3 weeks	4	3	6	1	(¹)	9
4 weeks	2	2	2	-	-	-
Over 5 and under 6 weeks	1	1	-	(¹)	(¹)	-
2 years of service:						
1 week	6	7	-	23	26	-
Over 1 and under 2 weeks	7	1	41	12	8	59
2 weeks	79	84	51	61	63	33
Over 2 and under 3 weeks	1	1	1	(¹)	(¹)	(¹)
3 weeks	4	4	6	1	(¹)	9
4 weeks	2	2	2	-	-	-
Over 5 and under 6 weeks	1	1	-	(¹)	(¹)	-
3 years of service:						
1 week	2	2	-	7	8	-
Over 1 and under 2 weeks	(¹)	(¹)	-	4	4	-
2 weeks	77	82	51	77	81	31
Over 2 and under 3 weeks	1	1	1	(¹)	(¹)	2
3 weeks	15	9	47	9	4	66
4 weeks	4	4	2	(¹)	(¹)	-
Over 5 and under 6 weeks	1	1	-	(¹)	(¹)	-
4 years of service:						
1 week	2	2	-	6	6	-
Over 1 and under 2 weeks	(¹)	(¹)	-	2	2	-
2 weeks	70	73	51	76	81	31
Over 2 and under 3 weeks	2	2	1	4	4	2
3 weeks	22	17	47	9	4	66
4 weeks	4	4	2	(¹)	(¹)	-
Over 5 and under 6 weeks	1	1	-	(¹)	(¹)	-

See footnotes at end of table.

Table B-2. Annual paid vacation provisions for full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996 — Continued

Item	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
By vacation pay provisions for: ²						
5 years of service:						
1 week	(¹)	1	-	2	2	-
2 weeks	31	31	29	47	50	16
Over 2 and under 3 weeks	4	5	-	16	17	2
3 weeks	57	55	64	32	27	82
Over 3 and under 4 weeks	2	1	4	(¹)	(¹)	-
4 weeks	5	6	2	(¹)	(¹)	-
6 weeks	(¹)	(¹)	-	(¹)	(¹)	-
Over 6 and under 7 weeks	1	1	-	(¹)	(¹)	-
8 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	13	13	12	27	29	7
Over 2 and under 3 weeks	3	3	-	7	8	-
3 weeks	66	64	78	57	54	89
Over 3 and under 4 weeks	2	2	4	3	3	-
4 weeks	14	15	6	1	1	5
6 weeks	(¹)	(¹)	-	(¹)	(¹)	-
Over 6 and under 7 weeks	1	1	-	(¹)	(¹)	-
10 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	2	-	4	4	1
Over 2 and under 3 weeks	(¹)	(¹)	-	2	2	-
3 weeks	64	64	66	75	75	73
Over 3 and under 4 weeks	5	6	-	3	4	2
4 weeks	26	25	34	12	10	24
5 weeks	1	2	-	(¹)	(¹)	-
6 weeks	(¹)	(¹)	-	(¹)	(¹)	-
Over 7 and under 8 weeks	1	1	-	(¹)	(¹)	-
12 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	2	-	4	4	1
Over 2 and under 3 weeks	(¹)	(¹)	-	2	2	-
3 weeks	53	51	64	71	70	73
Over 3 and under 4 weeks	5	6	-	3	3	2
4 weeks	37	37	36	14	13	24
Over 4 and under 5 weeks	-	-	-	2	2	-
5 weeks	1	2	-	(¹)	(¹)	-
6 weeks	(¹)	(¹)	-	(¹)	(¹)	-
Over 7 and under 8 weeks	1	1	-	(¹)	(¹)	-

See footnotes at end of table.

Table B-2. Annual paid vacation provisions for full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996 — Continued

Item	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
By vacation pay provisions for: ²						
15 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	1	-	3	3	1
3 weeks	23	23	20	39	41	9
Over 3 and under 4 weeks	1	1	-	4	4	-
4 weeks	61	59	76	46	42	89
Over 4 and under 5 weeks	8	9	4	4	4	-
5 weeks	4	5	-	(¹)	(¹)	-
6 weeks	(¹)	(¹)	-	(¹)	(¹)	-
Over 7 and under 8 weeks	1	1	-	(¹)	(¹)	-
20 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	1	-	3	3	-
3 weeks	12	13	9	15	16	4
Over 3 and under 4 weeks	(¹)	(¹)	-	2	2	1
4 weeks	58	55	76	61	58	91
Over 4 and under 5 weeks	7	7	4	3	3	-
5 weeks	20	21	11	12	13	4
6 weeks	(¹)	(¹)	-	(¹)	(¹)	-
Over 8 and under 9 weeks	1	1	-	(¹)	(¹)	-
25 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	1	-	3	3	-
3 weeks	11	12	9	15	16	4
Over 3 and under 4 weeks	-	-	-	(¹)	-	1
4 weeks	42	44	33	44	46	28
Over 4 and under 5 weeks	2	1	5	4	4	(¹)
5 weeks	34	38	13	23	25	9
Over 5 and under 6 weeks	7	1	41	5	(¹)	58
6 weeks	1	1	-	1	1	-
Over 8 and under 9 weeks	1	1	-	(¹)	(¹)	-

See footnotes at end of table.

Table B-2. Annual paid vacation provisions for full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996 — Continued

Item	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
By vacation pay provisions for: ²						
30 years of service:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	1	-	3	3	-
3 weeks	11	12	9	15	16	4
Over 3 and under 4 weeks	-	-	-	(¹)	-	1
4 weeks	41	43	33	44	45	28
Over 4 and under 5 weeks	1	1	4	2	3	-
5 weeks	33	37	13	25	27	9
Over 5 and under 6 weeks	7	1	41	5	(¹)	58
6 weeks	3	3	-	1	1	-
Over 8 and under 9 weeks	1	1	-	(¹)	(¹)	-
Maximum vacation available:						
1 week	(¹)	(¹)	-	2	2	-
2 weeks	1	1	-	3	3	-
3 weeks	11	12	9	15	16	4
Over 3 and under 4 weeks	-	-	-	(¹)	-	1
4 weeks	41	43	33	44	45	28
Over 4 and under 5 weeks	1	1	4	2	3	-
5 weeks	31	35	13	23	25	9
Over 5 and under 6 weeks	7	1	41	5	(¹)	58
6 weeks	4	5	-	3	3	-
Over 8 and under 9 weeks	1	1	-	(¹)	(¹)	-

¹ Less than 0.5 percent.

² Payments other than "length of time" are converted to an equivalent time basis; for example, 2 percent of annual earnings was considered as 1 week's pay. Periods of service are chosen arbitrarily and do not necessarily reflect individual provisions for progression; for example, changes in proportions at 20 years include changes between 15 and 20 years. Estimates are cumulative.

Thus, the proportion eligible for at least 3 weeks' pay for 20 years include those eligible for at least 3 weeks' pay after fewer years of service.

NOTE: Because of rounding, sums of individual items may not equal totals. Dashes indicate that no data were reported.

Table B-3. Insurance, health, and retirement plans offered to full-time workers, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Type of plan	White-collar workers			Blue-collar workers		
	All industries	Private industries	State and local government	All industries	Private industries	State and local government
All full-time workers (in percent)	100	100	100	100	100	100
In establishments offering at least one of the benefits shown below ¹	99	99	100	96	96	100
Life insurance	98	97	100	93	93	100
Wholly employer financed	90	88	100	91	90	100
Accidental death and dismemberment insurance	77	82	51	72	76	31
Wholly employer financed	64	67	51	69	73	31
Sickness and accident insurance or sick leave or both	96	96	100	84	82	100
Sickness and accident insurance	56	65	13	63	69	9
Wholly employer financed	52	60	13	55	60	9
Sick leave (full pay, no waiting period)	81	78	100	44	39	100
Sick leave (partial pay or waiting period)	7	8	-	6	7	-
Long-term disability insurance	59	69	11	27	29	5
Wholly employer financed	45	52	11	19	21	5
Hospitalization, surgical, and medical insurance	93	94	90	84	83	98
Wholly employer financed	41	36	72	36	31	84
Health maintenance organizations	85	86	77	76	77	74
Wholly employer financed	42	35	77	32	28	74
Dental care	77	75	87	60	57	93
Wholly employer financed	40	32	83	29	23	88
Vision care	47	40	84	34	30	85
Wholly employer financed	33	24	80	20	14	80
Hearing care	14	9	41	17	13	58
Wholly employer financed	8	1	41	6	(²)	58
Alcohol and drug abuse treatment	92	90	98	87	87	92
Wholly employer financed	49	41	92	41	37	80
Retirement benefits ³	92	91	100	83	81	100
Wholly employer financed	62	72	15	53	56	19
Defined benefit	68	66	74	50	46	85
Wholly employer financed	53	62	10	39	41	16
Defined contribution	51	56	29	47	49	22
Wholly employer financed	10	11	6	19	20	8

¹ Estimates listed after type of benefit are for all plans for which the employer pays at least part of the cost. Excluded are plans required by the Federal Government such as Social Security and Railroad Retirement.

² Less than 0.5 percent.

³ Establishments providing more than one type of retirement plan may cause

the sum of the separate plans to be greater than the total for all retirement plans.

NOTE: Because of rounding, sums of individual items may not equal totals. Dashes indicate that no data were reported.

Appendix A.

Scope and Method of Survey

Scope

This survey of the Scranton-Wilkes-Barre-Hazleton Metropolitan Statistical Area covered establishments employing 50 workers or more in *goods producing industries* (mining, construction, and manufacturing); *service producing industries* (transportation, communications, electric, gas, and sanitary services; wholesale trade; retail trade; finance, insurance, and real estate; and services industries, including health services); and *State and local governments*.¹ Private households, agriculture, the Federal Government, and the self-employed were excluded from the survey. Table 1 in this appendix shows the estimated number of establishments and workers within scope of the survey and the number actually included in the survey sample.

Sampling frame

The list of establishments from which the survey sample was selected (the sampling frame) was developed from the State unemployment insurance reports for the Scranton-Wilkes-Barre-Hazleton, PA, Metropolitan Statistical Area (December 1993). Establishments with 50 workers or more during the sampling frame's reference period were included in the survey sample even if they employed fewer than 50 workers at the time of the survey.

The sampling frame was reviewed for completeness and accuracy prior to the survey and, when necessary, corrections were made: Missing establishments were added; out-of-business and out-of-scope establishments were removed; and addresses, employment levels, industry classification, and other information were updated.

Survey design

The survey design includes classifying individual establishments into groups (strata) based on industry and employment size, determining the size of the sample for each group (stratum), and selecting an establishment sample from each stratum. The establishment sample size in a stratum was determined by expected number of

employees to be found (based on previous occupational pay surveys) in professional, administrative, technical, protective service, and clerical occupations. In other words, the larger the number of employees expected to be found in designated occupations, the larger the establishment sample in that stratum. An upward adjustment to the establishment sample size also was made in strata expected to have relatively high sampling error for certain occupations, based on previous survey experiences. (See section on "Reliability of estimates" below for discussion of sampling error.)

Data collection and payroll reference

Data for the survey were obtained primarily by personal visits of the Bureau's field economists to a sample of establishments within the Scranton-Wilkes-Barre-Hazleton Metropolitan Statistical Area. Collection for the survey was from February 1996 through May 1996 and reflects an average payroll reference month of March 1996. Data obtained for a payroll period prior to the end of March 1996 were updated to include general wage changes, if granted, scheduled to be effective through that date.

Occupational pay

Occupational pay data are shown for full-time workers, i.e., those hired to work a regular weekly schedule. Pay data exclude premium pay for overtime and for work on weekends, holidays, and late shifts. Also excluded are bonuses and lump-sum payments of the type negotiated in the auto and aerospace industries, as well as profit-sharing payments, attendance bonuses, Christmas or year-end bonuses, and other nonproduction bonuses. Pay increases—but not bonuses—under cost-of-living allowance clauses and incentive payments, however, are included in the pay data.

Unless otherwise indicated, the pay data following the job titles are for all industries combined. Pay data for some of the occupations for all industries combined (or for some industry divisions within the scope of the survey) are not presented in the A-series tables because either (1) data did not provide statistically

reliable results, or (2) there was the possibility of disclosure of individual establishment data. Pay data not shown separately for industry divisions are included in data for all industries combined.

Average pay reflect areawide estimates. Industries and establishments differ in pay levels and job staffing, and thus contribute differently to the estimates for each job. Therefore, average pay may not reflect the pay differential among jobs within individual establishments. A-series tables provide distributions of workers by pay intervals

The *mean* is computed for each job by totaling the pay of all workers and dividing by the number of workers. The *median* designates position—one-half of the workers receive the same as or more and one-half receive the same as or less than the rate shown. The *middle range* is defined by two rates of pay; one-fourth of the workers earn the same as or less than the lower of these rates and one-fourth earn the same as or more than the higher rate. Medians and middle ranges are not provided when they do not meet reliability criteria.

Occupations surveyed are common to a variety of public and private industries, and were selected from the following employment groups: (1) Professional and administrative; (2) technical and protective service; (3) clerical; (4) maintenance and toolroom; and (5) material movement and custodial. Occupational classification was based on a uniform set of job descriptions designed to take account of interestablishment variation in duties within the same job. Occupations selected for study are listed and described in appendix B, along with corresponding occupational codes and titles from the 1980 edition of the *Standard Occupational Classification Manual*. Job descriptions used to classify employees in this survey usually are more generalized than those used in individual establishments to allow for minor differences among establishments in specific duties performed.

Average weekly hours for professional, administrative, technical, protective service, and clerical occupations refer to the standard workweek (rounded to the nearest tenth of an hour) for which employees receive regular straight-time pay. Average weekly pay for these occupations are rounded to the nearest dollar.

Occupational employment estimates represent the total in all establishments within the scope of the study and not the number actually surveyed. Because occupational structures among establishments differ, estimates of occupational employment obtained from the sample of establishments studied serve only to indicate the relative importance of the jobs studied.

Survey nonresponse

Data were not available from 9.6 percent of the sample establishments (representing 12,817 employees covered by the survey). An additional 7.4 percent of the sample establishments (representing 9,148 employees) were either out of business or outside the scope of the survey.

If data were not provided by a sample member, the weights (based on the probability of selection in the sample) of responding sample establishments were

adjusted to account for the missing data. The weights for establishments which were out of business or outside the scope of the survey were changed to zero.

Some sampled establishments had a policy of not disclosing salary data for certain employees. No adjustments were made to pay estimates for the survey as a result of these missing data. The proportion of employees for whom pay data were not available was less than 5 percent

Reliability of estimates

The data in this bulletin are estimates from a scientifically selected probability sample. There are two types of errors possible in an estimate based on a sample survey—sampling and nonsampling.

Sampling errors occur because observations come only from a sample, not the entire population. The particular sample used in this survey is one of a number of all possible samples of the same size that could have been selected using the sample design. Estimates derived from the different samples would differ from each other. time.

Nonsampling errors can stem from many sources, such as inability to obtain information from some establishments; difficulties with survey definitions; inability of respondents to provide correct information; mistakes in recording or coding the data obtained; and other errors of collection, response, coverage, and estimation of missing data. Although not specifically measured, the survey's nonsampling errors are expected to be minimal due to the high response rate, the extensive and continuous training of field economists who gather survey data by personal visit, careful screening of data at several levels of review, annual evaluation of the suitability of job definitions, and thorough field testing of new or revised job definitions.

Establishment practices and employee benefits

The incidence of selected establishment practices and employee benefits was studied for full-time white- and blue-collar workers. White-collar workers include professional, technical, and related occupations; executive, administrative, and managerial occupations; sales occupations; and administrative support jobs, including clerical. Blue-collar workers include precision production, craft, and repair occupations; machine operators, assemblers, and inspectors; transportation and material moving occupations; handlers, equipment cleaners, helpers, and laborers; and service jobs, except private households. Part-time, seasonal, and temporary employees are excluded from both the white- and blue-collar categories.

Employee benefit provisions which apply to a majority of the white- or blue-collar workers in an establishment are considered to apply to all white- or blue-collar workers in the establishment; a practice or provision is considered nonexistent when it applies to less than a majority. Benefits are considered applicable to employees currently eligible for the benefits. Retirement plans apply

to employees currently eligible for participation and also to those who will eventually become eligible.

Paid holidays (table B-1). Holidays are included if workers who are not required to work are paid for the time off and those required to work receive premium pay or compensatory time off. They are included only if they are granted annually on a formal basis (provided for in written form or established by custom). Holidays are included even though in a particular year they fall on a nonworkday and employees are not granted another day off.

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

Paid vacations (table B-2). Establishments reported their method of calculating vacation pay (time basis, percent of annual pay, flat-sum payment, etc.) and the amount of vacation pay provided. Vacation bonuses, vacation-savings plans, and "extended" or "sabbatical" benefits beyond basic vacation plans were excluded.

Paid vacation provisions are expressed on a time basis. Vacation pay calculated on other than a time basis is converted to its equivalent time period. Two percent of annual pay, for example, is tabulated as 1 week's vacation pay. Paid vacation provisions by length-of-service relate to all white-collar or blue-collar workers in the establishment. Counts of these workers by actual length-of-service were not obtained in the survey.

Insurance, health, and retirement plans (table B-3). Insurance, health, and retirement plans include plans for which the employer pays either all or part of the cost. The benefits may be underwritten by an insurance company, paid directly by an employer or union, or provided by a health maintenance organization (HMO). Workers provided the option of an insurance plan or an HMO are reported under both types of plans. Federally required plans such as Social Security and Railroad Retirement are excluded. Benefit plans legally required by State governments, however, are included.

Life insurance includes formal plans providing indemnity (usually through an insurance policy) in case of death of the covered worker.

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

Sickness and accident insurance includes only those plans which provide that predetermined cash payments be made directly to employees who lose time from work because of illness or injury, e.g., \$200 week for up to 26 weeks of disability.

Sick leave plans are limited to formal plans² which provide for continuing an employee's pay during absence from work because of illness. Data collected distinguish between (1) plans which provide full pay with no waiting period, and (2) plans which either provide partial pay or require a waiting period.

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

Hospitalization, surgical, and medical insurance provide at least partial payment for: (1) Hospital room charges; (2) inpatient surgery; and (3) doctors' fees for hospital, office, or home visits. Such benefits may be provided through either independent health care providers or Preferred Provider Organizations (PPOs). Under PPOs, participants are free to choose any provider, but receive care at lower costs if treatment is provided by designated hospitals, physicians, or dentists. These plans typically cover other expenses such as outpatient surgery and prescription drugs.

An HMO provides comprehensive medical care in return for pre-established fees. Unlike insurance, HMOs cover routine preventive care as well as care required because of an illness and do not have deductibles or coinsurance (although there may be fixed copayments for selected services). HMOs may provide services through their own facilities; through contracts with hospitals, physicians, and other providers, such as individual practice associations (IPAs); or through a combination of methods.

Dental care plans provide at least partial payment for routine dental care, such as checkups and cleanings, fillings, and X-rays. Plans which provide benefits only for oral surgery or other dental care required as the result of an accident are not reported.

Vision care plans provide at least partial payment for routine eye examinations, eyeglasses, or both.

Hearing care plans provide at least partial payment for hearing examinations, hearing aids, or both.

Alcohol and drug abuse treatment plans provide at least partial payment for institutional treatment (in a hospital or specialized facility) for addiction to alcohol or drugs.

Retirement plans provide lifetime payments, a lump sum, or a limited number of payments. Included are defined benefit plans in which the employer, promising to pay the employee a specified amount at retirement, contributes at a rate sufficient to fund these future payments. Defined contribution plans are those in which the employer agrees to contribute a certain amount but does not guarantee how much the plan will pay at retirement.

Labor-management coverage

This survey collected the percent of workers covered by labor-management agreements in this area. An establishment is considered to have an agreement covering all white- or blue-collar workers if a majority of such workers is covered by a labor-management agreement determining wages and salaries. Therefore, all other

white- or blue-collar workers are employed in establishments that either do not have labor-management agreements in effect, or have agreements that apply to fewer than half of their white- or blue collar workers. Because establishments with fewer than 50 workers are excluded from the survey, estimates are not necessarily representative of the extent to which all workers in the area may be covered by the provisions of labor-management agreements.

¹ For this survey, an establishment is an economic unit which produces goods or services, a central administrative office, or an auxiliary unit providing support services to a company. In manufacturing industries, the establishment is usually at a single physical location. In service-producing industries, all locations of an individual company in a Metropolitan Statistical Area are usually considered an establishment. In government, an establishment is defined as all locations of a government entity.

² An establishment is considered as having a formal plan if it specifies at least the minimum number of days of sick leave available to each employee. Such a plan need not be written, but informal sick leave allowances determined on an individual basis are excluded.

Appendix table 1. Establishments and workers within scope of survey and number studied, Scranton-Wilkes-Barre-Hazleton, PA¹, March 1996

Industry division ²	Number of establishments		Workers in establishments				
	Within scope of survey ³	Studied	Within scope of survey				Studied ⁴
			Total ⁴		Full-time white-collar workers	Full-time blue-collar workers	
			Number	Percent			
All divisions	713	145	149,760	100	48,896	56,726	64,121
Private industry	651	128	125,240	84	41,747	51,823	50,264
Goods producing	209	30	38,034	25	6,704	29,646	12,978
Manufacturing	202	28	37,424	25	6,679	29,589	12,808
Service producing	442	98	87,206	58	35,043	22,177	37,286
Transportation, communication, electric, gas, and sanitary services ⁵	37	14	8,802	6	2,645	5,582	6,372
Wholesale trade ⁶	19	5	5,082	3	1,711	2,252	1,347
Retail trade ⁶	165	22	24,691	16	6,147	4,835	7,255
Finance, insurance, and real estate ⁶	37	9	7,339	5	6,385	52	3,019
Services ⁵	184	48	41,292	28	18,155	9,456	19,293
State and local government	62	17	24,520	16	7,149	4,903	13,857

¹ The Scranton-Wilkes-Barre-Hazleton, PA Metropolitan Statistical Area, as defined by the Office of Management and Budget through June 1994, consists of Columbia, Lackawanna, Luzerne, and Wyoming Counties. The "workers within scope of survey" estimates provide a reasonably accurate description of the size and composition of the labor force included in the survey. Estimates are not intended, however, for comparison with other statistical series to measure employment trends or levels since (1) planning of wage surveys requires establishment data compiled considerably in advance of the payroll period studied, and (2) establishments employing fewer than 50 workers are excluded from the scope of the survey.

² The *Standard Industrial Classification Manual* was used in classifying establishments by industry.

³ Includes all establishments with at least 50 total employees. In manufacturing, an establishment is defined as a single physical location where industrial operations are performed. In service producing industries, an establishment is defined as all locations of a company in the area within the same industry division. In government, an establishment is

generally defined as all locations of a government entity.

⁴ Includes part-time, seasonal, temporary, and other workers excluded from separate white- and blue-collar categories.

⁵ Abbreviated to "Transportation and utilities" in the A-series tables. Separate data for this division are not presented in the B-series tables, but the division is represented in the "all industries" and "service producing" estimates.

⁶ Separate data for this division are not shown in the A- and B-series tables. This division is represented in the "all industries" and "service producing" estimates.

Note: Overall industries may include data for industry divisions not shown separately.

Appendix table 2. Percent of workers covered by labor-management agreements, Scranton-Wilkes-Barre-Hazleton, PA, March 1996

Labor-management status	White-collar workers					Blue-collar workers				
	All industries	Private industry			State and local government	All industries	Private industry			State and local government
		Total	Goods-producing industries	Service-producing industries			Total	Goods-producing industries	Service-producing industries	
All full-time workers (in percent)	100	100	-	-	100	100	100	-	-	100
Majority of workers covered	11	3	-	-	56	51	46	-	-	94
None or Minority of workers covered	89	97	-	-	44	49	54	-	-	6

NOTE: Because of rounding, sums of individual items may not equal totals. Dashes indicate that no data were reported.