



THE EMPLOYERS' ASSOCIATION
THE REGIONAL HR RESOURCE

2005 – 2006
THE OFFICE & CLERICAL
WAGE AND SALARY SURVEY

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Proper Use of The Employers' Association's 2005 - 2006 Wage & Salary Survey

We offer our sincere appreciation to those employers who contributed wage and salary data in order to make this report possible. The Employers' Association recognizes the commitment of time necessary to gather and organize data for survey participation. It is our belief that such information is vital to assist companies in making effective compensation decisions. The survey data contained in this report were gathered and compiled May-June 2005.

Survey Policy Statement: The Employers' Association guarantees that data received for all surveys will be held in strict confidence. Only members of The EA's research staff will see the data provided for surveys. All surveys produced by The EA are most effectively used when employed as a guide for management, together with other data, to determine the company's position and its alternatives. Survey users should not attempt to use survey results and summaries as absolute standards. Any survey data should be used in advance of any readjustments of rates, schedules or policies. In case of collective bargaining, any references to survey data should be removed from the bargaining sessions. The information contained in The EA surveys has been furnished on a confidential basis, and all survey users are requested to maintain this confidence by restricting the use of surveys to authorized personnel only.

All Rights Reserved: The information provided in this publication is confidential and trade secret information which is solely and exclusively owned by The EA. This information is provided with the understanding that the Confidential/Trade Secret Agreement (as printed on the following page) is agreed to and will be honored.

Survey Categories: This survey breaks out the data into seven separate reports. These reports are: Engineering & Technical; Executive; Health Care; Information Systems; Office & Clerical; Production, Maintenance, & Service; and Professional, Managerial, & Supervisory.

Survey Price	Individual Report	All Seven Reports
EA member company participants	first copy, no charge	
EA member company non-participants	\$85	\$595
Non-member company	\$200	\$1400
Additional copies of the same report	\$45	

Wage and salary information will only be released to the Primary Contact on file per EA policy.



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~ Confidentiality / Trade Secret Agreement ~

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I understand that I am permitted to provide this EA publication to certain third parties that I may hire for services relating to the operation of my business. These third parties may use The EA's confidential and trade secret information in performing services for my organization only.

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Violations of this agreement may result in the revocation of membership privileges and legal action.

How To Use The 2005 - 2006 Wage & Salary Survey

The following information will assist you in proper interpretation of the survey data.

Data Sheets: A position must have a minimum of five organizations reporting data to be published in this report.

Data Break-Outs: Data for the survey have been broken out according to a variety of variables and statistics. These variables include: company size, geographic area, unionization match, and industry type. These variables provide a more defined view of the compensation environment for particular job positions.

In order to ensure the confidentiality of all survey respondents and the usefulness of the survey, data for some break-out variables may not be presented.

- When no data were reported for a demographic, the demographic will not be displayed.
- When fewer than 3 organizations report average rates, Insufficient Data is displayed.
- When fewer than 5 average rates are reported, -- is printed for all percentiles.
- When 5-10 average rates are available, the 10th and 90th percentiles will not be printed.

While these requirements will ensure that the identity of companies participating in the survey remains confidential, they also ensure that survey results will be both beneficial to survey users and reflective of the local compensation environment.

Wages vs. Salaries: The survey contains wage data reported in either hourly figures or annual figures. In some cases, an organization may compensate an employee hourly yet in our survey, the figures are reported annually. To convert the data from annual wages to hourly wages, simply divide the annual figure by 2080 (40 hours a week X 52 weeks a year). In cases where an employee is compensated annually and our figures are hourly, simply multiply the hourly wage by 2080 (40 hours a week X 52 weeks a year).

Shift Premiums

Afternoon Shift: 67 out of 195 participating organizations (34%) offered a straight dollar amount (per hour) shift premium which averaged **39¢**.

Evening Shift: 66 out of 195 participating organizations (34%) offered a straight dollar amount (per hour) shift premium which averaged **42¢**.

Definition of Terms and Statistics

Job Titles, Descriptions, and Codes: Job titles, descriptions, job codes and how each job is reported appear at the top of each job sheet. Also shown is a reference code.

Total Responses: Presents consolidated survey data. These data relate to all survey respondents.

Company Size: Survey data have been broken out into five company sizes. It is important to note that the size category includes all employees within a company, not just the employees for which that company has reported survey data.

Geographic Area: Survey data have been broken out into six geographic areas. These areas are:

- Lucas County
- Wood County
- Area 3—Williams, Fulton, Defiance, Henry, Paulding, and Putnam Counties
- Area 4—Hancock, Wyandot, Seneca, Sandusky, Ottawa, Erie, and Huron Counties
- All other Ohio Counties
- Michigan

Match:

- Union: Some or all company employees are represented by a union (not necessarily the employees reported in this job).
- Non-Union: No company employees are represented by a union.

Industry Type: Survey participants provided SIC numbers which have been combined into five different categories:

- Manufacturing Non Durables / Construction
- Manufacturing Durable
- Wholesale / Retail / Transportation / Communication
- Service
- Government / Finance / Insurance / Real Estate

Number of Organizations (Orgns.): This indicates the total number of organizations that provided data for the individual job position.

Number of Employees (Empls.): This indicates the total number of employees whose wages were reported for that job position.

Average (Base Wage or Salary): This is the average base rate (excluding bonuses, overtime, etc.) **paid by the average company.** This is computed by totaling the average rate for each company, adding all the averaged company rates together, and dividing by the total number of companies submitting data for that position.

Weighted Average: This is the average base rate (excluding bonuses, overtime, etc.) **earned by the average employee.** This is computed by multiplying the number of employees in that position by their average rate and summing the product of those totals. The sum is then divided by the total number of employees reporting for that position.

Percentiles Reported: Determined by listing all of the reported averages rates in ascending order. This allows the user to see the distribution of rates in the sample.

10th Percentile: 10% of the sample rates are at or below this rate and 90% are above this rate.

25th Percentile: 25% of the sample rates are at or below this rate and 75% are above this rate. Also called the *1st Quartile* rate.

50th Percentile: 50% of the sample rates are at or below this rate and 50% are above this rate. Also called the *Median*, or *Middle* rate.

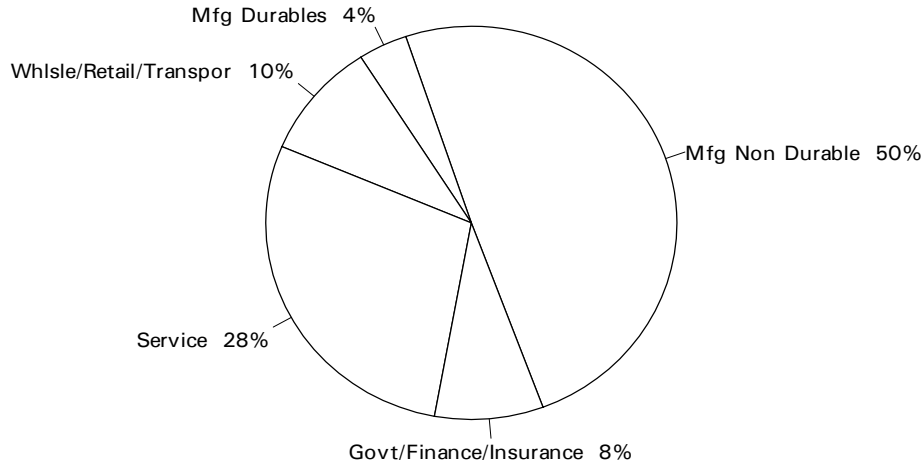
75th Percentile: 75% of the sample rates are at or below this rate and 25% are above this rate. Also called the *3rd Quartile* rate.

90th Percentile: 90% of the sample rates are at or below this rate and 10% are above this rate.

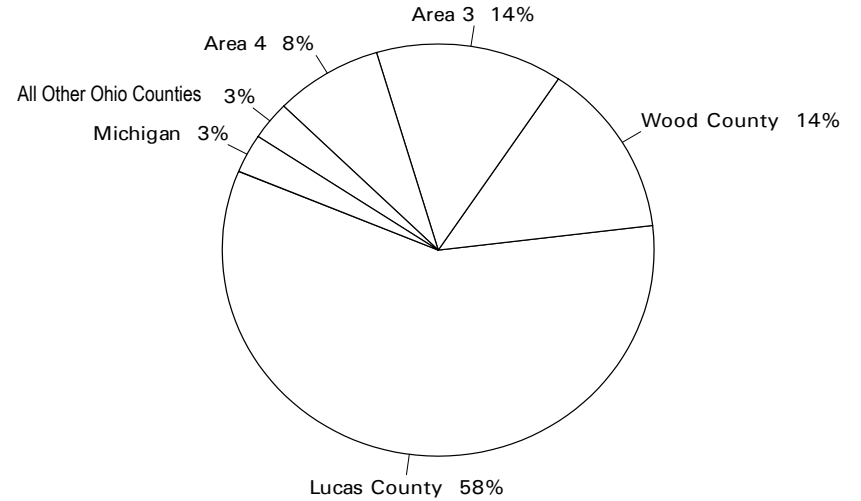
Cash Variable Pay: This is the average annual amount of performance-based pay. This includes any form of cash incentive, bonus, profit sharing, or any other similar form of variable cash compensation. This does not include overtime payments or shift differentials.

Participant Analysis (195 Participants)

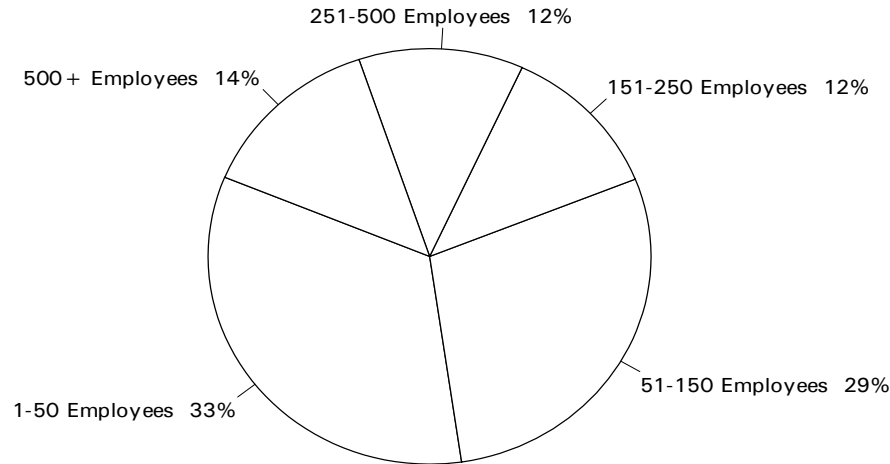
Industry Type



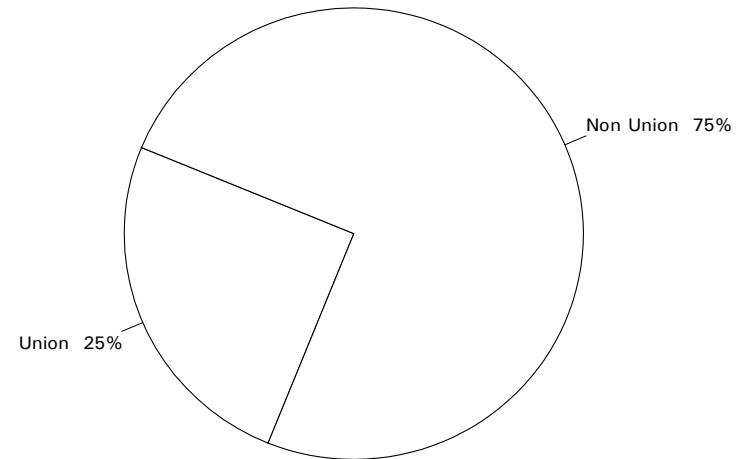
Geographic Area



Employment Size



Union Status



PARTICIPATING ORGANIZATIONS

Office & Clerical Wage & Salary Survey

Active Mobility of Ohio, Inc.	C&W Tank Cleaning	Defiance Precision Products
Advanced Control Solutions, Inc.	Carruth Studio, Inc.	Defiance Regional Medical Center
AK Tube LLC	Catholic Diocese of Toledo	Delafoil, Inc.
Alex Products	Checker Distributors	Detroit Stoker
Allied Moulded Products, Inc.	Children's Resource Center	DIEnamic Solutions Manufacturing
Alpha Coatings, Inc.	Church & Dwight Co., Inc.	Dillin Engineered Systems, Corp.
American Red Cross	CISP	Dura Temp Corporation
ATI Warehouse/Shrader Tire and Oil	City of Bowling Green	Dynamic Dies, Inc.
Automatic Feed Company	CK Technologies	ENT Physicians, Inc
Bard Manufacturing Company	ClappDiCO Corporation	Epic Technologies
Bay Controls Inc.	Clark Fixture Technologies	Epilepsy Center
Bennett Management Group	Clarke Power Products, Inc.	Exel
Betco Corporation	Clyde Tool & Die, Inc.	Farmers Commission Co.
Biofit Engineered Products	CMC Group, Inc.	Fenner Dunlop (Toledo)
Blissfield Manufacturing Co.	Comfort Line Ltd.	Filmtec, Inc.
Bollin Label System	Cooper and Walinski, LPA	Findley Davies
Bottomline Ink	Corporate Intelligence Consultants, Inc.	First Solar, L.L.C.
Bowling Green State University	Croghan Colonial Bank	Fisher-Titus Medical Center
Brooks Insurance Agency	Dalton Corporation	Fostoria Industries, Inc.
Brush Wellman	Dana Corp. Corporate Headquarters	Front Path Health Coalition
Buckeye Cablesystem	Dana Corp-Hose and Tubing Products	Frozen Specialties
Burns Consulting Associates, Inc.	Davis College	Gendron



Global Growth Group	Kenakore Solutions	Nemcomed, Inc.
Goodwill Industries of NW OH	Kraft Foods Global, Inc.	North Star BlueScope Steel, LLC
Great Lakes Credit Union	Krendl Machine Company	Oldcastle Glass Perrysburg
Great Lakes Risk Management	Kuhlman Corporation	One Source Management
Great Lakes Window	L.E. Smith Company	Parker Hannafin Hydraulic Filter Div
Gross Electric, Inc.	Lourdes College	Parker Steel Company
Guardian Automotive Products	Lucas County Children Services	Peerless Machinery Corp
Guardian Millbury Corp.	Lucas County Job and Family Services	Perstorp Polyols Inc.
H A International	Lutheran Homes Society	Phoenix Services, Inc.
Harris Health Trends	Marathon Special Products	Phoenix Technologies, LLC
Hart Associates	Masonite DorFab-Toledo	Planned Parenthood of Northwest Ohio
HCR ManorCare	Matrix Technologies, Inc.	Plastex Industries, Inc.
Heartland Healthcare Services	Mennel Milling Company	Poly-Foam International, Inc.
Henry Filters, Inc.	Mercy Health Partners	Power Brushes, Inc.
Hickory Farms, Inc.	Midway Products Group	Powerlasers Corporation
Hospice of Northwest Ohio	Midwest Laser Systems, Inc	Powers & Sons
Hylant Group	Midwest Paper Specialties	Principle Business Enterprises, Inc.
ICP, Inc.	Midwest Stamping, Inc.	ProMedica Health System/The Toledo Hosp
Impact Products LLC	Miller Precision Mfg. Industries	Reconstructive and Aesthetic Surgeon
Innovative Handling & Metalfab, LLC	MINTEQ International	Reed Vision Associates, P.C.
Janesville-Sackner Group	Mira + Kolena, Ltd.	Retina Vitreous Associates, Inc.
Jann's Netcraft, LLC	Mobile Meals of Toledo, Inc.	RL King Agency, Inc.
Johnson Controls/Battery Group	Modine Manufacturing Company-Pemberv	Rosenboom Machine & Tool, Inc
Kaufman Engineered Systems	MTS Seating	Rowmark
Kellermeier Company	Nemco Food Equipment, Ltd.	Sauder Woodworking Company



Savage and Associates, Inc.
Sentinel Fluid Controls
Seymour & Associates
Sigma Technologies
Signature Bank, National Association
Silbond Corporation
Silgan Plastics-Port Clinton
Sisters of St. Francis
Sofo Foods
Solae LLC
Spangler Candy Company
SSOE, Inc.
Start Wireless Group (Page Plus)
Sunrise Windows
Sunshine INC. of N.W. Ohio
Superior Uniform Sales, Inc.
Teledyne Continental Motors

Textileather Corporation
The Andersons, Inc. / Lucas
The Bellas Company
The Calphalon Group
The Image Group
The Mills Company
The Ohio & Michigan Paper Company
The Sight Center of NW Ohio
The Toledo Zoo
The University of Toledo
Therma-Tru Corporation
TL Industries, Inc.
Tolco Corporation
Toledo Area Chamber of Commerce
Toledo Area Metroparks
Toledo Clinic, Inc.
Toledo Fire Fighters Federal Credit

Toledo Hearing and Speech Center
Toledo Legal News
Toledo Metropolitan Area Council of Govt
Toledo Molding & Die, Inc.
Toledo Museum of Art, The
TolTest, Inc.
Treu House of Munch, Inc.
Try Hours, Inc.
United Jewish Council of Greater Tol
United Way of Greater Toledo
Vail Products
Valko and Associates
William Vaughan Company
Wood County Hospital
Wurtec
Zepf Community Mental Health Center



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* Insufficient Data to publish



11 Accounting Clerk A A11S.5 Reported - Annually

Under general supervision, performs a variety of routine duties related to the accounting or bookkeeping function following varied and standardized procedures. Performs such duties as reconciling bank statements, postings, and balancing general or subsidiary ledgers, processing payments and compiling segments of monthly closings, annual reports, etc. 2-5 years experience.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	81	149	30,731	30,700	24,523	27,071	30,242	34,902	38,355		10 4,305
Company Size											
1 - 50	20	27	31,532	31,534	25,250	27,716	30,500	33,640	38,830		
51 - 150	27	42	30,691	28,772	24,523	24,523	28,000	32,216	36,183		
151 - 250	12	17	32,257	30,342	24,900	25,854	26,042	36,467	39,400		
251 - 500	11	18	28,359	28,342	24,570	27,607	27,789	29,182	30,642		
500 +	11	45	30,080	33,076	24,015	30,389	34,902	37,782	38,355	3	11,149
Geographic Area											
Lucas County	40	77	31,315	31,854	26,034	27,753	30,816	37,480	38,355	5	7,463
Wood County	14	30	29,608	31,426	22,504	27,911	34,430	34,902	34,902		
Area 3	11	16	30,052	27,897	25,534	26,000	28,600	33,000	38,513		
Area 4	8	16	30,537	27,554	24,523	24,523	24,712	27,618	38,146		
All Other Ohio Counties	3	5	32,354	28,264	--	22,130	22,130	37,466	--		
Michigan	5	5	30,034	30,034	--	24,908	30,638	34,857	--		
Match											
Union	19	42	31,696	32,180	26,817	29,182	31,199	34,902	37,773	3	10,546
Non Union	62	107	30,435	30,118	24,523	25,959	29,120	34,500	38,355	7	1,630
Industry Type											
Manufacturing Non Durables/Construction	6	16	36,209	37,550	29,221	38,355	38,355	38,355	41,713		
Manufacturing Durables	39	54	30,468	29,243	22,130	26,232	29,910	31,200	38,083	5	1,335
Wholesale/Retail/Trans/Communication	7	11	27,461	27,259	25,176	26,042	26,042	28,454	30,682		
Service	21	46	30,532	31,615	27,092	27,771	33,000	34,902	34,961		
Govt/Finance/Insurance/Real Estate	8	22	31,287	29,098	24,523	24,523	26,780	29,182	38,657		



12 Accounting Clerk B A12S.5 Reported - Annually

Under immediate supervision, performs one or more routine accounting/bookkeeping operations, such as: posting simple journal vouchers, accounts payable vouchers, entering vouchers into register, reconciling bank statements and posting subsidiary ledgers controlled by general ledgers. This job does not require a knowledge of accounting principles and is often found where more routine accounting work is subdivided on a functional basis among several workers. Includes entry level positions, up to 2 years experience.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	63	160	28,578	29,733	24,311	26,969	29,579	32,448	34,712		7 5,490
Company Size											
1 - 50	12	15	27,895	29,259	21,112	23,920	29,525	34,715	36,213		
51 - 150	17	23	27,847	27,119	21,840	24,128	26,959	28,200	31,562		
151 - 250	8	10	30,416	30,934	--	28,025	33,006	33,636	--		
251 - 500	13	33	28,573	30,335	24,306	26,905	30,000	32,802	36,327		
500 +	13	79	29,039	30,180	25,022	28,700	29,557	32,448	32,448		
Geographic Area											
Lucas County	35	81	28,767	29,735	23,920	26,500	29,557	32,335	36,327		4 2,149
Wood County	7	36	28,995	31,749	29,088	32,448	32,448	32,448	32,448		
Area 3	13	23	29,031	29,451	24,598	27,000	27,810	32,802	35,402		
Area 4	6	18	26,030	26,186	24,652	25,022	25,251	28,700	28,700		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	19	67	30,921	31,697	27,584	30,000	32,448	32,448	36,327		
Non Union	44	93	27,566	28,318	22,824	25,022	28,700	31,460	32,802		5 7,277
Industry Type											
Manufacturing Non Durables/Construction	6	28	27,548	29,000	25,363	27,609	29,557	29,557	33,006		
Manufacturing Durables	30	51	28,711	28,372	24,128	25,022	27,800	31,460	33,191		5 7,147
Wholesale/Retail/Trans/Communication	6	9	23,910	23,710	--	21,320	21,840	26,250	--		
Service	17	60	29,844	32,032	25,979	32,335	32,448	32,448	36,327		
Govt/Finance/Insurance/Real Estate	4	12	30,752	30,251	28,878	30,000	30,000	30,000	33,417		



13 Cost Clerk A13S.5 Reported - Annually

Performs semi-routine work of some variety, requiring care and accuracy in selecting correct figures and proper entries and calculations. Works with requisitions, assembly lists, production time cards, and standard cost sheets. Accumulates data and makes calculations to arrive at assembly requisition pricing, final standard costs, existing ratio between costs and selling prices on various products.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	9	11	29,550	28,969	24,118	25,792	26,354	30,181	43,218	
Company Size										
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--	
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--	
151 - 250	3	5	32,806	30,225	--	26,354	26,354	36,032	--	
251 - 500	3	3	28,277	28,277	--	--	--	--	--	
Geographic Area										
Lucas County	5	7	25,741	25,916	--	24,440	26,354	26,354	--	
Wood County	Insufficient Data		Insufficient Data		--	--	--	--	--	
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--	
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	3	3	34,081	34,081	--	--	--	--	--	
Non Union	6	8	27,284	27,051	--	24,778	26,354	27,649	--	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--	
Manufacturing Durables	5	7	28,553	27,925	--	26,354	26,354	30,181	--	
Wholesale/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--	

14 Billing Clerk A14S.5 Reported - Annually

Prepares a variety of statements, bills and invoices, by typewriter or computer, to be sent to customers, persons or firms for services rendered, showing an itemized account of the amount owed. Obtains information from purchase orders, sales and charge slips, or from other records. May calculate amounts to be placed on bills and may check calculations copied from the records.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	30	118	28,277	28,595	25,958	28,725	28,725	28,725	29,453		3 15,910
Company Size											
1 - 50	10	10	27,511	27,511	--	24,908	26,542	29,432	--		
51 - 150	7	9	26,756	26,205	--	23,577	24,274	27,446	--		
151 - 250	3	4	33,252	32,504	--	--	--	--	--		
251 - 500	5	8	27,803	28,214	--	27,201	28,621	29,453	--		
500 +	5	87	29,426	28,822	28,725	28,725	28,725	28,725	28,725		
Geographic Area											
Lucas County	22	108	29,150	28,773	26,719	28,725	28,725	28,725	28,725		3 15,910
Wood County	5	6	24,803	25,578	--	20,188	27,156	29,453	--		
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	6	88	26,646	28,591	28,725	28,725	28,725	28,725	28,725		
Non Union	24	30	28,685	28,607	24,274	24,908	28,192	30,288	35,012		
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	10	11	29,610	29,669	21,150	26,811	28,184	30,261	41,795		
Wholesale/Retail/Trans/Communication	4	6	25,724	25,241	--	24,274	24,409	26,520	--		
Service	11	95	27,896	28,679	28,725	28,725	28,725	28,725	28,725		
Govt/Finance/Insurance/Real Estate	4	5	27,059	27,538	--	25,292	28,200	29,453	--		

22 Buyer - Assistant C5H.5 Reported - Hourly

Assists Buyer or Purchasing Agent in general routine work. Maintains records, obtains bids, and places orders for smaller purchases when authorized.

	Base Pay										Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported						No. Org. Avg.
					10th	25th	50th	75th	90th		
Total Responses	36	56	15.29	15.21	11.25	11.72	14.94	17.13	19.61		3 1868.33
Company Size											
1 - 50	4	4	16.35	16.35	--	--	--	--	--		
51 - 150	10	13	13.41	13.20	10.94	11.17	13.75	15.25	16.34		
151 - 250	5	6	16.38	16.77	--	12.12	18.05	19.47	--		
251 - 500	8	12	15.35	15.48	11.19	12.24	16.46	17.13	19.16		
500 +	9	21	16.26	15.64	11.72	11.72	14.90	18.63	23.49		
Geographic Area											
Lucas County	15	21	15.61	15.80	11.17	12.38	15.25	18.15	23.49		
Wood County	6	6	15.26	15.26	--	13.35	14.17	18.00	--		
Area 3	9	19	14.32	13.81	11.48	11.72	11.72	16.15	19.47		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	7	8	15.74	15.68	--	14.20	15.52	16.97	--		
Non Union	29	48	15.19	15.13	11.17	11.72	14.58	17.30	20.12		
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	24	38	15.49	15.15	11.50	11.72	15.38	17.13	19.04		
Wholesale/Retail/Trans/Communication	9	12	14.39	13.92	10.90	11.17	12.98	15.72	19.73		
Service	Insufficient Data		Insufficient Data		--	--	--	--	--		



23 Purchase Follow-Up Clerk C6H.5 Reported - Hourly

Keeps order card files up-to-date on purchases, notes promise dates, and checks materials received against purchase orders. Writes letters to vendors as needed on delayed deliveries following standardized form or makes contact by phone. Checks overdue items on schedules from material control department. May type purchase orders and perform miscellaneous clerical duties.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	16	27	13.67	13.68	11.35	12.95	13.27	14.52	17.02		3 823.33
Company Size											
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--		
51 - 150	3	3	11.23	11.23	--	--	--	--	--		
151 - 250	5	5	14.72	14.72	--	12.45	14.52	17.10	--		
251 - 500	4	7	14.83	14.24	--	13.37	13.62	14.09	--		
500 +	3	11	13.21	13.63	11.45	13.27	13.27	15.35	15.35		
Geographic Area											
Lucas County	4	14	14.75	13.97	12.70	13.27	13.27	15.35	16.30		
Wood County	5	5	12.60	12.60	--	10.29	12.50	14.96	--		
Area 3	4	5	14.45	14.38	--	12.49	14.09	16.42	--		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	6	9	12.98	13.63	--	12.41	14.09	15.35	--		
Non Union	10	18	14.09	13.71	11.54	12.84	13.27	13.62	17.39		
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	11	12	13.39	13.45	9.69	11.48	13.42	14.41	18.21		
Wholesale/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--		
Service	Insufficient Data		Insufficient Data		--	--	--	--	--		

24 Chemical Process Operator D1H.5 Reported - Hourly

Tends batch stills. Pumps or pours specified types and quantities of materials into still. Draws samples for lab analysis. Performs refractometric or other tests, using standard procedures and equipment. Records operating data: weight, yield, gauge readings, and number of batches distilled.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	6	88	17.69	17.40	10.50	18.14	18.17	18.17	18.34	
Company Size										
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--	
51 - 150	3	34	17.95	16.32	10.50	10.50	18.34	18.34	25.00	
500 +	Insufficient Data		Insufficient Data		--	--	--	--	--	
Geographic Area										
Lucas County	3	25	17.88	15.54	10.50	10.50	10.50	18.13	25.00	
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--	
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	Insufficient Data		Insufficient Data		--	--	--	--	--	
Non Union	5	72	17.56	17.20	10.50	18.13	18.17	18.17	18.17	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--	
Manufacturing Durables	5	43	17.59	16.60	10.50	10.50	18.13	18.34	25.00	

25 Compounder D2H.5 Reported - Hourly

Weighs and/or measures specific quantities of ingredients, mixing them in sequence and proportion. Tends mixing or compounding equipment and controls time, heat, pressure, and color. May blend, filter, dry or grind. Maintains batch, time, weight, color, pressure, heat, production and/or other records.

	Base Pay					Cash Variable Pay					
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	5	37	14.49	14.08	13.26	13.26	13.26	15.71	16.15		
Company Size											
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--		
251 - 500	Insufficient Data		Insufficient Data		--	--	--	--	--		
500 +	Insufficient Data		Insufficient Data		--	--	--	--	--		
Geographic Area											
Lucas County	Insufficient Data		Insufficient Data		--	--	--	--	--		
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	Insufficient Data		Insufficient Data		--	--	--	--	--		
Non Union	3	10	14.65	15.70	--	16.15	16.15	16.15	--		
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	3	12	14.14	15.50	12.28	15.26	16.15	16.15	16.15		

26 Mixer, Batch Maker D3H.5 Reported - Hourly

Loads mixing machine with paste, resins, solvents, and dryers according to formula. Operates and unloads mixer. Usually maintains sufficient stocks of raw material. Cleans mixing machine.

	Base Pay					Cash Variable Pay				
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org. Avg.
					10th	25th	50th	75th	90th	
Total Responses	7	47	14.10	13.67	11.50	13.22	14.00	14.00	16.44	
Company Size										
1 - 50	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
51 - 150	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
151 - 250	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
251 - 500	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
500 +	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Geographic Area										
Lucas County	4	14	15.00	14.83	8.50	14.31	16.44	16.44	17.06	
Area 3	3	33	12.91	13.19	11.50	13.22	13.22	14.00	14.00	
Match										
Union	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Non Union	6	45	13.61	13.52	11.50	13.22	14.00	14.00	16.44	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Manufacturing Durables	5	43	13.21	13.43	11.50	13.22	13.22	14.00	16.44	
Wholesale/Retail/Trans/Communication	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	

63 Customer Service Rep., Senior I2S.5 Reported - Annually

Applies knowledge of organization, products, services and policies to provide a variety of customer services by mail, telephone and personal contacts. Provides pricing, delivery information and processes orders. Resolves customer questions, complaints and requests, involving policy interpretation. Processes adjustments in orders and billing. Serves as liaison between customers and various departments. Sets up new accounts, maintains records, prepares reports and related clerical duties. Operates computer. May train.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	54	332	36,991	40,882	26,624	30,000	37,097	52,800	52,800		6 4,847
Company Size											
1 - 50	13	27	35,423	36,799	26,960	30,000	35,100	43,100	52,223		
51 - 150	17	47	35,572	37,038	32,192	34,577	37,066	38,314	39,784		
151 - 250	8	14	43,040	45,702	33,063	35,743	51,428	52,000	55,613		
251 - 500	8	72	33,991	29,293	26,624	26,624	26,624	30,000	36,856		
500 +	8	172	39,502	47,032	32,000	37,035	52,800	52,800	52,800		
Geographic Area											
Lucas County	29	263	38,284	43,215	26,624	34,341	52,000	52,800	52,800		5 5,517
Wood County	10	23	35,052	35,749	29,000	30,000	36,856	37,740	49,461		
Area 3	8	23	36,758	33,650	29,064	30,233	32,000	33,592	39,000		
Area 4	3	18	33,210	24,027	21,133	21,133	21,133	21,133	37,450		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	9	61	36,472	30,157	26,624	26,624	26,624	26,624	50,098		
Non Union	45	271	37,094	43,296	29,862	35,360	47,689	52,800	52,800		6 4,847
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	31	80	36,042	33,529	21,133	29,064	32,000	37,060	49,461		
Wholesale/Retail/Trans/Communication	7	15	36,756	40,943	30,472	35,100	38,314	52,223	52,223		
Service	8	93	40,453	35,482	26,624	26,624	26,624	38,370	57,720		
Govt/Finance/Insurance/Real Estate	6	135	37,323	49,339	37,066	52,800	52,800	52,800	52,800		



64 Customer Service Rep., Junior I3S.5 Reported - Annually

Provides efficient, courteous customer service through mail, telephone and personal contacts. Provides pricing and delivery information and processes orders. Resolves routine customer questions and complaints, or refers to higher levels. Serves as liaison between customers and various departments. Maintains records, prepares required reports, performs related typing/word processing and clerical duties. Operates a computer.

	Base Pay					Cash Variable Pay					
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	62	424	29,374	27,817	18,720	22,693	27,000	34,133	35,283		10 4,914
Company Size											
1 - 50	15	40	27,652	27,762	24,107	24,898	26,666	27,900	36,756		
51 - 150	20	170	28,369	24,233	18,720	18,720	25,000	26,978	32,282		
151 - 250	11	68	31,449	30,260	26,623	27,144	29,339	34,133	35,000		
251 - 500	8	55	27,560	25,128	21,216	21,216	26,728	28,510	29,120		
500 +	8	91	34,076	34,336	27,672	35,283	35,283	35,283	35,283		3 12,605
Geographic Area											
Lucas County	34	321	28,691	27,667	18,720	21,216	27,144	35,000	35,283		6 7,440
Wood County	12	39	28,451	27,037	21,335	23,425	26,083	29,678	34,715		
Area 3	8	38	30,134	27,549	26,633	26,633	26,738	26,899	28,675		
Area 4	5	8	33,201	32,596	--	29,061	32,760	33,000	--		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	16	79	29,198	26,143	21,216	21,216	26,978	28,510	33,800		
Non Union	46	345	29,435	28,200	18,720	23,425	27,144	35,000	35,283		8 1,706
Industry Type											
Manufacturing Non Durables/Construction	4	11	32,203	30,756	26,899	26,899	32,760	34,000	35,152		
Manufacturing Durables	29	132	30,067	28,916	24,898	26,083	27,600	33,383	35,000		4 1,382
Wholesale/Retail/Trans/Communication	14	77	28,251	26,949	22,693	22,693	26,978	27,635	32,426		
Service	8	112	26,957	21,741	18,720	18,720	18,720	24,557	26,978		
Govt/Finance/Insurance/Real Estate	7	92	29,895	34,012	30,068	35,283	35,283	35,283	35,283		



65 Order Clerk I4H.5 Reported - Hourly

Receives orders by mail, phone or personally from customer or company representative. Gives or sends price quotes. Fills out standard order sheets listing items ordered. Sends or distributes sheets to proper departments to be filled. May check with credit department on orders for customer's credit rating.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	15	37	12.21	12.01	9.71	10.20	12.02	14.08	15.19	3 9626.33
Company Size										
1 - 50	4	9	12.46	13.15	--	12.23	14.08	14.08	--	
51 - 150	4	7	12.00	11.70	--	9.43	11.63	15.07	--	
151 - 250	5	14	12.71	11.90	10.20	10.20	10.35	14.81	15.66	
251 - 500	Insufficient Data		Insufficient Data		--	--	--	--	--	
Geographic Area										
Lucas County	6	20	12.20	11.88	9.78	10.20	11.03	14.08	14.97	
Wood County	5	9	12.07	11.88	--	11.07	12.02	12.35	--	
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--	
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--	
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	3	3	12.94	12.94	--	--	--	--	--	
Non Union	12	34	12.03	11.93	9.61	10.20	11.94	14.08	15.37	3 9626.33
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--	
Manufacturing Durables	8	15	12.07	12.45	10.30	11.63	12.02	12.68	15.66	
Wholesale/Retail/Trans/Communication	5	14	12.38	12.26	9.43	9.69	13.80	14.08	15.07	
Service	Insufficient Data		Insufficient Data		--	--	--	--	--	



66 Cashier I5H.5 Reported - Hourly

Responsible for cash control (receipt, verification, custody, transfer and accountability). Handles petty cash account. Prepares daily journal of financial transactions and forwards to bookkeeping department.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	7	96	11.93	8.01	5.36	5.36	5.36	12.33	12.33	
Company Size										
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--	
151 - 250	Insufficient Data		Insufficient Data		--	--	--	--	--	
500 +	4	34	11.63	12.22	11.46	12.33	12.33	12.33	12.33	
Geographic Area										
Lucas County	5	65	11.63	5.92	5.36	5.36	5.36	5.36	5.36	
Wood County	Insufficient Data		Insufficient Data		--	--	--	--	--	
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	4	33	13.64	12.44	12.33	12.33	12.33	12.33	12.33	
Non Union	3	63	9.65	5.69	5.36	5.36	5.36	5.36	5.36	
Industry Type										
Wholesale/Retail/Trans/Communication Service	Insufficient Data		Insufficient Data		--	--	--	--	--	
	6	95	10.82	7.89	5.36	5.36	5.36	12.33	12.33	

136 HR Assistant T10S.5 Reported - Annually

Coordinates and administers a significant human resource area(s) or program(s). Answers routine questions related to personnel administration and interprets policy where clear-cut procedures and rules exist. Duties may pertain to a particular aspect of human resources or may be of a generalist nature. Possible activities may include interviewing, reference checking, recruiting, compiling/maintaining personnel statistics, maintaining performance records and job descriptions or providing documentation for workers' compensation claims or other issues. Performs clerical duties of a unique nature. Provides research assistance.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	46	50	34,111	34,785	26,078	29,195	32,250	38,385	49,561		4 4,007
Company Size											
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--		
51 - 150	13	13	35,839	35,839	24,315	29,890	33,176	42,022	50,520		
151 - 250	8	8	33,330	33,330	--	28,673	31,996	38,190	--		
251 - 500	10	10	33,333	33,333	--	29,004	30,163	41,364	--		
500 +	13	17	34,098	36,082	25,842	29,200	36,604	37,498	60,120		
Geographic Area											
Lucas County	21	24	34,760	35,971	23,992	29,402	33,107	38,670	56,560		
Wood County	6	7	33,240	33,748	--	30,763	33,800	36,795	--		
Area 3	9	9	35,555	35,555	--	29,890	32,500	40,414	--		
Area 4	7	7	32,078	32,078	--	27,040	29,500	32,000	--		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	16	17	34,405	34,546	27,959	30,243	32,000	39,035	44,566		
Non Union	30	33	33,954	34,908	25,421	28,238	32,934	38,507	49,947	4 4,007	
Industry Type											
Manufacturing Non Durables/Construction	5	6	41,468	44,577	--	31,290	42,750	60,120	--		
Manufacturing Durables	23	23	34,202	34,202	26,447	29,172	31,298	39,936	47,564	3 3,563	
Wholesale/Retail/Trans/Communication	3	3	28,451	28,451	--	--	--	--	--		
Service	12	15	33,233	33,920	22,110	30,326	36,604	36,795	42,008		
Govt/Finance/Insurance/Real Estate	3	3	30,325	30,325	--	--	--	--	--		

137 Benefits Clerk T11H.5 Reported - Hourly

Provides information to employees regarding eligibility, costs, filing procedures, and coverage parameters of company-provided benefits. Assists in resolving employee/carrier problems. Maintains records of employees' benefits coverage. Assists in employee benefits communications.

	Base Pay										Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported						No. Org. Avg.
					10th	25th	50th	75th	90th		
Total Responses	19	26	16.34	17.33	12.98	14.64	16.50	21.25	21.73		5 8106.80
Company Size											
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--		
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--		
151 - 250	Insufficient Data		Insufficient Data		--	--	--	--	--		
251 - 500	3	3	16.12	16.12	--	--	--	--	--		
500 +	12	18	16.71	18.20	14.21	14.86	18.43	21.25	21.73		3 12011.33
Geographic Area											
Lucas County	10	16	16.27	17.68	12.98	14.53	16.64	21.25	21.73		4 9683.50
Wood County	Insufficient Data		Insufficient Data		--	--	--	--	--		
Area 3	4	4	15.26	15.26	--	--	--	--	--		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	6	9	17.32	18.58	--	15.32	19.84	21.73	--		
Non Union	13	17	15.89	16.67	12.97	14.58	16.08	20.43	21.25		3 2962.00
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	9	12	16.62	17.78	13.19	15.05	17.48	21.25	21.25		
Wholesale/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--		
Service	7	10	16.67	18.00	--	14.64	18.28	21.73	--		
Govt/Finance/Insurance/Real Estate	Insufficient Data		Insufficient Data		--	--	--	--	--		

138 Personnel Clerk T12H.5 Reported - Hourly

Keeps employment records of company personnel. Adjusts records to reflect changes in employee status, rate, personal statistics, and benefits participation. May be responsible for detailed maintenance in specialized area, i.e., insurance, pension, S.U.B., and turnover. Compiles data for reports.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	12	16	13.26	14.45	10.24	11.50	14.12	15.30	21.33	
Company Size										
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--	
151 - 250	4	4	12.13	12.13	--	--	--	--	--	
251 - 500	4	4	12.31	12.31	--	--	--	--	--	
500 +	3	7	16.64	17.42	--	14.70	14.70	21.33	--	
Geographic Area										
Lucas County	4	4	12.14	12.14	--	--	--	--	--	
Wood County	3	5	15.20	17.65	--	12.13	21.33	21.33	--	
Area 3	3	5	13.90	14.22	--	13.10	14.70	15.10	--	
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--	
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	6	8	13.43	15.40	--	11.09	13.89	21.33	--	
Non Union	6	8	13.10	13.50	--	11.50	14.29	14.70	--	
Industry Type										
Manufacturing Durables	7	9	12.75	13.18	--	11.50	13.41	14.70	--	
Service	5	7	13.98	16.08	--	11.50	14.36	21.33	--	

182 Administrative Assistant AA3S.5 Reported - Annually

Provides a variety of administrative and staff support services to a unit. May assist in budget preparation and control activities. May assist in the preparation and control of records, statistics and reports regarding operations, personnel changes, etc. Administers programs, projects and/or processes specific to the operating unit served. May serve as liaison with others within and outside the company regarding administrative issues related to purchasing, personnel, facilities, and operations. May screen and interview job applicants and orient new employees. NOTE: This is not a secretarial position. Usually a high level non-exempt position.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	55	192	33,028	31,815	26,273	28,267	28,267	34,360	40,088		6 5,803
Company Size											
1 - 50	14	16	27,354	27,923	18,150	25,250	27,544	33,050	35,650		
51 - 150	12	17	34,133	33,771	23,745	31,200	33,000	36,791	44,358		
151 - 250	6	7	28,399	27,314	--	20,800	25,718	36,750	--		
251 - 500	10	20	38,403	35,548	28,413	30,763	31,928	37,378	53,193		
500 +	13	132	36,122	31,708	28,267	28,267	28,267	33,674	40,088	4	8,086
Geographic Area											
Lucas County	35	151	32,373	30,761	26,928	28,267	28,267	31,200	39,762	5	6,764
Wood County	3	3	38,790	38,790	--	--	--	--	--		
Area 3	7	14	28,409	29,680	21,923	27,508	30,560	33,000	35,626		
Area 4	6	19	36,756	39,017	27,528	40,061	40,061	40,061	40,061		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	3	4	38,704	39,675	--	--	--	--	--		
Match											
Union	16	111	35,122	29,558	28,267	28,267	28,267	28,267	34,406		
Non Union	39	81	32,169	34,907	24,095	30,380	34,360	40,061	47,170	4	2,380
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	19	32	32,850	34,775	25,156	30,140	33,000	40,100	47,170	3	2,150
Wholesale/Retail/Trans/Communication	5	7	30,813	30,799	--	23,920	30,763	40,000	--		
Service	22	134	32,394	30,760	27,634	28,267	28,267	28,339	40,061		
Govt/Finance/Insurance/Real Estate	7	12	35,649	35,207	27,168	34,090	34,360	35,500	49,085		

183 Administrative Clerk, Level 2 AA4S.5 Reported - Annually

Performs clerical duties of some diversity. Requires the application of various standard procedures and the preparation or use of several types of forms, reports or records. May post data directly on record cards or other forms from information furnished. Posting may require checking or ordinary calculations. Analyzes standardized reports of various types, breaking down or building up data for various purposes, according to procedures. May prepare reports, orders or other forms such as: requisitions, schedules or control records of various types. May also compose letters in reply to correspondence relating to a variety of subjects which include difficult questions requiring data gathering and formulation of replies.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	35	110	28,477	27,267	20,800	24,086	26,998	29,000	32,369	6	5,439
Company Size											
1 - 50	10	15	29,566	29,000	23,920	25,376	29,000	31,930	35,019		
51 - 150	12	37	25,464	24,158	20,800	20,800	23,067	27,071	27,575		
151 - 250	3	20	28,382	27,703	26,099	26,099	26,099	30,965	32,406		
251 - 500	3	8	27,516	27,100	--	23,663	28,974	28,974	--		
500 +	7	30	32,538	29,990	26,125	28,059	28,651	29,729	37,214		
Geographic Area											
Lucas County	22	59	30,010	29,011	23,067	26,125	28,651	30,467	32,900	3	729
Wood County	3	5	25,986	25,160	--	23,920	23,920	27,019	--		
Area 3	6	18	26,552	27,481	23,517	26,398	28,275	29,592	29,592		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	8	22	26,814	28,213	23,663	25,594	28,651	30,536	32,406		
Non Union	27	88	28,969	27,031	20,800	23,946	26,125	28,994	31,940	5	6,266
Industry Type											
Manufacturing Non Durables/Construction	3	7	25,796	25,833	--	23,663	25,667	28,059	--		
Manufacturing Durables	12	31	27,980	28,549	27,006	27,575	28,651	29,592	29,848		
Wholesale/Retail/Trans/Communication	3	3	24,197	24,197	--	--	--	--	--		
Service	13	48	29,991	26,611	20,800	21,300	25,303	29,000	32,965		
Govt/Finance/Insurance/Real Estate	4	21	30,267	27,794	26,099	26,099	26,099	30,138	32,706		

184 Administrative Clerk, Level 1 AA5H.5 Reported - Hourly

Performs routine clerical duties following definitely established or detailed instructions. May include typing, filing or making ordinary computations, with clearly defined principles requiring little or no judgment. May post/record data or other information not requiring interpretation. May sort and file letters, documents, and invoices and locate already-filed materials. Includes entry-level Clerk/Typist positions.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	29	67	12.23	12.17	10.25	10.85	11.54	14.00	14.86		6 1067.00
Company Size											
1 - 50	11	13	11.48	11.50	10.12	10.53	11.24	12.30	13.88		3 1144.00
51 - 150	5	16	11.43	10.93	9.76	10.15	10.49	11.75	12.69		
151 - 250	5	11	13.94	12.46	11.05	11.05	11.05	12.98	18.21		
251 - 500	5	20	11.91	12.55	10.90	11.30	12.65	14.00	14.13		
500 +	3	7	14.00	14.71	--	14.86	15.38	15.38	--		
Geographic Area											
Lucas County	20	43	12.00	12.10	10.06	10.53	12.00	14.00	14.13		4 1133.75
Wood County	6	13	12.32	11.77	10.04	11.30	11.30	11.42	16.21		
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	4	5	12.45	12.39	--	11.50	12.15	13.41	--		
Non Union	25	62	12.19	12.16	10.16	10.66	11.30	14.00	14.86		5 980.40
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	6	9	14.04	14.48	--	12.74	15.38	15.38	--		
Wholesale/Retail/Trans/Communication	6	7	11.07	11.30	--	10.30	11.75	12.69	--		
Service	10	32	11.71	11.55	10.06	10.46	11.30	12.00	14.13		
Govt/Finance/Insurance/Real Estate	5	12	12.24	11.73	11.05	11.05	11.06	12.39	14.10		

185 Office Services Assistant AA6H.5 Reported - Hourly

Provides general facilities administration support which may include responding to call for facility repair, the purchase of office supplies including stationery, business cards, name plates, handling special mail requests, printing services, petty cash account, and facility security functions. May assist with fixed asset inventories.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	8	13	12.28	13.39	9.22	10.74	13.50	16.20	16.86	
Company Size										
1 - 50	3	3	12.23	12.23	--	--	--	--	--	
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--	
251 - 500	Insufficient Data		Insufficient Data		--	--	--	--	--	
500 +	Insufficient Data		Insufficient Data		--	--	--	--	--	
Geographic Area										
Lucas County	7	12	12.82	13.80	10.38	10.92	14.85	16.20	16.97	
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Non Union	8	13	12.28	13.39	9.22	10.74	13.50	16.20	16.86	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--	
Manufacturing Durables	Insufficient Data		Insufficient Data		--	--	--	--	--	
Service	6	11	12.71	13.82	10.35	10.89	16.20	16.20	17.08	

186 Telephone Operator/Receptionist AA7H.5 Reported - Hourly

Operates single position or monitor type switchboard. Acts as receptionist for office entrance. Receives and directs visitors to desired person or department. Places outgoing calls, sends and receives telegrams, relays messages and keeps records of all toll calls. Requires tact, good personality, and knowledge of company organization.

	Base Pay										Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported						No. Org.	Avg.
					10th	25th	50th	75th	90th			
Total Responses	69	141	11.90	11.20	9.38	10.29	10.31	12.48	13.99		7	3683.71
Company Size												
1 - 50	13	17	11.44	11.73	9.62	10.10	12.25	12.50	14.39			
51 - 150	23	27	11.45	11.16	8.68	10.00	11.47	12.80	14.93			
151 - 250	9	13	11.54	10.66	8.24	8.24	10.30	12.12	14.49			
251 - 500	12	23	12.66	11.20	9.38	9.38	9.47	12.02	14.88			
500 +	12	61	12.79	11.18	10.31	10.31	10.31	11.31	13.59		3	7377.00
Geographic Area												
Lucas County	42	102	12.15	11.39	9.62	10.31	10.31	12.76	14.27		5	4848.40
Wood County	10	21	11.49	10.51	9.38	9.38	9.38	11.76	12.60			
Area 3	11	12	11.73	10.75	8.80	10.30	10.75	13.38	16.66			
Area 4	3	3	11.58	11.58	--	--	--	--	--			
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--			
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--			
Match												
Union	21	67	12.49	10.95	9.74	10.31	10.31	10.35	13.98			
Non Union	48	74	11.65	11.42	9.38	9.81	11.50	13.13	14.42		5	1653.80
Industry Type												
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--			
Manufacturing Durables	32	35	12.02	11.73	9.91	10.51	11.77	13.47	15.08		4	1408.50
Wholesale/Retail/Trans/Communication	5	5	10.45	10.45	--	7.63	10.75	13.12	--			
Service	23	85	11.38	10.56	9.38	10.00	10.31	10.31	12.54			
Govt/Finance/Insurance/Real Estate	7	14	13.90	13.77	11.30	12.50	13.59	13.69	18.06			

187 Telephone Operator AA8H.5 Reported - Hourly

Fully qualified and experienced operator. Handles incoming and outgoing local, long-distance, and inter-company calls. Checks telephone bills. Works without close supervision on a complete variety of tasks associated with telephone activity. May handle public address system and do some incidental and simple clerical duties.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	13	73	12.27	12.43	11.07	11.84	12.02	13.27	13.27	
Company Size										
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--	
151 - 250	Insufficient Data		Insufficient Data		--	--	--	--	--	
251 - 500	4	9	12.01	12.13	--	12.02	12.36	12.36	--	
500 +	6	60	13.01	12.58	11.84	11.84	11.96	13.27	13.27	
Geographic Area										
Lucas County	10	62	12.39	12.50	11.01	11.84	11.84	13.27	13.27	
Area 4	3	11	11.89	12.02	10.09	12.07	12.07	12.07	13.62	
Match										
Union	5	25	12.15	12.81	10.83	12.65	13.27	13.27	13.27	
Non Union	8	48	12.35	12.23	10.82	11.84	11.84	12.07	12.53	
Industry Type										
Wholesale/Retail/Trans/Communication Service	Insufficient Data		Insufficient Data		--	--	--	--	--	
	9	67	12.71	12.51	11.76	11.84	12.07	13.27	13.27	
Govt/Finance/Insurance/Real Estate	Insufficient Data		Insufficient Data		--	--	--	--	--	

188 Mail Room Clerk AA9H.5 Reported - Hourly

Performs a variety of routine activities in the mail room. Receives and opens incoming mail and sorts for distribution. Collects and delivers mail, messages, and reports to plant/office. Weighs and prepares all outgoing mail and some small parcel post items. Keeps records of postage charges.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	20	37	11.26	11.34	9.30	10.13	10.67	12.61	13.46	
Company Size										
51 - 150	3	3	10.95	10.95	--	--	--	--	--	
151 - 250	Insufficient Data		Insufficient Data		--	--	--	--	--	
251 - 500	8	14	11.64	12.04	9.57	10.20	11.87	13.46	14.26	
500 +	8	19	10.90	10.84	9.30	9.42	10.65	12.61	12.61	
Geographic Area										
Lucas County	12	24	11.34	11.70	10.31	10.65	11.87	12.61	13.46	
Wood County	Insufficient Data		Insufficient Data		--	--	--	--	--	
Area 3	4	4	12.03	12.03	--	--	--	--	--	
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--	
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	7	15	11.57	12.22	9.60	10.65	12.61	13.46	14.10	
Non Union	13	22	11.09	10.74	9.30	9.89	10.57	11.59	12.32	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--	
Manufacturing Durables	6	8	11.80	11.56	--	10.07	10.83	13.41	--	
Wholesale/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--	
Service	9	19	11.03	10.93	9.30	9.42	10.67	12.45	12.61	
Govt/Finance/Insurance/Real Estate	3	8	11.44	12.33	--	10.46	13.46	13.46	--	

189 File Clerk AA10H.5 Reported - Hourly

Maintains general files using established filing system. Classifies, marks, sorts and files correspondence, specifications, drawings and other records. May involve planning and rearranging of files and keeping various records in conjunction with the files.

	Base Pay										Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported						No. Org.	Avg.
					10th	25th	50th	75th	90th			
Total Responses	17	71	9.73	9.21	7.55	9.00	9.00	9.00	11.79		3	7889.32
Company Size												
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--			
51 - 150	5	5	10.43	10.43	--	7.50	10.10	13.53	--			
151 - 250	4	11	8.75	8.25	7.55	7.55	8.51	8.51	9.61			
251 - 500	Insufficient Data		Insufficient Data		--	--	--	--	--			
500 +	4	49	11.24	9.47	9.00	9.00	9.00	9.00	10.96			
Geographic Area												
Lucas County	13	65	9.70	9.06	7.55	9.00	9.00	9.00	10.96			
Wood County	Insufficient Data		Insufficient Data		--	--	--	--	--			
Area 3	Insufficient Data		Insufficient Data		--	--	--	--	--			
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--			
Match												
Union	4	11	9.75	9.28	7.55	7.55	8.00	10.96	12.19			
Non Union	13	60	9.72	9.20	8.50	9.00	9.00	9.00	11.81			
Industry Type												
Manufacturing Durables	6	8	9.62	10.47	--	8.13	10.62	13.00	--			
Service	8	60	9.42	8.97	7.55	9.00	9.00	9.00	10.76			
Govt/Finance/Insurance/Real Estate	3	3	10.77	10.77	--	--	--	--	--			

193 Executive Secretary BB1S.5 Reported - Annually

Performs advanced, diversified, and confidential secretarial and administrative duties requiring broad experience, skill and knowledge of policies and practices. Prepares correspondence, memoranda, reports, etc. Screens telephone calls and visitors. Resolves routine and complex inquiries. Schedules and maintains calendar of appointments, meetings, and travel itineraries. Coordinates related arrangements. Prepares and distributes minutes of meetings. May utilize the assistance of one or more lower level secretaries on a project basis. Operates word processing equipment and/or a personal computer. Typically provides secretarial services to an executive at the vice presidential level or equivalent, with responsibility for a major organization function, such as operations, manufacturing, human resources or sales.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	58	142	38,871	40,045	32,344	35,838	41,725	43,097	45,216	8	7,873
Company Size											
1 - 50	11	13	33,201	32,746	25,901	30,080	30,243	36,103	42,599		
51 - 150	13	20	36,433	35,746	30,234	32,344	35,989	38,050	40,000		
151 - 250	6	7	45,828	45,269	--	35,090	41,916	47,000	--		
251 - 500	14	26	38,350	39,739	32,231	34,455	41,808	41,921	45,204		
500 +	14	76	43,127	42,049	35,838	41,725	43,097	43,097	47,137	4	14,521
Geographic Area											
Lucas County	38	86	38,794	39,788	30,243	35,599	42,088	43,097	47,137	6	9,964
Wood County	7	39	42,042	41,892	41,725	41,725	41,725	41,808	45,000		
Area 3	7	7	38,392	38,392	--	30,389	38,200	45,200	--		
Area 4	4	7	37,337	37,309	--	36,701	37,558	37,558	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	20	54	39,940	41,037	34,960	41,725	41,725	41,808	44,304		
Non Union	38	88	38,308	39,437	30,243	35,137	39,800	43,097	47,137	6	2,831
Industry Type											
Manufacturing Non Durables/Construction	4	5	38,221	37,917	--	33,545	36,701	42,897	--		
Manufacturing Durables	21	36	39,677	39,634	32,318	33,020	37,900	45,204	47,137	3	3,667
Wholesale/Retail/Trans/Communication	4	4	44,621	44,621	--	--	--	--	--		
Service	21	78	38,068	40,300	34,287	35,838	41,725	43,097	43,218		
Govt/Finance/Insurance/Real Estate	8	19	36,309	39,377	35,000	36,500	41,808	41,808	41,808		

194 Secretary-Legal BB2S.5 Reported - Annually

Prepares papers and correspondence requiring knowledge of legal terminology and document formats such as: contracts, briefs, summonses, complaints, and motions. Answers telephone calls. Takes and relays messages. Operates word processing equipment and/or a personal computer.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	6	29	39,512	36,631	33,987	34,296	34,296	39,413	39,926	
Company Size										
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--	
51 - 150	Insufficient Data		Insufficient Data		--	--	--	--	--	
500 +	Insufficient Data		Insufficient Data		--	--	--	--	--	
Geographic Area										
Lucas County	6	29	39,512	36,631	33,987	34,296	34,296	39,413	39,926	
Match										
Union	Insufficient Data		Insufficient Data		--	--	--	--	--	
Non Union	5	25	40,616	37,054	34,296	34,296	34,296	39,926	39,926	
Industry Type										
Manufacturing Durables	Insufficient Data		Insufficient Data		--	--	--	--	--	
Service	4	22	33,036	34,443	33,987	34,219	34,296	34,296	38,900	
Govt/Finance/Insurance/Real Estate	Insufficient Data		Insufficient Data		--	--	--	--	--	

195 Secretary-Senior BB3S.5 Reported - Annually

Performs standard and advanced secretarial duties requiring considerable experience, skill and knowledge of policies and practices. Prepares routine correspondence, memos, reports, etc. Screens telephone calls and visitors. Resolves routine inquiries. Schedules and maintains calendar of appointments, meetings, and travel itineraries. Coordinates arrangements. May prepare and distribute minutes of meetings. Uses word processing equipment and/or a personal computer. Typically provides secretarial services to one or a few individuals.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	22	151	31,831	32,305	30,659	30,888	30,888	34,100	39,000	3	10,946
Company Size											
1 - 50	3	3	23,546	23,546	--	--	--	--	--		
51 - 150	3	7	30,700	25,671	--	21,900	21,900	31,200	--		
151 - 250	4	4	31,491	31,491	--	--	--	--	--		
251 - 500	5	17	32,816	31,865	28,621	28,621	31,857	33,800	36,000		
500 +	7	120	35,357	33,000	30,659	30,888	30,888	37,378	39,000		
Geographic Area											
Lucas County	13	112	30,879	30,798	30,659	30,888	30,888	30,888	31,857	3	10,946
Wood County	3	31	33,876	37,165	28,621	39,000	39,000	39,000	39,000		
Area 3	4	6	34,917	36,489	--	33,234	36,867	39,633	--		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	8	57	33,160	34,693	30,251	30,659	35,930	39,000	39,000		
Non Union	14	94	31,071	30,857	28,819	30,888	30,888	30,888	34,054		
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	5	7	33,997	35,607	--	33,500	36,400	39,633	--		
Service	12	131	29,738	32,016	30,659	30,888	30,888	31,857	39,000		
Govt/Finance/Insurance/Real Estate	3	9	34,540	32,234	--	28,621	28,621	36,000	--		

196 Secretary-Intermediate BB4S.5 Reported - Annually

Performs standard and some advanced secretarial duties requiring general experience, skill and knowledge of policies and practices. Prepares correspondence, memos, reports, etc. Answers and relays telephone calls or takes messages. Receives and directs visitors. Resolves routine inquiries. Schedules and maintains calendar of appointments, meetings, and travel itineraries. Uses word processing equipment and/or a personal computer. Typically provides secretarial services to several individuals.

	Base Pay										Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.	
					10th	25th	50th	75th	90th			
Total Responses	32	326	27,545	32,080	26,478	29,215	33,609	35,422	35,422		5	6,822
Company Size												
1 - 50	8	13	26,255	26,900	22,880	24,423	25,500	29,365	31,200			
51 - 150	7	14	26,210	24,287	20,700	20,700	23,327	26,524	31,795			
151 - 250	4	6	25,615	25,204	--	23,608	24,741	26,211	--			
251 - 500	3	12	27,703	30,384	24,277	28,750	32,000	32,000	32,000			
500 +	10	281	30,238	32,927	28,122	31,491	33,609	35,422	35,422			
Geographic Area												
Lucas County	20	217	28,124	31,446	28,122	28,634	33,609	33,609	33,609		5	6,822
Wood County	Insufficient Data		Insufficient Data		--	--	--	--	--			
Area 3	3	7	29,289	31,269	--	28,750	28,750	36,757	--			
Area 4	4	14	23,468	25,413	21,892	23,608	26,478	26,478	26,478			
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--			
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--			
Match												
Union	9	121	28,225	33,754	31,491	31,491	35,422	35,422	35,422			
Non Union	23	205	27,280	31,091	26,478	28,122	33,609	33,609	33,609		4	1,396
Industry Type												
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--			
Manufacturing Durables	6	10	28,645	30,289	--	24,801	28,750	36,757	--			
Wholesale/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--			
Service	19	294	27,581	32,368	28,122	31,491	33,609	35,422	35,422		3	10,088
Govt/Finance/Insurance/Real Estate	4	16	27,460	29,119	23,608	25,500	30,365	32,000	32,000			

197 Secretary-Junior BB5S.5 Reported - Annually

Performs standard secretarial duties requiring limited experience, skill and knowledge of policies and practices. Prepares correspondence, memos, reports, etc. Answers and relays telephone calls or takes messages. Receives and directs visitors. Operates word processing equipment and/or a personal computer. Provides secretarial services to several individuals.

	Base Pay					Cash Variable Pay					
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	13	174	25,470	28,648	23,379	24,690	31,192	31,949	35,551		
Company Size											
1 - 50	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
151 - 250	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
251 - 500	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
500 +	7	166	27,141	28,878	23,379	24,690	31,949	31,949	35,551		
Geographic Area											
Lucas County	7	98	23,962	27,710	22,607	24,690	24,690	35,551	35,551		
Wood County	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
Area 3	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
Area 4	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
Michigan	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		
Match											
Union	5	67	25,149	30,100	21,682	31,949	31,949	31,949	31,949		
Non Union	8	107	25,670	27,738	23,379	24,690	24,690	35,551	35,551		
Industry Type											
Manufacturing Durables	4	6	27,010	26,874	--	25,600	26,604	28,014	--		
Service	8	167	25,125	28,751	23,379	24,690	31,949	31,949	35,551		
Govt/Finance/Insurance/Real Estate	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--		

199 Payroll Clerk A CC2H.5 Reported - Hourly

Computes employee earnings based on timekeeper's report, individual time cards, and work or production tickets. Prepares and posts calculated data on payroll sheets, showing worker's name, working days, working hours, time rate, total payroll, overtime premium, deductions, taxes, and other allowances. Must have full knowledge of all payroll routines and procedures.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	48	56	16.17	16.15	13.16	14.10	16.19	17.29	18.84		
Company Size											
1 - 50	Insufficient Data		Insufficient Data		--	--	--	--	--		
51 - 150	6	6	18.65	18.65	--	14.68	17.89	23.10	--		
151 - 250	9	9	15.34	15.34	--	13.12	14.33	17.84	--		
251 - 500	14	14	15.45	15.45	11.54	14.03	15.90	16.94	17.99		
500 +	18	26	16.37	16.26	13.29	14.53	16.23	17.18	18.81		
Geographic Area											
Lucas County	26	30	17.13	17.04	12.84	15.30	16.84	18.30	22.04		
Wood County	6	7	14.96	15.10	--	13.46	15.93	17.05	--		
Area 3	9	9	15.38	15.38	--	13.76	15.29	16.89	--		
Area 4	4	7	14.42	14.89	--	13.29	14.25	16.63	--		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	20	24	17.08	16.97	13.76	16.19	16.72	17.42	21.43		
Non Union	28	32	15.52	15.54	12.85	13.47	15.45	17.15	18.42		
Industry Type											
Manufacturing Non Durables/Construction	6	6	16.30	16.30	--	14.03	15.88	18.65	--		
Manufacturing Durables	22	24	15.90	15.84	13.29	13.47	15.64	17.17	18.29		
Wholesale/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--		
Service	17	23	16.38	16.36	12.84	15.38	16.19	17.19	21.58		
Govt/Finance/Insurance/Real Estate	Insufficient Data		Insufficient Data		--	--	--	--	--		



200 Payroll Clerk B CC3H.5 Reported - Hourly

Assists in completing payroll following standard procedures. Makes a variety of computations on employees' time cards, entering rates, total pay, and burden figures. Checks computations of time keepers, writes and sorts checks, and records changes in clock numbers, rates and transfers.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	9	14	14.59	15.43	12.13	13.11	15.38	18.49	18.49	
Company Size										
151 - 250	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
251 - 500	6	8	14.26	14.35	--	12.66	13.73	16.56	--	
500 +	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Geographic Area										
Lucas County	5	9	14.92	16.29	--	13.98	16.56	18.49	--	
Wood County	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Area 3	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Michigan	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Match										
Union	3	5	14.47	14.53	--	12.66	14.19	16.56	--	
Non Union	6	9	14.65	15.93	--	13.36	17.31	18.49	--	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Manufacturing Durables	5	8	15.34	16.52	--	13.64	17.90	18.49	--	
Wholesale/Retail/Trans/Communication	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Service	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	



202 Credit and Collection Clerk CC5H.5 Reported - Hourly

Works under direct supervision. Prepares collection or adjustment letters to customers on outstanding or overdue accounts. Conducts periodic reviews of accounts receivable. Makes credit reference checks and maintains credit files. May operate a PC to input or update accounts.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	14	37	15.43	17.72	12.18	14.66	17.06	20.39	22.41	
Company Size										
1 - 50	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
51 - 150	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
151 - 250	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
251 - 500	4	5	14.73	15.15	--	13.57	14.96	16.83	--	
500 +	5	25	17.61	19.27	12.18	17.06	20.39	21.40	22.41	
Geographic Area										
Lucas County	9	27	15.72	18.79	13.57	15.04	20.39	20.39	22.41	
Wood County	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Area 3	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Area 4	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
All Other Ohio Counties	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Match										
Union	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Non Union	12	35	15.69	17.94	12.18	15.04	20.39	20.39	22.41	
Industry Type										
Manufacturing Non Durables/Construction	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	--	--	--	--	--	
Manufacturing Durables	7	23	15.69	17.69	12.18	15.63	20.39	20.39	20.39	
Wholesale/Retail/Trans/Communication	3	4	12.97	13.12	--	--	--	--	--	
Service	3	9	18.14	20.39	--	17.06	22.41	22.41	--	

273 Sales Assistant NN14H.5 Reported - Hourly

Provides clerical/administrative support to a sales office or centralized sales function. Processes data. Generates routine reports regarding sales results, sales force earnings, and market conditions. Maintains office records, calendars, and travel itineraries. Answers questions about the organization's products and/or services. May assist in customer service functions. Operates a computer terminal and/or personal computer.

	Base Pay									Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					
					10th	25th	50th	75th	90th	
Total Responses	29	44	15.37	14.81	10.50	12.88	14.13	16.02	19.10	4 1600.75
Company Size										
1 - 50	7	15	13.80	13.88	9.60	10.93	13.83	15.72	18.52	
51 - 150	8	11	17.52	16.03	10.50	12.75	12.88	19.04	26.07	
151 - 250	6	6	14.14	14.14	--	12.62	14.45	15.54	--	
251 - 500	5	9	14.84	14.70	--	13.27	14.95	15.65	--	
500 +	3	3	16.64	16.64	--	--	--	--	--	
Geographic Area										
Lucas County	17	28	15.52	14.80	10.93	12.98	13.83	16.02	19.05	3 1801.00
Wood County	3	3	17.46	17.46	--	--	--	--	--	
Area 3	5	5	15.74	15.74	--	11.63	12.98	21.23	--	
All Other Ohio Counties	3	4	11.95	11.59	--	--	--	--	--	
Michigan	Insufficient Data		Insufficient Data		--	--	--	--	--	
Match										
Union	9	12	13.57	13.43	9.45	12.78	13.08	14.79	18.06	
Non Union	20	32	16.18	15.33	10.63	13.83	14.95	16.35	20.51	3 1801.00
Industry Type										
Manufacturing Non Durables/Construction	3	3	14.44	14.44	--	--	--	--	--	
Manufacturing Durables	13	19	16.46	15.83	10.50	13.75	15.72	16.35	21.09	3 1666.67
Whlsle/Retail/Trans/Communication	5	6	14.69	14.06	--	10.45	13.15	19.03	--	
Service	7	10	14.45	14.02	--	12.55	13.08	14.90	--	
Govt/Finance/Insurance/Real Estate	Insufficient Data		Insufficient Data		--	--	--	--	--	

276 Shipping and/or Receiving Clerk OO3H.5 Reported - Hourly

Counts, weighs, and identifies items in receiving and/or shipping department. Checks items against vendors' invoices, bills of lading, and customers' orders. Records data: date, quantity, and source of destination of goods received or shipped. May assemble orders and/or store received items. Must keep accurate records. Detects and reports to supervisor damaged or defective items as well as any discrepancies in quantity or weight.

	Base Pay										Cash Variable Pay
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org. Avg.	
					10th	25th	50th	75th	90th		
Total Responses	68	173	13.31	13.19	10.03	11.00	13.46	15.16	16.64	8 10357.25	
Company Size											
1 - 50	17	34	12.99	12.73	10.29	11.00	11.60	14.43	15.66		
51 - 150	28	70	13.14	13.16	10.00	10.14	13.60	15.16	16.66	3 24880.00	
151 - 250	8	32	12.44	12.44	10.75	11.40	11.95	14.09	14.09		
251 - 500	7	15	14.39	14.19	10.14	12.16	14.27	16.64	16.85		
500 +	8	22	14.54	14.40	9.42	13.24	14.94	17.25	17.25		
Geographic Area											
Lucas County	26	65	12.55	11.87	9.48	10.12	11.25	13.24	15.46	3 24977.00	
Wood County	12	20	12.50	11.95	9.37	10.24	11.60	13.49	14.44		
Area 3	15	39	14.16	14.00	11.00	12.30	14.30	15.79	16.64		
Area 4	10	41	14.26	14.63	11.50	14.09	15.16	15.16	17.25		
All Other Ohio Counties	Insufficient Data		Insufficient Data		--	--	--	--	--		
Michigan	3	6	17.22	17.22	--	16.64	17.50	17.51	--		
Match											
Union	20	58	13.85	13.79	10.13	11.40	14.70	15.16	16.69	3 25281.33	
Non Union	48	115	13.09	12.89	10.00	10.75	12.30	14.43	16.64	5 1402.80	
Industry Type											
Manufacturing Non Durables/Construction	4	27	14.37	15.15	13.98	15.16	15.16	15.16	17.25		
Manufacturing Durables	45	102	13.75	13.44	10.80	11.40	13.60	14.45	16.64	4 1892.25	
Wholesale/Retail/Trans/Communication	12	27	11.60	11.06	9.85	10.12	10.75	11.60	14.16		
Service	7	17	12.83	11.99	9.42	9.45	12.30	12.92	16.92		



277 Stock Clerk OO4H.5 Reported - Hourly

Keep records of quantities of stock/materials in warehouse/stockroom. May also check material records prepared by others. Keeps abreast of materials or goods on order or in transit. Confers regularly with those charged with production or withdrawal of materials from inventory. Charges individuals or departments for withdrawals and for goods received.

	Base Pay									Cash Variable Pay	
	No. Orgns.	No. Empls.	Avg.	Wtd. Avg.	Percentiles Reported					No. Org.	Avg.
					10th	25th	50th	75th	90th		
Total Responses	15	32	13.75	13.87	10.60	12.06	12.65	16.84	18.51		4 1998.00
Company Size											
1 - 50	3	3	12.06	12.06	--	--	--	--	--		
51 - 150	3	3	15.67	15.67	--	--	--	--	--		
151 - 250	4	15	13.46	13.61	10.60	12.65	12.65	17.07	17.07		
251 - 500	3	6	13.27	13.09	--	12.06	12.60	14.62	--		
500 +	Insufficient Data		Insufficient Data		--	--	--	--	--		
Geographic Area											
Lucas County	8	17	13.19	12.65	10.32	11.02	12.65	13.08	16.48		
Area 3	6	14	14.54	15.39	11.66	12.06	15.85	17.59	19.13		
Area 4	Insufficient Data		Insufficient Data		--	--	--	--	--		
Match											
Union	4	13	13.71	12.89	12.06	12.36	12.65	12.65	15.45		
Non Union	11	19	13.77	14.55	10.32	11.25	14.62	17.07	19.13		3 2426.00
Industry Type											
Manufacturing Non Durables/Construction	Insufficient Data		Insufficient Data		--	--	--	--	--		
Manufacturing Durables	10	16	14.43	15.53	11.38	13.51	15.81	17.07	19.13		
Whlsle/Retail/Trans/Communication	Insufficient Data		Insufficient Data		--	--	--	--	--		
Service	Insufficient Data		Insufficient Data		--	--	--	--	--		