



**What this report is about:** This form asks for information about the occupations and wages of the employees described in Item 3. Please complete Items 1 through 5 below. Next, please provide the information requested beginning on page 1 for the employees who received pay for the pay period that included the reference date printed in bold in Item 3. The instructions on pages ii and iii explain how to provide the requested information. For more on the OES program, including national, state, and metropolitan area employment and wage estimates by occupation, please see our website at <http://www.bls.gov/OES>.

**1** Which of the following options describes the status of the location(s) in Item 3 as of the reference date also printed in Item 3?

- ☐ Operating: Go to Item 2.
- ☐ Temporarily closed during the reference period: Report data only for employees paid for work during the reference period. If no employees worked for pay, report "0" in section 4 of this page and return the form in the reply envelope provided.
- ☐ Permanently out of business as of \_\_/\_\_/\_\_\_\_: Return the form to the address at the top.
- ☐ Sold or merged: Enter the new name and address below, then go to Item 2.

New Name: \_\_\_\_\_

New Address: \_\_\_\_\_

**2** Our records show that your main products or services are related to those listed below. If they are not, please list your main products or services on the lines provided and continue with the rest of the report.

**3** This form asks for information about the employees described below. Our estimate of employment for these employees appears at the top right corner of the label. *Please make any needed address corrections.*

**4** How many employees, **both full and part-time**, worked at this location(s) during the pay period that included the reference date printed in Item 3?

Enter the number here...

## Include

- ◆ Full or part-time paid workers
- ◆ Workers on paid leave
- ◆ Workers assigned temporarily to other units
- ◆ Incorporated firms - paid owners, officers, and staff

### Do Not Include

- ◆ Contractors and temporary agency employees not on your payroll
- ◆ Unpaid family workers
- ◆ Workers on unpaid leave
- ◆ Unincorporated firms - proprietors, owners, and partners
- ◆ Workers not covered by unemployment insurance

Do all employees reported above work at one location?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No... Enter number of locations	<input type="text"/>
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**5** Please tell us who to contact if we have questions about your data.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

E-mail address: \_\_\_\_\_

FOR  
OFFICE  
USE ONLY

## Instructions for Reporting by Occupation

- Report employees in the occupations in which they are working, **not** necessarily in occupations for which they have been trained.

**For example:** An employee trained as an engineer, but working as a drafter, should be reported as a drafter.

- Report each employee only once in the occupation that requires the **highest** level of skill if the employee performs work in two or more occupations. If there is **no** measurable difference in skill requirements, report employees in the occupation in which they spend the **most** time.
- Use the description of duties along with the job titles to determine where to place employees. Do not rely on job titles alone.
- Report **apprentices** and **trainees** in the job for which they are being trained. Report **helpers** separately because they are not in training for the occupation they are helping.
- Report part-time workers in the job they perform.
- Professionals who directly supervise other workers in professional occupations should be classified in the same occupation as the workers they supervise. For example, a drafter that supervises other drafters is classified as a drafter.
- Workers in Service, Sales, Office and Administrative, Forestry and Farming, Production, Maintenance, and Transportation occupations who spend 80 percent or more of their time performing supervisory duties should be reported as supervisors. Workers with supervisory duties who spend less than 80 percent of their time supervising should be reported with the workers they supervise.

## Instructions for Reporting Wage Information

**For all employees:**

- Please use the hourly and annual wage rate categories to report employees. If wages are not recorded by hour or year (bi-weekly, or monthly for example), convert them into an hourly wage rate.
- For part-time workers, please report the specific hourly wage rate, not an average.
- For tip, commission, and piece-rate workers, please estimate the earnings (base pay plus tips, commissions, or piece rates), and report the appropriate wage.
- For salaried workers who do not work a standard 2080 hours per year (40 hours per week), please report wages on an hourly basis. For workers who are paid an annual salary by contract, such as Airline Pilots, report their annual salary.
- Include and/or exclude from pay as follows:

Include as pay
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- Base Rate
- Commissions
- Cost-of-Living Allowance
- Deadheading Pay
- Guaranteed Pay
- Hazard Pay
- Incentive Pay
- Longevity Pay
- Piece Rate
- Portal-to-Portal Rate
- Production Bonus
- Tips

Exclude as pay
----------------

- |                         |                          |
|-------------------------|--------------------------|
| • Attendance Bonus      | • Perquisites            |
| • Back Pay              | • Profit Sharing Payment |
| • Draw                  | • Relocation Allowance   |
| • Holiday Bonus         | • Severance Pay          |
| • Holiday Premium Pay   | • Shift Differential     |
| • Jury Duty Pay         | • Stock Bonuses          |
| • Lodging Payments      | • Tool Allowance         |
| • Meal Payments         | • Tuition Repayments     |
| • Merchandise Discounts | • Uniform Allowance      |
| • Nonproduction Bonus   | • Weekend Pay            |
| • On-call Pay           |                          |
| • Overtime Pay          |                          |

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. This report is authorized by law, 29 U.S.C. §2. Your voluntary cooperation is needed to make the results of this report comprehensive, accurate, and timely.

\*We estimate that it will vary from 30 minutes to 6 hours to complete this report, depending on such factors as the size of the establishment. This includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this information. If you have any comments regarding these estimates or any other aspects of this report, including suggestions for reducing this burden, send them to the U.S. Bureau of Labor Statistics, Division of Occupational Employment Statistics (1220-0042), 2 Massachusetts Avenue NE, Suite 2135, Washington, DC 20212. Please do not return your questionnaire to this address. Use the enclosed preaddressed envelope or the address provided at the top of the first page to return your completed questionnaire. You do not have to complete this questionnaire if it does not display a currently valid OMB control number.

## Instructions for Completing the Report

On the following pages you will find the Occupational Employment Report. Please refer to the example below and the guidelines on page ii for instructions on how to complete the form. If you have employees whose occupations are not found in the list provided, please use the supplemental pages at the end of this report. Please write each unique occupational title on a separate line along with a short description of duties, the number of employees in each wage category, and the total employment for each occupation.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
<b>Accountants and Auditors</b> - Examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements.				1	2	3								6
13-2011														

**1** For each occupation listed, read the definition to determine which occupations are found in your establishment.

**2** For each occupation that is found in your establishment, write in the number of workers in this occupation, based on their wages.

For example, there are six Accountants in your establishment. One is part-time, working 20 hours a week, and earns \$12,480 per year; and five are full-time: two earn \$32,000 per year, and three earn \$46,000. Calculate an hourly wage for the part-time worker by dividing the annual wage by the number of hours worked; 20 hrs x 52 weeks = 1040 hrs/yr, \$12480/1040 hrs = \$12/hr. Write "1" in column C. For the full-time workers, use their annual wage: write "2" in column D and "3" in column E.

**3** Add up the total number of workers in this occupation and write the figure in the Total Employment column, making sure the total agrees with your records.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)													
		A	B	C	D	E	F	G	H	I	J	K	L	T	
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total
		Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment

## Management Occupations

(Managers in this section generally have other managers/supervisors reporting to them.)

<b>Chief Executives -</b> Formulate policies and provide overall direction of private and public organizations within guidelines set up by a board of directors or other governing body. Plan, direct, or coordinate operational activities with the help of subordinate executives and managers.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-1011													
<b>General and Operations Managers -</b> Plan, direct, or coordinate the operations of public or private organizations. Responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too general to be classified in any one functional area of management or administration. Excludes First-Line Supervisors.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-1021													
<b>Advertising and Promotions Managers -</b> Plan, direct, or coordinate advertising policies and programs or produce materials, such as posters, contests, coupons, or giveaways, to create extra interest in the purchase of a product or service.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-2011													
<b>Sales Managers -</b> Plan, direct, or coordinate the distribution of a product or service to the customer. Establish sales territories, quotas, goals, and training programs for sales representatives. Analyze sales statistics to determine sales potential and inventory requirements and to monitor the preferences of customers.	A	B	C	D	E	F	G	H	I	J	K	L	T
11-2022													
<b>Administrative Services Managers -</b> Plan, direct, or coordinate one or more administrative services of an organization, such as records and information management, mail distribution, facilities planning and maintenance, and other support services. Medical records administrators are included in "Medical and Health Services Managers." Excludes "Purchasing Managers."	A	B	C	D	E	F	G	H	I	J	K	L	T
11-3011													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
<b>Financial Managers -</b> Plan, direct, or coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-3031														
<b>Human Resources Managers -</b> Plan, direct, or coordinate human resources activities and staff of an organization. Excludes managers who primarily focus on compensation and benefits or training and development.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-3121														
<b>Food Service Managers -</b> Plan, direct, or coordinate activities of an organization or department that serves food and beverages. Excludes "Chefs and Head Cooks."		A	B	C	D	E	F	G	H	I	J	K	L	T
11-9051														
<b>Gaming Managers -</b> Plan, direct, or coordinate gaming operations in a casino. May formulate house rules.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-9071														
<b>Lodging Managers -</b> Plan, direct, or coordinate activities of an organization or department that provides lodging and other accommodations. Excludes "Food Service Managers" in lodging establishments.		A	B	C	D	E	F	G	H	I	J	K	L	T
11-9081														
<b>Business and Financial Operations Occupations</b>														
<b>Purchasing Agents, Except Wholesale, Retail, and Farm Products -</b> Purchase machinery, equipment, tools, parts, supplies, or services necessary for the operation of an establishment. Purchase raw or semi-finished materials for manufacturing.		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1023														
<b>Human Resources Specialists -</b> Perform activities in the human resource area. Includes employment specialists who screen, recruit, interview, and place workers. Excludes "Compensation, Benefits, and Job Analysis Specialists" and "Training and Development Specialists."		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1071														

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		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)														
<b>Meeting, Convention, and Event Planners -</b> Coordinate activities of staff or convention personnel to make arrangements for group meetings, events, or conventions.		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1121														
<b>Compensation, Benefits, and Job Analysis Specialists -</b> Conduct programs of compensation and benefits and job analysis for employer. May specialize in specific areas, such as position classification and pension programs.		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1141														
<b>Market Research Analysts and Marketing Specialists -</b> Research local, regional, or national market conditions to determine potential sales of a product or service, or create a marketing campaign. May gather information on competitors, prices, sales, and marketing methods. May use survey results to create a marketing campaign based on regional preferences and buying habits.		A	B	C	D	E	F	G	H	I	J	K	L	T
13-1161														
<b>Accountants and Auditors -</b> Analyze and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data. Excludes "Tax Examiners and Collectors, and Revenue Agents."		A	B	C	D	E	F	G	H	I	J	K	L	T
13-2011														
<b>Arts, Design, Entertainment, Sports, and Media Occupations</b>														
<b>Public Relations Specialists -</b> Engage in promoting or creating an intended public image for individuals, groups, or organizations. May write or select material for release to various communications media.		A	B	C	D	E	F	G	H	I	J	K	L	T
27-3031														
<b>Healthcare Support Occupations</b>														
<b>Massage Therapists -</b> Perform therapeutic massages of soft tissues and joints. May assist in the assessment of range of motion and muscle strength, or propose client therapy plans. Please include tips when calculating wages.		A	B	C	D	E	F	G	H	I	J	K	L	T
31-9011														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment

## Protective Service Occupations

<b>Gaming Surveillance Officers and Gaming Investigators -</b> Act as oversight and security agent for management and customers. Observe casino or casino hotel operation for irregular activities such as cheating or theft by either employees or patrons.	A	B	C	D	E	F	G	H	I	J	K	L	T
33-9031													
<b>Security Guards -</b> Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules. May operate x-ray and metal detector equipment. Excludes "Transportation Security Screeners."	A	B	C	D	E	F	G	H	I	J	K	L	T
33-9032													
<b>Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers -</b> Monitor recreational areas, such as pools, beaches, or ski slopes to provide assistance and protection to participants.	A	B	C	D	E	F	G	H	I	J	K	L	T
33-9092													

## Food Preparation and Serving Related Occupations

<b>Chefs and Head Cooks -</b> Direct and may participate in the preparation, seasoning, and cooking of food. May plan and price menu items, order supplies, and keep records and accounts.	A	B	C	D	E	F	G	H	I	J	K	L	T
35-1011													
<b>First-Line Supervisors of Food Preparation and Serving Workers -</b> Directly supervise and coordinate activities of workers engaged in preparing and serving food.	A	B	C	D	E	F	G	H	I	J	K	L	T
35-1012													
<b>Cooks, Fast Food -</b> Prepare and cook food in a fast food restaurant with a limited menu.	A	B	C	D	E	F	G	H	I	J	K	L	T
35-2011													
<b>Cooks, Institution and Cafeteria -</b> Prepare and cook large quantities of food for institutions, such as schools, hospitals, or cafeterias.	A	B	C	D	E	F	G	H	I	J	K	L	T
35-2012													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	
<b>Cooks, Restaurant -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Prepare, season, and cook dishes food in restaurants. May order supplies, keep records and accounts, price items on menu, or plan menu.														
35-2014														
<b>Cooks, Short Order -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Prepare and cook to order a variety of foods that require only a short preparation time. May take orders from customers and serve patrons at counters or tables. Excludes "Fast Food Cooks."														
35-2015														
<b>Food Preparation Workers -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Perform a variety of food preparation duties other than cooking, such as preparing cold foods and shellfish, slicing meat, and brewing coffee or tea.														
35-2021														
<b>Bartenders -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Mix and serve drinks to patrons, directly or through waitstaff. Please include tips when calculating wages.														
35-3011														
<b>Combined Food Preparation and Serving Workers, Including Fast Food -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Perform duties which combine preparing and serving food and nonalcoholic beverages.														
35-3021														
<b>Counter Attendants, Cafeteria, Food Concession, and Coffee Shop -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Serve food to diners at counter or from a steam table. Counter attendants who also wait tables are included in "Waiters and Waitresses."														
35-3022														
<b>Waiters and Waitresses -</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Take orders and serve food and beverages to patrons at tables. Excludes "Counter Attendants, Cafeteria, Food Concession, and Coffee Shop." Please include tips when calculating wages.														
35-3031														



OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
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		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)														
<b>Food Servers, Nonrestaurant -</b> Serve food to individuals not in a restaurant, such as in hotel rooms, hospital rooms, residential care facilities, or cars. Excludes "Counter Attendants, Cafeteria, Food Concession, and Coffee Shop." <div>35-3041</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
<b>Dining Room and Cafeteria Attendants and Bartender Helpers -</b> Facilitate food service. Clean tables, remove dirty dishes, replace soiled table linens; set tables; replenish supply of clean linens, silverware, glassware, and dishes; supply service bar with food; and serve items such as water, condiments, and coffee to patrons. Please include tips when calculating wages. <div>35-9011</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
<b>Dishwashers -</b> Clean dishes, kitchen, food preparation equipment, or utensils. <div>35-9021</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
<b>Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop -</b> Welcome patrons, seat them at tables or in lounge, and help ensure quality of facilities and service. <div>35-9031</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
<b>Building and Grounds Cleaning and Maintenance Occupations</b>														
<b>First-Line Supervisors of Housekeeping and Janitorial Workers -</b> Directly supervise and coordinate work activities of cleaning personnel. <div>37-1011</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
<b>First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers -</b> Directly supervise and coordinate activities of landscaping or groundskeeping workers. Work may involve reviewing contracts to ascertain service requirements, answering inquiries from potential customers, and preparing estimates. <div>37-1012</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
<b>Janitors and Cleaners, Except Maids and Housekeeping Cleaners -</b> Keep buildings in clean and orderly condition. Perform heavy cleaning duties. Duties may include tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs, and cleaning snow or debris from sidewalk. <div>37-2011</div>		A	B	C	D	E	F	G	H	I	J	K	L	T

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
<b>Maids and Housekeeping Cleaners -</b> Perform light cleaning duties in private households or commercial establishments, such as hotels and hospitals. Duties may include making beds, replenishing linens, cleaning rooms and halls, and vacuuming.		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	
37-2012														
<b>Landscaping and Groundskeeping Workers -</b> Landscape or maintain grounds of property using hand or power tools and equipment. Tasks may include sod laying, mowing, trimming, planting, watering, fertilizing, digging, raking, sprinkler installation, and installation of mortarless segmental concrete masonry wall units. Excludes "Farmworkers and Laborers, Crop, Nursery, and Greenhouse."														
37-3011														
<b>Personal Care and Service Occupations</b>														
<b>Gaming Supervisors -</b> Supervise and coordinate activities of workers in assigned gaming areas. Ensure that stations and games are covered for each shift. May explain and interpret operating rules of house to patrons. May plan and organize activities and services for guests in hotels/casinos. May address service complaints. Excludes "Slot Supervisors."														
39-1011														
<b>Slot Supervisors -</b> Supervise and coordinate activities of slot department workers to provide service to patrons. Handle and settle complaints of players. Verify and pay off jackpots. Reset slot machines after payoffs. Make repairs or adjustments to slot machines or recommend removal of slot machines for repair. Report hazards and enforce safety rules. Please include tips when calculating wages.														
39-1012														
<b>First-Line Supervisors of Personal Service Workers -</b> Directly supervise and coordinate activities of personal service workers, such as flight attendants, hairdressers, or caddies.														
39-1021														
<b>Gaming Dealers -</b> Operate games of chance by dispensing the appropriate number of cards or blocks to players, or operating other gaming equipment. Distribute winnings or collect players' money or chips. May compare the house's hand against players' hands. Please include tips when calculating wages.														
39-3011														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)														
<b>Gaming and Sports Book Writers and Runners -</b> Post information enabling patrons to wager on races and sporting events. Assist in the operation of games such as keno and bingo. May operate random number generating equipment and announce the numbers for patrons. Receive, verify, and record wagers. Scan and process winning tickets and pay out winnings for those wagers.														
39-3012														
<b>Amusement and Recreation Attendants -</b> Perform variety of attending duties at amusement or recreation facility. May schedule use of recreation facilities, maintain and provide equipment to participants of sporting events or recreational pursuits, or operate amusement concessions and rides.														
39-3091														
<b>Locker Room, Coatroom, and Dressing Room Attendants -</b> Provide personal items to patrons or customers in locker rooms, dressing rooms, or coatrooms. Please include tips when calculating wages.														
39-3093														
<b>Skincare Specialists -</b> Provide skincare treatments to face and body to enhance an individual's appearance. Includes electrologists and laser hair removal specialists. Please include tips when calculating wages.														
39-5094														
<b>Baggage Porters and Bellhops -</b> Handle baggage for travelers at transportation terminals or for guests at hotels or similar establishments. Please include tips when calculating wages.														
39-6011														
<b>Concierges -</b> Assist patrons at hotel, apartment, or office building with personal services. May take messages, arrange or give advice on transportation, business services or entertainment, or monitor guest requests for housekeeping and maintenance. Please include tips when calculating wages.														
39-6012														
<b>Fitness Trainers and Aerobics Instructors -</b> Instruct or coach groups or individuals in exercise activities. Excludes teachers classified in 25-0000 Education, Training, and Library Occupations. Excludes "Coaches and Scouts" and "Athletic Trainers."														
39-9031														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
Recreation Workers - Conduct recreation activities with groups in public, private, or volunteer agencies or recreation facilities. Organize and promote activities, such as arts and crafts, sports, and games.		A	B	C	D	E	F	G	H	I	J	K	L	T
39-9032														

## Sales and Related Occupations

<b>First-Line Supervisors of Retail Sales Workers -</b> Directly supervise and coordinate activities of retail sales workers. Duties may include purchasing, budgeting, accounting, and personnel work, in addition to supervisory duties.	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>41-1011</b>													
<b>First-Line Supervisors of Non-Retail Sales Workers -</b> Directly supervise and coordinate activities of sales workers other than retail sales workers. May perform duties, such as budgeting, accounting, and personnel work, in addition to supervisory duties.	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>41-1012</b>													
<b>Cashiers -</b> Receive and disburse money in establishments other than financial institutions. May use electronic scanners, cash registers, or related equipment. May process credit or debit card transactions and validate checks. Excludes "Gaming Cage Persons and Booth Cashiers."	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>41-2011</b>													
<b>Gaming Change Persons and Booth Cashiers -</b> Exchange coins, tokens and chips for patrons' money. May issue payoffs. May operate a booth in the slot machine area and furnish change persons with money bank at the start of the shift, or count and audit money in drawers. Excludes "Cashiers."	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>41-2012</b>													
<b>Retail Salespersons -</b> Sell merchandise, such as furniture, motor vehicles, appliances, or apparel to consumers. Excludes "Cashiers."	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
<b>41-2031</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
Sales Representatives of Services, Except Advertising, Insurance, Travel, and Financial Services -  Sell services to individuals or businesses. May describe options or resolve client problems. Excludes "Telemarketers."		A	B	C	D	E	F	G	H	I	J	K	L	T
		41-3098												

## Office and Administrative Support Occupations

<b>First-Line Supervisors of Office and Administrative Support Workers -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Directly supervise and coordinate the activities of clerical and administrative support workers.													
<b>43-1011</b>													
<b>Switchboard Operators, Including Answering Service -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Operate telephone business systems equipment or switchboards to relay calls. May supply information to callers and record messages.													
<b>43-2011</b>													
<b>Billing and Posting Clerks -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Compile, compute, and record data for billing purposes. Prepare billing invoices for services rendered or for delivery or shipment of goods.													
<b>43-3021</b>													
<b>Bookkeeping, Accounting, and Auditing Clerks -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
Compute, classify, and record data to keep financial records complete. Perform routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers. Excludes "Payroll and Timekeeping Clerks."													
<b>43-3031</b>													
<b>Gaming Cage Workers -</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>T</b>
In a gaming establishment, conduct financial transactions for patrons. May reconcile daily summaries of transactions to balance books. Verify patron's credit references to provide check-cashing authorization or to establish house credit accounts. May sell gambling chips, tokens, or tickets to patrons, or to other workers for resale to patrons. May convert gaming chips, tokens, or tickets to currency. May use a cash register or computer to record transaction.													
<b>43-3041</b>													

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over		
Payroll and Timekeeping Clerks - Compile and record employee time and payroll data. May compute employees' time worked, production, and commission. May compute and post wages and deductions, or prepare paychecks. <div>43-3051</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
Customer Service Representatives - Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints. Excludes individuals whose duties are primarily installation, sales, or repair. <div>43-4051</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
Hotel, Motel, and Resort Desk Clerks - Accommodate hotel, motel, and resort patrons by registering and assigning rooms to guests, issuing room keys, transmitting and receiving messages, keeping records of occupied rooms and guests' accounts, making and confirming reservations, and collecting payments from departing guests. <div>43-4081</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
Human Resources Assistants, Except Payroll and Timekeeping - Compile and keep personnel records. May prepare reports for employment records, file employment records, or search employee files and furnish information to authorized persons. <div>43-4161</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
Receptionists and Information Clerks - Answer inquiries and provide information regarding activities conducted at establishment and location of departments, offices, and employees within the organization. Excludes "Switchboard Operators, Including Answering Service." <div>43-4171</div>		A	B	C	D	E	F	G	H	I	J	K	L	T
Reservation and Transportation Ticket Agents and Travel Clerks - Make and confirm reservations for transportation or lodging, or sell transportation tickets. May check baggage and direct passengers to designated concourse, pier, or track; deliver tickets, contact individuals and groups to inform them of package tours; or provide tourists with travel or transportation information. Excludes "Travel Agents," "Hotel, Motel, and Resort Desk Clerks," and "Cashiers" who sell tickets for local transportation. <div>43-4181</div>		A	B	C	D	E	F	G	H	I	J	K	L	T

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	
<b>Shipping, Receiving, and Traffic Clerks -</b> Verify and maintain records on incoming and outgoing shipments. Prepare items for shipment. Assemble, address, stamp, and ship merchandise or material; receive, unpack, verify and record incoming merchandise or material; and arrange for the transportation of products. Excludes "Stock Clerks and Order Fillers."		A	B	C	D	E	F	G	H	I	J	K	L	T
43-5071														
<b>Stock Clerks and Order Fillers -</b> Receive, store, and issue sales floor merchandise, materials, equipment, and other items from stockroom, warehouse, or storage yard to fill shelves, racks, tables, or customers' orders. May mark prices on merchandise and set up sales displays. Excludes "Shipping, Receiving, and Traffic Clerks."		A	B	C	D	E	F	G	H	I	J	K	L	T
43-5081														
<b>Executive Secretaries and Executive Administrative Assistants -</b> Provide high-level administrative support. Conduct research, prepare statistical reports, handle information requests, and perform clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May also train and supervise lower-level clerical staff.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-6011														
<b>Secretaries and Administrative Assistants, Except Legal, Medical, and Executive -</b> Perform routine clerical and administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining files, or providing information to callers.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-6014														
<b>Office Clerks, General -</b> Perform duties too varied and diverse to be classified in any specific clerical occupation, requiring knowledge of office systems and procedures. Duties may include a combination of answering telephones, bookkeeping, typing or word processing, stenography, office machine operation, and filing.		A	B	C	D	E	F	G	H	I	J	K	L	T
43-9061														
Installation, Maintenance, and Repair Occupations														
<b>First-Line Supervisors of Mechanics, Installers, and Repairers -</b> Directly supervise and coordinate the activities of mechanics, installers, and repairers. Excludes team or work leaders.		A	B	C	D	E	F	G	H	I	J	K	L	T
49-1011														

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over	Total Employment
Hourly (part-time or full-time)														
Annual Salary (full-time only)														
<b>Maintenance and Repair Workers, General -</b> Perform work involving the skills of two or more maintenance occupations to keep machines, mechanical equipment, or the structure of an establishment in repair. Duties may involve pipe fitting; boiler making; insulating; welding; machining; carpentry; repairing electrical or mechanical equipment; installing, aligning, and balancing equipment; and repairing buildings, floors, or stairs.		A	B	C	D	E	F	G	H	I	J	K	L	T
49-9071														
<b>Coin, Vending, and Amusement Machine Servicers and Repairers -</b> Install, service, adjust, or repair coin, vending, or amusement machines including video games, juke boxes, pinball machines, or slot machines.		A	B	C	D	E	F	G	H	I	J	K	L	T
49-9091														
<b>Production Occupations</b>														
<b>First-Line Supervisors of Production and Operating Workers -</b> Directly supervise and coordinate the activities of production and operating workers. Excludes team or work leaders.		A	B	C	D	E	F	G	H	I	J	K	L	T
51-1011														
<b>Bakers -</b> Mix and bake ingredients to produce baked goods. Pastry chefs in restaurants and hotels are included with "Chefs and Head Cooks."		A	B	C	D	E	F	G	H	I	J	K	L	T
51-3011														
<b>Laundry and Dry-Cleaning Workers -</b> Operate or tend washing or dry-cleaning machines to wash or dry-clean industrial or household articles. Includes spotters and dyers of these articles.		A	B	C	D	E	F	G	H	I	J	K	L	T
51-6011														
<b>Transportation and Material Moving Occupations</b>														
<b>Taxi Drivers and Chauffeurs -</b> Drive automobiles, vans, or limousines to transport passengers. May carry cargo. Includes hearse drivers. Excludes ambulance drivers. Please include tips when calculating wages.		A	B	C	D	E	F	G	H	I	J	K	L	T
53-3041														



OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)		under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment
Parking Lot Attendants -  Park vehicles or issue tickets for customers in a parking lot or garage. May collect fee.		A	B	C	D	E	F	G	H	I	J	K	L	T
53-6021														
Laborers and Freight, Stock, and Material Movers, Hand -  Manually move freight, stock, or other materials or perform other general labor. Includes all manual laborers not elsewhere classified. Excludes material moving workers who use power equipment.		A	B	C	D	E	F	G	H	I	J	K	L	T
53-7062														
Subtotal Employment														T

## Instructions for Completing the Supplemental Page

Please use these supplemental pages to report employees whose occupations were not found on the preceding pages. Please write in each unique occupational title, a short description of duties, the number of employees found in each wage column, and the total employment for each occupation. Refer to pages ii and iii for detailed instructions on how to report by occupation, how to determine wages, and how to complete the report.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES	NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
	A	B	C	D	E	F	G	H	I	J	K	L	T
	Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

FOR OFFICE USE ONLY	FIPS	Schedule Number	NAICS Code	Unit Total Employment	Reviewed By	Date Reviewed	Subtotal Employment - this page	
							Total Employment identified on this form	

## Instructions for Completing the Supplemental Page

Please use these supplemental pages to report employees whose occupations were not found on the preceding pages. Please write in each unique occupational title, a short description of duties, the number of employees found in each wage column, and the total employment for each occupation. Refer to pages ii and iii for detailed instructions on how to report by occupation, how to determine wages, and how to complete the report. If you need additional space to report the workers in your establishment, please photocopy this page.

OCCUPATIONAL TITLE AND DESCRIPTION OF DUTIES		NUMBER OF EMPLOYEES IN SELECTED WAGE RANGES (Report Part-time Workers According to an Hourly Rate)												
		A	B	C	D	E	F	G	H	I	J	K	L	T
		Hourly (part-time or full-time)	under \$9.25	\$9.25 - 11.74	\$11.75 - 14.74	\$14.75 - 18.74	\$18.75 - 23.99	\$24.00 - 30.24	\$30.25 - 38.49	\$38.50 - 48.99	\$49.00 - 61.99	\$62.00 - 78.74	\$78.75 - 99.99	\$100.00 and over
Annual Salary (full-time only)	under \$19,240	\$19,240 - 24,439	\$24,440 - 30,679	\$30,680 - 38,999	\$39,000 - 49,919	\$49,920 - 62,919	\$62,920 - 80,079	\$80,080 - 101,919	\$101,920 - 128,959	\$128,960 - 163,799	\$163,800 - 207,999	\$208,000 and over	Employment	

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

A	B	C	D	E	F	G	H	I	J	K	L	T

FOR OFFICE USE ONLY	FIPS	Schedule Number	NAICS Code	Unit Total Employment	Reviewed By	Date Reviewed	Subtotal Employment - this page	
							Total Employment identified on this form	