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CLASSIFIED INDEX OF OCCUPATIONS

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INDEX TO OCCUPATIONS

PREFACE

This index is based upon the occupational designations returned at the Twelfth, Thirteenth, and Fourteenth Censuses of the United States. It has been supplemented, however, by additional designations gleaned from various occupational glossaries and from other sources. It will be used by the Bureau of the Census in classifying the occupations returned on the population schedules at the Fifteenth Census and in classifying the occupations returned on birth and death certificates.

The index was prepared by Dr. Alba M. Edwards, expert on occupations, under the general supervision of Dr. Leon E. Truesdell, chief statistician for population.

THE SYMBOL SCHEME

Each occupation or occupation group in this index is preceded by a symbol. Every complete symbol has either four figures, or else two figures followed by the abbreviation "Ind." The first two figures of each four-figure symbol represent the occupation and are called the "occupation symbol"; the last two figures represent the industry and are called the "industry symbol." Thus, in the symbol for "Glass blower, glass factory"—"85 02"—the "85" stands for "Glass blower" and the "02" for "glass factory."

Many occupations, such as "Carpenter" and "Blacksmith," are pursued in several industries, and some, such as "Clerk" and "Stenographer," are pursued in all industries. For the purposes of the classification here presented, occupations pursued in a number of industries are termed "repeaters." Each "repeater" occupation was assigned a symbol, and this symbol was not used for any other occupation.

In this index, all the workers in a "repeater" occupation, such as "Blacksmith," are grouped together, notwithstanding the fact that they may be employed in many different industries. It is quite evident, therefore, that one industry symbol can not represent the industry or place of work of each worker in a "repeater" occupation group. For this reason, the abbreviation "Ind," for industry, is used instead of an industry symbol in the case of each "repeater" occupation group. Thus, the complete symbol for the "repeater" occupation group "Electricians" is "1V Ind." This signifies that the occupation symbol for electrician is always "1V," and that the

industry symbol varies according to the different industries in which electricians are employed. If employed in a cotton mill, the industry symbol is "5V"; if in a steel mill, it is "24"; and if in the building industry, it is "X1."

Since only four columns of figures on the census punch card were available for forming both the occupation and the industry symbols, it was impossible to assign all the occupation symbols in the same numerical order in which the occupations come in the classification, as was done in the case of the Fourteenth Census occupation index. For this reason the sorted cards for many of the occupations must be rearranged before tabulation.

When the symbol scheme above described is used, occupational designations are, in fact, coded both by occupation and by industry; hence the occupations may be tabulated either by industry or by occupation, or, if desired, by both industry and occupation.¹ The classification presented in this index, however, is an occupational classification only.

THE CLASSIFICATION

The classification here presented contains 217 main occupations and occupation groups, 96 of which are subdivided, making a total of 557 separate occupations and occupation groups, as shown on pages 11 to 25. This classification conforms rather closely to that followed in the detailed tables of the Fourteenth Census report on occupations and published in index form in 1920. However, the 224 main occupations and occupation groups of that classification have here been reduced to 217, and the total 572 occupations and occupation groups of that classification have here been reduced to 557. The reduction has consisted, principally, in combining occupations which, it is believed, will not be so returned on the census schedules that they can be classified separately with any high degree of accuracy, and in combining occupations pursued by relatively small numbers of workers. On the other hand, to make possible a tabulation of the occupations by industry, certain composite occupation groups shown at the Fourteenth Census have been subdivided by industry. As stated in the footnotes on pages 12, 13, and 20, some of these subgroups will be combined in tabulating.

In this index the occupations and occupation groups, excepting clerical occupations, are grouped under the eight general divisions into

¹ By sorting the punched cards by the occupation part of the symbols, all the cards for each respective "repeater" occupation will be brought together, irrespective of the industries represented by the industry symbols punched on the cards. The cards for such of the "repeater" occupations as it is desired to show by industry—laborers, for example—must be further sorted by industry, as must, also the cards for those occupations which, respectively, are peculiar to a given industry. By sorting the punched cards by the industry part of the symbols, all the cards for each respective industry will be brought together, irrespective of the occupations represented by the occupations punched on the cards. The "Industrial Outline of the Occupation Classification," presented on pages 8 to 10, shows the different industries and industrial groups distinguished in the classification with their respective symbols.

which the occupational field is divided, each occupation being classified in that part of the field in which it is most commonly pursued. For example, blacksmiths, carpenters, electricians, and machinists have been classified under "Manufacturing and mechanical industries," although each of these trades is pursued in almost every industry. Clerical occupations, which can hardly be said to be more common to one general division of occupations than to another, have been classified apart. Since processes and conditions of work vary from one occupation to another, and, in the same occupation, from one industry to another, it is evident that in any combination of elementary occupations the resultant group will be less specific than were its component parts. Notwithstanding this fact, combinations of elementary occupations were made necessary by space and cost limits, and sometimes by the impossibility of securing the accurate return of technically exact designations of specific occupations, through the house-to-house canvass made by the census enumerators.

The general plan of combination was to group together all the workers in each separate important occupation without regard to the different industries in which the occupation is pursued. But in so condensed a list it was impractical to make a separate classification for each separate occupation. In many cases, therefore, different occupations were combined; but the aim was to combine only those occupations which were very similar. Those occupations which are not sufficiently similar to others to be combined with them and which are not sufficiently important to be reported separately, and those occupations which mean little apart from the industries in which they are pursued, were combined under a number of residuary occupation groups, such as coal mine operatives, operatives in cotton mills, etc. These residuary groups, while not strictly occupational, have a great deal of occupational significance; for, although each of them is made up of the workers in numerous occupations, pursued sometimes in several different industries, these workers together form a group which, in many respects, is occupationally homogeneous.

Thus, so far as practicable, the combination of elementary occupations was along *occupational* rather than *industrial* lines.

The index is printed in two forms—classified and alphabetical—and a separate volume is devoted to each form. In the classified index the 25,000 or more occupational designations of which the index is composed are arranged in classified form, with each designation under its proper occupation or occupation group, and with each occupation or occupation group preceded by its symbol. In the alphabetical index all the occupational designations are arranged alphabetically, and each designation is followed by a symbol indicating to which of the 557 occupations and occupation groups of the classification it belongs.