

811404

February, 1981

ANALYSIS OF THE ACTIVE
APPLICATION FILES AT
CENTRAL MINNESOTA
AREA OFFICES

IN

CAMBRIDGE
HUTCHINSON
LITCHFIELD
MONTEVIDEO
MORA
PRINCETON
ST. CLOUD
WILLMAR

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INTRODUCTION

The tables in this report are a summary of a semiannual count of those applicants who are actively seeking work (active application files) through the Economic Security Offices in Cambridge, Hutchinson, Litchfield, Montevideo, Mora, Princeton, St. Cloud, and Willmar.

For the reader's convenience a brief description of each occupational code category is provided on pages five and six. It should be recognized, however, that there are many occupations in each of the occupational code categories where transferability of skills does not exist. Hence, the data should be used primarily to gain an overview of the supply of labor in terms of broad skills or occupational classes.

The statistics in this report include:

1. Persons who may reside in and outside the city limits of the community, but have registered in the local office for work.
2. Persons who, during the month, may have found jobs and voluntarily left the labor market or have moved from the area. The names of these persons are systematically removed from the active file only at the end of the month.
3. Persons who are employed, but still remain registered with the intention of securing other job opportunities.

Because of the above factors, a note of caution is necessary when one uses the count of the active application file as a statistic to compare with any estimate of unemployment.

Breakdowns of applicants by certain characteristics are given for those groups in which a greater degree of interest exists today; namely, females, veterans, economically disadvantaged, and minorities.

The current definition of an economically disadvantaged person is one who (1) is a member of a family which receives cash welfare payments under Federal, State, or local welfare programs; or (2) is a member of a family which has a total family income, which in relation to family size, does not exceed the poverty level determined in accordance with criteria established by the Office of Management and Budget or 70 percent of the lower living standard income level, whichever is higher; or (3) is a foster child on behalf of whom State or local government payments are made.

POVERTY LEVEL THRESHOLDS

(For All States Except Alaska and Hawaii)

<u>Family Size</u>	<u>Family Income</u>	
	<u>Nonfarm</u>	<u>Farm</u>
1	\$3,790	\$3,250
2	5,010	4,280
3	6,230	5,310
4	7,450	6,340
5	8,670	7,370
6	9,890	8,400

For each additional family member add:

\$1,220	\$1,030
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* * * * *

70% LOWER LIVING STANDARD INCOME THRESHOLDS

<u>Family Size</u>	<u>Metropolitan</u>	<u>Non-Metropolitan</u>
1	\$ 3,220	\$ 3,090
2	5,280	5,060
3	7,250	6,940
4	8,950	8,570
5	10,560	10,110
6	12,350	11,830

For each additional family member add:

\$ 1,790	\$ 1,720
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NOTE: Poverty Level and 70% Lower Living Standard Income Thresholds have been revised upward effective April 6, 1981.

HIGHLIGHTS

- The Total count of active applicants at the eight locations was 4,829 in February 1981. Of this total, 3,000 or 62.1 percent were male and 1,829 or 37.9 percent were female. The percent of the active file that is male rises during the winter months and falls during the summer months.
- In February 1981 there were 721 active veteran applicants, or 14.9 percent of the total number of active applicants registered at the eight locations.
- Minorities constitute only 2.4 percent of the active applicants in Central Minnesota, a total of 117 persons. The percentage ranges from a high of 10.4 percent in the Princeton active file to a low of 0.4 percent at Cambridge.
- Almost 28 percent of the active applicants at all locations were classified as "Economically Disadvantaged." The St. Cloud and Willmar offices had the highest actual numbers reflecting the larger population in their areas while the Montevideo office had the highest percentage, 60.9 percent.
- Overall, the occupational category of "Structural Work" had the greatest number of applicants, 840 or 17.4 percent, reflecting both the time of the year and the current difficulties being faced by the Construction industry.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

Area Offices

Cambridge -	224 South Ashland Street, Box 482 Cambridge, MN 55008	(612) 689-1931
Hutchinson -	117 First Avenue NE, Box 550 Hutchinson, MN 55350	(612) 587-4740
Litchfield -	335 E. Highway 12 Litchfield, MN 55355	(612) 693-2489
Montevideo -	125 S. First Street, Box 636 Montevideo, MN 56265	(612) 269-8819
Mora -	100 South Park Street, Box 27 Mora, MN 55051	(612) 679-3611
Princeton -	508 First Street Princeton, MN 55371	(612) 389-4810
St. Cloud -	111 Lincoln Avenue SE, Box 67 or 2700 Miller Shopping Center St. Cloud, MN 56301	(612) 255-3266 (612) 255-2016
Willmar -	2015 South First Street Willmar, MN 56201	(612) 235-3222

EXPLANATION OF OCCUPATIONAL CODES

Professional, Technical, & Managerial	0-1	Includes occupations concerned with the theoretical or practical aspects of such fields of human endeavor as science, engineering, education, medicine, law, business relations, and administrative, managerial, and technical work. Most of these occupations require substantial educational preparation (usually at the university, junior college, or technical institute level).
Clerical	200-249	Includes occupations concerned with preparing, transcribing, systematizing, and preserving written communications and records; distributing information; and collecting accounts.
Sales	250-299	Includes occupations concerned with influencing customers in favor of a commodity or service. Includes occupations closely identified with sales transactions even though they do not involve actual participation in the transactions.
Domestic Services	300-309	Includes occupations concerned with tasks in and around a private household.
Food and Beverage Services	310-319	Includes occupations concerned with preparing food and beverages and serving them to patrons of such establishments as hotels, clubs, restaurants, and cocktail lounges.
Other Services	320-389	Includes occupations concerned with providing lodging and related services; providing grooming, cosmetic, and other personal and health care services; maintaining and cleaning clothing; providing protection for people and property; attending to the comfort or requests of patrons of amusement and recreation facilities; and performing cleaning and maintenance services to interiors of buildings.
Farming, Fishing, & Forestry	4	Includes occupations concerned with growing, harvesting, catching, and gathering land and aquatic plant and animal life and the products thereof; and occupations concerned with providing services in support of these activities.
Processing	5	Includes occupations concerned with refining, mixing, compounding, chemically treating, heat treating, or similarly working materials and products. Knowledge of a process and adherence to formulas or other specifications are required in some degree. Vats, stills, ovens, furnaces, mixing machines, crushers, grinders, and related equipment or machines are usually involved.

Machine
Trade

6 Includes occupations concerned with feeding, tending, operating, controlling, and setting up machines to cut, bore, mill, abrade, print, and similarly work such materials as metal, paper, wood, and stone. Throughout this category, the overall relationship of the worker to the machine is of prime importance. At the more complex levels, the important aspects of the work include understanding machine functions, reading blueprints, making mathematical computations, and exercising judgement to attain conformance to specifications. Coordination of the eyes and hands is the most significant factor at the lower levels. Disassembly, repair, reassembly, installation, and maintenance of machines and mechanical equipment, and weaving, knitting, spinning, and similarly working textiles are included in this category.

Bench
Work

7 Includes occupations concerned with the use of body members, handtools, and bench machines to fit, grind, carve, mold, paint, sew, assemble, inspect, repair, and similarly work relatively small objects and materials, such as jewelry, phonographs, light bulbs, musical instruments, tires, footwear, pottery, and garments. The work is usually performed at a set position in a mill, plant, or shop, at a bench, worktable, or conveyor. At the more complex levels, workers frequently read blueprints, follow patterns, use a variety of handtools, and assume responsibility for meeting standards. Workers at the less complex levels are required to follow standardized procedures.

Structural
Work

8 Includes occupations concerned with fabricating, erecting, installing, paving, painting, repairing, and similarly working structures or structural parts, such as bridges, buildings, roads, motor vehicles, cables, airplane engines, girders, plates, and frames. The work generally occurs outside a factory or shop environment except for factory production line occupations. Tools used are hand or portable power tools, and such materials as wood, metal, concrete, glass, and clay are involved. Workers are frequently required to have a knowledge of the materials with which they work, e.g., stresses, strains, durability, and resistance to weather.

Miscellaneous

9 Includes occupations concerned with transportation services; packaging and warehousing; utilities; amusement, recreation, and motion picture services; mining and logging; graphic arts; and various miscellaneous activities.

Table 1

Overall Summary of Applicant
Characteristics in Active Jobseeker Files
February 1981

	Cambridge		Hutchinson		Litchfield		Montevideo	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Total Active File	233	100.0	272	100.0	294	100.0	151	100.0
Males	136	58.4	170	62.5	179	60.9	91	60.3
Females	97	41.6	102	37.5	115	39.1	60	39.7
Veterans	44	18.9	48	17.6	50	17.0	11	7.3
Age Groups:								
Under 22	57	24.5	76	27.9	88	29.9	44	29.1
22 - 44	154	66.1	170	62.5	168	57.1	94	62.3
45 and Older	22	9.4	26	9.6	38	12.9	13	8.6
Minority	1	0.4	2	0.7	12	4.1	3	2.0
Econ. Disadvantaged	79	33.9	64	23.5	74	25.2	92	60.9
	Mora		Princeton		St. Cloud		Willmar	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Total Active File	387	100.0	251	100.0	2,726	100.0	515	100.0
Males	256	66.1	142	56.6	1,715	62.9	311	60.4
Females	131	33.9	109	43.4	1,011	37.1	204	39.6
Veterans	49	12.7	34	13.5	427	15.7	58	11.3
Age Groups:								
Under 22	105	27.1	56	22.3	807	29.6	146	28.3
22 - 44	237	61.2	170	67.7	1,707	62.6	306	59.4
45 and Older	45	11.6	25	10.0	212	7.8	63	12.2
Minority	17	4.4	26	10.4	45	1.7	11	2.1
Econ. Disadvantaged	137	35.4	86	34.3	578	21.2	231	44.9

Percentages may not add up to 100.0% due to rounding.

Table II

Overall Summary of
The Active Jobseeker Files by Occupation
February 1981

DOT CODE	Occupational Title	Cambridge		Hutchinson		Litchfield		Montevideo	
		Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Total	All Occupations	233	100.0	272	100.0	294	100.0	151	100.0
0-1	Professional, Technical, & Managerial	12	5.2	26	9.6	27	9.2	6	4.0
200-249	Clerical	34	14.6	36	13.2	39	13.3	23	15.2
250-299	Sales	15	6.4	23	8.5	8	2.7	8	5.3
300-309	Domestics	1	0.4	1	0.4	7	2.4	6	4.0
310-319	Food & Beverage	6	2.6	11	4.0	11	3.7	14	9.3
320-389	Other Services	20	8.6	8	2.9	15	5.1	9	6.0
4	Farming, Fishing, and Forestry	0	0.0	13	4.8	25	8.5	15	9.9
5	Processing Trades	4	1.7	3	1.1	9	3.1	5	3.3
6	Machine Trades	21	9.0	15	5.5	14	4.8	14	9.3
7	Bench Work	33	14.2	37	13.6	32	10.9	3	2.0
8	Structural Work	33	14.2	47	17.3	55	18.7	32	21.2
9	Miscellaneous Occupations	54	23.2	52	19.1	52	17.7	16	10.6

Percentages may not add up to 100.0% due to rounding.

Table II

Overall Summary of
The Active Jobseeker Files by Occupation
February 1981

DOT CODE	Occupational Title	Mora		Princeton		St. Cloud		Willmar	
		Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Total	All Occupations	387	100.0	251	100.0	2,726	100.0	515	100.0
0-1	Professional, Technical, & Managerial	9	2.3	12	4.8	237	8.7	45	8.7
200-249	Clerical	37	9.6	30	12.0	427	15.7	64	12.4
250-299	Sales	12	3.1	15	6.0	157	5.8	39	7.6
300-309	Domestics	1	0.3	1	0.4	18	0.7	15	2.9
310-319	Food & Beverage	51	13.2	8	3.2	164	6.0	45	8.7
320-389	Other Services	30	7.8	8	3.2	165	6.1	27	5.2
4	Farming, Fishing, and Forestry	10	2.6	3	1.2	43	1.6	21	4.1
5	Processing Trades	10	2.6	3	1.2	21	0.8	26	5.0
6	Machine Trades	29	7.5	15	6.0	173	6.3	11	2.1
7	Bench Work	20	5.2	81	32.3	472	17.3	19	3.7
8	Structural Work	69	17.8	31	12.4	456	16.7	117	22.7
9	Miscellaneous Occupations	109	28.2	44	17.5	393	14.4	86	16.7

Percentages may not add up to 100.0% due to rounding.

Table III

Characteristic Count of Active Jobseeker File by Occupation Code
February 1981

	Total	0-1	200- 249	250- 299	300- 309	310- 319	320- 389	4	5	6	7	8	9
Cambridge													
Active File Total	233	12	34	15	1	6	20	0	4	21	33	33	54
Males	136	11	3	6	0	3	8	0	2	18	2	31	52
Females	97	1	31	9	1	3	12	0	2	3	31	2	2
Veterans	44	5	2	1	0	0	3	0	1	8	1	10	13
Under 22 age	57	0	4	5	0	3	5	0	0	2	10	2	26
22 - 44	154	9	27	10	1	1	9	0	4	18	20	30	25
45 and Older	22	3	3	0	0	2	6	0	0	1	3	1	3
Minority	1	0	0	0	0	0	0	0	0	0	0	0	1
Econ. Disadvantaged	79	2	11	2	1	1	10	0	3	7	6	15	21
Hutchinson													
Active File Total	272	26	36	23	1	11	8	13	3	15	37	47	52
Males	170	17	0	8	0	6	5	10	1	15	17	45	46
Females	102	9	36	15	1	5	3	3	2	0	20	2	6
Veterans	48	4	1	2	0	0	1	3	0	6	4	15	12
Under 22 age	76	0	8	6	0	6	4	6	0	3	10	13	20
22 - 44	170	23	23	14	0	5	3	6	2	10	22	31	31
45 and Older	26	3	5	3	1	0	1	1	1	2	5	3	1
Minority	2	1	0	0	0	0	0	0	0	0	0	1	0
Econ. Disadvantaged	64	4	6	0	1	3	4	6	3	2	10	14	11
Litchfield													
Active File Total	294	27	39	8	7	11	15	25	9	14	32	55	52
Males	179	15	3	1	3	4	7	16	5	13	13	55	44
Females	115	12	36	7	4	7	8	9	4	1	19	0	8
Veterans	50	7	2	0	1	1	1	0	2	6	2	15	13
Under 22 age	88	1	10	1	2	4	6	18	1	3	5	14	23
22 - 44	168	22	21	5	3	4	8	7	6	7	24	36	25
45 and Older	38	4	8	2	2	3	1	0	2	4	3	5	4
Minority	12	0	2	0	0	1	1	1	2	1	0	3	1
Econ. Disadvantaged	74	6	10	2	4	4	5	4	4	4	10	11	10

Table III

Characteristic Count of Active Jobseeker File by Occupation Code
February 1981

	Total	0-1	200- 249	250- 299	300- 309	310- 319	320- 389	4	5	6	7	8	9
Montevideo													
Active File Total	151	6	23	8	6	14	9	15	5	14	3	32	16
Males	91	3	2	2	1	2	2	14	5	14	1	30	15
Females	60	3	21	6	5	12	7	1	0	0	2	2	1
Veterans	11	1	0	0	0	1	0	0	1	2	0	4	2
Under 22 age	44	0	8	1	6	6	4	3	0	3	1	10	2
22 - 44	94	6	15	7	0	6	2	8	5	10	1	21	13
45 and Older	13	0	0	0	0	2	3	4	0	1	1	1	1
Minority	3	0	0	0	0	0	0	0	0	0	0	2	1
Econ. Disadvantaged	92	2	4	4	6	12	7	11	3	9	2	21	11
Mora													
Active File Total	387	9	37	12	1	51	30	10	10	29	20	69	109
Males	256	5	7	7	0	11	8	10	4	24	9	67	104
Females	131	4	30	5	1	40	22	0	6	5	11	2	5
Veterans	49	3	4	0	0	2	3	1	0	5	2	12	17
Under 22 age	105	0	9	2	1	16	10	3	6	6	8	12	32
22 - 44	237	7	25	8	0	21	18	6	4	19	10	50	69
45 and Older	45	2	3	2	0	14	2	1	0	4	2	7	8
Minority	17	1	3	0	0	2	2	0	0	0	0	7	2
Econ. Disadvantaged	137	2	10	6	1	11	14	3	5	13	9	25	38
Princeton													
Active File Total	251	12	30	15	1	8	8	3	3	15	81	31	44
Males	142	7	4	3	0	3	4	3	2	14	37	31	34
Females	109	5	26	12	1	5	4	0	1	1	44	0	10
Veterans	34	1	3	0	0	0	3	0	0	3	8	7	9
Under 22 age	56	0	7	1	0	4	2	0	1	1	23	7	10
22 - 44	170	9	20	10	1	4	4	3	2	14	51	20	32
45 and Older	25	3	3	4	0	0	2	0	0	0	7	4	2
Minority	26	3	0	0	0	1	2	1	0	1	4	3	11
Econ. Disadvantaged	86	4	7	3	1	4	5	1	1	8	14	13	25

Table III

Characteristic Count of Active Jobseeker File by Occupation Code
February 1981

	Total	0-1	200- 249	250- 299	300- 309	310- 319	320- 389	4	5	6	7	8	9
St. Cloud													
Active File Total	2,726	237	427	157	18	164	165	43	21	173	472	456	393
Males	1,715	141	59	75	4	56	65	34	17	165	300	425	374
Females	1,011	96	368	82	14	108	100	9	4	8	172	31	19
Veterans	427	47	24	21	1	11	23	6	7	48	56	88	95
Under 22 age	807	20	138	66	6	65	54	17	3	36	157	119	126
22 - 44	1,707	201	253	77	2	85	91	20	15	129	277	313	244
45 and Older	212	16	36	14	10	14	20	6	3	8	38	24	23
Minority	45	1	9	2	1	2	1	0	0	4	10	8	7
Econ. Disadvantaged	578	44	88	18	5	40	46	17	5	35	102	93	85
Willmar													
Active File Total	515	45	64	39	15	45	27	21	26	11	19	117	86
Males	311	29	5	25	4	13	9	17	10	11	6	114	68
Females	204	16	59	14	11	32	18	4	16	0	13	3	18
Veterans	58	8	2	6	0	3	1	1	0	2	1	22	12
Under 22 age	146	4	18	8	2	15	11	10	7	2	5	28	36
22 - 44	306	37	38	26	7	20	12	11	12	9	11	80	43
45 and Older	63	4	8	5	6	10	4	0	7	0	3	9	7
Minority	11	2	1	0	0	1	0	0	0	1	2	3	1
Econ. Disadvantaged	231	11	23	12	8	28	14	8	18	6	14	50	39