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FEBRUARY, 1982

ANALYSIS OF THE ACTIVE
APPLICATION FILES AT
CENTRAL MINNESOTA
AREA OFFICES

NOT
IN
FILMED

CAMBRIDGE
HUTCHINSON
LITCHFIELD
MONTEVIDEO
MORA
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, 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	\$4,310	\$3,680
2	5,690	4,850
3	7,070	6,020
4	8,450	7,190
5	9,830	8,360
6	11,210	9,530

For each additional family member add:

\$1,380	\$1,170
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* * * * *

70% LOWER LIVING STANDARD INCOME THRESHOLDS

<u>Family Size</u>	<u>Metropolitan</u>	<u>Non-Metropolitan</u>
1	\$ 3,530	\$ 3,450
2	5,790	5,650
3	7,950	7,750
4	9,810	9,570
5	11,580	11,300
6	13,540	13,210

For each additional family member add:

\$ 1,960	\$ 1,910
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HIGHLIGHTS

- The total count of active applicants at the seven locations was 7,739 in February 1982 compared to 7,570 in August 1981 and 4,578 in February 1981 for the same seven locations. Of the February 1982 total of 7,739 active applicants, 5,235 or 67.6 percent were male and 2,504 or 32.4 percent were female. The percentage of the active file that is male falls during the summer months and rises during the winter months because the seasonal layoffs tend to occur in male dominated industries such as Construction.

- In February 1982, there were 1,530 active veteran applicants or 19.8 percent of the total number of active applicants registered at the seven locations. This figure tends to rise coincidentally with the figure for males.

- Minorities constitute only 2.1 percent of the active applicants in Central Minnesota, a total of 164 persons. Most of these minorities are located in the St. Cloud and Mora areas of coverage.

- Over 32 percent of the active applicants at all locations were classified as "Economically Disadvantaged." (See definition on page 2) The St. Cloud and Mora offices had the highest actual numbers which also reflects the fact that these areas currently include the highest unemployment rates in Central Minnesota. The seriousness of the current recession can be shown very dramatically by noting that in the Mora area of coverage almost 66 persons of those actively seeking employment are now classified as economically disadvantaged.

- Overall, the occupational categories of Benchwork, Structural Work, and Miscellaneous Occupations had the greatest numbers of applicants, 1,046, 1,365, and 1,448 respectively. This reflects the large number of Manufacturing layoffs in Central Minnesota this Winter.

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
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) 231-5174

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, hold, 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 I
Overall Summary of Applicant
Characteristics in Active Jobseeker Files

	Cambridge		Hutchinson		Litchfield		Montevideo	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Total Active File	801	100.0	415	100.0	301	100.0	251	100.0
Males	565	70.5	264	63.6	216	71.8	137	54.6
Females	236	29.5	151	36.4	85	28.2	114	45.4
Veterans	160	20.0	77	18.6	73	24.3	15	6.0
Age Groups								
Under 22	142	17.7	80	19.3	78	25.9	60	23.9
22 - 44	546	68.2	285	68.7	183	60.8	158	62.9
45 and Older	113	14.1	50	12.0	40	13.3	33	13.1
Minority	6	0.7	8	1.9	8	2.7	16	6.4
Econ. Disadvantaged	253	31.6	156	37.6	77	25.6	104	41.4
	Mora				St. Cloud		Willmar	
	Number	% of Total			Number	% of Total	Number	% of Total
Total Active File	1,092	100.0			3,941	100.0	938	100.0
Males	758	69.4			2,680	68.0	615	65.6
Females	334	30.6			1,261	32.0	323	34.4
Veterans	158	14.5			938	23.8	109	11.6
Age Groups								
Under 22	206	18.9			815	20.7	224	23.9
22 - 44	688	63.0			2,735	69.4	586	62.5
45 and Older	198	18.1			391	9.9	128	13.6
Minority	43	3.9			68	1.7	15	1.6
Econ. Disadvantaged	717	65.7			897	22.8	289	30.8

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

Table II
Overall Summary of
The Active Jobseeker Files by Occupation

DOT CODE	Occupational Title	Cambridge		Hutchinson		Litchfield		Montevideo	
		Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Total	All Occupations	801	100.0	415	100.0	301	100.0	251	100.0
0-1	Professional, Technical, & Managerial	35	4.4	34	8.2	34	11.3	35	13.9
200-249	Clerical	47	5.9	51	12.3	23	7.6	52	20.7
250-299	Sales	15	1.9	27	6.5	13	4.3	16	6.4
300-309	Domestics	6	0.7	5	1.2	5	1.7	6	2.4
310-319	Food & Beverage	19	2.4	19	4.6	16	5.3	21	8.4
320-389	Other Services	96	12.0	11	2.7	9	3.0	14	5.6
4	Farming, Fishing, and Forestry	12	1.5	7	1.7	25	8.3	15	6.0
5	Processing Trades	15	1.9	4	1.0	9	3.0	6	2.4
6	Machine Trades	95	11.9	28	6.7	15	5.0	9	3.6
7	Bench Work	112	14.0	56	13.5	31	10.3	12	4.8
8	Structural Work	108	13.5	91	21.9	64	21.3	40	15.9
9	Miscellaneous Occupations	241	30.1	82	19.8	57	18.9	25	10.0

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

Table II
Overall Summary of
The Active Jobseeker Files by Occupation

DOT CODE	Occupational Title	Mora		St. Cloud		Willmar	
		Number	% of Total	Number	% of Total	Number	% of Total
Total	All Occupations	1,092	100.0	3,941	100.0	938	100.0
0-1	Professional, Technical, & Managerial	53	4.9	443	11.2	80	8.5
200-249	Clerical	80	7.3	501	12.7	106	11.3
250-299	Sales	20	1.8	209	5.3	71	7.6
300-309	Domestics	7	0.6	19	0.5	30	3.2
310-319	Food & Beverage	117	10.7	240	6.1	68	7.2
320-389	Other Services	87	8.0	201	5.1	44	4.7
4	Farming, Fishing, and Forestry	39	3.6	65	1.6	47	5.0
5	Processing Trades	36	3.3	36	0.9	33	3.5
6	Machine Trades	94	8.6	283	7.2	22	2.3
7	Bench Work	72	6.6	693	17.6	70	7.5
8	Structural Work	193	17.7	653	16.6	216	23.0
9	Miscellaneous Occupations	294	26.9	598	15.2	151	16.1

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

Table III

Characteristic Count of Active Jobseeker File by Occupation Code

	Total	0-1	200- 249	250- 299	300- 309	310- 319	320- 389	4	5	6	7	8	9
Cambridge													
Active File Total	801	35	47	15	6	19	96	12	15	95	112	108	241
Males	565	29	9	10	1	3	57	12	12	87	41	104	200
Females	236	6	38	5	5	16	39	0	3	8	71	4	41
Veterans	160	14	5	3	1	0	11	0	1	33	7	26	59
Under 22	142	2	8	1	3	9	20	3	3	11	26	7	49
22 - 44	546	23	29	10	2	7	66	7	12	74	71	86	157
45 and Older	113	10	10	4	1	3	10	2	0	10	15	15	35
Minority	6	0	0	0	0	1	1	0	1	1	0	1	1
Econ. Disadvantaged	253	3	13	5	5	10	31	4	9	24	27	30	92
Hutchinson													
Active File Total	415	34	51	27	5	19	11	7	4	28	56	91	82
Males	264	20	6	10	0	6	5	7	3	27	33	87	60
Females	151	14	45	17	5	13	6	0	1	1	23	4	22
Veterans	77	11	3	2	0	2	2	1	1	9	5	23	18
Under 22	80	3	15	6	1	10	0	3	0	0	11	11	20
22 - 44	285	25	31	16	2	9	9	4	3	24	32	73	57
45 and Older	50	6	5	5	2	0	2	0	1	4	13	7	5
Minority	8	0	1	0	1	0	0	0	0	1	3	1	1
Econ. Disadvantaged	156	6	9	9	2	11	7	4	2	12	35	30	29
Litchfield													
Active File Total	301	34	23	13	5	16	9	25	9	15	31	64	57
Males	216	23	4	8	1	2	4	21	7	14	17	63	52
Females	85	11	19	5	4	14	5	4	2	1	14	1	5
Veterans	73	9	4	6	0	2	1	4	2	6	3	19	17
Under 22	78	1	6	1	1	4	2	18	0	2	8	18	17
22 - 44	183	25	15	8	2	8	5	5	8	12	19	42	34
45 and Older	40	8	2	4	2	4	2	2	1	1	4	4	6
Minority	8	0	1	0	0	1	2	1	2	0	0	0	1
Econ. Disadvantaged	77	5	2	4	1	2	2	16	1	2	5	14	23

Table III
Characteristic Count of Active Jobseeker File by Occupation Code

	Total	0-1	200- 249	250- 299	300- 309	310- 319	320- 389	4	5	6	7	8	9
Montevideo													
Active File Total	251	35	52	16	6	21	14	15	6	9	12	40	25
Males	137	23	7	7	0	4	2	15	3	9	4	40	23
Females	114	12	45	9	6	17	12	0	3	0	8	0	2
Veterans	15	5	1	0	0	1	1	1	0	2	0	2	2
Under 22	60	7	9	6	5	6	3	5	2	0	1	9	7
22 - 44	158	25	35	9	1	8	8	7	3	9	6	30	19
45 and Older	33	3	8	1	0	7	3	3	1	0	5	1	1
Minority	16	0	3	2	0	1	2	1	0	2	0	4	1
Econ. Disadvantaged	104	3	9	6	4	17	8	6	4	2	7	26	12
Mora													
Active File Total	1,092	53	80	20	7	117	87	39	36	94	72	193	294
Males	758	36	12	13	1	22	39	35	30	79	37	184	270
Females	334	17	68	7	6	95	48	4	6	15	35	9	24
Veterans	158	27	4	5	0	6	7	5	4	18	4	34	44
Under 22	206	4	12	5	2	30	20	11	5	12	13	21	71
22 - 44	688	36	49	10	3	56	50	18	28	67	53	140	178
45 and Older	198	13	19	5	2	31	17	10	3	15	6	32	45
Minority	43	3	5	1	0	4	5	1	1	0	1	8	14
Econ. Disadvantaged	717	18	42	11	5	91	62	26	22	54	53	125	208

Table III

Characteristic Count of Active Jobseeker File by Occupation Code

	Total	0-1	200- 249	250- 299	300- 309	310- 319	320- 389	4	5	6	7	8	9
St. Cloud													
Active File Total	3,941	443	501	209	19	240	201	65	36	283	693	653	598
Males	2,680	307	91	131	5	84	109	51	30	271	432	617	552
Females	1,261	136	410	78	14	156	92	14	6	12	261	36	46
Veterans	938	139	44	52	0	28	47	9	9	101	123	206	180
Under 22	815	15	116	43	2	88	43	25	8	57	151	125	142
22 - 44	2,735	362	324	145	10	127	131	32	23	202	477	499	403
45 and Older	391	66	61	21	7	25	27	8	5	24	65	29	53
Minority	68	9	8	1	1	8	4	0	0	6	18	7	6
Econ. Disadvantaged	897	72	99	37	5	47	77	19	6	81	140	169	145
Willmar													
Active File Total	938	80	106	71	30	68	44	47	33	22	70	216	151
Males	615	48	8	35	20	23	22	37	16	22	37	214	133
Females	323	32	98	36	10	45	22	10	17	0	33	2	18
Veterans	109	16	4	10	2	5	6	5	2	4	5	26	24
Under 22	224	9	20	20	4	27	6	20	7	3	17	41	50
22 - 44	586	65	65	40	20	29	31	23	15	16	41	157	84
45 and Older	128	6	21	11	6	12	7	4	11	3	12	18	17
Minority	15	2	1	0	0	3	0	1	1	1	1	5	0
Econ. Disadvantaged	289	12	12	9	9	25	22	24	15	7	23	77	54