

**AIDS TO EMPLOYMENT
MANAGERS AND INTERVIEWERS
ON SHIPYARD OCCUPATIONS,
WITH DESCRIPTION OF SUCH
OCCUPATIONS**

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Aids to Employment Managers and Interviewers on Shipyard Occupations, with Description of Such Occupations by Various

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VARIOUS

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WITH DESCRIPTION OF SUCH
OCCUPATIONS**

70 1945
CALIFORNIA

It is more economical and more expedient to spend five or even ten minutes in properly placing the new worker than it is to spend two hours or sometimes two days in trying to replace him.

216

HF 53749

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1918

DOCUMENTS
DEPT.

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INTRODUCTION

This hand-book on shipyard occupations, with description of such occupations and suggestions for employment managers and interviewers, has been prepared to aid employment managers and interviewers in selecting workers and in adjusting them to their jobs. It is expected, also, that this book will be used by foremen in making requisitions for help.

All the fundamental trades and occupations are listed, with the most commonly accepted names used as a standard. Names and methods peculiar to certain localities have not been mentioned.

These specifications describe the occupation from the shipyard standpoint. It is not expected that each applicant will possess all the stated qualifications, but the data given will enable the interviewer to base his judgment more specifically on exact requirements.

It is hoped that this hand-book will be used by all shipyards, in order that occupational names may be standardized and a uniform basis for the selection of shipyard workers be established in employment procedure.

The statements as to entrance requirements for training school and physical qualifications are tentative, as the standards of requirements will vary in different yards.

A supplement will be issued covering the shipyard occupations in which handicapped persons of various types can be employed.

Philadelphia,
July, 1918.

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For example, an interviewer desiring to hire "Anglesmiths" and having none applying, can readily see at a glance that he may consider "Architectural Iron Workers," "Blacksmiths," etc., as the index indicates, as material from which it may be possible to draw.

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