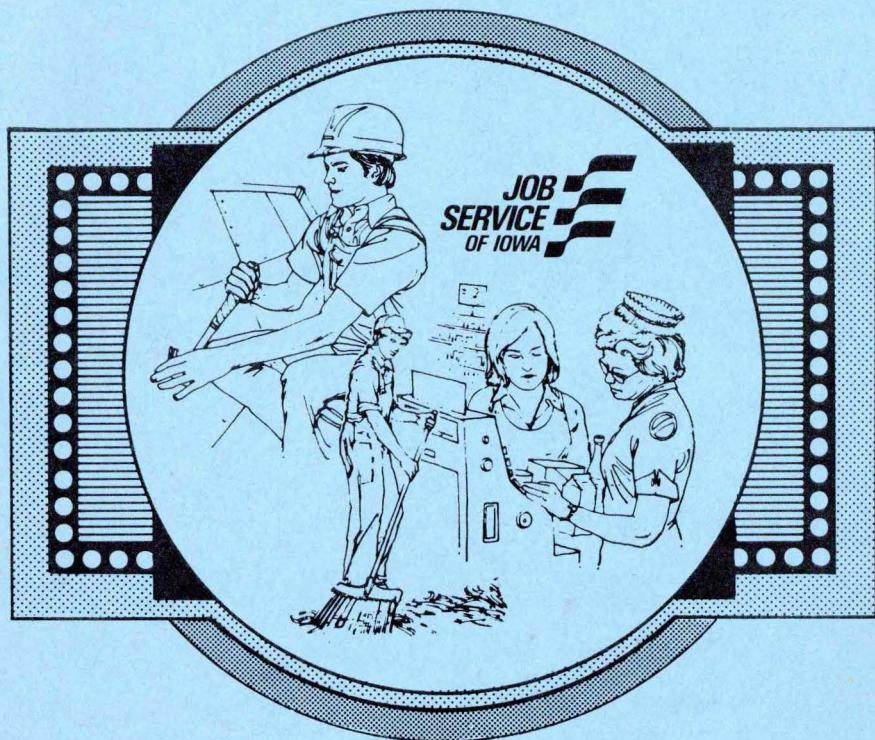


Iowa Teenagers



Easy To Hire

State Library Of Iowa.
State Documents Center
Miller Building
Des Moines, Iowa

Approximately *a quarter of a million teenagers* will be looking for jobs this summer in Iowa. When they call on you, what will *your* answer be?

To a teenager, a summer job means:

- Money to return to school in the fall
- Valuable work experience
- The start of a work career
- The chance to be somebody

How many times have you said or heard other employers say, "Hiring teenagers is too much trouble—you run into all kinds of problems with the Child Labor Laws"?

That excuse is no longer valid. It's easy to hire teenagers. And it's amazing how many different things teenagers can do.

What Teenagers Can Do

If they're **18**, they may work at any job without restriction.

If they're **16**, they may work at most jobs (other than the few covered by Hazardous Occupations Orders). They may work in:

- Manufacturing and construction
- Insurance and real estate
- Retail stores
- Hotels and motels
- Restaurants
- Local government
- Retail lumberyards
- Garages and auto repair shops
- Service stations
- Hospitals and nursing homes
- Greenhouses and nurseries
- Dairies
- Public utilities
- Printing and publishing firms
- Canneries

.....and many others.

If they're **14 or 15**, they may:

- Work at most jobs in packing fresh fruits and vegetables
- Answer phones and take messages in a telephone answering service
- Caddy
- Dispense gas and oil and wash and polish cars at service stations
- Do office and clerical work
- Detassel corn (no work permit required)

In retail stores, they may:

- Run errands and do delivery work by foot, bicycle or public transportation
- Sell, price mark, pack and shelve merchandise
- Assemble orders
- Bag and carry out customers' orders
- Clean vegetables and fruits
- Do cleanup work
- Trim windows

In food service firms, they may:

- Prepare and serve food and beverages at lunch counters
- Wash dishes
- Do cleanup work

Or teenagers can do many things on a farm.

- Handling many chemical pesticides and fertilizers (must be at least 16)
- Driving a truck or car on the farm property
- Loading and unloading trucks
- Operating garden type tractors
- Picking vegetables and berries and placing them on conveyors or in containers
- Clearing brush and harvesting trees up to 6 inches in width diameter
- Working from ladders at heights less than 20 feet, such as picking most fruit

Hours Teenagers Can Work

Iowa law allows young people at age 16 and over to work any hours at any job as long as it is not in the so-called hazardous occupations.

14 and 15-year-olds may work:

- Only *outside* school hours
- Between 7 a.m. and 9 p.m. from June 1 through Labor Day. During the rest of the year, limits are 7 a.m. to 7 p.m.
- 4 hours a day on school days
- 28 hours a week in school weeks
- 8 hours a day during vacations
- 40 hours a week during vacations

The term "outside school hours" applies to all teenagers who work at farm jobs except those youths who work for their parents on the home farm.

Work Permits

Iowa law requires employers to obtain work permits before they employ minors of certain ages. Permits are available for: Newspaper delivery, shoeshining and similar occupations for minors 10 to 16. Iowa work permit for minors 14 to 16. Special work permit for migrant minors 12 to 16. Iowa certificate of age for minors 16 and above.

Although a work permit for teenagers 16 or older is not required, a certificate of age is required for persons 16 or 17 years of age.

Having on file a work permit or age certificate showing that your employees under 18 are legally old enough for the jobs they hold can protect you from unintentional violation of the Iowa Child Labor Act. It is easy to obtain employment certificates. Usually, you give to the teenager you are about to hire a written promise of employment showing hours of work and the occupation. The teenager takes this promise of employment, along

certificate, to a person who issues the work permit or age certificate. This is usually done at the teenager's local school or at a Job Service of Iowa office.

Child Labor Laws

When both Federal and Iowa laws apply, observe the higher standard. The important thing is that contrary to popular impression, both the Federal law and the Iowa law *do* allow teenagers to work in many jobs.

How to Hire Teenagers



Contact your nearest Job Service of Iowa office and tell them what kind of jobs you have available and how many young people you can hire. Also contact officials at your nearest schools and colleges and let them know you are hiring. Those job-hunters will be at your door in no time!

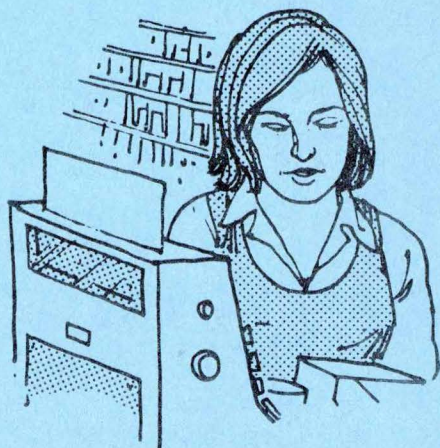


Remember -

Teenagers can be your most willing and able workers!

- Hand planting and cultivation
- Raising and caring for poultry
- Milking cows
- Riding, driving or exercising horses
- Detasseling-corn

Note: 14 and 15-year-olds may not work in hazardous occupations, in manufacturing and mining, in most processing occupations, as public messengers, in cleaning or repairing power-driven machinery, in operating power-driven machinery other than lawn mowers. (Power lawn mowers may be operated around any home if such work is not related to or part of the business, trade or profession of the employer.)



Jobs Considered Too Dangerous

The only jobs teenagers under 18 are not allowed to hold are those that have been declared dangerous or hazardous. They include occupations involving:

- Work in or about plants or firms manufacturing or storing explosives or articles containing explo-

- mill, shingle mill or copperage-stock mill
- The operation of power-driven woodworking machines
- Exposure to radioactive substances and to ionizing radiations
- The operation of power-driven metal forming, punching and shearing machines
- Operating most power-driven hoisting apparatus, such as nonautomatic elevators, fork lifts and cranes
- Mining operations
- Work in or about slaughtering and meatpacking firms and rendering plants
- The operation of certain power-driven bakery machines
- The operation of certain power-driven paper products machines
- The manufacture of brick, tile and related products
- The operation of circular saws, band saws and guillotine shears
- Wrecking, demolition and shipbreaking operations
- Excavation operations
- Foundry operations except office, shipping and assembly area work
- The operation of laundry, dry cleaning or dyeing machinery
- Exposure to lead fumes or its compounds or to dangerous or poisonous dyes and chemicals
- The transmission, distribution or delivery of goods and messages between 10 p.m. and 5 a.m.
- Roofing operations

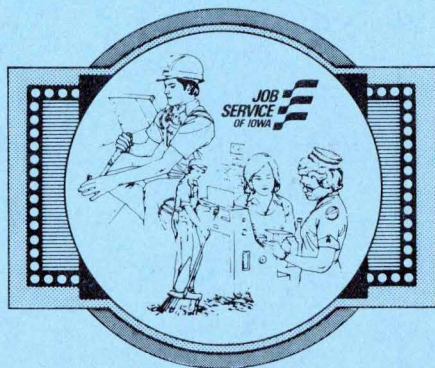
The job of motor vehicle driver or helper is also prohibited, as are occupations deemed by the committee on child labor to be hazardous to life or limb.

But this still leaves more than 90 percent of all jobs *open* to teenagers!

The cost of occupational accidents does influence the cost of Workmen's Compensation, but compensation rates are not determined by the number of young people, handicapped persons or other types of employees hired.

Job Service offices are located in the following cities:

ADEL	EMMETSBURG	MOUNT PLEASANT
ALGONA	ESTHERVILLE	MUSCATINE
AMES	FAIRFIELD	NEW HAMPTON
ATLANTIC	FOREST CITY	NEWTON
BOONE	FORT DODGE	OELWEIN
BURLINGTON	FORT MADISON	OSCEOLA
CARROLL	GLENWOOD	OSKALOOSA
CEDAR RAPIDS	GRINNELL	OTTUMWA
CENTERVILLE	HARLAN	PERRY
CHARITON	HUMBOLDT	POCAHONTAS
CHARLES CITY	IOWA CITY	RED OAK
CHEROKEE	IOWA FALLS	SHELDON
CLARINDA	JEFFERSON	SHENANDOAH
CLARION	KEOKUK	SIGOURNEY
CLINTON	KNOXVILLE	SIOUX CENTER
CORNING	LAMONI	SIOUX CITY
COUNCIL BLUFFS	LE MARS	SPENCER
CRESTON	MANCHESTER	STORM LAKE
DAVENPORT	MAQUOKETA	VINTON
DECORAH	MARSHALLTOWN	WASHINGTON
DENISON	MASON CITY	WATERLOO
DES MOINES	MISSOURI VALLEY	WAVERLY
DUBUQUE	MONTICELLO	WEBSTER CITY



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