

Genealogical Sources Guide

Occupations



Women wrapping soap at the McLeod Brothers factory, Dunedin [1937] 89-083/002, Archives Collection

Nau Mai Haere Mai ki Te Uare Taoka o Hākena:

Welcome to the Hocken Collections

He mihi nui tēnei ki a koutou

kā uri o kā hau e whā arā, kā mātāwaka o te motu, o te ao whānui hoki.

Nau mai, haere mai ki te taumata.

As you arrive

We seek to preserve all the taoka we hold for future generations. So that all taoka are properly protected, we ask that you:

- place your bags (including computer bags and sleeves) in the lockers provided
- leave all food and drink including water bottles in the lockers (we have a researcher lounge off the foyer which everyone is welcome to use)
- bring any materials you need for research and some ID in with you
- sign the Readers' Register each day
- enquire at the reference desk first if you wish to take digital photographs

Beginning your research

Most of the commonly used genealogical sources available at the Hocken Collections can be found in the Ready Reference section of the main reference area on the ground floor. Please ask staff if you need help locating any of these.

We hold numerous other sources—both published and unpublished—and you can search for material on our Online Public Access Catalogues:

- for books, theses, journals, magazines, newspapers, maps, and audiovisual material, use Library Search|Ketu. The advanced search - <https://tinyurl.com/mtske2x9> gives you several search options, and you can refine your results to the Hocken Library on the left side of the screen.

The Library Search Guide <https://otago.libguides.com/ketuhelp> contains helpful tips and assistance for using Library Search|Ketu;

- for art, photographs and archives use Hākena - <https://hakena.otago.ac.nz> . Listing of the ephemera collection has just begun on Hākena; please talk to desk staff if you have any questions about this collection.

The Hākena Search Help Guide <https://otago.libguides.com/hakena> contains helpful tips and assistance for using Hākena;

- digitised images of many collection items are available via Hocken Digital Collections at <https://hocken.recollect.co.nz/>. There are also digitised images of Hocken and University of Otago Special Collections material that can be viewed via <https://otago.ourheritage.ac.nz/>.

There is an online guide to the Hocken Collections for researchers at <https://otago.libguides.com/hocken>. It includes tips on referencing Hocken sources.

What do you know already?

Occupations of individuals are listed in many sources – directories, electoral rolls, obituaries, burial registers, marriage registers, biographical dictionaries, etc. Try to obtain as many clues as possible from known details such as dates, places, etc., as this will make it easier to locate further information.

If you are not sure exactly what is meant by a term for an occupation, check a dictionary. *The Shorter Oxford English Dictionary* (1950, in two volumes) and *A dictionary of old trades, titles and occupations* by Colin Waters in the ready reference area are useful for older terms.

Sources

The following records are starting places only and there will be varying amounts of information available depending upon each occupation.

New Zealand Gazette

The gazettes contain references to numerous government appointments, resignations, etc. They also include several registers for various occupations, although some were only published for limited periods. Use the indexes at the front of each volume to locate appropriate references, if you know exactly what year you wish to search. Otherwise, search for personal names in the *New Zealand Gazette Archive 1841-2002* on any of the public computers in the library. Gazettes for 1845-1846 and 1913-1992 are available online at http://www.nzlii.org/nz/other/nz_gazette/. Gazettes for 1860, 1870, 1871, 1873, 1882-1888, and 1890-1894 are available via the Ancestry database. This is available on any of the public computers in the library (University of Otago/Otago Polytechnic staff and students can also access this database offsite with their account details).

The gazettes include the following registers:

- Register of medical practitioners
- Register of dentists
- Register of engineers
- Register of pharmacists
- Register of nurses
- Register of midwives
- Lists of teachers
- Lists of masseurs
- Lists of officiating ministers (listed by religious denomination)

Appendices to the Journals of the House of Representatives (AJHRs)

AJHRs contain several useful lists of government employees, such as civil servants, railway employees, engineers, teachers, seamen, postal employees, police officers, mine managers, early military personnel, and sheep owners for some periods. Early copies of the AJHRs are available on the ready reference shelves and some are available online at

<https://paperspast.natlib.govt.nz/parliamentary>. A series of articles describing these lists was published in the *New Zealand Genealogist* – ask staff to see copies of the compiled articles. See the Archives New Zealand research guide on Government Employment at <https://bit.ly/2xgqmbG>.

Otago Provincial Government Gazette

These include appointments and resignations for the Otago Provincial Government to 1876, as well as references to other occupations eg. hotel licensees applying for bush licenses. Search for personal names in the *New Zealand Gazette Archive 1841-2002* (there are some issues lacking in this database, but you can request physical copies via Library Search | Ketu).

Directories

These contain a wealth of information relating to peoples' occupations. You can trace individuals over the years in the alphabetical section (especially if they are male) and follow their listed occupations. You may be able to find advertisements for businesses by checking the index to advertisements at the front of each volume. You can check the trades section for lists of individuals with the same occupations. At the back of each volume after the trades section you will locate several other directories such as official and judicial, municipal, and county, educational, and ecclesiastical directories and a list of societies and their office bearers. Almanacs contain similarly useful information. Our *Residences* guide <https://www.otago.ac.nz/library/hocken/otago038951.html> lists the main directories and almanacs held or you can check Library Search | Ketu for holdings. Some directories for the period 1866-1954 are available via Ancestry.

Electoral Rolls

Occupations are listed in the electoral rolls. Women were listed from 1893. Rolls of seamen and absent voters were published for the years 1905-1906, 1908, 1911 and 1914. New Zealand electoral rolls from 1853 to 2010 are available via Ancestry. In the ready reference area, New Zealand electoral rolls up to, and including, 1981 are available on microfiche and from 1982 onwards are available as print copies.

Published journals of organisations or associations

Check both Library Search|Ketu, and the art, photographs, ephemera, and archives catalogue, Hākena, <https://hakena.otago.ac.nz> for holdings of these, and jubilee publications of organisations or firms. Some organisations may have published registers of their profession eg. *New Zealand Law Register*. You may be able to locate obituaries in the journals of others eg. *New Zealand Medical Journal*. The annual reports of organisations may also contain useful references to specific individuals eg. Synod annual reports contain references to clergy.

Archives of organisations or associations

Check Hākena for holdings of these. The records of many organisations and associations, such as trade unions and professional bodies, may include lists or registers of their members and photographs.

Military records

Several lists of military personnel can be found in the *New Zealand Military* folder in the microfiche collection or via Ancestry. They include Imperial Regiments 1856, 1862 and 1864, New Zealand Contingents to the South African War 1900-1902, New Zealand Expeditionary Force and Reserve Lists 1914-1918, and New Zealand Expeditionary Forces 1939-1948. The Archives New Zealand War Research Guide is available at <https://tinyurl.com/msxjtja6>. Cenotaph, <http://www.aucklandmuseum.com/war-memorial/online-cenotaph>, is a biographical database of New Zealand service men and women and includes 19th and 20th century conflicts.

Other useful publications

Check Library Search|Ketu for holdings. Examples include:

C. Bishop (2019). *Women mean business: colonial businesswomen in New Zealand*. Dunedin, New Zealand: Otago University Press, Te Whare Taō Te Wānanga o Ōtakou .

J. Chadwick (1906). *Men of mark in the world of sport in New Zealand*. Auckland: Brett Printing and Publishing.

M.J. Cullen (1979). *Lawfully Occupied: The Centennial History of the Otago District Law Society*. Dunedin: Otago District Law Society.

Friends of the Hocken Collections Bulletins – these include information about several occupations, available at <https://www.otago.ac.nz/library/hocken/otago038951.html>.

R.V. Fulton (1922). *Medical Practice in Otago and Southland in the Early Days: a description of the manner of life, trials and difficulties of some of the pioneer doctors, of the places in which, and of the people among whom, they laboured*. Dunedin, N.Z.: Otago Daily Times and Witness Newspapers.

F.W. Furkert (1953). *Early New Zealand Engineers*. Wellington, N.Z.: A.H. & A.W. Reed.

N.G. Hansen and J.N. Hall (1993). *The county engineers of New Zealand 1876-1989*. New Plymouth, N.Z.: Association of Local Government Engineers of New Zealand.

C.A. Lawn (1977). *Pioneer Land Surveyors of New Zealand*. Wellington, N.Z.: New Zealand Institute of Surveyors.

List of persons employed on the permanent staff of the public service held for 1948, 1951-1953, 1955-1983, 1986-1988.

J.S. Little (1948). *A Century of Fires and Fire Brigades in Dunedin 1848-1948*. Dunedin N.Z.: Printed by Coulls, Somerville, Wilkie, for the Dunedin Metropolitan Fire Board.

M.D. Maxwell (comp.) (1990). *Women doctors in New Zealand: an historical perspective, 1921-1986*. Auckland, N.Z.: IMSNZ.

J.G. Sinclair (comp.) (2003). *Who was who in Otago among the Run Holders[,] Club Members[,] Company Promoters up till about 1880*. Ask at reference desk.

M. Singe and D.A. Thomson (1992). *Authority to protect: a story of policing in Otago*. Dunedin, N.Z.: Published by P.G. Wiersma and the authors.

Frank Tod (1984). *Pubs Galore: history of Dunedin hotels 1848-1984*. Dunedin, N.Z.: Historical Publications.

University Calendars for lists of academic staff.

J.O. Wilson (1985). *New Zealand parliamentary record, 1840-1984*. 4th edition. Wellington, N.Z.: Government Printer.

Rex Earl Wright-St Clair (2003). *Medical Practitioners in New Zealand 1840 to 1930*. Hamilton, N.Z.: R.E. Wright-St Clair.

Other contacts

Archives New Zealand www.archives.govt.nz

Dunedin City Council Archives <https://www.dunedin.govt.nz/services/council-archives>

Defence Force Archives <https://www.nzdf.mil.nz/nzdf/medal-and-service-records/>

Directory of Community Archives <https://www.archives.govt.nz/researching/directory-of-community-archives>

Other guides in this series include:

A General Guide

Researching Whakapapa

Births, Deaths, & Marriages

Shipping

Education

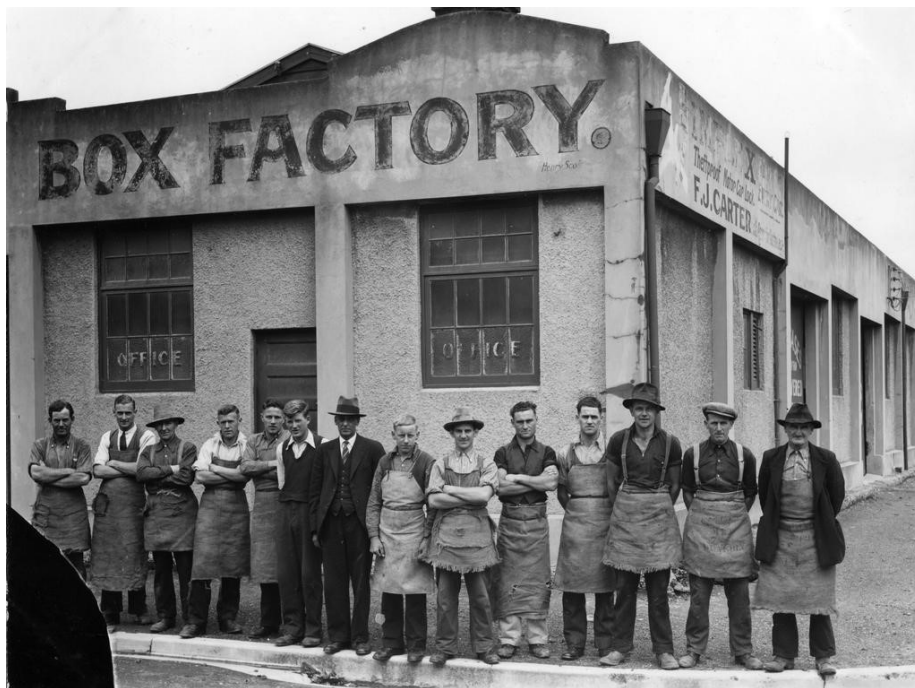
Residences

Orphanages

Internet Sources

Printed guides are freely available in the Hocken or can be downloaded online at

<https://www.otago.ac.nz/library/hocken/guides-to-the-hocken-collections>



Men outside the McLeod Brothers box factory, Ward and Bauchop streets, Dunedin [1937] 89-083/021, Archives Collection

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For hours, please check our website:
<https://www.otago.ac.nz/library/hocken/>