

Civil Service LEADER

America's Largest Weekly for Public Employees

Vol. 8—No. 17

Tuesday, January 7, 1947

Price Five Cents

NYC Patrolman Applications Open Only Until Monday

See Page 8

APPLY NOW!

STENO AND TYPIST EXAMS FOR STEADY FEDERAL POSITIONS

State Board's Report on Pay Is Completed

PAY UP TO \$37.58 A WEEK AS A START

ALBANY, Jan. 6.—The report of the State Salary Standardization Board is now completely in the hands of the printer, and the next stage will be the delivery of copies to Governor Dewey as soon as they are off the press.

The contract calls for delivery by the printer by Wednesday, January 15, and assurances have been re-

(Continued on Page 3)

The U. S. Civil Service Commission announced that opportunity to apply for an examination for Stenographer, CAF-2 at \$1,954 per annum, and Typist, CAF-1 at \$1,756 a year, is now open to men and women. Thousands of vacancies are to be filled. Persons in the Federal employ on a war-service-indefinite basis, who hold temporary ratings of CAF-1 through CAF-4, should apply for this examination, if they do not have a classified status and wish to qualify for permanent appointment at the

(Continued on Page 13)

Surface Line Jobs Sought By 7,364

The Municipal Civil Service Commission announced that 7,364 applicants filed for the examination to be given for Surface Line Operator. The filing period closed on December 30.

The written examination will require a 70 per cent pass grade. (Study material, p. 8.)

Skilled Trades Men To See O'Dwyer

Representatives of skilled workers in NYC employ have arranged a conference with Mayor William O'Dwyer to discuss improvements in conditions and fair administration of the Labor Law, under Section 220 of which the prevailing rates are set.

Reduced Page Size Is Only Temporary

The reduced page size of this week's LEADER, caused by shortage of delivery of paper, is only temporary. No news or features have been omitted, nor has coverage been curtailed. Instead 5½ columns of advertising have been omitted.

WITTEKIND ELECTED PRESIDENT OF UFOA

The first meeting of the newly-elected Executive Board of the Uniformed Fire Officers Association was held on Thursday. The following officers were elected for the 1947 term: President, Deputy Chief Henry A. Wittekind, Vice-president, Capt. Richard A. Denehan; Treasurer, Lieutenant John S. Dalton, and Financial and Re-

Jan. 31 Checks To Include NYC Pay Increases

The 96,871 changes in the NYC budget, to effectuate the new bonus pay increases voted by NYC, will be completed by Budget Director Thomas J. Patterson this week,

(Continued on Page 5)

U.S. to Fill 20,000 Jobs In a Hurry

Uncle Sam will hand out 20,000 jobs toward the end of this month, when the Laborer and Custodian eligible registers are issued, and in early February. This will be the biggest job-filling activity for permanent positions in more than six years.

To complete the lists James E. Rossell, Director, Second U. S. Civil Service Region, is having his staff work overtime.

The jobs are in the States of New York and New Jersey for probational appointment.

It is expected that the number of eligibles will equal the number of vacancies, hence every eligible will be offered a job. Placements are now running behind demand, but are expected to catch up by the end of the month and quickly even off.

More State News

PP. 2, 3, 4, 6, 16.

Recording Secretary, Lieutenant Henry J. Fehling.

Chief Joseph D. Rooney, Captain Denehan and Lieutenant John Mullen were named as the Board of Trustees for the NYFD Pension Fund.

Chief Wittekind, Captain Winford L. Beebe and Lieutenant Anton Rada will be the UFOA delegates to the Central Trades and

Labor Council. The same three officers will be the Welfare Fund representatives.

Chief Rooney, Captain Denehan and Lieutenant Mullen were named as the Rules Committee and Chief Wittekind, Captain Frederick Muesle and Lieutenant Dalton will make up the Coordinating Committee between the UFA and the UFOA.

Assn. to Offer New Bill For Job Loss Insurance

Special to The LEADER

ALBANY, Jan. 6—The Association of Civil Service Employees has long been convinced that coverage under the unemployment insurance law should be extended to State employees. A bill to accomplish this purpose was introduced at the request of the Association last year and it will again be introduced at the coming session of the Legislature.

The principal obstacle to extending coverage to State employees arises from the fact that the premium paid by the State, if it were to be paid at the same rate paid by private employers, would cost a prohibitive amount. The

Association has, therefore, worked out a plan which will obviate this objection and provide for unemployment insurance coverage on a cost-plus basis similar to the manner in which workmen's compensation coverage is now administered for State employees.

Loss of Job

It is recognized that employment by the State is comparatively stable. The number of employees who would be entitled to unemployment insurance benefits is greatly less than in private industry. On the other hand, the employee who is dismissed from the State service has the same need for unemployment insurance

benefits as the employee who loses his job in private industry.

Under the bill sponsored by the Association, State employees who lose their positions would be entitled to unemployment insurance benefits in the same amounts and under the same circumstances as employees in private industry. The State, however, would not pay a premium based upon the total State payroll, but would pay only the actual benefits awarded. This plan is expected to bring the cost of coverage down to a reasonable figure and at the same time extended unemployment insurance coverage to State employees who are morally and equitably entitled to this protection.

Roster Records Found Deficient In Survey Of Local Commissions

The basic legal requirement for establishing and maintaining a roster record system is found in Section 19 of the Civil Service Law. This section is further implemented for most commissions, by a rule titled "Official Roster." This section of law and the rule combine to make the following elements mandatory for a roster record:

1. Name of employee.
2. Title of position.
3. Date of commencement of service.
4. Salary of the position.
5. Date and nature of any subsequent change of status as a result of promotion, transfer, resignation, dismissal, reinstatement, etc.

Other Necessary Elements

There are other elements which can be recorded on a roster record to good advantage, although not legally required. Such information as the employee's home address, phone number and location of employment are useful. There is also the possibility of recording sick leave and vacation on the record.

Aside from the legal requirements for keeping accurate roster records, the necessities of day-to-day personnel administration are equally compelling, says the Municipal Civil Service Bulletin of the Information and Training Service. First of all, payrolls could not be certified without roster records. Secondly, a roster record system is indispensable when determining seniority rights for the purpose of promotion or lay-off. The roster record is also the logical place to enter service record ratings. Without further belaboring the needs for roster records, let us turn to the deficiencies which have been noted in recent inspections.

Omissions Noted

In spite of the recognized need for current and complete roster records, the principal deficiency noted involved just these points. In several local commissions in N. Y. State records lacked entries indicating the authority for personnel changes or appointments. For example, some records on employees covered-in under the provisions of the Fite Law made no reference to the commission resolution which actually effected the cover-in. Dates of commission action on transfers, changes in classification, etc., have been omitted. Reference to eligible lists from which appointments were made have been lacking. Dates of action have not appeared. Exempt class appointments have been recorded without reference to the "Report of Personnel Change" on which the Commission was notified of such appointment. Obviously, the omission of data of this type decreases the value of roster records considerably. Commissions, in general will be better prepared for inspection if complete information as to authority for appointments, is recorded.

The law and rules require a roster record on all positions in the classified service. This, of course, does not permit a commission to omit part-time positions as some have done. All positions in the exempt, non-competitive and competitive classes, and in cities labor class should appear on the roster.

Other Non-Standard Practices

Other practices which were noted and which do not conform to accepted standards include:

1. Title change not listed.
2. Effective date of appointment not indicated.
3. Employee status not shown.
4. Dates of military leave not indicated.
5. Cards of separatees and incumbents co-mingled.
6. Jurisdictional classification not shown.
7. Present salary not recorded.

Inspection of a few commissions has revealed the use of non-standard titles, or in other words, titles not included in the commission's classification plan or rules. In some cases, errors of this type may be serious because the vast majority of civil rules provides that positions not listed as being in the exempt, non-competitive or labor classes shall be in the competitive class. Thus, the use of a title which is not listed with the thought that it is in other than the competitive class results in an illegal appointment.

Contradictions, Too

There have also been instances in which a commission used jurisdictional classifications which did not agree with those listed in the rules. Obviously, such errors must be avoided inasmuch as the procedures for filling a non-competitive class position are considerably different from those required when filling an exempt class position.

In counties, and in cities which have recently been classified, the documents actually effecting title changes are the cover-in resolutions. These titles must, of course, agree with the titles established by the classification plan. However, where there is a lack of agreement, the titles used in the cover-in resolution are binding. Thus the titles appearing on roster records must be those used on cover-in resolutions. A few errors on this point have resulted in Senior Account Clerks being carried as Senior Clerks and Typists being carried as Stenographers. The danger in such situations comes with reference to promotion examinations and compensation plans. In the first case, an employee might be barred from taking a promotion examination while the second could result in an immediate loss in salary.

The Information and Training Center, which made the foregoing report, is conducted by the State Civil Service Department, the N. Y. Conference of Mayors, the Municipal Training Institute and the Education Department's Public Service Training Bureau.

FOUR PROMOTION EXAMS ARE ANNOUNCED BY STATE

Special to The LEADER

ALBANY, Jan. 6—The New York State Department of Civil Service announces four promotion examinations, the closing date for which is January 13.

District Forester in the Department of Conservation, \$3,120 to \$3,870. There are three vacancies. Candidates must pass a medical exam before appointment.

A County exam for Sergeant, Parkway Police, Westchester County Park Commission, Westchester County, \$3,120 to \$3,780. Candidates must be permanently employed in the Westchester County Parkway Police.

Another Westchester County promotion exam will be held for the grade of Lieutenant in the County Police (Parkway). The salary ranges from \$3,660 to \$4,140. Candidates must be permanent employees of the Westchester County Parkway Police.

The other job is Rehabilitation Interviewer in the State Department of Education, at from \$1,800 to \$2,300 per annum. This is a competitive promotion exam to be

held only for permanent employees of the Department of Education.

The filing fee is \$3 for all exams with the exception of Rehabilitation Interviewer, which will be \$1. Address all applications to the State Department of Civil Service, at 80 Centre Street, New York 13, N. Y., or to the same organization at the State Office Building, Albany 1, N. Y.

Napanoch Group Elects Officers

Special to The LEADER

NAPANOCH, Jan. 6—The Napanoch Chapter of the Civil Service Employees Association, Inc., elected the following officers: William Paterni, President; Leonard Wood, Vice-president; Vrooman Krom, Secretary, and Ralph Saraceni, Treasurer.

Members of the Executive Committee elected were: Arthur Drew, Guard Member, and Weston Ruth, Civilian Member.

Einhorn Resigns State Law Post For Private Practice

The resignation of Assistant Attorney General Herbert A. Einhorn, who will return to private law practice, was announced this week by Attorney General Nathaniel L. Goldstein. Mr. Einhorn is joining Samuel Brodsky, recently resigned as Chief of the Civil Division in the office of the United States Attorney for the Southern District of New York, and Edward Ross Aranow in a law firm at 50 Broadway.

Except for a fifteen-month absence to serve with the army during the war, Mr. Einhorn has been a member since February, 1943, of Mr. Goldstein's staff, and has been identified with the Appeals Bureau of the Department of Law. He was served as counsel to former Comptroller Joseph D. McGoldrick when Mr. McGoldrick was appointed Temporary State Rent Commissioner by Governor Dewey when OPA rent controls lapsed June 30 last.

In-Service Training Gaining in States

States are becoming increasingly aware of the need for in-service training for public employees, according to the Civil Service Assembly. All types of public servants are being trained by such agencies as the Pennsylvania Public Service Institute and the North Carolina Institute of Government. In Kentucky, a week of comprehensive in-service training was conducted for city and county assessors and a similar program is in process in New Jersey.

Oklahoma has also conducted an assessors' training course. In New York State, the Education Department, other State departments and the Conference of Mayors have long recognized the need for in-service training courses. Courses for administrators, public health workers, firemen and policemen are only a few of those scheduled on a regular basis.

60 PER CENT VETS AT VA

The Veterans Administration now has about 130,000 employees eligible for veterans preference. They comprise 60 per cent of all VA employees, male and female.

DONGAN GUILD HOLDS "FIRST FRIDAY" DINNER

On Friday the Dongan Guild held its monthly First Friday Dinner at the Carroll Club, 120 Madison Avenue. The speaker was the Rev. Aloysius F. Coogan, of the Society of the Propagation of the Faith, editor of Catholic Missions. There was a regular business meeting thereafter.

This was the fourth First Friday Dinner in the series of nine planned for the 1946-47 season.

Lawrence V. Cluen, President of the Dongan Guild, acted as toast-

master. He was recently reelected as President, and Michael Carroll, of the Banking Department, as Treasurer. Miss Frances Maguire, of the State Labor Relations Board, was elected Secretary.

John McGrath, of the Housing Division, is Chairman of the Dongan Guild's First Friday Dinner Committee, and William A. Seidl, of the State Insurance Fund, and Mis Mae Murray, of Motor Vehicle Bureau, are co-chairmen.

William J. Peterson is chairman of the Publicity Committee.

MacCURDY WILL ADDRESS WESTERN CONFERENCE JAN. 25

Special to The LEADER

BUFFALO, Jan. 6—The Western Conference will be held here on January 25. The Roswell Park Memorial Institute Chapter will be host at the Memorial Institute, 663 North Oak Street.

The principal speaker will be Dr. Frederick MacCurdy, Commissioner of the Department of Mental Hygiene. The evening program will be of special interest to the members of that department.

The schedule: 2: to 3:30 p.m. Visit with your friends in the conference; submit items to secretary

or chairman for consideration of conference; Tour the Institute. 3:30 to 6:15 p.m. Business meeting in the auditorium. 7: p.m. Dinner at the Stonecroft, Delaware Avenue and Summer Street. 8: p.m. Speaking begins.

Robert R. Hopkins is chairman of the Conference.

ROCHESTER CHAPTER HOLDS FOURTH HOLIDAY PARTY

Special to The LEADER

ROCHESTER, Jan. 6—The Department of Public Works Rochester Chapter of the Civil Service Employees Association, Inc., held its fourth annual Christmas Party at The Doud Post, American Legion Home on Buffalo Road.

The occasion was celebrated in a true Christmas spirit. Miss Nicholas, seated by the fireplace holding little Carol Reafel on her lap, read "The Night Before Christmas," after which a turkey din-

ner was served. Following the dinner entertainment was enjoyed. Then Santa and his pack of toys, sled and reindeer entered, via the fireplace and distributed gifts to all present. It is true that Mr. Michael got a goose (Santa had some help there) and Mr. Lawton's box dwindled from an enormous size to a pan and pencil set, and little Carol got a dolly.

Jesse Packard's orchestra furnished music for dancing. The Christmas spirit prevailed and a grand, good time was had by all.

CIVIL SERVICE LEADER

Published every Tuesday by LEADER ENTERPRISES, Inc.

97 Duane St., New York 7, N. Y. Telephone: BEckman 3-0610

Entered as second-class matter October 2, 1939, at the post office at New York, N. Y., under the Act of March 3, 1879. Member of Audit Bureau of Circulation.

Subscription Price \$2 Per Year Individual Copies 5c



TELEVISION

VIEWTONE ADVENTURER television and radio

279⁹⁵ Federal tax included without installation

Other models from \$225 to \$2,500 (radio television combination 21x16 inch picture, perfect for bars, hotels, EASY TERMS!)

IMMEDIATE DELIVERY

We also specialize in servicing all makes of television receivers.

CITY-WIDE, PROMPT, GUARANTEED SERVICE

MANUFACTURERS TELEVISION CO.

99 Featherbed Lane, Bronx, N. Y. TRemont 2-4778

Dewey Message Asks Job Insurance Law

Special to The LEADER

ALBANY, Jan. 6.—In his message to the State Legislature, Governor Dewey will recommend, as he promised, that the emergency war compensation, or bonus, be made permanent, with few exceptions, and in addition will recommend the enactment of a law to include all permanent State employees under unemployment insurance benefits. At present no

State employees are included under unemployment insurance.

This news was obtained by The LEADER in advance of the delivery of the message to the Legislature.

The Governor has been apprised by the general contents of the report of the State Salary Board. He has been told that State salaries are proportionate to pay in private industries, and he consid-

ers pension rights and job security added attractions. However, some pay is below standard, and to raise this to standard would cost \$2,500,000 a year. The Board is believed to recommend that this be done.

The Governor may ask overtime pay for institutional employees. This would be equal to a 20 per cent more income for 10,000 workers.

Report on Pay Is Completed

(Continued from Page 1)

nued that this will be fulfilled. The report, as it went to press, consisted of much more material than was expected when the salary survey was started at the instance of Governor Dewey. The report consists of 316 pages, describing 212 titles. Data are complete on comparison of State pay with salaries in other public jurisdictions and in private industry. Also, the jobs are described as to duties.

212 Titles Covered

The number of employees in the 212 titles is about 40,000, representing 80 per cent of all State positions. About 1,600 titles account for the other 20 per cent, or 10,000 positions. A study of these will be made later, and a report rendered, or the Legislature may definitize the Board's power to incorporate amendments without resort to the Legislature.

The report deals with proposed basic pay, since it is foregone that the war emergency compensation will be consolidated into basic pay. Thus a new structure is proposed

—or at least numerous increase—in the Feld-Hamilton schedules.

Arrangement of Report

The report has an introductory abstract of six pages, summarizing all the remainder of the document; then come about 30 pages of detailed analysis, then the appendix and the supporting background data, consisting of 200 pages of statistics.

The supporting tabulations are made applicable to the present State salary structure, and recommendations made for the new basic salary levels.

The report was arranged that way for the deliberate purpose of enabling readers to get either a pithy abstract, if they so prefer, or detailed analysis, or these plus the supporting schedules.

The duty statements are included only for explanatory purposes. The Board's own duty was to recommended salaries.

Look for Expert Report

The Chairman of the State Standardization Board of five is Dr. Newton J. T. Bigelow, and the other members are Everett N. Mulvey, of the Division of the

Budget; Milton Muscus, Senior Personnel Technician, Department of Civil Service; T. Harlow Andrews, Department of Labor, and Dr. Arthur Sullivan, Department of Mental Hygiene. The Principal Consultant of the Board is Philip E. Hagerty, formerly of the NYC Civil Service Commission staff, and who, under the direction of Chairman Bigelow, was in immediate charge of the survey.

It is expected that the thoroughness and expertness of the survey will set a standard, as extreme care was taken to obtain complete and fully pertinent data and arrange them scientifically. Trips were made to other States, private industry was induced to throw its records open to the investigators, full co-operation was obtained, and the report is being awaited with high expectancy.

The Board functions in the Salary Standardization Division of the State Department of Civil Service and has offices in the Department's suite in the Governor Alfred E. Smith State Office Building in Albany.

WHAT EVERY STATE EMPLOYEE SHOULD KNOW

By THEODORE BECKER

If you observe the annual custom of making New Year's resolutions, you might, as a State employee, give some consideration to the matter of increasing your service record ratings. You might resolve to demonstrate a marked improvement in the several factors that make up such rating. In order to make and keep such a worthy resolution you should know what such factors are. For that reason they are set forth below. Each factor is followed by its interpretation as supplied by the Research and Performance unit of the State Department of Civil Service for the year 1946-47.

For Supervisors and Others

If you occupy a supervisory position you are rated on all sixteen of the items listed. Otherwise you are rated on the first twelve only. The items are:

- 1. Comprehension**—Mental alertness; ability to grasp facts quickly and to retain important elements of a given problem; not to be confused with "knowledge" because an employee may be very well informed through education or experience and yet not be an exceptionally rapid thinker.
- 2. Knowledge of Job**—For both clerical and professional employees, mastery of details of the particular job; amount of interest and understanding as to how the job fits in with the unit or department as a whole; knowledge of office procedure.
- 3. Accuracy**—The frequency of purely careless errors; necessity for checking work for accuracy. Not to be confused with "knowledge" or "comprehension" because an employee may be very quick in grasping things, and have a good knowledge of the work, but be careless.
- 4. Method**—The orderliness with which an employee tackles a problem; planning and performing tasks according to their importance; the degree to which an employee may be said to be "methodical"; may involve neatness of work habits.
- 5. Energy and Industry**—Get

up and go"; degree of purposeful and steady application to job; note, that an employee may be very intelligent, be able to work very rapidly when he cares to, have a thorough knowledge of the job, but simply lacks the "drive" or motivation to make full use of those abilities.

6. Rate of Work—Whether an employee, under great pressure, can work exceptionally rapidly with reasonable accuracy; an employee may not have the "drive" to work consistently (Energy and Industry) but may be able to really "put it on" when he has to. Conversely, an employee may be a consistently hard worker but be slow (a "plodder").

7. Constructive Power—Adaptability; relating of personal duties to the work of fellow employees and the making of positive suggestions for improvement as a result.

8. Courage and Self-Assurance—Keeness to assume responsibility or confidence in ability to handle difficult assignments. Some employees definitely dislike doing something out of their daily routine or are a little backward in this respect (most of them take what is given to them while others really go out of their way to secure more responsibility).

9. Judgment—Common sense; ability to make decisions in unique situations with accuracy; ability to relate new situations to experience of old situations in a logical, practical manner. Some employees may be highly intelligent and be very original, but may not have "their feet on the ground."

10. Temperament—Stability; ability to accept criticism in a calm, objective manner; ability to work under trying conditions without becoming upset, reacting reasonably well to the emotional outbreaks of others.

11. Tact—From those employees with strikingly agreeable and impressive personalities (including excellent tact) to those who either lack tact (consciously or unconsciously) or who have rather nega-

tive or not too impressive personalities.

12. Cooperativeness—Ability to fit in as a constructive team worker; not a contributor to personal friction within the office; most employees "fit in all right."

For Supervisors Only

13. Development of Loyalty and Team Spirit—Ability to get staff to really "like to work for him"; induces staff to do a good job and to enjoy doing it; not only respected, but well-liked by staff.

14. Disciplinary Control—Ability as a reasonable disciplinarian; ability and courage to exercise the necessary supervisory controls when certain members of staff require such action.

15. Instructional Ability—Ability to instruct staff and lay out assignments clearly and completely; ability to express a situation in simple, direct, concise and clear language (note: this is not to be confused with knowledge because a person may have great knowledge and still have difficulty in expressing himself).

16. Capacity to Recognize and to Assess Human Nature—Familiarity with potentialities of the individuals on staff; attempting to utilize fully the abilities of staff members in making assignments; the individualizing of the handling of staff in contrast to regimentation; not only recognizes weaknesses of staff members but tries to do something about it.

It should be noted that although supervisors are rated on more items, this does not necessarily mean that they must receive higher rating than the employees they supervise. Those who do the rating are admonished not to confuse responsibilities of position with work performance. A Principal Clerk should not be rated higher than an ordinary Clerk merely because the former has greater responsibilities. The Clerk may be more efficient than a Principal Clerk, if account is taken of what is usually expected of an employee in the lower grade position.

The State Employee

By Dr. Frank L. Tolman

President, The Civil Service Employees Association, Inc., and Member of the Employees' Merit Award Board.



PEACE AND PLENTY

A REAL and lasting peace is the nation's major objective in international affairs. Real and lasting industrial peace between management and labor is equally important. On peace and goodwill depends our prosperity, our economic power and perhaps the survival of our own economy. The question of strikes is merely the negative side of the positive problem of establishing lasting internal peace.

We can make real and more enduring progress if we talk in positive terms and set ourselves to solve the crucial question of creating new peace mechanisms in labor-management relations and in international affairs.

In international relations, progress is made whenever the common world interest is placed above any and all national interests. The finding of the larger common interest is not easy but the method is clear. How can the essential conditions of peace and the common welfare be applied and the narrow special interests be sublimated into a broad common interest?

Harmonizing Various Groups

In all labor disputes not two, but three or four major parties are concerned. In addition to labor and management, there is the consumer, who has no voice or vote, but whose interest is superior and who is the chief victim. Then Government must have an important role, both as the agent of the consumer and as responsible for justice and order in the community.

Can the interests of all these groups be harmonized and realized? The answer is yes.

Labor wants chiefly high wages and fair employment practices. Management wants good profits and highly efficient production.

The consumer wants good products at fair prices. Government wants industrial peace, prosperity and a fair deal all around.

There is no irrepressible conflict between these objectives. All parties can win these ends, but only on condition of striving for the common good through maximum production as they did during the war years.

A real and lasting peace in Government is now threatened by strikes and threats of strikes from teacher and from public employee trade unions, also strikes against cities and counties.

Why Big Strike Is Probable

While the Association is unalterably opposed to strikes against the government it recognizes that a big strike against the State or the National Government is probable unless intelligent efforts by all parties are directed to find justice, to correct abuses, to pay fair salaries, to promote morale and to harmonize personnel administration, so that service to the people may be always the paramount motive, in the activities of every public employee.

It is easy to find a solution for the many problems of personal relations and for the many grievances if both parties will look beyond their immediate selves and their fancied prerogatives to a common purpose and a common trust.

Popular ignorance about Government is so dense and widespread, that even professors of political science spread more misinformation than practical information.

The primary function of government is to introduce and to maintain order and justice in all the affairs of the people. There is no liberty outside of law. Freedom under law is the only freedom that can long endure.

The Supreme Purposes

Through legislation, Government provides the rules that enable people to live together in peace. Through the courts, Government prevents private war between persons and interests. Through its administrative officers, Government enforces the essential rules of order and justice under which we live and promotes the common welfare. I think we make no mistake if we take justice and welfare as the supreme purposes for which Government was instituted and for which it is continually broadened and strengthened as human affairs become more complex and tangled.

The State employees, in all their requests, seek justice. They want no more than is their due. They will not be content with less than justice. They have the important job of helping to make justice prevail in the world, and they see no reason why it should not dominate all the internal relationships of government.

The function of Government in relation to the building of peace everywhere is clear. Lasting peace can be established only on a firm foundation of justice. As the main guardian of Justice, Government must seek peace and pursue it wherever peace is threatened. Justice is not lame and halt—it is a lusty and active force in human affairs.

Stott Appoints Two Officers of West Conference

Special to The LEADER

ITHACA, Jan. 6.—Clarence W. F. Stott, Chairman of the Central New York Conference, has appointed Doris LeFever, President of Syracuse Chapter, as Executive Secretary of the Conference and Mrs. Florence Drew as Secretary of the Conference. Mrs. Drew is the Secretary of the Binghamton Chapter of the Civil Service Employees Association.

Guards Dolled Up In Gray Gloves But Just for a Day

Special to The LEADER

ALBANY, Jan. 6.—Guards and elevator operators at the State capitol on duty for the Governor's inaugural ceremonies were provided with gray suede gloves to give them a "finished" appearance.

But the next day, State building officials who had furnished the gloves (at \$3.50 a pair) took them back, to be stored away until the next inauguration.

Conway Warns Maltbie New Attendance Rules Apply to His Department

Special to The LEADER

ALBANY, Jan. 6.—The Public Service Department's reputed operation under old Attendance Rules, ignoring new ones, has evoked a warning from President J. Edward Conway that the Public Service Department is no exception. He wrote to Chairman Milo R. Maltbie:

"On October 1, 1946, uniform Attendance Rules for Employees in New York State Departments were established, approved by the Governor and filed with the Secretary of State's office. Copies were forwarded immediately to each

Department head and to the personnel officer of each department, with a memorandum of transmittal.

"A recent complaint is now before us to the effect that Mr. H. M. Weber, the Executive Secretary of the Public Service Commission, claims he has not been officially notified of the change in the rules and continues to administer the Department under the rules as they existed prior to October 1, 1946. If Mr. Weber is correctly quoted, there is of course, no justification for the position he takes. "The Department of Public

Service, as well as every other State department, is bound by the Attendance Rules of October 1, 1946.

"There is enclosed herewith, a copy of the Rules in question and additional copies as required may be had upon request."

Sick Leave Novelty

It is also reported that Mr. Maltbie has made a novel interpretation of the new rules in that he has put on half pay all employees who have more than 150 days sick leave since 1932. Employees say he is completely in error on this issue, too.

RULES ARE ISSUED BY MERIT BOARD

ALBANY, Jan. 6.—The New York State Employees' Merit Award Board issued its official plan to promote efficiency and economy by employees through the issuance of awards. The Board is

under the Department of Civil Service. The types of awards, eligibility, standards, indicated fields of suggestions and procedure were outlined. Each department will have a committee to aid the Board.

[Rules in full in next week's LEADER]

STATE AWARD GUIDE

Special to The LEADER

ALBANY, Jan. 6.—The New York State Employees' Merit Award Board, of which Clifford C. Shoro is Chairman and Dr. Frank L. Tolman and Henry A. Cohen are members, issued the following guide for application for awards:

A. HOW TO APPLY FOR MERIT AWARD

1. Any employee of the State of New York may submit as often as desired: (a) suggestions for improvement in doing any official work; (b) reports on any unusual accomplishment.
2. (a) Write clearly and in full detail; (b) sign your name, show the department or institution where employed, title of position, and mail address; (c) mail to the New York State Employees' Merit Award Board, The Governor Alfred E. Smith State Office Building, Albany 1, New York.
3. Be specific in explaining the anticipated results of your suggestion. For example, if you suggest a time-saving procedure, indicate how much time will be saved, by how many employees, and why your proposed method is more efficient than the existing one; if you suggest a form revision, submit the suggested form together with a copy of the original one.

B. PROCEDURE OF THE BOARD

4. The Merit Award Board will date-stamp and acknowledge promptly each such communication. Where duplicate suggestions are received, priority of receipt will determine eligibility for an award. An identification number will be substituted for the author's name before an application is considered. Every application will be judged solely on its merits.
5. The author will be notified whether or not his application has been approved for an award, and if not approved, the reasons why not. The awards will be delivered promptly.

PUT YOUR IDEAS TO WORK!

Deputy Comptroller Edwin B. Kenngott expressed the belief that social security and State pensions could not be linked together.

A bill was to be introduced in the Legislature to extend the life of the Merit Award Board.

A new type of pay check was introduced for paying State employees.

John T. DeGraff, Association Counsel, urged that State Troopers be placed under the rules of the State Civil Service Board.

Enlargement Begins

Employees of the political subdivisions of the State began to be admitted to the State Association, after the Board of Standards and Appeals gave the necessary final approval.

Comptroller Moore presented

the Fisher Award and five other awards to State Employees. The prizes are donated by The LEADER. Dr. Tolman announced his intention to retire from the State Association after January 1.

State Civil Service in '46

Looking back on the civil service events in the State during 1946, one finds the four-weeks vacation restoration, the five-day week and the permanency of the bonus among the features.

Governor Dewey was urged to give a quick o.k. to the Field-Hamilton Law which offered full increment upon promotion for State employees. The Governor was also urged to pass upon the \$1,200 minimum for State employees.

He expressed his willingness to order a study of pension improvement.

A bill which would have taken 14,000 employees in the labor class out of the merit system was withdrawn as a result of a LEADER expose.

A hearing on Farm Jobs was held by the Salary Standardization Board.

Thirty State Association Bills were presented to the Governor. The Increment Liberalization bills were presented to the Governor.

The plea for higher salary schedules by the Association of Chief Engineers and Assistants went to the Salary Standardization Board.

There was some commotion over State Police promotions.

The State Association pledged aid on the permanent pay plan. Dr. Frank L. Tolman, President, expressed the need for permanent pay raises. The \$1,200 minimum bill was vetoed.

State Assn. Enlargement

Employees from counties and most cities in the State were invited to partake in the benefits of the State Association.

Governor Dewey weighed the Saturday-off question as well as liberalized departmental rules.

The State Association pressed the \$2,000 income tax exemption of pensions.

The Dannemora - Matteawan higher pay pleas went to the Salary Board.

In May, the Executive Board of the Association decided to submit to the delegates of the organization a series of proposed constitutional amendments for enlarging the scope of membership. Proposed extension included city, town and county employees.

Progress Report

Senior Engineering Aid, Department of Commerce: 20 candidates, held September 21, 1946. Rating of the written examination is completed. Pending establishment of veterans' claim for preference.

Parole Officer, Executive Department: 357 candidates, held April 27, 1946. Rating of the written examination is completed. Interviews in progress. Clerical work to be done.

Senior State Publicity Agent, Commerce: 22 candidates, held April 27, 1946. This examination has been completed. Gone to Administrative Division for printing.

The Insurance Deduction Bill was vetoed by the Governor.

The State Association called its delegates to a meeting on June 25.

Chairman Maltbie of the State Public Service Commission was accused of discriminating against per-diem employees.

The winning of the Harold J. Fisher Memorial Award by Mrs. Dorothy D. McLaughlin, Principal of the Nurses Training School at Central Islip, was announced.

The People's Committee for Mental Hygiene asked for a larger staff and more pay for the Hygiene Department.

Governor Dewey invited employee ideas on improving personnel relations.

The DPUI sought a charter in the State Association.

Janet Macfarlane, Secretary of the State Association, went all out for Governor Dewey's plan to invite State employees to offer improvement suggestions.

Aid to Vets on Vacations Reinstated veterans were granted full vacation allowances, irrespective of accumulated credit.

J. Allen Stearn was honored at a dinner of State Employees.

The Hatch Act was declared to apply to U. S.-paid State employees.

The overtime law was clarified for State employees.

The Woman's equal pay plea was heard by the Salary Standardization Board.

Mrs. McLaughlin was named to the State Advisory Council.

The State was asked to analyze the cost of pension aims.

Social Welfare teachers sought the end of inequality in the State Department of Social Welfare.

The Westchester County Competitive Civil Service Association extolled the Westchester salary plan linked to cost of living.

The State Association planned an August drive for members, chapter by chapter.

Charles A. Carlisle returned from the ranks of the sick, much to everybody's pleasure.

In July it was claimed that State pay was beginning to lag behind rises in current prices.

Tests were rushed in August to put the State back on a pre-war basis.

The State Association held its nomination for officers.

The campaign to x-ray all State employees was underway.

The Central N. Y. Field Day set a record attendance.

Institution Survey Asked

A survey of State institutions was asked in a report on conditions.

Ward attendant's pay in the State hospitals was claimed to be too low.

The Dongan Guild of State employees prepared for a most active season.

The Mental Hygiene Department announced its intention to give aid to the Veterans Administration.

The State Departmental personnel were granted a five-day week.

The drive to beat tuberculosis in the State was carried forward.

On October 8 the State issued Departmental rules on attendance.

The Mental Hygiene employees sought additional pay for hazardous duty.

Increases were asked by the State Association of travel allowance by the State.

State nurses asked for action on a salary increase.

Dr. Frank L. Tolman urged a special meeting of the Legislature to discuss the adjustment of teachers' salaries.

The Westchester County Competitive Civil Service Association was first to act toward joining the State Association.

Mental Hygiene Cause

The Supreme Court approved the new State Association Charter.

The State Association made a vigorous protest against the cutting of vacation credit in Mental Hygiene wards.

The State announced that it was averaging 2,000 exams a year.

On December 3 a four-week vacation plea was won in the State Mental Hygiene Department.

The State began the study of the hazardous pay demand by employees of the Mental Hygiene Department.

The membership of Committees in the State Association was announced.

Dr. Tolman asked that the State assume full responsibility for education.

PERSONAL LOANS

Reasonable Rates

Prompt Service

from \$60 to \$3,500

Convenient Payment Plan

No Co-makers Required

Call, Write or Phone

PERSONAL LOAN DEPARTMENT—MElrose 5-6900

BRONX COUNTY TRUST COMPANY

NINE CONVENIENT OFFICES

MAIN OFFICE: THIRD AVENUE AT 148th STREET

THIRD AVE. at 137th Street	E. TREMONT AVE. at Boston Rd.	E. TREMONT AVE. at Bruckner Blvd.	FORDHAM ROAD at Jerome Ave.
THIRD AVE. at Boston Road	OGDEN AVE. at University Ave.	233d STREET at White Plains Av.	HUGH GRANT CIRCLE at Parkchester

Organized 1888
MEMBER FEDERAL DEPOSIT INSURANCE CORPORATION

ENROLL NOW in Emigrants 1947 CHRISTMAS CLUB

Be prepared for next year's Christmas shopping season... save the planned Christmas Club way... it's so easy... so "painless".

EMIGRANT INDUSTRIAL SAVINGS BANK

Weekly Memberships from 50¢ Up

50¢ Weekly provides \$ 25.

\$1. Weekly provides \$ 50.

\$2. Weekly provides \$100.

\$5. Weekly provides \$250.

Apply at either of these convenient offices . . . 51 Chambers St. 5 East 42nd St.

MEMBER FEDERAL DEPOSIT INSURANCE CORPORATION

Payment Plan Voted for Health Insurance; Sliding Scale on Salary Basis Rejected

Why Forty Certified For Fireman Lost Out In Medical Check-Up

Among the 892 certified recently to the Fire Department in NYC for appointment as Fireman, 49 were rejected for medical reasons by the department. Of the 49 the Joint Medical Board of the Department and the Civil Service Commission approved nine, who were later accepted on re-examination by the Department, while three who were rejected by the Department and later approved by the Joint Board were again rejected by the Department. The nine were among the 501 appointed; the three were not.

The leading cause of rejection, considering only those finally rejected, was hypertension, 18 cases; next came underweight, 4.

There was only one psychoneurosis case, rejected at first, but finally accepted and appointed. One case of combat fatigue existed, rejection resulted.

In varicose veins, one eligible was rejected by the Department, passed by the Joint Board, and

rejected again by the Department, hence not appointed.

676 Highest Number on Job

One case of rejection was because of amputation of the right leg.

Of four hernia cases, two were finally passed after preliminary rejection.

Other rejection causes of the 40 who lost out were post concussion, syndrome, alopecia totalis, asthma, scoliosis mild, back disability, hepatitis and traumatic orchitis.

Not all certified were willing to accept. One man refused because new appointees as Firemen are assigned to Staten Island. Others refused because they have been appointed Patrolmen in the Police Department and for other reasons.

Of the 892 certified, 734 received Department notices to present themselves for medical investigation.

The highest number on the eligible list appointed was 676

The Health Insurance Board of NYC, which is guiding the participation of the City government and its employees in the Health Insurance Plan, decided in favor of the 50-50 method of premium payment. Whatever each employee must pay as an individual, the City will match, and salary is no factor, except that all getting over \$5,000 are ineligible. It thereby rejected a proposal for the payment of premiums on a graduated scale, according to the individual's income.

In a discussion with delegates from the various City employee groups, the plan whereby the City and the individual each pay half of the established premium rates was regarded as far better.

What Plan Costs

When the plan is put into effect, each City Department will be broken down into enrollment units. An example would be the Garage employees of the Department of Sanitation. It would be necessary for 75 per cent of those employed in the enrollment unit to subscribe to the plan. If less than 75 per cent are interested, none of the persons in that particular enrollment unit will be able to enjoy the benefits of the plan. State regulation with relation to Health Insurance makes that proviso necessary.

The total cost for employees for both the Health Insurance Plan and the Blue Cross Hospital Plan is \$38 a year for unmarried employees; \$76 a year for married employees with no dependents, and \$111 a year for employees with one or more dependents (no limit). These are the established premium rates.

Send-off Luncheon

The Board will meet again on Monday, January 13.

A luncheon will be given today as the official sendoff for the Plan. Guests of honor will be Comptroller Joseph and Mayor O'Dwyer.

Mr. Joseph said: "No blackmail will be used to get City employees to join. I hope, however, that every employee will take advantage of the opportunity."

What Is Given

The HIP will provide complete medical care for the individual and his family who subscribe to the plan. Clinics will be set up in various districts to care for those residing in a given area. Maternity care, surgery and preventive medicine will be offered. Subscribers may receive routine physical checkups with no extra charge. In case of the necessity of hospitalization, it will be provided by the Blue Cross which is included in the HIP. In short, full medical care will be provided with no other cost than the initial premium.

'Hi! Jinx' Radio Program To Present Donovan, LEADER Guest, on Jan. 9

Raymond A. Donovan, President of the Patrolmen's Benevolent Association, will appear Thursday morning, January 9, at 8:30 o'clock as a guest of The LEADER on the "Hi! Jinx" program on WNBC.

Mrs. Florence Shientag, only woman to serve as a Prosecuting Attorney in the Criminal Division of the Assistant U. S. Attorney's Office, appearing as The LEADER's guest last Thursday, described the activities of her job. She emphasized the value of a woman serving in a capacity that previously had been preempted by men.

Head of the majority of the city's 20,000 Patrolmen, Mr. Don-

ovan leads the campaign, with John P. Crane, President of the Uniformed Firemen's Association, to raise the pay of New York's police and firemen. He will describe this campaign to the radio audience as he is interviewed by co-stars Jinx Falkenburg, actress and model, and her husband, Tex McCrary, former Chief Editorial Writer of the New York Daily Mirror, and Executive Editor of the American Mercury.

The LEADER will welcome suggestions from its readers for future guests, who appear each Thursday morning from the city, State, and Federal services. Address suggestions to Herbert M. Friedland, care of The LEADER, N. Y.

BETTER LABOR RELATIONS

Poor labor relations in government spring largely from failure of public administrators to recognize the importance of establishing modern procedures and practices in dealing with their employees. Adequate machinery must be provided for public officials meeting with employees collectively, and individually where necessary, with a view to ironing out disputes before they reach the danger point. The initiative must come from the top management in government, unless public officials wish to invite the pressures of labor organizations, aided and abetted through political channels. Public sentiment abhors such tactics. It will support any reasonable plan of administrator-employee participation in the formulation of sound policies of public employee relations. Such policies should be developed for the municipality as a whole, not merely for a particular class or group of employees.—H. Eliot Kaplan.

Office Employees In Transit Board Get \$300 Raises

A resolution passed by the Board of Transportation granted a \$300 per annum increase to 3,000 clerical, office and legal employees in the department who earn less than \$7,500 a year. A special resolution had to be passed, as the Board's employees do not come under the City jurisdiction as to pay.

Rockefeller Fund Aids Health Plan

The Rockefeller Foundation will loan \$250,000 during 1947 for the expansion of the Health Insurance Plan of Greater New York, which will include employees of the NYC Government and several large groups of industrial employees.

Special Military Lists

- PROM. TO CLERK, GRADE 3, OFFICE OF COMPTROLLER (BUREAU OF EXCISE TAXES)**
George Cooper, James P. Redmond, Maurice E. Igel.
- PROM. TO CLERK, GRADE 3, DEPARTMENT OF HOSPITALS**
Eugene L. Klemens, Leon Adler, Joseph Menkes, Albert Pako, Matthew P. Landers, Julius Ganzberg (DVPC), Elsnor Prinstein (DVPC), Samuel J. Stolin, William R. Grande, Francis V. Spinelli.
- PROM. TO CLERK, GRADE 3, NYC HOUSING AUTHORITY**
John J. McKenna, Jr., Ernest Edward Ponessa.
- PROM. TO CLERK, GRADE 3, FIRE DEPARTMENT**
Herman Deutsch, Gerard A. Donovan.

NYC Welfare Union To Select Officers

The annual membership meeting of Local 1, United Public Workers (CIO) for nomination of officers and members of the Executive Board will be held in the Teachers' Lounge, on the fifth floor at 13 Astor Place, at 7:30 p.m., on January 29.

The annual report of the officers on the year's activities will be made to the membership at this meeting.

NYC RAISES IN JAN. 31 CHECKS

(Continued from Page 1)

in time for inclusion of the higher amounts on the January 31 payroll. The retroactive raises, back to January 1, will be included on a supplemental payroll for the first half of January only.

Certificates to Go Out

Budget certificates will be issued to each department by Director Patterson. The January 15 payrolls already have been signed by many departments, necessary so that the work of preparing the checks can go forward, so January 31 became the earliest practical

date.

The raises stand as voted. The \$3,000 maximum base pay of Auto Enginemen, Elevator Operator, Messenger, Attendant and Watchman stands. Efforts to have this ban removed will have to be taken up with the Board of Estimate by Mr. Patterson. With two bonuses added to the \$3,000 base the practical maximum for these jobs is now \$3,650. There were \$300 raises voted to 386 in these titles in the recent resolution of the Board, this bringing the bonus total to \$650, to be added to \$3,000 base pay to provide the maximum total in this class.

Church Announcements

FOR CIVIL SERVICE EMPLOYEES

Holy Innocents
128 WEST 37th STREET
NEW YORK CITY

DAILY MASSES — 7, 7:30, 8, 8:30, 9, 12:15, 12:45
SUNDAY MASSES — 2:20, 4, 7, 8, 9, 10, 11, 12, 12:45
DAILY SERVICES — 11:50, 1:15, 3, 5:15, 5:45, 7:30
SUNDAY SERVICES (P. M.) — 5:30 and 7:30
CONFESSIONS — At all times.

FORUM GROUP INSTALLS OFFICERS

Edward J. Fanning was installed as President of Automobile Enginemen Council No. 162 of the Civil Service Forum, Department of Water Supply, Gas and Electricity employees, for his second terms.

The installation was held at Wiedermann's Hall.

The 18th annual dinner and dance will be held by the council on March 29, at the hall, under the chairmanship of Antonio Galletto.

The other officers installed were Edward J. Fanning, President; Maurice W. Lawrence, Secretary; Hugh B. Costello, Vice-president; Oscar Johnson, Treasurer; Albert F. West, Assistant Treasurer; William H. Fanning, Financial

Secretary; Kenneth D. Gordon, Recording Secretary; Joseph J. DeRenzeis, Sergeant-at-Arms; Patrick F. Buttino, Assistant Sergeant-at-Arms.

Committee Chairmen are Thos. F. Gorman, Executive; William J. Burton, Publicity; John J. Barrow, Board of Trustees; Glenn D. Burch, Welfare; Antonio Galletto, Entertainment.

Delegates are Thomas F. Gorman, William J. Burton, John J. Barrow, Hugh B. Costello, Thos. F. Smith, Joseph J. DeRenzeis and Glenn D. Burch.

Alternate Delegates are Felix J. Barbera, Patrick F. Buttino, William H. Fanning, Edward Prenderville, Maurice W. Lawrence, Arthur W. Ryan, John C. Fontini and J. Gantz.

COMING EXAMS

- OPEN-COMPETITIVE**
- Trackman.
 - Railroad Clerk.
 - Blacksmith's Helper.
 - District Health Officer, Grade 4.
 - Inspector of Fuel and Supplies, Grade 2.
- PROMOTION**
- Asphalt Worker, Offices of the five Borough Presidents.
 - Assistant Director of Public

- Health Nursing Service, Department of Health.
- Attendant, Grade 2, Offices of the five Borough Presidents.
- Carpenter, Board of Higher Education.
- Chemist, Department of Purchase.
- House Painter, Board of Higher Education.
- Inspector of Masonry, Grade 3 (General).

FOR VETERANS ONLY!

BUY OWN



Independence and a Splendid Income

A miniature restaurant-on-wheels to operate in your own exclusive territory— one of a nation-wide chain of dinettes, all owned and operated by veterans. Completely equipped for operation, includes:

- REFRIGERATOR
- GRIDDLE
- COFFEE URN
- FRESH FRUIT JUICER
- BREAD BOXES
- CIGARETTE CASE
- KITCHEN UTENSILS
- FIRE EXTINGUISHER
- COLA COOLER

\$2160 F.O.B. — Down Payment \$500

Balance may be Financed under G.I. Bill
Send for Literature and Application

LEGIONAIRE DINETTE CORP.

10 EAST 40th STREET, NEW YORK LE 2-4244

A THOUGHT FOR THE WEEK

THERE are none so low but that they have their triumphs.—Bovee.



Civil Service LEADER

Eighth Year

America's Largest Weekly for Public Employees

Member of Audit Bureau of Circulations

Published every Tuesday by

LEADER ENTERPRISES, Inc.

97 Duane Street, New York 7, N. Y.

BEckman 3-6010

Jerry Finkelstein, Publisher Maxwell Lehman, General Manager

H. J. Bernard, Executive Editor

N. H. Mager, Business Manager

TUESDAY, JANUARY 7, 1947



TOUGH anti-gambling attitude of the O'Dwyer administration has ended the project to turn the unoccupied Schwab mansion at 74th Street and Riverside Drive into a swank West Side casino. . . . Razzberries for that investigator of un-American activities who thinks it's smart to wear a Phi Beta Kappa key—bought in a local hock shop. . . . The FBI is on the trail of a B'way character who has been impersonating West Point grid star Arnold Tucker. . . . President Truman's end-of-hostilities order has no bearing on Federal employees except some Postmasters' overtime, and Army-Navy civilian personnel ceilings. The war's been over for all the rest for some time now.

Age and residence restrictions on Federal candidates are being steadily dropped as the Commission finds increasing difficulty in filling low-pay jobs. Blame rising living costs. . . . Coming of UN to New York, with costumes from all lands on the streets, will further this city's lead in displacing Paris as the world's fashion center. . . . Prosecutor Florence Shientag, recent LEADER guest on the "Hi! Jinx" show, gets fan mail from some of the men she sent up. . . . Mayor O'Dwyer is silently wondering how commissioners who camp outside his office have time for their own duties. He prefers commissioners who visit only when called.

An explosion looms between vets and non-vets over Civil Service preference. . . . Seems surprising that the politicians are still silent in the Scottoriggio case. The high reward should make it worth while for someone to talk. Criminal Courts Bldg. wiseacres say it should be the easiest type of case to break. . . . Real news on the state of the nation will be in the Economic Report of the President, going up to Congress this month. . . . Private law practice has made another raid on government offices. Former Asst. Atty Gen. Herbert Einhorn and Samuel Brodsky, ex-chief of the Civil Division in the U. S. Attorney's office for New York's Southern District, have joined forces in a new firm.

Detroit Requires Chest X-Ray Test

The Detroit Civil Service Commission has adopted a policy whereby all eligibles will be required to pass a satisfactory chest X-ray examination prior to employment. The examinations will be given without charge, through cooperation of the federal government and the city board of health. In New York, the State Department of Health has begun a project which is aimed at X-raying all State residents on a voluntary basis.

Bridge-Tunnel Group Will Install Officers

At a general meeting to be held on January 14, at Weidemann's Hall, Third Avenue near 16th Street, the following newly elected officers of the Bridge and Tunnel Officers Benevolent Association will be installed: F. Knox, President; J. Carroll, Vice-President; T. Glennie, Treasurer, and G. Holloch, Secretary.

627 to Compete For Senior Accountant

The Municipal Civil Service Commission announced that 627 candidates will compete in the open-competitive examination for Senior Accountant. The final filing date was Friday, December 27.

Comment, Please

Transfer to St. Louis a Plight
Editor, The LEADER:
More power to E. T. Jackson, Jack Rosner and Charles L. Murphy for having the guts to try to inform the public about President Truman's empire at the St. Louis Administration Center which is fast becoming a fiasco. If it were not so serious, it would be amusing. In itself, the enormous labor turnover guarantees inefficiency and deplorable execution of important government work. The civilians are trying to get transferred and the Army personnel have accepted life-time positions.

New York should hide its face in shame when it realizes that the model General Accounting Office was run entirely by out-of-State personnel and they allowed New York workers to be literally kicked around, although an office in New York was nearest to Camp Dix, Camp Kilmer and Fort Meade and the office should never have been transferred to St. Louis.

As to New Yorkers being kicked around for months, workers were assured that if they went to St. Louis they would have a five- or ten-year job there and when handed travel orders with the alibi that the transfer from New York to St. Louis was for the workers' convenience and no expenses were to be incurred by the government. After five months in St. Louis they were given separation notices and are now working their way back to New York at their own expense. Upon their return to New York they find that there are no jobs for New Yorkers.

With control on materials, the veteran had to pay \$9,000 for a four-room, sheet-rocked frame bungalow that did not cost \$3,500 to build, and since controls went off veterans are getting their deposits back on the \$9,000 contracts and other veterans are paying \$12,000 and \$14,000 for the same \$3,500 bungalow. Somebody should get and send to Washington plans and specifications of one of these four-room bungalows.

As to the future of the St. Louis Empire, the Ford interests are building a \$5,000,000 plant in St. Louis, Kaiser-Fraser are doing likewise and auto glass, body and accessory manufacturers are erecting new plants. Today 30 per cent of St. Louis population is native-born, mostly factory workers, and the other 70 per cent are factory workers who moved in during the war. The increased demand for factory workers with higher wage inducements will make it impossible for federal

workers to meet or compete with the inflated standard of living. With agencies closing up in Washington, why should an empire be built in St. Louis? Success to The LEADER for its progressive and help-rendering activities for the Federal worker.
PAUL THOMPSON.

Portal Pay for U. S. Workers
Editor, The LEADER:
Why can't U. S. employees benefit by the recent Federal Court decision granting portal-to-portal pay for workers in industry?

Many Government employees have been, and still are, working on islands located in various harbors, and they are wondering if they don't have a better justification on this portal-to-portal pay claim than do some of industry's employees who don't have to take a boat going and coming from place of employment?
WILLIAM B. GARRETT.

Pension Articles Praised
Editor, The LEADER:

I am grateful to you for the articles by H. J. Bernard on the Retirement Systems which you have been running in The LEADER. I am particularly impressed by the response and contributions which your articles have produced from the rank and file.

ROBERT P. HOPKINS,
Chairman Western Conference, Civil Service Employees Association.

Disabled Veterans Cases
Editor, The LEADER:

I read in The LEADER that NYC has dropped disabled veterans from their probationary jobs as Patrolmen. It is unfortunate to see these Patrolmen dismissed because they are disabled vets. Did the City of New York ever think the men almost lost their lives for this country? The least the City could have done was to give them an easy job in the Police Department. Did the City know most of the men are N.P. men. The Government gives each vet an N.P. when it can't find out what is wrong with him. If it weren't for the disabled American veterans we would never have received re-examination. The disabled vets would have been cut of a job. If it wasn't for Mayor O'Dwyer, who is a veteran himself, the veterans would never have been called to a re-exam. I am a disabled vet and work for the Government and have the same trouble as the 25 disabled vets.
GEORGE PARISI.

Pay Raises in NYC Greeted With Thanks

BESIDES having advanced persuasive and well-documented arguments in favor of substantial pay increases, NYC employee organizations have accepted the increases voted, and expressed appreciation to Mayor O'Dwyer and the Board of Estimate. The Board alone has the power to grant increases, and it did so, on a basis up to \$400 a year, in the mid-year of the budget, thus breaking precedent for the second time. The old excuse used to be: Employees must wait until the new budget is adopted before they can get any increases.

In other ways the O'Dwyer administration has demonstrated its hearty concern for the economic plight of City employees. Fortunately this evidence of conscience is now no longer a novelty in NYC administration, although a heartening contrast to that obtained during prior years.

Employee organizations presented a united front. In their common purpose they swept aside all temptation to be contentious among themselves. They even exchanged post-victory greetings.

Not having obtained all they sought, the employees still will wage campaigns for what they deem just. In accepting with thanks what has now been voted they in no sense are precluded from attempting the settlement of remaining requests, whether on pay, hours, conditions or pensions.

All told, both sides acted as employer and employee should act in a democracy, and set a high example in labor relations for others to follow.

Question, Please

N. Y. STATE LAWS AFFECTING VETERANS

Haste in Holding Test

How soon after request is made by a veteran must a comparable promotion examination be given?—J.V.E.

There is no provision in the law covering this point. Therefore, it should be given within a reasonable time. It may be advisable to wait for a period of one month or two months if there is a possibility that similar requests for the same examination may come in during such period.

Military Special Open Test

If an open-competitive examination has been held while a person eligible therefore was in military service, could such person claim that a comparable open-competitive examination be given to him after his return from military service?—K.O.B.

No. There is no provision in the Civil Service Law or Military Law giving such person the right to claim a comparable open-competitive examination.

Degrees of Disability

If a veteran claims the existence of a temporary war-incurred disability, must such disability be of such degree as to interfere with the competent performance of the duties of the position in order to permit extension of the mandatory ninety-day reinstatement period?—E.V.

The law does not clearly indicate whether or not the temporary disability that permits postponement of reinstatement must be one that interferes with the duties of the position. Apparently,

it was intended to give veterans who needed medical attention an opportunity for complete recovery before their restoration to their former positions. The degree of disability, the probable duration of such disability, the ultimate effect of such disability on the ability to perform efficiently the duties of the position are matters which will have to be given careful consideration by the civil service commission in examining such veteran.

Retention of Exempts

Does the "retention" provision apply in the event of the abolition of non-competitive or exempt (or, in cities, labor class) positions?—O.V.

The provision applies only to positions which are subject to preference in appointment and promotion. It, therefore, would not apply to non-competitive and exempt positions for which no eligible lists are established.

Which List for Vet?

Where a military eligible is reached for certification for a Junior Clerk position from an Assistant File Clerk list, what special eligible list status does he get?—L.

He is entitled to special eligible list status for Junior Clerk only. The purpose of the law is to give military eligibles protection against the loss of any rights while they are on military duty. Inasmuch as the military eligible could only have been appointed to the Junior Clerk position, he is entitled to special eligible list status for that position alone.

JEWISH WAR VETERANS HONOR GOLDMAN



New York Department Commander Jacob S. Spiro, of the Jewish War Veterans of the U. S., presented an award to Postmaster Albert Goldman for his support in the formation of the Sergeant Morris D. Kassow Post 332, first Jewish war veterans post to be organized in the United States Post Office. Left to right, Post Commander Harold V. Toffler; Postmaster Goldman; Past Post Commander Percy W. Weisman and Commander Spiro.

Langer and Rees Head Civil Service Committees

Special to The LEADER

WASHINGTON, Jan. 6—The Senate Civil Service Committee is headed by Senator William Langer, of North Dakota, while the Chairman of the House Civil Service Committee is Representative Edward Rees, of Kansas.

The organization of the committees that are of importance to civil service employees are as follows in the Senate:

Civil Service: Senator William Langer, of North Dakota, (chairman); Senators Buck, Flanders, Baldwin, Thye and Ecton.

Senator Styles Bridges, of New Hampshire, will head the Appropriations Committee. Serving with him will be Senators Gurtley, Brooks, of Illinois; Reed, Ball and Ferguson, Kenneth S. Wherry of Nebraska, the Republican whip; Guy Gordon of Oregon, Saltonstall, William F. Knowland of California, Young and Henry C. Dworshak of Idaho.

The Committee on Expenditures in the Executive Departments, will be headed by Senator George D. Aiken, of Vermont. Others on

this committee are Senators Homer Ferguson of Michigan, Hick-n-looper, John W. Bricker of Ohio,

Ives of New York, Edward J. Thye of Minnesota and Joseph R. McCarthy of Wisconsin.

VA Day by Day

At the Veterans Administration, 346 Broadway, January 15 means the termination of employment for many. Notices having been given out. . . . These members of the staff report that they received an alternative of transfer to the Philadelphia Area Office, but because of families and other commitments a great majority cannot accept.

Manager Charles Reichert and Noel Jefferies, Assistant Manager, who is also with Decentralization, were seen in earnest conversation the other day.

The Brooklyn Regional Office, under Manager Kelly, is shaping up and may be in operation by February. The office is near the Navy Yard.

Insiders at the VA look for a general reclassification of all positions as a result of the present surveys and job reviews.

The gals at 346, 299 Broadway, 2 Park Avenue, and 252 Seventh Avenue, have that "certain something". . . . have you seen the guys out front each a.m. and p.m. taking survey? Hubba, Hubba.

According to reliable information, there are a good number of disabled veterans, widows of veterans, and veterans at the VA. . . . the number is over 20 per cent.

VA employees at 252 Seventh

Avenue coming in before 8 a.m. are wondering why they are obliged to sign in at the Guard's Desk, since they never did so before Monday of last week. . . . Seems that there was a burglary in the Medical Department, with two vending machines bearing the brunt of the theft. . . . The FBI and local police authorities are investigating.

Some of the old gang at 2 Park Avenue and 346 Broadway are looking back to the days when it was grand to work for the VA, with very few exceptions. . . . A party for the old-time staffers is planned. Mrs. I. E. Salisbury, Chief of the Adjustment and Refund Section, Premium Accounts gets this week's Orchard. . . . She has been understanding and more than fair with her contacts with the public and staff and is about the most respected and liked Chief at the VA.

It's surprising how some Chiefs are really worthy to be Chiefs, while others aren't. . . . There's an interesting tale of a Supervisor who had a habit of shouting and ranting and at times even insulting personnel and public, but he made good. . . . That could happen at the VA and did. . . . His pals, experts in the same art are doing O.K. too, all received "Excellent" ratings recently!

Where and How to Apply For Lifetime Positions

FEDERAL

Obtain the official notice of examination and the application blank or blanks, at the U. S. Civil Service Commission, 641 Washington Street, New York 14, N. Y. File with the Commission at the same address, unless otherwise directed in the examination notice. Applications may be obtained and filed by mail, but time is lost in waiting for a mailed application. Go to Room 119 unless otherwise stated.

Federal Veteran Preference

All veterans who apply for Federal examinations are entitled to preference, consisting in general of 10 points extra for a disabled veteran and 5 points for a non-disabled veteran. Moreover, in addition, veterans disabled 10 per cent or more may have past exams opened to them.

In the examination, the earned points and premium points are added, and if the total is a passing mark the disabled veteran goes to the top of the list; the non-disabled does not. The non-disabled takes precedence only over a non-veteran of equal total score. For scientific and professional jobs paying \$3,000 or more the veterans get their extra points, but the disabled do not go to the top of the list.

N. Y. STATE

When writing for application form, specify both number and title of position, and enclose a 3 1/4 x 9-inch or larger self-addressed return envelope bearing 6 cents postage. In submitting filled-in applications, enclose required fee.

Examinations for entrance into the State service are being held regularly on a considerable scale. Applications should be obtained from and filed with the State Civil Service Commission, Alfred E. Smith State Office Building, Albany 1, N. Y., or at the Commission's NYC office at 80 Centre Street, New York 13, N. Y.

Veteran Preference

Veterans of any war on any list will receive preference: 1, disabled veterans go to the top of the list in their order of relative standing; 2, non-disabled veterans come next, in the same relative order. But all veterans must first pass the exam. There are no point credits.

NYC

Applications are obtainable at and should be filed with the Municipal Civil Service Commission at 96 Duane Street, New York 7, N. Y. Applications ordinarily may be obtained and filed by mail, but time is saved in getting the application blanks at the Application Bureau at that address. Information may be obtained by telephoning COrtlandt 7-8880.

Veteran Preference

Same as for N. Y. State.

[Above places to apply will hold unless otherwise stated in notices of examinations, or listings, which appear in The LEADER. See p. 8.]

TROOPER KOERNER BACK

Special to The LEADER
ALBANY, Jan. 6—The New York State Troopers announced the return from military leave of F. C. Koerner.

Albany Shopping Guide

Announcements

IDYLE WYLDE HOBBY SHOP, Inc., moving to new headquarters at 11 Central Ave. Complete stock airplanes, boats, radios, race cars, stamps, tools. ALbany 8-2532. Opening Nov. 20th.

HOTEL GREEN

formerly KEELER'S, 83 GREEN ST.
Known for its immaculate cleanliness. Hot and cold tile showers.
OPEN 24 HOURS
Daily Rates, 50c-75c-\$1.00.
Weekly Rates, \$3.50-\$4.00-\$5.00 Single
\$6-\$7-\$8-\$9 Double
"FOR MEN ONLY"

They ALL Speak Well Of It

Garage and Parking Lot Adjacent

THE DE WITT CLINTON

Albany, N. Y.

A KNOTT HOTEL
John J. Hyland, Manager



Large Selection of All Kinds of Fresh Sausages, Boiled and Smoked Ham and Fresh Provisions

For the past 50 years we have produced only ONE quality—the BEST

HENRY KAST, Inc.

277 Greenwich Street
Bet. Murray and Warren Sts., N. Y.
111 Water Street
Stapleton, S. L.

Hobbies

STAMPS and COINS

COLLECTIONS BOUGHT
Also unused U. S. postage at a small discount.

DELMONTE

40 West 18 St. N. Y. 11, N. Y.
Dept. H WA 9-1954

Postage Stamps and Coins

UNUSED U. S. POSTAGE BOUGHT. ANY amount, denomination. Small discount EUREKA STAMPS & COINS, 50 West 18th St. WA 9-0752.

DON'T THROW THOSE STAMPS AWAY! They may have value. Send 3c for "Stamp Want List" showing prices we pay for U. S. stamps. Stampazine, 315 W 42nd.

WHAT HAVE YOU TO OFFER? Collection? "Shoebox" accumulations? Anything in stamps? We urgently need them. Spot cash paid. Cosmopolitan Stamp Co. 1457 Broadway, N. Y.

YOUR BEST BET—SELL your STAMPS today! We pay the HIGHEST prices. HARVEY DOLIN & CO., 31 Park Row, New York 7, N. Y.

VETERAN'S PRIORITY on cameras, projectors and photo supplies. Liberty Camera Shoppe, 80 Vesey St., N. Y. 7 (nr. Washington Market).

COMPLETE TEXT OF STATE'S MERIT AWARD BOARD PLAN

In next week's LEADER

SHOPPING GUIDE

STOP BUYING NEW JEWELRY

Have your broken costume jewelry completely renovated. Save money! Pins, Earrings, Necklaces, Clips, Chokers, Bracelets, Chatelaines made like new. Gold items replated with 24 Carat anti-tarnish gold. Silver replated with tarnish proof Rhodium to give a life time of brilliance. Missing stones replaced to match with first quality imported stones. Work guaranteed to your satisfaction. Any piece renovated from \$1.00 up to \$3.00 each. Send no money with your repair work. Pay the postman.

GAYLARK JEWELRY CO.
298 Fifth Ave., Dept. A. N. Y. 1, N. Y.
(Entrance on 31st St.)

Children's Bicycles Buy Direct From Manufacturer

7325 NEW UTRECHT AVE., B'KLYN
BEachview 2-3226

LADIES' NYLON HOSIERY

First quality full-fashioned, 51-gauge, 30-denier. Three pair sent post-paid \$6.00. Send check or money order to

D. HABER
1265 BROADWAY, N.Y.C. 1 N. Y.
Murray Hill 4-6193

FUR SALE

Below Wholesale Cost
MOUTONS.....from \$65
Muskratsfrom \$115
Seal & Beaver-Dyed
Coneysfrom \$39
Save on These Outstanding Values

J. KIMMEL

337 SEVENTH AVENUE
Third Floor NEW YORK

KEG BEER

FOR YOUR PARTY
ICE COLD
Popular Brands, 1/2, 3/4, 3/8 Barrels
Sold by the case.
Immediate Deliveries.
RIDGE BEER DISTRIBUTORS
420-28 Eighty-ninth Street
Bklyn, N. Y. SHore Rd 8-8697

FOR BRIDAL SHOWERS

Unusual Favors & Novelties
Headpieces for Brides & Bridesmaids Made to Order
Moderate Prices

NOVELVILLE ART MFG. CO.
907 72nd St., (Nr. Ft. Hamilton Pkwy.)
SHore Road 5-9569

Going Out of Business

MEN'S & LADIES

FORTNIGHTERS
Special \$24.00. Former
OPA Ceiling \$46.20
LUGGAGE
Trunks and Accessories
At Sacrifice Prices
A. LEVITAN
275 7th AVE. (26th) WA 9-0460

Follow The LEADER For Civil Service News

Vets to Fill Police Jobs As Result of New Exam; Filing Ends on Monday

Applications for Patrolman (P.D.) at \$2,900 a year, which includes bonus, are being received now by the NYC Civil Service Commission...

Applications are running at the rate of 250 a day. Veterans are applying, almost exclusively. Allowing for a final spurt, which always takes place in large examinations...

Jobs for Vets Only

The way the examination will be conducted will result, with effectuation of veterans preference, in an eligible list consisting first of disabled veterans, next of non-disabled veterans, and finally of non-veterans, in that order.

Also Chapter 590 of the Laws of 1946, provides as follows: If maximum age requirements are established by law, or rule or by action of a civil service commission...

The job opportunities in the Police Department will run high because of the expected increase of the number of Patrolmen to 20,000, or about 3,000 more than the present quota.

The Commission disclosed that 893 persons had filed to take the extended exam for Patrolman (PD) as of 5 p. m., Thursday, January 2.

Official Exam Notice

The official notice of examination follows in full: No. 5279 PATROLMAN, POLICE DEPT.

Amended Notice Candidates who filed applications from November 12, 1946 to December 2, 1946 need not file again. Salary: Entrance salary \$2,150 per annum, with statutory increments to \$3,150 per annum.

HOW TO APPEAL FROM RATINGS

No special form is required to appeal from a rating given to a candidate for a NYC job, therefore any and all candidates, whether they made the eligible list and think they should be moved up, or whether they did not make the list, may write a letter to the Municipal Civil Service Commission...

Candidates who desire to see their examination paper, may do so by bringing their application card with them to the Commission and going to the Application Division, at 96 Duane Street, which is in the same building...

Patrolman Study Material

The following questions and answers are from the last written exam held by NYC, March 9, 1946:

QUESTIONS

1. Suppose that you are a patrolman investigating a complaint that a gunman is brandishing an automatic revolver in the back room of a bar and grill. Of the following, the best reason for you to exercise caution as you enter the back room is that (A) there may be a second means of exit from the room; (B) the complaint may have been exaggerated; (C) an automatic revolver may easily become jammed; (D) the complaint mentioned only one gunman; (E) the gunman may open fire without warning.

2. Suppose that you have arrested a man for attempting to break into a fur shop and that you are about to escort him to a nearby precinct station. Of the following, the first important precaution for you to take is to make certain that (A) the man is carrying proper identification; (B) no furs are missing; (C) the man has a criminal record; (D) the man is unarmed; (E) the man's fingerprints have been carefully checked.

3. While you are patrolling your post in a busy midtown area, you notice the gasoline tank of a bus burst into flame. The passengers get the fire and begin to leave the bus at once. The street is crowded with pedestrians. Of the following, the best reason for you to clear the area of pedestrians immediately is to (A) avoid panic among the bus passengers; (B) reduce the possibility of injuries due to an explosion; (C) prevent the fire from spreading; (D) leave room for the bus driver to maneuver; (E) avoid possible fatalities due to carbon monoxide fumes.

4. Detectives had been following the two men for some time. At 8:10 p. m. Sunday, the suspects entered a four-story apartment house. They went to the roof of the building, walked across to an adjoining warehouse, and went down the fire escape to the second floor, where they forced a warehouse window. Meanwhile, although the temperature was below freezing, other detectives waited in the street below.

5. Jones was found lying in the kitchen of his bungalow, two feet from the window. A bullet had passed through his heart and was found lodged in the wall. Death must have been instantaneous. There was a bullet hole in the lower part of the glass of the kitchen window. All doors and windows were closed and locked from within. No weapon was found in the bungalow.

6. Suppose that you are on traffic duty at about 8:30 o'clock one morning, a large trailer truck breaks down on a narrow street running north and south. The truck completely blocks one side of the street, so that there is room only for southbound traffic to pass.

7. Suppose that a hit and run driver has struck and seriously injured a little girl. Witnesses were able to furnish only part of the license number of the automobile which struck the girl. It is therefore necessary to interrogate a number of drivers and to inspect their automobiles.

8. Suppose that a man who is carrying a large group of people, valuable evidence may be inadvertently destroyed by the people in the room; (C) some of the tenants may have important information concerning the crime; (D) because (A) one patrolman may sometimes be insufficient to handle a large group of people; (E) Jones probably committed suicide; (E) Jones was shot by a person standing outside the kitchen window.

9. Suppose that, while you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

10. "At 10:30 p. m., Robert Thomas was held up in the hallway of his apartment house. The robber took a gold watch and \$300 in cash. At 10:40 p. m., James Green was seen loitering outside the jewelry shop two blocks from light. Of the following, the best action for you to take is to (A) detour all northbound traffic around the block in which the truck has broken down; (B) halt all southbound traffic until the truck can be repaired; (C) halt only northbound traffic so that emergency vehicles and fire trucks may operate freely; (D) halt traffic in both directions until the truck can be repaired; (E) alter the flow of traffic around the truck for about five minutes in each direction.

11. "Mr. B stated that, when he answered the doorbell, two masked men armed with revolvers forced their way into his apartment. Without speaking, they went directly to his bedroom and immediately tore open the mattress, where Mr. B had secreted \$4,800 in cash and jewelry valued at \$2,000. The men then tied and gagged Mr. B and departed with their loot. According to Mr. B, he had displayed his valuables the evening before at a small party and had mentioned the hiding place." The one of the following which indicates most strongly that the robbers had been informed of the existence of the values is that the robbers (A) compelled Mr. B to disclose the hiding place; (B) neglected to tie and gag him; (C) neglected to make a thorough search of the apartment; (D) were masked; (E) took only the jewelry.

12. "A gaily wrapped parcel attracted the attention of a tenant because it had lain unclaimed in the entry for several days and had tickled sound, whereupon he gingerly unwrapped the package and found two flashlight batteries. An alarm clock, and a soap can containing a whitish powder, later found to be bicarbonate of soda." As a patrolman, you should realize that the tenant's behavior was unwise chiefly because (A) the package would have been claimed if it were harmless; (B) bicarbonate of soda is harmless; (C) there is a severe penalty for tampering with the mails; (D) the package was evidently addressed to him; (E) he had no way of knowing that the contents were harmless.

13. "The receptionist told the police that a man had been sitting in her office, waiting for an interview. While he sat there, the receptionist opened and sorted the mail. One letter contained a five dollar bill, which she laid aside on the desk. The man seized a desk lamp, struck the receptionist over the head, and fled with the money." This incident best illustrates a crime (A) committed with little previous planning by the criminal; (B) in which there was collusion between the criminal and the victim; (C) in which the choice of weapon furnishes a clue as to the identity of the criminal; (D) which required precise advance knowledge of the time schedule followed by the intended victim; (E) involving the use of fraudulent means.

14. "On December 28th, the New York City Police Department announced its plans for handling pedestrian and automobile traffic in the Times Square area on New Year's Eve." The formulation of such plans beforehand is wise chiefly because (A) hindsight is better than foresight; (B) few violations of the law occur spontaneously; (C) some police problems are created by publicity; (D) the Times Square area is an important industrial area; (E) many police problems can be foreseen.

15. Suppose that, as a leader of a boys' club, you have succeeded in establishing friendly relations with teen-age boys in your own neighborhood. There are rumors that marijuana cigarettes have been appearing in the neighborhood. You decide to attempt to discourage the youths from smoking marijuana cigarettes. Of the following, the argument which is likely to be most effective is that (A) marijuana, as a drug, is considerably less potent than opium or cocaine; (B) the individual who flagrantly violates social codes may sometimes be accepted as a leader by some groups; (C) marijuana cigarettes may be more expensive than ordinary cigarettes; (D) smoking even a few marijuana cigarettes may lead to drug addiction; (E) the sale of marijuana cigarettes is a crime and the vendor may be subject to punishment.

16. Suppose that you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

17. Suppose that, while you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

18. Suppose that, while you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

19. Suppose that, while you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

20. Suppose that, while you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

21. Suppose that, while you are on duty as a patrolman, a woman informs you that a man has been found murdered in a rooming house. You proceed to the scene of the crime and find a large number of other tenants crowded about the dead man's room. For you to clear these people out of the room would be wise chiefly because (A) one patrolman may sometimes be insufficient to handle a large group of people; (C) valuable evidence may be inadvertently destroyed by the people in the room; (E) Jones was shot by a person standing outside the kitchen window.

Applications Are Open Until January 8 for Mail Handler Job

An examination for probational (permanent) appointment to the position of Mail Handler, Post Office Service, at entrance pay of 99 cents an hour, is now open for receipt of applications, James E. Rossell, Director, Second U. S. Civil Service Region, 641 Washington Street, New York 14, N. Y., announced. Applications must be on file with the Director not later than Wednesday, Jan. 8. The vacancies to be filled are in the Post Offices at New York, Brooklyn, Staten Island, Far Rockaway, Flushing, Jamaica, and L. I. City, N. Y. There will be no written test.

Applicants must actually reside within the delivery of the Post Office named or be bona fide patrons of such office. Persons employed in the Post Office will be considered bona fide patrons of the office.

To qualify in this examination, applicants must have at least three months' experience in manual work involving strength and sustained physical effort. All applicants must be able to read and write the English language.

Further information and application forms may be obtained from the Secretary, Board of U. S. Civil Service Examiners, at the post offices named above, except New York; or the Director, Second U. S. Civil Service Region.

SURFACE OPERATOR STUDY AID

The following is the second installment of the serial publication of the last NYC Conductor test, which gives an idea of what to expect in the forthcoming exam for Surface Line Operator, applications for which have closed.

[In answering Items 23 to 52 inclusive refer to the map.]

QUESTIONS

23. If train service is tied up at the 5th Avenue station of the IRT, a passenger at the Grand Central station desiring to go to Times Square should be advised to take the (A) Court Street shuttle; (B) IRT to 59th Street and change to the BMT; (C) 42nd Street shuttle; (D) IRT to 51st Street and change to the IND. 24. Joint train operation is provided in Queens by the (A) IRT and IND; (B) IND and BMT; (C) IND, IRT and BMT; (D) BMT and IRT.

25. Grand Central is (A) east of Queens Plaza; (B) north of Rockefeller Center; (C) south of Columbus Circle; (D) west of Times Square. 26. To get to 5th Avenue and 39th Street from the subway station at 86th Street and Broadway, it is advisable to take the IRT (A) Lexington Avenue line direct to Grand Central; (B) to Times Square and the Astoria line to 5th Avenue; (C) Lexington Avenue line to Grand Central and the Astoria line to 5th Avenue; (D) to Pennsylvania Station and the shuttle to 5th Avenue.

27. At 86th Street in Manhattan there are (A) two IND and one IRT stations; (B) two IRT and one IND stations; (C) three IRT stations; (D) two IRT and one BMT stations. 28. At 28th Street there are (A) 3 local subway stations; (B) 4 local and 1 express subway stations; (C) 3 express and 7 local subway stations; (D) 4 local subway stations.

29. In order to get to 57th Street and Broadway from the 23rd Street station of the BMT, it is best to take the (A) express to 57th Street; (B) local to 34th Street and change to the express; (C) local to 57th Street; (D) express to 42nd Street and change to the local. 30. The best way to go by subway from Union Square to 86th Street and 5th Avenue, is to take (A) an IND express and change at Columbus Circle to an IND local; (B) an IRT express direct to 86th Street; (C) a BMT local and transfer at 59th Street to an IRT local; (D) a BMT local to 5th Avenue.

31. The nearest subway station to 6th Avenue and 23rd Street is on the (A) IRT Division; (B) BMT Division; (C) 6th Avenue "EM"; (D) IND Division. 32. If service to Queens on the IRT is tied up, a passenger at Grand Central desiring to go to Queens Plaza should be directed to take the IRT (A) shuttle to Times Square and change to the IND; (B) to Columbus Circle and transfer to the IND; (C) to 59th Street and change to the BMT;

(D) shuttle to Times Square and change to the BMT. Items 32 to 42 inclusive are based on the information in the paragraphs given below. Read these paragraphs carefully before answering these items. BE SURE TO CONSIDER ONLY THE INFORMATION CONTAINED IN THESE PARAGRAPHS. "Article 1. Conductor's emergency valves are provided on trains and apply the air brakes when pulled. This control of the brakes is given to conductors for the sole purpose of stopping trains to prevent accidents, and they must not use this emergency valve except for such purposes. "Article 2. Conductors will have charge of trains and be responsible for the safety, regularity, and proper care and condition of trains, and such orders as they may give, not conflicting with the rules and regulations or special instructions, must be obeyed. When trains are in motion the responsibility for safe running rests entirely upon the motorman. "Article 3. They must take every precaution for the safety of their trains and passengers, and if any defects are found in the cars they must report same promptly to motorman and train dispatcher. "Article 4. They must familiarize themselves with the rules and regulations and special instructions governing motormen so that they may know that they are properly executed. "Article 5. Except in emergency, conductors must never open side doors until the train has come to a full stop and they know from careful observation that the doors are abreast of the station platform. "Article 6. If for any reason some doors are not opened, passengers must be given ample opportunity to leave and a distinct announcement must be made at which door to leave. "Article 7. Conductors must, before closing doors, know from careful observation that no passenger is entering or leaving cars and that no one is in a position to be struck by closing doors. Doors must not be closed until they have been opened for at least ten seconds or longer if necessary. "Article 8. In case a side door is out of order or closes so rapidly that it is likely to injure passengers, the use of the door must be discontinued. "Article 9. Conductors must be alert to prevent the operation or interference with car doors at any point by unauthorized persons. "33. Conductors are required to be familiar with regulations governing motormen in order to (A) operate trains when motormen fail to report for work; (B) tell motorman how to run trains; (C) report defects in train equipment; (D) check on train operation. "34. When a train is stopped at a station and some of the conductor cannot be opened, the conductor should (A) shorten time needed for the station stop; (B) open the doors opposite the defective ones; (C) open and close each defective door by hand; (D) give passengers a chance to leave through other doors. "35. A door which slams shut too quickly should not be operated because it (A) might open accidentally; (B) might result in injury to a passenger; (C) does not give passengers time to board the train; (D) does not give passengers time to leave the train.

KEY ANSWERS 23.C; 24.D; 25.C; 26.B; 27.B; 28.A; 29.C; 30.B; 31. D; 32.D; 33.B; 34.D; 35.B.

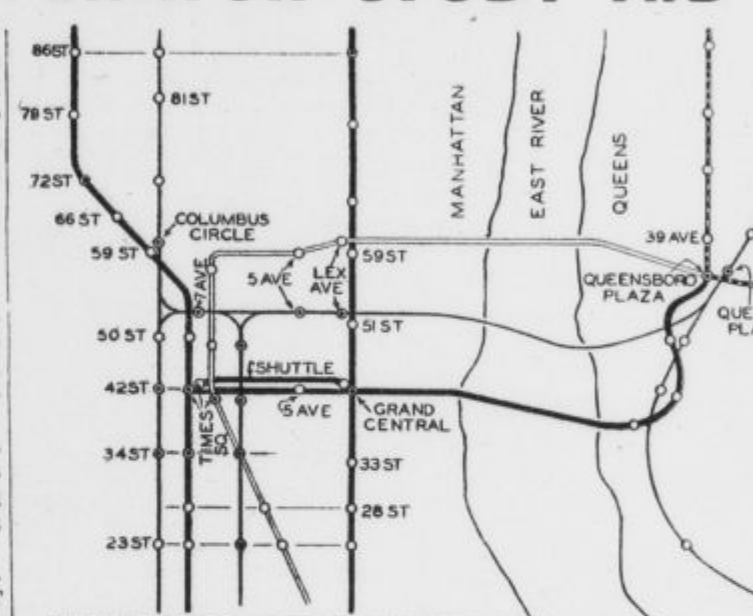


Diagram of transit routes, to be used in answering questions that refer to it. Key symbols are at bottom.

EXAMS FOR PERMANENT PUBLIC JOBS

- U.S. WHERE TO APPLY FOR PUBLIC JOBS U. S. - 641 Washington Street, New York 14, N. Y. (Manhattan), or at post-offices outside of NYC. State - 80 Centre Street, New York 13, N. Y. (Manhattan), or State Office Building, Albany, N. Y. NYC - 96 Duane Street, New York 7, N. Y. (Manhattan). NYC Education - 110 Livingston Street, Brooklyn 2, N. Y. New Jersey - Civil Service Commission, State House, Trenton; 1060 Broad Street, Newark; City Hall, Camden; personnel officers of State agencies.

- COUNTY Promotion 3337. Sergeant, Parkway Police, Westchester County Park Commission, Westchester County. Usual salary range \$3,120 to \$3,750, plus an emergency compensation of \$435. Application fee \$3. (Closes Monday, January 13.) 3338. Lieutenant, Parkway Police, Westchester County Park Commission, Westchester County. Usual salary range \$3,660 to \$4,140 plus an emergency compensation of \$435. Application fee \$3. (Closes Monday, January 13.) 3339. Rehabilitation Interviewer, Division of Vocational Rehabilitation, Division of Lands and Forests, Department of Conservation. Usual salary range \$3,120 to \$3,870, plus an emergency compensation. Application fee \$3. At present, two vacancies exist. Candidates must pass a medical examination before being appointed. (Closes Monday, January 13.) 3340. Local Assessment Examiner, Albany Office, Local Assessment Bureau, Department of Taxation and Finance. Usual salary range \$2,400 to \$3,000, plus an emergency compensation. Application fee \$2. At present, ten vacancies exist. (Closing date, Thursday, January 30.) 3341. Rehabilitation Interviewer, Division of Vocational Rehabilitation, Division of Lands and Forests, Department of Conservation. Usual salary range \$1,800 to \$2,300 plus an emergency compensation. Application fee \$1. At present, a vacancy exists in the Buffalo District Office of the Division of Vocational Rehabilitation, but the eligible list resulting from the examination will be used to fill vacancies as they occur in all District Offices of this Division. (Closes Monday, January 13.) 3336. District Forester, Division of Lands and Forests, Department of Conservation. Usual salary range \$3,120 to \$3,870, plus an emergency compensation. Application fee \$3. (Closes Monday, January 13.)

U. S. Stenographer, CAF-2, at \$1,954. (Open until further notice.) Typist, CAF-2, at \$1,756. (Open until further notice.) Printer-Proofreader, U. S. Government Printing Office, Washington, D. C., \$1.88 an hour. (Closes Wednesday, January 15.) Mail Handler, 99 cents an hour; Jobs in New York, Brooklyn, Staten Island, Far Rockaway, Flushing, Jamaica and L. I. City post offices. No written test. Closing date, Wednesday, January 8.) Geophysicist, Departments of Commerce and Interior, \$3,397 to \$7,102. Jobs in Washington and throughout the United States. (Open until further notice.) STATE Promotion 3335. Local Assessment Exam-

OVERSEAS JOBS FOR CIVILIANS

The War Department signal Corps Photographic Center, 35-11 35th Avenue, L. I. City 1, N. Y., announced overseas jobs open to civilians.

The following is a complete up-to-date list of the jobs in the areas indicated. Interview hours are from 9 a.m. to 1 p.m., Monday through Friday. Positions are excepted from civil service rules. Appointments are on a two-year basis. Men from 21 to 50 are acceptable for these positions.

The hourly wage rate is for a 40-hour week. A 25 per cent differential for overseas service is included in all wages and salaries listed below. Annual rates and per diem rates are given.

Manila

- Wire Chief, \$1.70.
- Repeaterman, \$1.66.
- Radar Technician, \$1.55.
- Sr. Telephone Inst. Repairman, \$1.65.
- Telephone Construct. Foreman, \$1.75.

Korea

- Repeaterman, \$1.66.
- Tel. & Tel. Officer, P-4, \$6127.50.
- Signal Equip. Officer, \$6127.50.

Japan or Korea

- Automatic Tele. Man, \$1.55.
- Telephone Transmission Engineer, P-6, \$8877.75.
- Telephone Engr., P-5, \$7381.25.

- Radar Technician, \$1.80.
- Automatic Tele. Man, \$1.55.
- Tele. Repeater Supervisor, \$1.85.
- Dial Maintenance Suprv., \$1.75.
- Teletype Repair Suprv., CPC-9, \$4089.75.
- Supervisor Instrument Repair Shop, \$1.80.
- Construction Supervisor, \$1.65.
- Equipment Foreman, \$1.75.
- Equipment Supervisor, \$1.90.
- Cable Splicer, \$1.60.
- Central Office Repairman, \$1.45.
- Tele. Resetter Supervisor, \$1.85.
- Construction Supervisor, CAF-10, \$5657.26.
- Installation Supervisor, \$1.75.
- Equipment Engr., P-5, \$7381.25.
- Central Office Engineer, P-4, \$612.50.
- Sr. Facsimile Repairman, \$1.75.

Hawaii

- Control Techn., SP-7, \$3776.25.
- Control Maintenance Technician, SP-8, \$4246.50.
- Prin. Teletype Repairman, \$1.70.
- Sr. Teletype Repairman, \$1.54.
- Crystal Technician, \$1.32.

Germany

- Communication Control Technician, CPC-8, \$3019.50.

Okinawa

- Telephone Eng., P-5, \$7381.25.
- Tele. Suprv. CAF-6, \$3776.25.
- Central Office Repairman, \$1.55.

Japan

- Teletype Operator, \$2710.35.
- Telephone Operator, \$2442.50.
- Cryptographic Techn. \$2992.50
- Facsimile Equip. Repairman, \$1.65.
- Auto. Telephone Equip. Inst., \$1.65.
- Telephone Installer Repairman, \$1.40.
- Cryptographic Repairman, \$1.65.
- Radio Repairman, \$1.65.
- Telephone Repeaterman, \$1.65.
- Electrician, \$1.49.
- Radio Repairman, f.s. (SSB), \$1.70.
- Mechanic, Engines, \$1.49.
- Draftsman, \$2992.50.
- Sr. Radio Teletype Repairman, \$1.65.
- Sr. Telephone Repairman, \$1.65.
- Sr. Radio Repairman, \$1.65.

CANDIDATES FOR PATROLMAN

Make This YOUR NEW YEAR'S RESOLUTION!



Resolved:

I will devote my best efforts to thorough mental and physical preparation to help me achieve my ambition to become a member of "NEW YORK'S FINEST"

- THESE 3 STEPS ARE NECESSARY TO KEEP YOUR PROMISE TO YOURSELF:
- Start Specialized Training Now
 - Attend Regularly
 - Study Faithfully

Remember that, for many years, over 80% of those successful in Patrolman and Fireman Examinations Have Been Delehanty Students

Mental and Physical Classes 4 Times Weekly Convenient Day & Eve. Hours • Free Medical Exam This Training Available to Veterans Under G.I. Bill

POLICEWOMAN

CLASSES MEET MONDAY, 5:30 & 7:30 P.M.
Free Medical Exam on FRIDAYS from 5 to 8 P.M.

FIREMAN

CLASSES NOW MEETING NEW EXAMINATION EXPECTED IN SPRING
Regulations Now Permit Filing by Men 20 Years of Age

EXAMINATION ALSO ORDERED FOR RAILROAD CLERK—N. Y. City Subways NO MINIMUM HEIGHT • GLASSES PERMITTED Open to Men and Women, 21 years of age and up Entrance Salary \$43.20 a Week Promotion Opportunities for Positions up to \$3,200 a Year Attend a Class—Friday at 10:30 A.M.—6:30 or 8:30 P.M.

- SURFACE LINE OPERATOR
- HEALTH INSPECTOR
- ELECTRICIAN
- CLERK—Grade 2
- STENOGRAPHER - TYPIST
- RAILWAY POSTAL CLERK
- Federal Clerical Positions

PROMOTION TO CLERK GRADE 5 CLASS MEETS WEDNESDAYS AT 6 P. M.

Courses NOW for CITY LICENSE EXAMS

- MASTER ELECTRICIAN
- STATIONARY ENGINEER
- MASTER PLUMBER, including JOINT WIPING

VETERANS! MOST DELEHANTY COURSES ON NOW AVAILABLE UNDER G.I. BILL OF RIGHTS Visit, Write or Phone for FREE Information Regarding Any Examination in Which You Are Interested

The DELEHANTY Institute
115 EAST 15th ST., N. Y. 3 • STUYVESANT 9-6900
OFFICE HOURS: Monday to Friday, 9:30 A.M. to 9:30 P.M. Saturday, 9:30 A.M. to 3 P.M.

SCHOOL DIRECTORY

LISTING OF CAREER TRAINING SCHOOL

- Academic and Commercial—College Preparatory**
BORO HALL ACADEMY—Flatbush Ext. Cor. Fulton St., Bklyn. Regents Accredited. MA. 2-2447.
- Auto Driving**
AAL—AUTO SCHOOL—operated by George Gordon. World War II. Expert instructor. 293 South Broadway, Yonkers.
A. L. S. DRIVING SCHOOL—Expert Instructors. 620 Lenox Ave., Audubon 2-1428.
CHARLES DRIVING SCHOOL. Courteous Patient Instruction, Dual, controlled cars. Day and evening lessons. 1106 Avenue J, near Coney Island Avenue, Brooklyn. ES 7-7366.
LEARN TO DRIVE—Metropolitan Auto School, Est. 1916. Cars for road test. Lic. State of New York. 155 Second Ave., N.Y.C. GR 7-8951.
PARKER AUTO SCHOOL. Learn Driving Through Traffic. Dual control cars. Cars for road tests. Open evenings. 1684A Broadway (53d St.) CI 6-1757.
LEARN TO DRIVE—Private Instruction. Dual Controlled cars. Cars to hire for road test. 1916-47 cars for hire—with or without chauffeur. Olympia Driving School, 2752 Broadway, between 106th and 107th Streets, N. Y. C. MO 2-8006.
- Beauty**
THE BROOKLYN SCHOOL, BEAUTY CULTURE. Enroll to learn a paying profession. Evelyn Layton, Director. 451 Nostrand Ave., Brooklyn, STerling 3-9701.
PERDUE BEAUTY SCHOOL, INC. (Lic. N. Y. State), 235 W. 125 St. (over Loew's Victoria Theatre). Complete inst. in all branches beauty culture. Modern equipment and method. Day-Eve. classes. AC 2-1692.
- Business Schools**
MERCHANTS & BANKERS'. Coed. 57th Year—220 East 42nd St., New York City. MU 2-0986.
BUSINESS COURSES of 2-6-9-12 months stenography. English or Spanish. Typing, Bookkeeping, Expert Documents, Day-Eve. Outstanding faculty. Placement Service. POZA Business School, 33 W. 42d St., LO 5-4666, WI 7-4161.
- Business and Foreign Service**
LATIN AMERICAN INSTITUTE—11 W 42 St. All secretarial and business subjects in English, Spanish, Portuguese. Special courses in international administration and foreign service. LA 4-2836.
- Cultural and Professional School**
THE WOLTER SCHOOL of Speech and Drama—Est. over 25 years in Carnegie Hall. Cultured speech, a strong, modulated voice, charm of manner, personality, thorough training in acting for stage, screen and radio, etc. Circle 7-4352.
- Dance Studio**
BOAS SCHOOL—323 W. 31st St., NYC. Modern Dance for Professionals, Amateurs and Children. Reg. Daily except Sunday 11-5 P.M. Call for interview. CH 3-7651.
MARTHA GRAHAM DANCE SCHOOL—66 Fifth Ave., New York City. GR 5-9100. Saturday classes for boys and girls. Beginning and advanced sections. Daily adult late afternoon and evening classes.
- Detective Inst.**
DETECTIVE INSTITUTE—Instruction for those who wish to learn the fundamentals of detective work. 507 5th Ave. MU 2-3458.
- Drafting**
COLUMBIA TECHNICAL SCHOOL, 106 W. 63rd St. (Broadway) draftsman training for careers in the architectural and mechanical fields. Immediate enrollment. Vets eligible. Day-even. CI 5-7349 (Lic. N. Y. State Dept. Education).
NATIONAL TECHNICAL INSTITUTE, 55 West 42nd St.; LA 4-2929—Mechanical, Architectural, Job Estimating. Day, evenings. Moderate rates. Veterans qualified invited.
- Elementary Courses for Adults**
THE COOPER SCHOOL—316 W. 139th St., N.Y.C. specializing in adult education. Mathematics, Spanish, French-Latin Grammar. Afternoons, evenings AU 3-5470.
- Fingerprinting**
FAUROT FINGER PRINT SCHOOL, 299 Broadway (nr. Chambers St.), NYC. Modernly equipped School (Lic. by State of N. Y.). Phone BE 3-3179 for information.
- Flying Schools**
FLYING SCHOOL—Learn the safe way on water. New classes just starting. All new Piper Cub Sea Planes. Licensed instructors. Phone City Island 8-1209 or write for appointment. ISLAND AIRWAYS foot of East Fordham St., City Island, N. Y.
ZAHN-HOFFMAN-LOONEY FLYING SERVICE. You can learn to fly. Instrument, flight instruction. Government approved under G.I. Bill of Rights. Zahn's Airfield, Albany Ave., Amityville, L. I. Phone Amityville 2998.
- Languages**
BUCCINI'S—The original diplomats' school of languages. Est. 1909. Finest Italian taught at school or pupil's residence. Other languages by experts. Phone RI 9-3294 or write Miss Buccini, 524 W. 123d St., N.Y.C. for appointment.
- Massage**
LEARN MASSAGE—Veterans (under G.I. Bill)! A dignified profession for man leading to lifetime security. Enroll now. CONNECTICUT SCHOOL OF MASSAGE, 90 Union St., Norwich, Conn. Tel. 1712. Call or write for booklet.
- Merchant Marine**
ATLANTIC MERCHANT MARINE ACADEMY, 44 Whitehall or 3 State St., N. Y. Bowling Green 9-7086. Preparation for Deck and Engineering Officers' licenses—ocean, coastwise and harbor, also steam and Diesel. Veterans eligible under GI Bill. Send for catalog. Positions available.
- Motion Picture Operating**
BROOKLYN YMCA TRADE SCHOOL—1119 Bedford Ave. (Gates), Bklyn., MA 2-1109. Evos.
- Music**
NEW YORK COLLEGE OF MUSIC (Chartered 1878) all branches. Day and evening instruction. 114 East 85th Street. BU 8-9377. N. Y. 28, N. Y.
AMATEUR SINGERS—made profession. Free auditions by appointment. ED 1-3650, 6 to 10 P.M. daily. Sunday. Studio of scientific voice culture.
- Public Speaking**
WALTER O. ROBINSON, Litt.D.—Est. 30 yrs in Carnegie Hall, N. Y. C. Circle 7-4253. Private and class lessons. Self-confidence, public speaking, platform deportment, effective, cultured speech, strong, pleasing voice, etc.
- Radio, Television**
RADIO-TELEVISION INSTITUTE, 480 Lexington Ave. (40th St.), N. Y. C. Day and evening. PL 3-4585.
- Refrigeration**
N. Y. TECHNICAL INSTITUTE, 108 5th Ave. (18). Day, Eve. classes now forming. Veterans invited.
- Secretarial**
COMBINATION BUSINESS SCHOOL—Preparation for all Civil Service Examinations; Individual instructions; Shorthand, Typewriting, Comptometer, Mimeographing, Filing, Clerks, Accounting, Stenographic, Secretarial, 139 West 125th Street, New York 7, N. Y. UN 4-3170.
DRAKE'S 154 NASSAU STREET. Secretarial, Accounting, Drafting, Journalism. Day-Night. Write for catalog. BE 3-4840.
MONROE SECRETARIAL SCHOOL, complete commercial courses. Approved to train veterans under G.I. Bill Day and evening. Write for Bulletin C. 177th St., Boston Road (R.K.O. Chester Theatre Bldg.) DA 3-7300-1.
HEFFLEY & BROWNE SECRETARIAL SCHOOL, 7 Lafayette Ave. cor. Flatbush, Brooklyn 17. NEVine 8-3041. Day and evening.
MANHATTAN BUSINESS INSTITUTE 147 West 42nd St.—Secretarial and Bookkeeping, Typing, Comptometer Oper., Shorthand Stenotype. BR 9-4181. Open eve.
WASHINGTON BUSINESS INST., 2105—7th Ave. (cor 125th St.), Secretarial and civil service training. Moderate cost. MO 2-0989.
STANDARD WATCHMAKERS INSTITUTE—2061 Broadway (72nd St.). TR 7-5539. Lifetime paying trade. Veterans invited.

ATLANTIC MERCHANT MARINE ACADEMY

Veterans Eligible Under G.I. Bill
Any enlisted man who has 18 months (or an officer who has 6 months) of sea duty in the deck or engineering branch on a vessel of the U. S. Navy, Army, Coast Guard or Merchant Marine is eligible for an Officer's license in the Merchant Marine. No educational requirements needed. Classes starting daily.
44 Whitehall St., N. Y. 4, N. Y.
Bowling Green 9-7086
13 North 13th St., Philadelphia Pa.
CAPTAIN A. J. SCHULTZ, Director

VETERANS

If you are qualified under the G.I. Bill of Rights the following training is available under government auspices:

- RADIO—Servicing and Repairing
 - AUTO—Electrical Repair and Engine Tune-Up
- Enroll Now**
Call or Write for Booklet CL

National Vocational Training School
72 E. Second St. Mineola, L. I. Phone Garden City 4313

Firearms • Police & Military Equip. • Police Raincoats, Sanitation & Postal Workers
JOHN JOVINO CO.
3 Centre Market Place (Opp. Police Hdqrs.)
WALker 5-4881
CAAnal 6-9755

MANUFACTURERS Wholesale and Retail
Police and Shooters' Equipment TO BUY OR SELL SEE
EUGENE DE MAYO & SON
376 E. 147th St., Bronx MOTHaven 9-3718

NYC RULES FOR ALL EXAMS

"General Examination Instructions," incorporated by reference in the official examination notice, are as follow:

GENERAL EXAMINATION INSTRUCTIONS

Note: These instructions are to be considered as part of the advertised requirements unless specific exception is made.

Age and Sex: All examinations are open to both men and women of all ages unless advertisement states otherwise.

Citizenship and Residence: At the date of filing applications—Candidates must be citizens of the United States and residents of the State of New York. The foregoing provision regarding residence does not apply to candidates for license examinations, except as provided in the notice for a particular examination under the heading "Requirements."

At the time of appointment—Candidates must comply with that section of the Administrative Code which provides that any office or position, compensation for which is payable solely or in part from the funds of this City, shall be filled only by a person who is a bona fide resident and dweller of the City for at least three years immediately preceding appointment.

Filing: Unless otherwise specified, applications may be filed either in person or through the mails. Applications submitted through the mails must be stamped at the rate of three cents an ounce.

Applications submitted through the mails must be accompanied by a certified check or money order in the amount of the fee, and must be postmarked on the envelope not later than 12 midnight on the last day for filing and received by the Commission not later than 4 p.m. of the day prior to the date of the first test. The official notice to appear for the examination is also the receipt for the payment of the fee. Applicants are cautioned not to send cash through the mails. Mailed applications must have the position applied for noted on the lower left hand corner of the envelope, and the return address noted in the upper left hand corner.

Applications submitted in person must be filed during the normal hours of business of the Application Bureau noted above. In such cases, the fee must be paid at the time of filing by cash, check or money order. The Com-

mission assumes no responsibility for applications and experience papers filled out by persons other than applicants, nor for applications filed with any other City agency or department. The Commission will not be responsible for any error in an application or experience paper filed by any candidate.

Employees absent on active military duty, who are eligible for a promotion examination advertised during their absence, may file for such examination. Applications of such candidates will be accepted if filed during the advertised filing period or subsequent thereto, provided they are filed in person not later than 4 p.m. or are postmarked not later than 12 midnight on the tenth calendar day prior to the scheduled date of the first test.

Change of Address: Candidates for examination and eligibles on the lists must notify the Commission promptly of all changes of address between the time of filing the application and appointment to a permanent position from the list. Failure to do so may disqualify them on any part or parts of the examination which have not already been held.

Refunds: There is no fee charged for the application. Candidates in open competitive examinations whose applications are rejected will receive a refund of their fee from the Comptroller's Office one month after receipt of their notice of rejection, in promotion examinations one month after the examination is held. No fees will be refunded to candidates who fail to appear for examinations for which they are qualified or who fail to pass in any part of such examinations.

Caution: The Commission cannot assume any responsibility for the non-delivery of applications requested through the mails, nor for the loss of any cash submitted with such applications.

Notarization: All applications must be notarized except in the case of promotion examinations.

Experience: Unless otherwise specified, no supplementary statements of any kind will be accepted from candidates after the filing date for the receipt of applications in the rating of experience.

Except as otherwise specifically

stated in advertisements, all advertised requirements for the examination must be completed on or before the date of application.

Experience may be rated after an examination of the candidate's application or after an oral interview or such other inquiry and investigation as may be deemed necessary or any combination of the foregoing.

To be satisfactory, the experience prescribed, in addition to covering the period fixed herein, must also be of such a nature and quality as to warrant the inference that the candidate is fit to perform the duties of the position. The initial experience rating, therefore, is not necessarily final. If investigation on inquiry discloses that the candidate's experience is not of the nature or quality desired then he may be either rerated or failed in experience. Mere admission to the examination in any test thereof is not conclusive on the Commission as to the qualifications of any candidate.

Admission to the examination or to any part of it conditionally or pending subsequent determination of qualifications does not imply that the candidate possesses the minimum qualifications required for the position or is entitled to a passing rating on the experience part of the examination. If the experience interview, held after the written or other parts of the

examination, discloses that the candidate lacks the requisite experience or education, he may be disqualified or given less than a passing rating for experience.

Selective Certification: At the request of a department head or upon its own initiative, the Commission may make selective certification of a list resulting from any examination to similar or related positions which require additional or special qualifications not tested specifically by the examination. Such selective certification except where made on the basis of age or additional or special physical or medical qualifications, will be made only upon due notice to all eligibles affected on this list, and only to obtain eligibles who possess such special qualifications or abilities as can be evidenced by experience record, or by the possession of a license, or by the possession of specified paraphernalia, equipment or facilities or the passing of a qualifying test.

Asst. Civil Engineer
EXAMINATION ORDERED
Lectures Mon., Thurs. 7:30 p.m.
Jr. Electrical Engineer, Civil Engineering Draftsman, Jr. Professional Assistant, City Electrician, Subway Exams, Railroad Clerk.
MATHEMATICS
Civil Serv. Arithmetic, Algebra, Geom., Trig., Calculus, Physics, Coach High School, College, Radio Mathematics
DRAFTING
ARCHITECTURAL, MECHANICAL, ELECTRICAL AND STRUCTURAL
LICENSE EXAM COACHING COURSES
Prof. Engineer, Architect, Surveyor, Struc. Design, Electrician, Plumber, Stationary, Marine, Refrigeration, Oil Burner, Portable Engineer
MONDELLINSTITUTE
230 W. 41st St. State Bldg. WL 7-2686
VETERANS ACCEPTED UNDER G.I. BILLS FOR MOST COURSES
Over 30 yrs. Civil Service Preparation

SUTTON
BUSINESS INSTITUTE
Day-Even. 5-Day Week
1 Subject \$1.50 Week
Dictation-Typing \$1 week each
Speed, Brush Up, Drills, Short Cuts
Individual Beginners, Advanced Instruction.
117 WEST 42d ST. LO. 5-9358

GOTHAM SCHOOL
OF BUSINESS
Shorthand for Beginners or Reviewers
Speed Dictation, Typewriting, Book-keeping. Day and evening classes (co-ed)
505 Fifth Ave. (42d St.) N. Y.
VA 6-9334

STENOGRAPHY
TYPEWRITING • BOOKKEEPING
Special 4 Months Course • Day or Eve.
CALCULATING OR COMPTOMETRY
Intensive 2 Months Course
BORO HALL ACADEMY
427 FLATBUSH AVENUE EXTENSION
Cor. Fulton St., B'klyn. MAIn 2-2447

CLASSES BEGINNING!
Federal Clerk
First Session Jan. 7, 7 P.M.
Senior Accountant
First Session Jan. 14, 6 P.M.
REGISTRATION OPEN FOR
Social Investigator
Clerk, Gr. 5, Promotion
Court Stenographer
STUDY GUIDES ON SALE
Health Inspector \$3.00
Account'g and Audit'g Asst. 1.50
Maintainer's Helper 1.50
Fireman 1.50
Police Sergeant 1.50
(Add 10c by Mail)
CAREER SERVICE SCHOOL
N. Y. District UPW-CIO
13 ASTOR PLACE GR 7-7901

ERON Saves Time!
G.I. VETS
PREPARES MAY ENROLL NOW
for all COLLEGES for NEW TERM
DAY-EVE., Co-ed. Expert Faculty, 46th Yr.
Chartered by State Board of Regents.
Save Time—Consult Dean Talk
ERON PREPARATORY SCHOOL
853 N'way at 14 St., N. Y. C. AL. 4-4682

SPANISH LEARN IT AT HOME
I will teach you correctly with my phonograph records and correspondence system. ENROLL today and qualify for contest featuring trip to Mexico at end of course. Tuition \$5.00 per month.
A. A. CAMACHO, 185 MADISON AVE. NEW YORK 16, N. Y.

Evening High School
58th Yr. Co-Ed'n'l. Regents, ALL Colleges.
W. Point, Annapolis, Accelerated Program
Graduates admitted to leading colleges

New York Preparatory
(Evening Dept. of Dwight School)
72 Park Av., NY 16, Nr. 38 St. CAI 5-5541

RADIO-TELEVISION-ELECTRONICS
Practical and Theoretical Course leads to opportunities in Industry, Broadcasting or own Business. Day and Eve. Sessions. Enroll now for new classes. Qualified Veterans Eligible.
RADIO-TELEVISION INSTITUTE
460 Lexington Ave., N. Y. 17 (46th St.)
PLaza 3-4393 Licensed by N. Y. State

RADIO
Technician & Radio Service Courses
FM and TELEVISION
Register 10 A. M. to 9 P. M.
American Radio Institute
101 West 63rd St., New York 23, N. Y.
Approved Under GI Bill of Rights

Condition Yourself At the "Y" for CIVIL SERVICE PHYSICAL EXAMS For FIREMAN and POLICEMAN
EXCELLENT FACILITIES
Three Gyms, Running Track, Weights, Pool and general conditioning equipment.
Apply Membership Department
BROOKLYN CENTRAL Y. M. C. A.
55 Hanson Pl., B'klyn 17, N.Y.
Phone STerling 3-7000
You May Join For 1 Month

Work For "UNCLE SAM"

JOBS UNAFFECTED BY STRIKES
START \$1,756 TO \$3,021 A YEAR
Hundreds Appointments Being Made
PREPARE IMMEDIATELY FOR 1947 EXAMINATIONS
IN NEW YORK, BROOKLYN AND VICINITY
VETERANS — WAR SERVICE WORKERS

Full Particulars and 32-Page Civil Service Book — FREE
War Service Workers Must Take Examinations to Keep Their Jobs
Veterans Get Special Preference
DON'T LOSE THIS OPPORTUNITY!
Mail coupon to us at once. This can help you to get a big paid dependable U. S. Government job.

FRANKLIN INSTITUTE
Dept. E-56, Rochester 4, New York
Rush to me, entirely free of charge, (1) A full description of U. S. Government Jobs; (2) Free copy of illustrated 32-page book, "How to Get a U. S. Government Job"; (3) List of U. S. Government Jobs; (4) Tell me how to prepare for a U. S. Government Job.
NAME
ADDRESS
VETERAN?

Hydraulics Study Aid In NYC Fire Exams

Hydraulic questions may be expected to be asked in examinations for promotions in the NYC Fire Department. It is expected that the Fire Captain examination will be next. Others will be for promotion to Battalion Chief, Deputy Chief and Chief of Department.

The following questions and answers are from a previous NYC examination:

"The modern fire fighter is highly skilled and utilizes complex equipment in extinguishing fires. Consequently, the fireman must have a high degree of mechanical aptitude and he must also be well acquainted with the physical laws governing the flow of water through pipes and hose." Questions 91 to 100 present schematic drawings of fire fighting equipment. Read the explanation alongside each drawing and the answer the question relating to that drawing.

91. Figure I represents an enclosed water chamber, partially filled with water. The number 1 indicates air in the chamber. If the water pressure in the pipe, 2, increases then the

(A) water pressure in the chamber will be decreased; (B) water level in the chamber will fall; (C) air in the chamber will be compressed; (D) air in the chamber will expand; (E) water will flow out of the chamber.

92. Figure II represents a water tank containing water. The number 1 indicates an intake pipe and 2 indicates a discharge pipe. Of the following, the statement which is least accurate is that the

(A) tank will eventually overflow if water flows through the intake pipe at a faster rate than

it flows out through the discharge pipe; (B) tank will empty completely if the intake pipe is closed

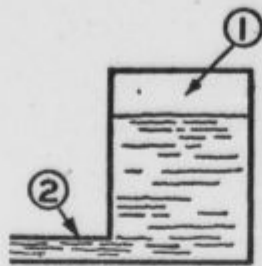


Figure I



Figure II

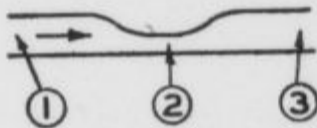


Figure III

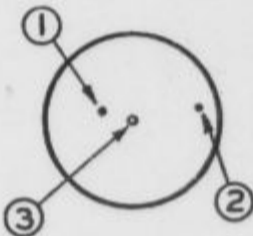


Figure IV

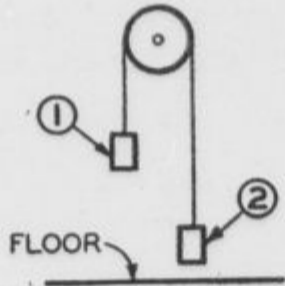


Figure V

and the discharge pipe is allowed to remain open; (C) water in the tank will remain at a constant level if the rate of intake is equal to the rate of discharge; (D) water in the tank will rise if the intake pipe is operating when the discharge pipe is closed; (E) time required to fill the tank, if the discharge pipe is closed, depends upon the rate of flow of water through the intake pipe.

93. Figure III represents a pipe through which water is flowing in the direction of the arrow.

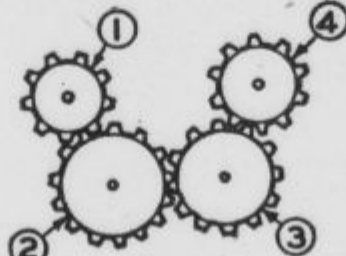


Figure VI

LEGAL NOTICE

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of L. C. F. HOUSING CORP. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 108 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 24th day of December, 1946. Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of EVEREADY PRECISION PRODUCTS CO. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 108 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 23rd day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of HADGER PROPERTIES, INC. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 108 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 23rd day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of 1432 BROADWAY CORPORATION has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 108 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 19th day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of 1592 THIRD AVE., INC. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 108 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 27th day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

There is a constriction in the pipe at the point indicated by the number 2. Water is being pumped into the pipe at a constant rate of 350 gallons per minute. Of the following, the most accurate statement is that

(A) the velocity of the water at point 2 is the same as the velocity of the water at point 3; (B) a greater volume of water is flowing past point 1 in a minute than is flowing past point 2; (C) the velocity of the water at point 1 is greater than the velocity at point 2; (D) the volume of water flowing past point 2 in a minute is the same as the volume of water flowing past point 1 in a minute; (E) a greater volume of water is flowing past point 3 in a minute than is flowing past point 2.

94. Figure IV represents a revolving wheel. The numbers 1 and 2 indicate two fixed points on the wheel. The number 3 indicates the center of the wheel. Of the following, the most accurate statement is that

(A) point 1 makes more revolutions per minute than point 2; (B) point 2 makes more revolutions per minute than point 1; (C) point 2 traverses a greater linear

distance than point 1; (D) point 1 will make a complete revolution in less time than point 2; (E) the product of the linear distance traversed by either point and the time required for one revolution is equal to the number of revolutions.

95. Figure V represents a pulley, with practically no friction, from which two ten-pound weights are suspended as indicated. If a downward force is applied to weight 1, it is most likely that weight will

(A) come to rest at the present level of weight 2; (B) move downward until it is level with weight 2; (C) move downward until it reaches the floor; (D) pass weight 2 in its downward motion and then return to its present position; (E) move downward a short distance before the direction of movement is reversed.

96. Figure VI represents four interlocking gear wheels. The wheels which turn in the same direction are

(A) 1 and 2; (B) 1 and 4; (C) 2 and 3; (D) 2 and 4; (E) 3 and 4.

OFFICIAL KEY ANSWERS
91,C; 92,B; 93,D; 94,C; 95,C; 96,D;

Pass your police examinations with flying colors!

STUDY WITH THIS EXTRAORDINARY NEW BOOK

HOW TO BECOME A POLICEMAN

A study aid to help pass examinations by John S. Chiotis, fingerprint expert, and Joseph S. Pell, A.B., LL.B., member of N. Y. Bar.

600 questions and answers cover everything a prospective policeman must know. Also a section of general information and a chapter on physical exercises that increase strength and agility. The questions presented are the kind of questions asked in examinations for policemen. The book covers every subject on which you might be questioned. Give yourself a head start by reading this book. \$2.50

At your bookstore
FUNK & WAGNALLS CO.
PUBLISHERS, NEW YORK

POLICE EXAMS!

Here is the one indispensable, invaluable handbook on

NEW YORK CRIMINAL LAW

by Schwartz & Goffen. Covers every important phase in New York criminal procedure from arrest to the passing of sentence.

Price, \$6.00

HARMON PUBLICATIONS, 139 Fifth Ave., N. Y. C.

Full Speed Ahead!

TO TRANSIT JOBS

Be Sure with ARGO's Brand New Books!

They Clear The Way To Careers

SURFACE LINE OPERATOR \$1.50
More than a thousand jobs open for work as bus and street-car operators. Even if you haven't got a nickel's worth of experience you can qualify for one of these jobs, with lifetime security. Contains questions and answers that will make passing your civil service test easier.

MAINTAINER'S HELPER, Groups A-B-C-D \$1.50
Has questions, simple material, previous examinations with official answers that will make studying a profitable pleasure.

RAILROAD CLERK (NYC Transit System) \$1.50
Here's the best and easiest kind of study material for you, whether you want to get permanent status, win promotion, or try out the new job of Railroad Clerk. Several hundred carefully phrased questions—all correctly answered—tell you everything you could possibly need for your test.

RAILWAY MAIL CLERK \$2.00
TYPIST-STENOGRAPHER CAF-1-CAF-7 \$1.50
CLERK CAF-1-CAF-7 \$1.50
Civil Service ARITHMETIC & VOCABULARY \$1.50
SPECIAL AGENT (U. S. Treasury Dept.) \$1.50
JUNIOR PROFESSIONAL ASSISTANT \$1.50
SERGEANT \$1.50
POLICEMAN \$1.50
STATISTICAL CLERK \$1.50

Civil Service LEADER

Home Study Guide for

PATROLMAN \$1.50

Prepare Now

No C.O.D.s
Add 10c on Mail Orders

THE LEADER BOOKSTORE
97 DUANE STREET
NEW YORK CITY

DRIVE IT YOURSELF

ALL LATE MODEL CARS . . . HOUR, DAY OR WEEK

ES 5-8398 DE 9-9503

LEARN TO DRIVE THRU TRAFFIC

You gain confidence quickly with our courteous expert instructors. WE USE 1946 SAFETY CONTROL CARS

MODEL AUTO SCHOOLS
145 W. 14 St. (2-3 Aves.) CH 2-9553
229 E. 14 St. (6-7 Aves.) GR 7-8219
302 Amsterdam Av. (74 St.) EN 2-6923

—Endicott 2-2564—

Learn to Drive
\$10 IN TRAFFIC \$10

Auto Driving School
1912 Broadway - N. Y. C.
(bet. 63rd and 64th Streets)
Cars for State Examinations.

—LEARN TO DRIVE—

Dual Control { Conventional Fluid Drive Insured Cars }
Hydra-Matic

Cars for Amputees

FIVE CORNERS AUTO SCHOOL
1424 Flatbush Ave. Brooklyn
—GEdney 4-2810—

LEARN TO DRIVE By Experts

One of the oldest and reliable schools in Brooklyn. . . . Cars for hire for road test.

UTICA AUTO SCHOOL
1421 ST. JOHNS PLACE
Cor. Utica Ave. PR. 4-2028

856 UTICA AVENUE
Nr. Church Ave. PR. 2-1440
BROOKLYN NEW YORK

—LEARN TO DRIVE—

Phone NEvins 8-1690

QUICKLY AND SAFELY
Cars For Road Test

All Star Auto Driving School
720 NOSTRAND AVENUE
Near Park Pl. BROOKLYN
Licensed by N. Y. State

Steno and Typist Exam

(Continued from Page 1)

appropriate grade.

The weekly pay rates equal \$37.58 for Stenographer (CAF-2) and \$33.77 for Typist (CAF-1). These equal or exceed going rates in private industry.

Stenographers must take dictation at 96 words a minute.

No closing date was announced. When a sufficient number of applicants is obtained, advance notice will be given by the Commission of the closing date or dates.

Official Exam Notice

The official examination notice follows:

Announcement No. 2-35 (1947)
(Assembled)

Form: 5000-AB

UNITED STATES
CIVIL SERVICE COMMISSION
Announces Examination for Probationary Appointment to the Positions of

STENOGRAPHER

CAF-2, \$1,954 a Year

TYPIST

CAF-1, \$1,756 a Year

Appointments: Federal employees who are now serving in any grade of Stenographer or Typist positions (CAF-1 through CAF-4), should apply for this examination if they do not have a classified status and wish to qualify for permanent appointment.

The majority of appointments for entry into the service in these positions will be made at the grade and at the entrance salary of the appropriate grade, as stated in this announcement. Some appointments may, however, be made at higher grades.

Places of Employment: Various Federal Government agencies in the Second U. S. Civil Service Region (comprising the States of New Jersey and New York).

How to Apply

What to File: To apply, get Card Form 5000-AB at any first- or second-class post office in which this notice is posted; or from the Director, Second U. S. Civil Service Region, Federal Building, Christopher Street, New York 14, N. Y. Fill it out completely. Be sure to state the title of the examination for which you are applying. Only one card form should be filed by a person wishing to apply for both stenographer and typist positions.

Where: Applicants must send this form to the Director, Second U. S. Civil Service Region, Federal Building, Christopher Street, New York 14, N. Y.

When: Applications will be accepted by the Director, Second U. S. Civil Service Region, Federal Building, Christopher Street, New York 14, New York, until the needs of the service have been met, and applications will be rated and certification made as the needs of the service require.

Zones of Certification

The following zones of certification will be observed in the Second U. S. Civil Service Region for the filling of vacancies in the States of New Jersey and New York:

Zone 1—All persons residing in New York State except the Counties of Rockland, Westchester, Nassau, Suffolk, and Greater New York City.

Zone 2—All persons residing in the five boroughs comprising Greater New York City, and in the Counties of Rockland, Westchester, Nassau, and Suffolk, in New York State.

Zone 3—All persons residing in the State of New Jersey.

Any zone of certification may include such part of an adjoining zone which is within the commuting area local to the agency where the vacancies exist.

Salary and Work Week

Salary is based on the standard Federal work week of 40 hours. Additional compensation is provided for any authorized overtime worked in excess of the 40-hour week. The salary range for each grade of these positions is given below. For employees whose service meets prescribed standards of efficiency, the entrance salary is increased by the amount shown in the table, following the completion of each twelve months of

service, until the maximum rate for the grade is reached.

Grade Position	Basic Entrance Salary	Periodic Increase	Maximum Basic Salary
CAF-2	\$1,054	\$66 to \$75.24	\$2,304.00
CAF-1	\$1,756	\$66 to \$75.24	\$2,168.28

Federal employees serving in positions which are in the classified civil service whose salaries have been increased above the basic entrance salary for these positions may be permitted to retain the benefits of their salary increases (but not beyond the maximum salary of the respective grades), in accepting an appointment from these registers, or in having a non-status appointment converted to an appointment with civil service status.

All basic salaries are subject to a deduction of 5 per cent for retirement benefits.

Duties

Stenographers, under general supervision, will take and transcribe dictation of moderate difficulty and perform general office work of a clerical nature, as assigned.

Typists, under general supervision, will do typing of moderate difficulty and perform general clerical duties, as assigned.

Requirements

Written Test. Competitors will be required to take a written examination. They will be rated on the subjects listed below, which will have the relative weights indicated. The subjects of the examination are described and sample tests are shown on the attached sheets.

Subject	Relative Weight—of Subjects—	
	Typist	Steno
1. Copying from Plain Copy (Typewriting)	50	25
2. General Test	50	25
3. Stenography (required of stenographers only)		50
Total	100	100

Subject 1, Copying from Plain Copy, and Subject 2, General Test, are the same for Typists and Stenographers. Subject 3, Stenography, required of stenographic competitors only, consists of dictation given at the rate of 96 words per minute.

In the entire stenographer examination and in the entire Typist examination all competitors must attain average percentages of at least 70, including military preference credit, if any.

For Stenographer, Subject 3, Stenography will not be rated unless the competitor qualified as a typist. In Subject 3 non-preference competitors must make a rating of at least 70; competitors entitled to 5 points preference credit, a rating of at least 65, excluding preference credit; competitors entitled to 10 points pref-

erence credit, a rating of at least 60, excluding preference credit.

Applicants must furnish typewriters for use in the examination room. Any style of typewriter, including electric, may be used. Upon receipt of admission card to examination, persons who want to use electric machines in the examination should contact the examiner in advance to be sure that facilities are available. Re-examination will not be granted because of faulty typewriter.

Any system of making notes, including the use of shorthand-writing machines, is acceptable, provided that the notes are given to the examiner after being transcribed. The use of typewriters for making notes is not permitted because the noise of the machine would interfere with the dictation.

Time Required—The examination for typists will require about 2 hours. The examination for typists will require about 2 hours. The examination for stenographers will require about 1 additional hour.

Time and Place of Examination—Applicants will be notified of the exact time and place to report for the written examination. Examinations will be held in the cities listed below:

In the State of New Jersey: Asbury Park, Atlantic City, Camden, Elizabeth, Newark, New Brunswick, Paterson and Trenton.

In the State of New York: Albany, Batavia, Binghamton, Buffalo, Brooklyn, Dunkirk, Elmira, Flushing, Glens Falls, Hornell, Ithaca, Jamaica, Jamestown, Kingston, Long Island City, Malone, Middletown, Newburgh, New York, Ogdensburg, Olean, Oswego, Plattsburg, Poughkeepsie, Riverhead, Rochester, Schenectady, Syracuse, Troy, Utica, Watertown and Yonkers.

Registers to be Established: Registers, or lists of eligibles, will be established from this examination. Names of applicants may be placed on 1 or 2 registers (Typist, CAF-1 and Stenographer, CAF-2) if they have appropriate eligible ratings.

Citizenship—Applicants must be citizens of or owe allegiance to the United States, or must be citizens of the Republic of the Philippines.

Age Limits—Applicants must

have reached their 18th birthday but must not have passed their 62nd birthday on the date of filing application. These age limits do not apply to persons entitled to veteran preference. Age limits will be waived for war service indefinite employees who, on the date of filing application, are serving in positions which would be filled from the eligible registers resulting from this examination. War service indefinite employees for whom age limits are waived may be certified only for appointment to a position of the same or lower grade than that held on the date of filing application. Non-preference eligibles for whom the age requirements have been waived will be removed from the register if they are separated from the Federal service. However, the eligibility of such persons may be restored upon reemployment in the competitive service under an indefinite appointment.

Physical Requirements—Applicants must be physically capable of performing efficiently the duties of the position and be free from such defects or diseases as would constitute employment hazards to themselves or endanger their fellow employees or others. A physical examination will be

made by a Federal medical officer before appointment. Persons who are offered appointment must pay their own expenses in reporting for duty. If, upon reporting at the place of assignment, they are found ineligible because of physical defects, they cannot be appointed, and no part of their expenses in returning home can be paid by the Government.

NEW WALDES CAFETERIA

A new cafeteria, incorporating many outstanding features, both in its modern, streamlined appointments and its decor, has recently been installed by Waldes Kohinoor, Inc., for its employees.

Here the employees, during lunch and rest periods, may take full advantage of opportunities for social exchange and, at the same time, enjoy wholesome, well-prepared food at moderate prices.

ATTENTION! NO COST TO OWNERS

List that house, apartment, or room—furnished or unfurnished—today with us. Our service includes screened tenants of the highest type. The sort of people you could include as your friends. If acceptable to you, we will submit their references for your approval. Business couples. Large and small families.

QUEENS RENTING AGENT
For Air Lines, U.N. and numerous large N. Y. concerns.

John F. McCabe

A Licensed Real Estate Broker
72-22 Roosevelt Ave., Jackson Hts. NE 9-9765 - HA 9-9861 - NE 9-3234
Open Even. Till 9 p.m.; Sun., 3 p.m.

JUST OPENED HOTEL MIDWAY

12 Story fireproof. All light outside rooms. Cross ventilation. Brand new furniture. Carpeted wall to wall. Running water. Adjoining baths.
Daily Rates: 1 person \$2.25 up
2 persons \$3.50 up
Opportunity for permanent doubles at weekly rates now available!
100th St. (S.E. Cor. Broadway)
MO 2-6400
Roof garden just opened.

REAL ESTATE DIRECTORY

APTS. for RENT

Available Now for Veterans Only
300 Furnished Rooms
96 Furnished Apartments
21 Unfurnished Apts. 6 Sublets
\$20 Registration Deposit. We keep \$20 if we place you. \$18 refund if we fail.
No Waiting List
VETERANS HOUSING SERVICE, Inc.
56 Beaver St., N. Y. HANOVER 2-5383
Run by vets for vets—not a gov't agency

FLUSHING, L. I.

(Broadway Section)
Detached frame. 7 rooms, tile bath, sunporch, breakfast nook, fireplace; steam gas; garage; plot 30x100; good condition; very convenient; immediate occupancy; \$12,500. Call Mr. Fuller, EGBERT at Whitestone, FL 3-7707

EAST 180th ST. —BRONX. Clean, well built, 3-family brick, store; new stoker; nice bright rooms. Bargain! \$10.00. DellaCese, 384 East 149th Street. MO 9-1405.

Bensonhurst—Mapleton Section—Webster Ave. Possession of 2 Apts.—Good Buy for G.I.

3-FAMILY DETACHED. TWO 5-ROOM APARTMENTS AND ONE 3-ROOM APARTMENT. OIL BURNER. GARAGE. Lot 30x115. Marked Down for Quick Sale to \$1,500.
MAURICE J. ABRAMS CO.
2017 86th Street, Brooklyn, Dg. 2-7312

MANHATTAN BEACH LARGE 2-FAMILY HOUSE. Immediate Occupancy! On 3 lots. 2 garages, oil, brass. Beautifully located. Bargain for Buyer. SH 3-5381.

FLATBUSH—OCCUPANCY! 1-Family Detached, 6 rooms and bath, sun parlor, gas heat. ALSO—2-Family detached 40 x 100. 8 rooms, 2 baths, garage. Maude W. Cory, Broker, 1117 East 39th Street, Brooklyn. NAVARRE 8-0453.

6-FAMILY BRICK Price \$4,500. Paying tenants. Cold water. Near Navy Project. Phone BEachview 2-3045.

WILLOUGHBY AVE. Nr. Tompkins, 3 family brick, steam. Apartment vacant. Fischer, NE 8-2654. EV 7-5950.

FLATBUSH CORNER 305 Ave. O., Cor. E. 4th St. 17 rooms, 3 story, 2 family frame. 40x100, 3 baths, Oil Burner. 2-Car Garage. Immediate occupancy, 9 rooms, 1 garage. PRICED RIGHT! NI 6-7816.

CYPRESS HILLS—PROFESSIONAL BLOCK POSSESSION PARLOR FLOOR and BASEMENT
2-FAMILY—3-STORY BRICK—14 ROOMS—\$12,500

Real Estate Hower—3063 Fulton St.—AP 7-4374 - 4065

448 POWELL ST. Nr. Livonia Ave. 6 Family Brick, 5/4s, 1/3s. Steam. Income \$1,428. Bargain \$4,750. ABATE, 510 A. Donald Ave., Brooklyn. WI 5-1818.

159 DAHILL RD. 2 Family Brick, Detached (Lot 50 x 100). All modern improvements. 1 block from Church Ave. (nr. 8th Ave. subway). Phone except Sat. WI 6-7073.

LINCOLN PLACE 2 Family. Immediate Possession! 5 room bath apartment. Price \$8,000. EDWARD LYONS, Inc. 531 Nostrand Ave., Brooklyn. NE 8-9000.

FLATBUSH Possession 1 Family Brick Bungalow. 5 yrs. old, garage oil. In. basement (rented) \$14,250. LENNARD, MA 6-4306. Eve. BE 6-0081.

SHEEPSHEAD BAY EMMONS AVE., CORNER 5-FAMILY AND STORE. Oil Heat, Income \$3,100. Price \$17,500. BAY REALTY CO., 1402 Neck Road, Brooklyn. ESP. 6-6616.

ONEY ISLAND SECTION —7-room frame, 1-family detached; hot air heat; \$5,950. BAY REALTY CO., 1402 Neck Rd., Brooklyn. ES 6-6617.

Nassau

MORLEY TERRACE HOME Only a few left! New and ready for you! For G.I.'s and civilians interested in a well-built home priced from \$9,900 (approx. \$57,mo.); 5 lovely rooms; a modern conveniences; designed for women by a woman; plot 50x100; school block; 6 blocks to station and stores, etc. BISHOP CONSTRUCTION CO., Hicksville, Cloverdale 8-0959. (Plainfield Rd., East & Marie Sts., Grand Central Pkwy to Jericho, turn right to Hicksville, left at Marie St.)

TAXI METERS WANTED

TOP PRICES PAID FOR ALL MAKES
J. FOX
805 BEDFORD AVENUE
BROOKLYN
EVERGREEN 7-6225

GET SUCCESSFUL JOB RESULTS

We have helped many obtain better positions. Our style and method of preparing a resume of your work history will attract favorable attention. Twenty-five printed copies furnished. Saves you time and effort. Reasonable fee. For further details write: RESUMES, 11 W. 42 St., N.Y. 18, N.Y.

OIL BURNERS

with STEEL BOILERS

SCARCE AS HEN'S TEETH, BUT



We've Got Them

FOR IMMEDIATE
INSTALLATION WITH
STANDARD MAKE UNITS

All Sizes, Complete with Extended Jackets

NO DOWN PAYMENT
3 YEARS TO PAY
QUANTITY LIMITED, ORDER NOW!
COMPLETE HEATING SYSTEMS INSTALLED!
AUTHORIZED G-E DEALER
FOR FREE HEATING SURVEY PHONE
Windsor 6
0400

AUTHORIZED GENERAL ELECTRIC DEALER
MOHAWK PETROLEUM CO.
866 Coney Island Avenue, Brooklyn

FIRE LINES

By QUENCH

UNDER THE HELMET

Among those 501 new firemen appointed at the most impressive ceremonies held in the auditorium of the Western Union Building on Hudson Street, was Henry L. Holzberger, assigned to H. & L. 1. He is the son of the later Henry Holzberger, former Deputy Chief of the 13th Division. . . . Death reached out for the life of one more fire-fighter before ringing down the curtain on 1946, bringing the total to five men killed in the line of duty. The latest fatality was Frm. 1st Grade Danie. M. Krauss, who was swept off the step of Engine 15 as it rounded a corner while returning from a fire at Signal Station 239.

Charles A. Wilson, former Administrative Assistant of the NYFD has opened his law offices in the Emigrant Industrial Savings Bank Building at 51 Chambers Street. . . . Captain Salvatore Rogers of Eng. 30, President of the Columbians, is still on sick leave but is rapidly improving after being operated on for ear injury. . . . Frm. Engelbert, Engine 50, fractured his knee when he got caught between the pumper and a parked car at a fire on the Grand Concourse.

Deputy Chief Henry Wittekind, 1st Division, is to be congratulated on his election as President of the UFOA. Lieut. John Dalton, E. 63, is still money-man for the organization, but now in the capacity of Treasurer instead of Financial Secretary. . . . Sixteen Doctors were appointed Honorary Medical Officers in the NYFD by Commissioner Quayle with the consent of Mayor O'Dwyer. The Doctors and Dentists will donate their professional services at the Firemen's Clinic under construction in the quarters of 30 Engine. The Clinic will probably be ready for service about March 1st. . . . The Second Anniversary Mass in memory of Firemen Nelson L. Tuite and Elbert Hardman formerly of Engine Co. 36 will be celebrated at the Church of Our Lady of Mercy, Marion Ave. and Fordham Road, Bronx, at 10 a.m., Thursday, January 9th, 1947. Both men were killed when a wall collapsed while they were operating a deck-pipe at a fire in a furniture warehouse in Harlem.

In a move to prevent possible loss of life through fire, Fire Chief Frank Chapman of the Fireport F.D. has requested home owners renting out attic apartments to install some form of emergency escape equipment. . . . Lieut. Reuben Timmins, Chairman of the St. George Ass'n. Ball Committee, has announced that something new will be tried at the Annual Entertainment and Dance being held on January 17th at the Commodore. He has arranged to have the East Ballroom available for dancing during the show. . . . Special examination for promotion to Lieutenant, Fire Dept., will be given for Frm. John D. Covaleskie who was on sick leave when the regular exam was held. At a special meeting of the UFA it was voted that the Association

submit a ballot to the General Membership as to whether a formal protest be sent to the Municipal Civil Service Commission requesting they nullify the examination held Nov. 29th and 30th and substitute a new, more comprehensive one. . . . Delivery of the new rig for Rescue Co 1 is being held up due to strikes.

The Airport Crash Unit No. 31 at LaGuardia Airport still awaits bedding, furniture, and similar equipment, but their new quarters are rapidly nearing completion. . . . Benjamin Zukosky has been installed as President of the Roslyn Height Fire Dept. succeeding Allen C. Miller. . . . Now that the job of screening the newly-appointed firemen has been completed, and the space is once again available, Spare Water Tower No. 11 has been removed from the quarters of Engine 7 back to quarters of Engine 31.

That seems to be a very good idea that Frm. Zeke Perkins, E. 234, has re: the forming of a Junior Firefighters Club patented along the lines of the PAL to help further combat juvenile delinquency especially along the fire-setting lines. . . . The belated Xmas issue of WNYF has been delivered. That Santa Claus front-piece was very appropriate and novel but one wonders if the rest of the magazine is quite up to its usual high standards. . . . Capt. Win Beebe and Lieut. Hank Fehling deserve praise for staying up late with the Board of Estimate to make sure that the \$400 raise went over correctly. . . . The excellent work on the part of the rescuers of the trapped men in the fire and collapse at Broadway and 8th Street is something to marvel at, especially the accuracy with which the hole was cut through the wall of the adjoining building.

Amendment Official Action Guide

Section 17-18, subdivision 9, of the O.A.G. has been amended by S.O. 223 to read:

9. Report of an illuminating Gas Leak or Coal Gas in Building: The dispatcher shall notify by telephone the nearest available engine and hook and ladder company. Following the telephone notices a 5-7 signal shall be transmitted for the nearest street or dummy box to the location. The dispatcher shall also notify the Police Department and Gas Company.

Meetings and Coming Events
The Firemen's Wives and

OLD MEXICO
ESCORTED
All-Expense Tour
JAN. 24 - FEB. 14

- 22 days—\$248 (incl. tax)
- Transportation via luxurious highway cruisers
- Leisurely day-time touring
- Frequent rest and comfort stops
- Hotel rooms—with bath
- All meals
- Sightseeing through 13 states
- One full week in Mexico

For information, reservations address:
BATES TOURS
838 SECOND AVENUE TROY N. Y.
Phone North Troy 8239

ENTERTAINMENT — MUSIC
FOR ALL OCCASIONS



1680 Broadway, N.Y.C. Circle 7-6883

Columbia Accordion Co.
New streamlined accordions from Europe. Big selections. Take advantage of this opportunity.

Piano Accordions
Alterations Repairing Exchange
Lessons Given
150 E. 106th St., N.Y. LE 4-2482

24-Hour Service **ALEXANDER'S** 24-Hour Service
CHAUFFEURED LIMOUSINES FOR HIRE

1543 Flatbush Avenue, Brooklyn, N. Y.
ALL AIRPORT AND TRAIN CONNECTIONS
WEDDINGS BANQUETS THEATRES

TRAVEL DATES ARRANGED FOR ALL RESORTS
PHONE: GEdney 4-2503-2820



JOAN CRAWFORD now seen in "Humoresque" at the Hollywood Theatre.

Widows Association will held its next regular meeting at the Capitol Hotel, 8th Ave. and 50th St., on Wednesday evening, January 8th. There will be installation of officers for 1947, followed by a supper.

The Holy Name Society for Manhattan, Bronx and Richmond will meet in the Hotel Martinique on Thursday evening, January 9th to nominate and elect for the year 1947.

Memorial services of the Fire Department Square Club will be held in the Riverside Synagogue on Friday, January 10th at 7:30 p.m. Jacob Ehman, Ret. Enr. E. 227, is Chairman and requests that all members attending wear uniforms and retired men their fez.

Regular meeting of the St. George Association of the FDNY will be held on Wednesday, January 22nd, at the Masonic Temple, on W. 23rd St. and 7th Ave. Annual Installation of Officers will take place at this meeting with Judge Edward Thompson doing the installing. Dancing and refreshments will follow the regular business of the evening.

The Annual Military Ball of the New York Fire Department Post No. 930, American Legion, will be held at the Manhattan Center on Wednesday evening, March 12.

VETERANS
NOW IS THE TIME
TO SEND FOR YOUR
WAR SWEETHEART
. . . From Anywhere!

For the Necessary Papers, Call or Write
Joseph Perillo
...NOTARY PUBLIC...

Immigration Problems, Passports, Etc.
4545 THIRD AVENUE, BRONX
TEL. SEDGWICK 3-6200

S. BERKOWITZ
TUXEDOS and FULL DRESS
SUITS TO HIRE

305 EAST FORDHAM RD.
BRONX, N. Y.
Phone RAYmond 9-6832

CAVANAUGH'S
.. CATSKILLS ..
Well Heated
OLD-FASHIONED BOARDING HOUSE
5 Minutes Church or Village
WINTER RATES \$25 WEEKLY
Box 154 Tel. 2241 Rosendale, N. Y.

PLUM POINT
Vacation Fun, Year-round
on the majestic Hudson

- seasonal sports
- delicious food
- gay informality

55 MILES FROM NYC • NEW WINDSOR, NY • NEWBURGH, NY

Amusement

By J. RICHARD BURSTIN

After ten weeks of playing a stutterer in "Deep Valley," Ida Lupino is worried. She has taken to stuttering off the set too. . . . Betty Grable is being rush through the last strenuous dance numbers in "Mother Wire Tights." Her baby is due in April. . . . "The Beast With Five Fingers," latest macabre melodrama at the Victoria, is based on an old Italian legend. Robert Alda, Peter Lorre and Andrea Leeds are starred.

"Humoresque" opened at the Hollywood Theatre to a capacity audience, tying the record set by "A Stolen Life." . . . The Red-book Motion Picture Award for 1946 goes to Sidney Franklin and his associates, the men behind "The Yearling" at M-G-M. The picture opened on the West Coast and will be shown shortly at the Music Hall. Gregory Peck, Jane Wyman and 12-year-old Claude Jarman, Jr., have the coveted leads.

Alexis Smith has returned to the set of "The Woman in White" after 10 days spent nursing an ankle injury. . . . New York drama editor Robert Sylvester's novel "Dream Street" will be produced by United States Pictures shortly. . . . Former RKO director Jim Pollack has been threatened with never getting another movie job because his novel "The Golden Egg" pokes fun at the film impressarios. . . . Benny Baker and Maxie Rosenblum may soon be seen in a revival of "The Gorilla." . . . The 9th is the big day at Nicky Blair's Carnival: New show

opens starring the maniacal Olsen & Johnson. All hell will be a 'poppin.' . . . "The Iceman Cometh" heads drama critic Geo. Freedly's 10-best-plays-list.

20th CENTURY-FOX
presents
TYRONE POWER
GENE TIERNEY
JOHN PAYNE
Anne BAXTER
Clifton WEBB
Herbert MARSHALL

in Darryl F. Zanuck's production of
W. Somerset Maugham's

The Razor's Edge

and Stage Revue!
ROSARIO & ANTONIO
Bob Hannon Emma Otero
Tommy Trent
ROXY
7th Ave. & 50th St.

Dennis Morgan • Jack Carson
JANIS PAIGE • MARTHA VICKERS
IN WARNER BROS. HIT
"The Time, The Place and the Girl"

IN TECHNICOLOR
In Person
VAUGHAN MONROE
AND HIS ORCHESTRA
Plus
A BIG STAGE REVUE

BROADWAY at 47th STREET **STRAND**

Joan Crawford • John Garfield
In the New Warner Achievement
"HUMORESQUE"

WITH
OSCAR LEVANT
J. CARROL NASH
DIRECTED BY JEAN NEGULESCO • PRODUCED BY JERRY WALD

HOLLYWOOD Broadway at 51st Street

It's Another Great Paramount 2-for-1 Show!

BETTY HUTTON
and **SONNY TUFTS**
in
"CROSS MY HEART"

with
MICHAEL CHEKHOV
Directed by JOHN BERRY • A Paramount Picture
IN PERSON
THE ANDREWS SISTERS
Patty • Maxene • LaVerne
LES PAUL and HIS TRIO
Mack & Desmond • The Martin Brothers
Extra Added Attraction
TONY PASTOR
AND HIS ORCHESTRA

Times Square **PARAMOUNT** Midnight Feature
Nightly

Zimmerman's Hungaria
AMERICAN HUNGARIAN
165 West 46th St., East of Broadway
Famous for its superb food. Distinguished for its Gypsy Music. Dinner from \$1.25. Daily from 5 P.M. Sunday from 4 P.M. Sparkling Floor Shows. Two Orchestras. No Cover Ever. Pops for Parties. Air Conditioned. LDongore, 3-0115.

LEGAL NOTICE

Notice is hereby given that JOHN GUERNSEY and LILY W. BOWIE engaged in the restaurant business at 58 West 47th Street and 160 East 48th Street, both in the Borough of Manhattan, City and State of New York, under the firm name and style of THE SKIPPER RESTAURANTS, have dissolved their partnership on December 14, 1946, by mutual consent, and that said JOHN GUERNSEY has sold his interest in said business to LILY W. BOWIE, who has assumed to pay all debts and liabilities of said business, and that hereafter said LILY W. BOWIE will carry on said business at the same premises, under the name and style of THE SKIPPER RESTAURANTS.

Dated: New York, N. Y., December 14, 1946.

(signed) JOHN GUERNSEY
(signed) LILY W. BOWIE

THE CITY OF NEW YORK, DEPARTMENT OF STATE, ss: I do hereby certify that a certificate of dissolution of L. C. F. HOUSING CORP. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany, (Seal) this 24th day of December, 1946.

Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

Review of Civil Service in NYC During '46

A review of NYC civil service for 1946 shows that Mayor O'Dwyer made his policy of an improved recruitment system strongly felt.

Early in the year the Mayor expressed his keen interest in the principle of job standardization. The purpose of the plan was to straighten out contradictions in job titles and duties.

Mayor O'Dwyer was urged by the Civil Service Reform Association to recommend in the City budget an appropriation of \$100,000 for a survey of positions in NYC service based on actual duties performed and responsibilities assumed by 180,000 employees of the City. The budget, effective July 1, 1946, was enacted without any such funds being included for that purpose.

The Board of Transportation set up new units for promotion, so that more individual reward could be paid for merit.

The policy of special military lists was established by the Civil Service Commission, to back up the veteran preference act.

Painters, Electricians and Plumbers employed in NYC were awarded differential back pay in excess of \$2,000,000.

New Type Test

The July 1 promotion plan was disclosed by the City.

An amusing situation arose when the many auxiliary organizations of the Fire Department complained that the pension voting power should also extend to the ladies who, after all, were considered as the inspiring force behind the fire fighters.

The Mortuary Caretakers in the

State, County and Municipal Employees (AFL).

Many of the returned veterans refused City jobs offered to them.

The Patrolmen's Benevolent Association prepared to hold its first election by popular ballot.

The NYC employees were informed that they would receive their first cost-of-living bonus increase on their July 15 check.

On June 4 a drive was started by the Department of Sanitation to match the jobs offered to returned vets with their service experience.

CIO and AFL factions in the Department of Sanitation clashed on labor representation supremacy.

Welfare Department Vacations

Commissioner Rhatigan gave instruction that vacation schedules in the Welfare Department would be made out with equality as the vital factor on June 25.

Money difficulties menaced NYC promotions in clerical, stenographic, bookkeeping and accounting titles. The prospect of many more than 600 promotions looked very dim.

Ferdinand Q. Morton was elected President of the Municipal Civil Service Commission.

Joseph A. McNamara was appointed as a member of the Commission.

The Board of Estimate made possible 642 promotions in 35 NYC Departments.

Mayor O'Dwyer backed Commissioner McNamara's plan to make NYC Civil Service top notch.

On August 20 200 eligibles were named to the Fire Department.

NYC Patrolmen renewed a campaign to lower their pension payments.

881 candidates lost their appeal to be added to the Police eligible list.

Five NYC employees were awarded scholarships to attend the evening session of New York University.

NYC announced that it would ease promotion exams for city employees.

200 eligibles were prepared to replace provisionals in city jobs.

A rush order was placed for an examination for Health Inspector in NYC.

The NYC Police Sergeant examination was in the wind.

The PBA and the Pension Forum clashed over policies.

Schaefer Named

The UFOA asked a 30 per cent pay raise.

Commissioner Powell, of Sanitation, asked that less service be necessary for promotion in the Department of Sanitation.

It was announced that Dr. Frank A. Schaefer would handle public relations for the Civil Service Commission.

The new Police exam was announced for November 15.

The Chief, Fire Department, test was postponed indefinitely.

The veterans seniority bill was approved by the Finance Committee of the City Council.

It was announced that the Sergeants (P.D.) list would expire and that new appointments would be made.

NYC Health Department Doctors and Dentists asked for \$3,500 per annum.

The Council adopted the vet seniority bill presented by Councilman DiFalco.

The Citizens Union asked that Civil Service status be granted school custodial workers.

The UFOA backed a drive for a substantial pay increase.

The City asked Fire candidates to apply for Patrolman jobs.

December 5 was set as the date for action of the DiFalco bill.

The temporary Patrolmen, dropped at the end of the war, lost their fight for restoration and permanent status.

The LEADER offered its annual trophy to the winner of the Cleve-

WELFARE BRIEFS

Organized almost wholly among the staff of the Department of Welfare, Midtown Post 1159, American Legion, starts the new year with high hopes for the future. . . . At W.C. 23 more than 70 staff members attended a luncheon for Florence Rosenblum when she left on maternity leave. . . . Unit Clerk Harry Bosik had a double celebration recently when, upon announcing his marriage, he was notified of his promotion to Clerk Grade 3. . . . Elsie Pasquill of the Control Unit has been gaining bowling honors for 23; she's top-rank woman in the Municipal Bowling League with a score average of 155. . . . At W.C. 32 Ruby Hawthorne of the Intake announced her impending marriage to Thomas Pridgen. . . . and Melvin Kramer, an ex-G.I., was married to Irma Schlossberg. The same goes for Gloria Spencer, whose brand-new husband is Bob

Carter, staff consultant of the NAACP. . . . Riva Lipka has married Arthur Bandler. . . .

W.C. 32 reports that little Estelle Russakoff has returned from leave, streamlined and suntanned. . . . Pauline Thomas is back from leave. . . . And Esta Bloomfield is back from "down east," which is "up home" to her.

Romare Baredon is a staff morale builder-upper without peer. . . . His article, "The Negro Artist's Dilemma," appeared in the November issue of Critique and his photo and a write-up were in the November issue of Salute. He recently exhibited at the Kootz and Whitney Galleries and is readying a one-man show for February.

At W.C. 40 so many workers were out canvassing in the Sneller Homes for Children Campaign that the office seemed quite lonesome during most of December. . . . Flo Josephs and Ruth Mintz spent the holidays down South. . . . Bill Garber, the office's own psyche expert, will give you for the asking a three-hour test to show whether you are too well maladjusted or not. . . . The office has a fortune-teller-in-chief, too, one Leah Feinberg. . . . And Dave Kushner, graphologist extraordinary, has been doing well enough in his unchosen calling. . . .

Down at Payroll-Personnel, Helen Klein has been welcomed back from Hollywood. . . . Yes, Hollywood. . . . Which puts Staff on the spot as to what to say to Helen Wolfe when SHE comes back. . . . Jerry and Blanche Ginsberg, formerly of Payroll and Non-Settlement respectively, have reported the birth of a son. . . .

Stenotypist Group Seeks More Members

Machine shorthand writers of at least 125 words per minute are invited by the Metropolitan New York Chapter of the Associated Stenotypists to become members.

Four of the first five who passed the last examination for Supreme Court Stenographer used either the stenograph or stenotype. Those interested may address Miss Ruth Wylie, Historian, Box 65, Times Plaza Station, Brooklyn, N. Y.

Eugene F. Kerwin is President of the Chapter, which has headquarters in Room 1127 at 154 Nassau Street, New York 7, N. Y.

NYC DATES SET FOR WRITTEN, PRACTICAL AND OTHER TESTS

The following dates for written, practical and other tests, in exams for which the filing period has already closed, were set by the NYC Civil Service Commission:

Tuesday, January 7

Promotion, Maintainers Helper, Grade B (NYCTS). To be held in Room 207 at 299 Broadway at 12:30 p.m.

License for Motion Picture Operator. A practical exam. To be held in Room 2313, Municipal Building, Centre and Chambers Streets, NYC, 9 a.m.

Wednesday, January 8

License for Motion Picture Operator. Practical examination to be held in Room 2313 in the Municipal Building at 9 a.m.

Promotion, Inspector of Carpentry and Masonry, Grade 4 (HB). A special military written to be held in Room 207 at 299 Broadway, 12:30 p.m.

Thursday, January 9

License for Motion Picture Operator. Practical examination. To be held in Room 2313, Municipal Building, Chambers and Centre Streets, NYC, 9 a.m.

Promotion, Clerk Grade 4 (Part II). A written special military to be held in Room 209 at 299 Broadway, 9:30 a.m.

Promotion, Clerk Grade 3 (Part II). A special military written to

be held in Room 207 at 299 Broadway, 9:30 a.m.

Friday, January 10

Promotion, Car Inspector (IND) (NYCTS). A special military written. Will be given in Room 207 at 299 Broadway at 12:30 p.m.

Promotion, Assistant Maintenance Engineer (Power) (NYCTS). A special military written to be given in Room 207 at 299 Broadway, 12:30 p.m.

Correction Officer (Men). A special military medical and competitive physical. To be held in Room 200 at 299 Broadway, 9:30 a.m.

Monday, January 13

Promotion, Assistant Foreman (Car Cleaning) (NYCTS). A special military practical oral. Will be given in Room 704 at 299 Broadway, 9 a.m.

License for Motion Picture Operator. A practical to be given in Room 2313 of the Municipal Building at 9 a.m.

Tuesday, January 14

Promotion, Assistant Foreman (Car Cleaning) (NYCTS). A special military practical to be given in Room 704 at 299 Broadway, 9 a.m.

License for Motion Picture Operator. A practical examination to be held in Room 2313 of the Municipal Building at 9 a.m.

Promotion, Clerk Grade 4 (Part II). A written special military to be held in Room 209 at 299 Broadway, 9:30 a.m.

Promotion, Clerk Grade 3 (Part II). A special military written to

land A.C. track meet.

The Police and Fire campaign for pay raises went into high gear with a petition and letter-writing effort.

City Firemen were granted 28-day vacation annually.

The Fire Lieutenant test was held. Some claimed it was one-sided, because of few fire duty questions.

The DiFalco Bill was referred

back by the Board of Estimate to the City Council for revision.

Mayor O'Dwyer went to the aid of 25 disabled veterans who were dropped from the rolls of the Police Department during their probationary period.

License Commissioner Fielding appeared as The LEADER'S first guest on the "Hi! Jinx" radio program.

The Fireman eligible list was published first and exclusively in The LEADER.

NYC announced that the Police Department would raise its force to 20,000.

The NYC employees were granted pay raises (additional cost-of-living bonus) as a Christmas present at a special session of the Board of Estimate called by Mayor O'Dwyer.

CAUTION PATROLMAN CANDIDATES

Fifty-five out of a group of 140 candidates called for the Fireman's medical were rejected. Some of the failures, and all of the disappointment could have been avoided by an early medical examination and proper remedial follow-up treatment. You may have a minor condition which if uncorrected may cause you to be rejected. See your doctor now.

ANNOUNCING FIREMEN'S COURSES

Morning, Afternoon, Evening Complete Mental and Physical Preparation Plus Full Year of Privileges

DAILY — START FEBRUARY 17

9 A.M. to 3 P.M. or 1 P.M. to 6 P.M.

25 Hours Per Week

Veterans taking these courses are eligible for full subsistence.

EVENINGS — START FEBRUARY 18

Mental and physical examination required for admission to classes. Enrollment limited to 30 per section.

APPLY NOW

CIVIL SERVICE ASPIRANTS

We are offering three general courses of value to candidates for all types of City, State and U.S. tests. English, Civics and General Mathematics are common elements in all these tests. Material should be of help to all persons wishing a thorough and rapid review.

GRAMMAR, USAGE, VOCABULARY

Start Jan. 16. ONE NIGHT PER WEEK FOR 12 WEEKS

Thursday, 6:15 - 8:15

CIVICS — CITY, STATE, U.S.

Start Jan. 16. ONE NIGHT PER WEEK FOR 12 WEEKS

Thursday, 8:15 - 10:15

GENERAL MATHEMATICS—Start January 21

One Night Per Week for 12 Weeks—Tuesday, 6:15 - 8:15

CIVIL SERVICE INSTITUTE

YMCA SCHOOLS

5 WEST 63rd STREET

55 HANSON PLACE, BROOKLYN

SU 7-4400

ST 3-7000

WHEN FRIENDS DROP IN

TREAT CRISPS

GOLDEN BROWN POTATO CHIPS

FOR MEALS OR BETWEEN MEALS