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Civil Service LEADER

**LIQUOR BOARD
JOBS GO TO VETS**

See Page 3

Vol. 1, No. 34

New York, May 7, 1940

Price Five Cents

Exclusive!

**SAMPLE TEST for
ATTENDANT JOBS**

See Page 10

City Subway Exams
filing now open

Details Start on Page 7

12 New FEDERAL Tests

accountants -- student dietitians

--sewing jobs for women

Page 3 and 14

**Facts About
SANITATION MEDICAL TESTS**

Page 3

No Customs Inspectors from N. Y.

See Page 3

Full Information for Those Planning To Take Hospital Attendant Exam

With 6,000 to 10,000 jobs to be filled throughout the State over a period of four years, filing opened this week for Hospital Attendant, State and county institutions. The jobs pay \$54-\$66 a month, plus food and lodging. Where no food and lodging are available, the salary is higher.

June 4 is the filing deadline for the exam, while written application forms will not be issued after June 3. The exam itself is scheduled for Saturday, June 29.

Age limits of 18-45 have been set by the State Civil Service Commission. Both men and women are eligible to compete. No previous training is required, and jobs are available to residents in every corner of the State. Thus every man and woman within the age limits in every city, village, and town may compete for the jobs.

Written and Medical
The written test will count 100 per cent. Before appointment, though, candidates will have to pass medical and physical examinations given by the physicians of the various institutions. These medical exams will be held in hospitals close to the homes of the candidates.

A list of those who pass this test will be set up in December, and the first appointments made in January. Present attendants remain on the job

without exams, but all vacancies henceforth will be filled by open competitive tests.

Those who pass the exam (known as eligibles) will be appointed to institutions near their home, under a zone system to be worked out by the State Civil Service Commission later this year.

Applications are available at the main office of the Commission, Albany; at the New York City office, 80 Centre St., Manhattan, and at the Buffalo State Office Building. Mail requests for blanks are to be accompanied by a self-addressed envelope, along with 6 cents for postage. The filing fee is 50 cents.

Some 50 attendant jobs in the Correction Department are expected after July 1.

Official requirements of the test appear on page 13. On page 11, *The Leader* presents a sample test, similar to that ex-

pected on June 29. On Page 11 there also appears an announce-

ment of interest to every candidate.

New Hospitals--More Jobs

Filing opened this week for some 10,000 Hospital Attendant jobs open to men and women in every city, village, and town throughout the State. Meanwhile residents of New York City learned that additional job opportunities will be theirs early next year, when a new institution opens at Willow Brook, Staten Island. Some buildings will be opened next Spring.

Under the zone plan to be set up, eligibles will be certified only to institutions in their own neighborhood. The opening of a new hospital will therefore have direct bearing on the possibilities of appointment. The new Willow Brook institution, as yet unnamed, will house 3,000 patients, retain a staff of some 800 Attendants, both men and women.

Building plans of the Mental Hygiene Dept. call for erection of still another institution in the Greater New York area. This will be near Deer Park, Long Island, in the vicinity of Pilgrim State Hospital. The site was bought this Winter.

Attendant Exam Delays Other Tests

Looks like a busy season for State test hopefuls. The tests scheduled originally for June have been postponed because of the Hospital Attendant test. However, the exams originally scheduled for June will be held in July, probably at the latter part of the month. Filing for this series of tests will open about the middle of June; there will be no competition with filing for the Attendant exam which closes June 4. If a case known as Kallen v. Reay settled in favor of Kallen, on the tests in the new series will be for Unemployment Insurance referees, a position open to all years.

New City Lists

Three new eligible lists just been promulgated by Municipal Civil Service Commission. They are: Paver; Chemist (Microscopy); and Stock Assessor (Men), City-Wide. For the position, 36 sublists for various city departments were established. By promulgating the lists, the Commission cleared the way for actual certifications and appointments. These lists were published in *The Leader* last week.

Alcohol Board Jobs Will Go To Disabled Veterans

Of the 2,100 candidates who worried through last October's test for Investigator, Alcohol Beverage Control Board, it looks as if disabled veterans only are in line for the openings when the results are made known early in June.

This is the conclusion to be drawn from the latest news of the list. About 1,900 passed the written exam; experience has already been rated, and now all that has to be done is to strike an average of the two marks.

Heading this group are 21 disabled veterans; they get their position as a result of the State law which automatically catapults disabled veterans to the top of all lists.

Qualifying physical tests are now being given to these men, with the State Commission considering establishment of what in effect will be a separate eligible list made up entirely of the disabled veterans. Should a majority of the veterans come through the physical tests, chances of this being done are greatly increased.

Commission practice is to give costly physical qualifying tests and character investigations to a limited number when just a few appointments are in the offing. There are considerably less ABC

jobs to be filled at the start than there are veterans topping the list.

What will probably happen afterwards is this: when the list of disabled veterans is finally exhausted, for one reason or another, the non-veterans will first come

in for physical and character probes.

The ABC Investigator exam attracted more candidates than State test since last Summer, the exception of the recent Juvenile Economist exam.

700 Watchmen, Messenger Take Exam After 2 Year

Tests for more than 700 applicants for Watchman-Attendant and Messenger, blocked by litigation nearly two years, were finally held by the Municipal Civil Service Commission on Saturday, May 5 at the George Washington High School, 192nd St. and Audubon Ave., Manhattan.

A recent Court of Appeals decision, upsetting previous rulings in the lower courts, permitted the Civil Service Commission to proceed with a special exam for these positions.

The special tests last week were limited to persons who served in the Emergency Relief Bureau before August 19, 1936, as Watch-

man, Messenger, Guard, Attendant, Cleaner, or Foreman.

The names of those who succeed in passing the exam will be inserted in existing eligible lists in the order of their standing. The lists will be certified to approximately 58 provisional messengers, Cleaners and Attendants in the Department of Welfare

SANITATION MAN

SEE OUR

OPEN AIR REGULATION TRACK, Vaults and Fence now ready for complete, intensive individualized training, so that each man receives complete instruction. Come in and look us over!

\$1 Per Week Until Exam

Morn. • After'n • Eve. • 3 Sessions Weekly • Saturday Class Forming.

SERGEANT CLASS NOW FORMING

JOHN A. CRONIN, LIEUTENANT, POLICE DEPT. (RET.) will conduct a class for SERGEANT, which starts on TUESDAY EVENING, MAY 14th, and will continue twice a week until the examination. Mr. Cronin will be assisted by CHIEF MCGANNON on Civil Service Trends and Approach; also assisting will be JOHN J. McMURRAY, A.B., L.L.B.

ATTEND OPENING LECTURE All those eligible are invited to attend the opening lecture without cost. For full details visit, phone or write the school.

FIREMAN - PATROLMAN CLASSES NOW IN SESSION. NEW CLASSES FORMING.

Under personal supervision of Deputy Chief Robert E. McGannon, (Ret.), N. Y. Fire Dept. Over 30 years of experience in Civil Service.

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EXAMS--NOTICE

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Compare Our Record

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New classes in physical and mental training now forming. Easy payments.

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Preparation for all Civil Service tests, City, State and Federal, including intensive course in English \$1 a week.

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MAINTAINER'S HELPER

These examinations offer an excellent opportunity for men with experience as HELPERS or MECHANICS, or who have had technical training, to secure positions paying an entrance salary from \$30.00 to \$33.60 per week that lead to a life-time career in the New York City railroad system. Classes in each craft meet two evenings weekly.

HOSPITAL ATTENDANT

This examination offers at least 6,000 persons an opportunity to secure civil service positions paying a fair entrance salary with maintenance and excellent chances of promotion. CLASS FORMS TUESDAY, MAY 7, at 1:15, 6:15 and 8:30 p.m. Classes met TUESDAY and FRIDAY thereafter. Thorough Correspondence courses for those unable to attend classes.

SANITATION MAN

Men who have passed the mental have from one to four months in which to prepare for the physical. Classes meet 3 times weekly, day and evening. FREE MEDICAL EXAMINATION.

STATE COURT ATTENDANT—CLASS MEETS FRIDAY AT 1:15 and 8:30 P. M.

FACTORY INSPECTOR—CLASS MEETS THURSDAY AT 8:30 P. M.

Mental & Physical Preparation

FIREMAN - PATROLMAN - STATE PRISON GUARD

Exams Expected in the Near Future

- POST OFFICE CLERK-CARRIER
- RAILWAY POSTAL CLERK
- FIRST GRADE CLERK
- STENOGRAPHER TYPIST Gr. 2
- STRUCTURE MAINTAINER
- TELEPHONE OPERATOR (Female)
- TELEPHONE OPERATOR (FED.)
- JR. & SR. STENO-TYPIST (FED.)

Attend the school with a background of over 300,000 students, recommended by 80% of the personnel of the various City, State, and Federal departments.

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Fire Eligibles Get Sanitation Jobs

The names of the top 200 men from the Fire eligible list who signified a willingness to accept \$35 a week jobs in the Sanitation Department were sent to the department last week. Approximately 50 immediate vacancies will be filled from this group, and others are expected in the near future.

Originally, the Municipal Civil Service Commission declared the Fire list appropriate for jobs as Sanitation Man, Class A. It was the Commission's plan to certify the list in regular order and to make regular Civil Service appointments. However, this plan was changed last week, and the Commission will now make provisional appointments. Men who take the jobs will not lose their rights to jobs in the Fire Department later, but they will be replaced in the Sanitation Departments as soon as an eligible list is completed for these positions.

Sanitation Candidates Report for Medical

IN FIRST GROUP, MOST PASS; 50,000 MEN TO BE COVERED

The first batch of Sanitation candidates tramped into the Physical Bureau of the Municipal Civil Service Commission at 299 Broadway on Monday and submitted to a rigid medical test which lasted from 20 minutes to an hour and a half for each man. There were 220 men in the group yesterday, and before the medicals are finished approximately 50,000 men will have under-

gone them. As the men filed out of the Commission's offices, bystanders could tell from the expressions on their faces whether or not they had passed.

The schedule of medical tests will be speeded up this

week and by next Monday the Commission will examine an average of 720 men every day.

The medical test consists of an examination for height (five feet, five inches is the minimum allowed); color vision: eyesight—which must be perfectly normal in each

eye; hearing; teeth. Heart and lungs are also checked and any abnormality, deformity or other condition that would prevent the performance of duties.

Steps in Examination

Candidates go through the following steps as they are examined: First they have their notice cards checked. They write in their names, addresses and application numbers on medical cards. Following this, they are fingerprinted. Next they go to a dressing room in the Medical Bureau and after disrobing, enter the examining room. Their height is checked and any man who is less than five feet, five inches is rejected at this stage.

Hearing, with each ear tested separately, is next on the program. Then teeth are examined. For the eye test, candidates must register 20/20, or normal, with eyeglasses permitted. Color vision is also tested at this time.

With these preliminaries over, the candidates line up in groups of 24 and are given a thorough going-over for their physical condition.

After this is finished, the men leave the examining room and they are given cards which show whether they passed or failed. Most of the men yesterday went through the medical test with flying colors. A few "passed conditionally"; a few were rejected entirely.

No parts of the physical exam are given during the medical tests.

Candidates for the medical and physical exams for Sanitation man will get "a week to ten days notice," according to the Application Bureau of the Municipal Civil Service Commission. There is no way for a person to find out in advance of this time when he will be called.

Candidates who wish to go on vacations should leave their temporary mailing address with the Commission, so that they can receive notices in time to return to New York City for the exam. Address all letters to: Application Bureau, Municipal Civil Service Commission, 299 Broadway, New York City. All letters should state the last day the candidate wishes mail sent to the temporary address.

Originally, it was planned to administer the qualifying Can Lift strength test when the medicals were given, but this idea was dropped.

18,000 Papers Graded

At the present time the Commission has completed the grading of 18,000 written examinations for Sanitation candidates. About 64 percent of those who took the written part have passed. If this ratio holds, nearly 50,000 men will be eligible for the last two parts—the medical and physical tests.

The competitive physical events begin Monday, June 3. As exclusively reported in The Leader last week, the physicals will be given at Pier 6, 50 Boulevard and Bay St., Staten Island. This is about five minutes walk from the Staten Island Terminal. Special busses direct to the Pier, will be run during the weeks that the physical exams are being given.

Complete descriptions of the various physical events have appeared in previous issues of The Leader. Additional information about these tests will appear in future issues.

State Lists Soon Due

Good news today for some 1,500 candidates who took two popular State tests in October, 1939: the lists for Form and Supply Clerk, Relief Telephone Operator, Bronx County, and for Mechanical Stores Clerk, Assistant and Senior, will soon be forthcoming.

Results of the Bronx County test, taken by 384 candidates, is expected in about two weeks. More than 1,000 took the Stores Clerk tests; that list will be available in the middle of June.

Buy The LEADER every Tuesday.



ATTENDANTS AT REST

The job of hospital attendant is not an easy one, but it has many compensations—close friendships formed, healthful living, security under civil service. Here are a group of attendants taking it easy in one of the New York State hospitals.

No Customs Inspectors Expected From Customs Inspectors List

PROMOTIONS RUIN CHANCES OF 103,000 WHO TOOK EXAM

The possibility that not one of the 103,000 men who filed for the U. S. Customs Inspector open examination will get a Customs Inspector job was revealed this week by Gregory W. O'Keefe, assistant Collector of the Customs Service.

The list for Customs Inspector, which is expected to be released within the next few months, probably will be used to fill other investigative positions and Customs Guard vacancies at lower salaries but the Customs Inspector jobs will likely be filled from promotion lists.

Mr. O'Keefe estimated that a maximum of 25 vacancies occur each year for Customs Inspector. These vacancies can be filled either from the promotion list or by transfers from other districts. In the past there have always been a sufficient number of these lists to meet the demand.

Promotions Preferred

Mr. James Rossell, district manager of the U. S. Civil Service Commission, explained that the Customs Collector has the privilege of using either the open competitive list or the promotion list, but that the Collector follows the usual Civil Service procedure of promoting within the ranks wherever possible.

A new promotion list for Customs Inspector was established recently. The number of persons on this list was not revealed, but according to Mr. O'Keefe, it is sufficient to fill the vacancies.

Filing Opens 15 New City Exams

SUBWAY LABOR JOBS LEAD NEW SERIES

A series of four competitive and four promotion examinations for popular jobs in the city-owned subway lines heads a group of 15 new city tests. Originally announced in The Leader, these tests open for filing May 7 and Wednesday, May 8. Applicants will be able to file until close to the month's end.

The subway exams are for Maintainer's Helper, Group A; Maintainer's Helper, Group B; Maintainer's Helper, Group C; and Maintainer's Helper, Group D. All these positions pay from 60 to 70 cents an hour, with an average of 300 eight-hour working days a year. Requirements for the positions are unusually liberal, and the Municipal Civil Service Commission is attempting to encourage young men to compete for the jobs.

Other exams in the new city series are: competitive—Assessor (Railroad); Assessor (Utility Building); Junior Civil Service

Examiner (Transportation); Junior Engineer (Signals), Grade 3; and Medical Inspector, Grade 1 (Cardiology). In addition to the promotion tests for the four grades of Maintainer's Helper, an exam will be held for Structure Maintainer. One change of title exam for Asphalt Worker is also in the series.

Full official requirements, duties of each position, salary ranges, and other information is published in this issue of The Leader beginning on page 7.

Applicants for these exams who have any questions are invited to make use of The Leader's free information service.

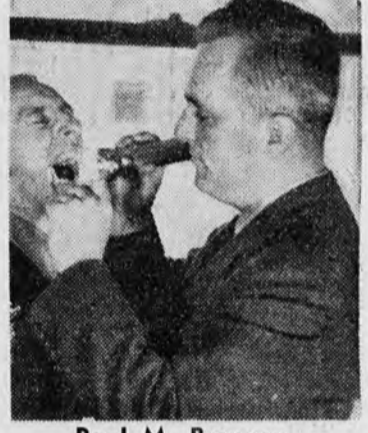
was also announced by the Commission over the week-end. The series includes six optional branches of specialized experience. The Grades are for Chief, Principal, Senior Administrative Analyst, and Administrative Analyst, Associate and Assistant Administrative Analyst. The salaries range from \$2,600 to \$6,500.

Full official requirements, duties of the positions, filing dates, and other details for all these exams are published in this issue of The Leader on page 14.

In addition to the exam for Student Dietitian, the Commission has also opened a test for Student Physiotherapy Aide.

Brennan Quits, Returns

A blitzkrieg retirement and a blitzkrieg reinstatement turned up in the medical and physical bureau of the Municipal Civil Service Commission last week, when Paul M. Brennan, head of the bureau quit his job, only to return two days later. Charging overwork, and the possibility of having to work 16 hours a day to give the Sanitation physicals during the



Paul M. Brennan

... the man who bounced, bounced back

next few months, Brennan submitted his resignation to Paul J. Kern, president of the Commission. Kern urged Brennan to reconsider, promising to provide assistance in the heavy schedule now facing the bureau.

After an early morning conference with Kern, examiner Brennan, a veteran of 12 years in the Commission, decided to return to the job.

"We are very glad to have him back," was President Kern's only comment.

Provisional Lunchroom Girls Replaced

By Nurses

Eighteen provisional Lunchroom Helpers in the Board of Education will soon be replaced by eligibles on the preferred list for Nurse's Assistant, the Municipal Civil Service Commission announced last week.

Buy The LEADER every Tuesday.

U. S. Exams

The U. S. Civil Service Commission has just announced an unusually large series of competitive examinations for jobs ranging from Student Dietitian to a specialized position as Chief Administrative Analyst at \$6,500 a year. Some of the most popular tests are for four positions requiring various degrees of sewing experience. Three of these are for women and one is for men. The jobs to be filled are at the Brooklyn Navy Yard.

The titles are: Coat Finisher (Female)—\$4.32 per day; Operator's Helper (Female)—\$3.36 per day; Power Sewing Machine Operator (Female)—\$4.32 per day; and Power Sewing Machine Operator (Male)—\$5.47 per day.

The Commission is opening these exams for a limited time only, and filing will end Wednesday, May 8. Applicants should file at the Federal Building, 641 Washington St., Manhattan.

A series of exams for various grades of Administrative Analyst

Civil Service LEADER

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Advertising Rates on Application

Tuesday, May 7, 1940

Don't Buy Jobs!

IN a recent issue, The Leader condemned a Georgia politician for indulging in one of the lowest of all rackets—selling public jobs. We said then, "It's not enough to sit back smugly and say 'It can't happen in New York.' Such rackets can, and do, operate anywhere."

Last week, a bizarre gentleman who goes by the name of Edward J. O'Connor had his career abruptly ended by New York's courts. His offense, too, was selling jobs. And his racket was, if possible, even scummier than that of the Georgia politician, for he couldn't deliver. Scores of men and women had paid Mr. O'Connor substantial sums—from \$100 to \$600—for his bland promises to hand over Civil Service jobs—police jobs, fire jobs, clerk, inspector, and others.

Don't be fooled by anyone who tells you he can get you on the Civil Service payroll. That man is a phony, however sincere he may sound. Any money you pay out on the strength of such a promise will be gone with the wind.

It was precisely to end such evils that the merit system was instituted. And the merit system works!

Orchids to Burkard

JOSEPH BURKARD, president of the Patrolman's Benevolent Association will come up for reelection next week. The Leader is confident that the PBA delegates, in view of Burkard's successful record as head of the Association, will renominate and reelect him. Under Burkard's progressive leadership the PBA has made many forward strides for the benefit of the whole uniformed force in New York City.

letters

Do Investigators Work Too Hard?

Sirs: During my honeymoon period in the Welfare Department it was difficult to discover the reason for the almost unanimous opinion among investigators that the only tie that bound them to their work was the semi-monthly salary check. Now that I have been in the work two months, I can understand the attitude.

It is largely based on the following facts: (1) Caseloads are too heavy, making close contact with relief recipients well-nigh impossible. As far back as 1935 I note that the Mayor's Committee Investigating Relief noted that with a smaller caseload the city could save \$900,000 a month through cleansing of ineligible and guiding eligibles to positions where they could be self-sustaining. (2) The investigators are doing too much work which by rights should be assigned elsewhere. There are too many clerical forms that should be assigned to the clerical staff, and too much medical work that by rights should fall upon the medical staff greatly enlarged. (3) Demands are made of investigators which are impossible to fulfill because of time limitation.

I would recommend the follow-

ing: (1) A committee of workers' representatives and representatives of the department be set up to define the investigator's work. (2) The same committee should make a study of an investigator's monthly work, and on the assumption of reasonable efficiency on his part, set up standards of work to be expected from the average worker. (3) A maximum of 50 cases should be carried by any one worker. If circumstances dictate more cases, then he should be excused from making pending investigations or recertifications.

I. C.

Welfare Department Replies

Sirs: It would indeed be shocking if it were true that the "new investigator" who wrote the above letter represented the attitude of the staff of investigators in the Department of Welfare, when he states that it is "the almost unanimous opinion among investigators that the only tie that bound them to their work was the semi-monthly salary check." There is no question, however, that this statement does not represent the view of the capable and loyal staff.

The recommendations of the "new investigator" that a study

be made of the contents of the investigator's job and that the clerical functions performed by the investigators be reviewed, are matters which have already been subject to detailed study.

The following excerpt from the report of the Department of Investigation includes their conclusions with respect to the possibility of reducing the amount of clerical work performed by the investigators:

"It has been repeatedly asserted by investigators of the Department of Welfare that there are too many forms, records and reports to be filled out by the investigator and that their number should be reduced. Unfortunately, no system of caring for 600,000 destitute people could long function efficiently which did not keep adequate records concerning each person on the rolls.

"From time to time, the suggestion has been made by the employees of the Department of Welfare that the investigator be relieved of most of his clerical work so that he may devote the major part of his time to active filled investigation. While it is true that some forms may be filled in by clerks, most forms cannot be so handled since a proper fill-



Merit Men

"... You've got to know."

James E. Rosell

JAMES E. ROSSELL is unassuming, and to talk with him you wouldn't know he'd worked in 40 of these 48 United States.

Right now he's district manager for the biggest Federal Civil Service district in the country, and from his offices in the Federal Building at Christopher Street he directs the work of examining hundreds of thousands of New Yorkers every year.

That's a tremendous job, when you stop to think about it. In a single exam, the Customs Investigator, he saw that 103,000 applications were issued.

Rosell came to his present post well-qualified. He had just finished a term as Assistant District Manager in the Chicago area. Before this, as Field Examiner, he travelled over the country making investigations for the Federal Civil Service Commission. If you'll check over his record carefully, you'll discover that he actually was the New York district manager a couple of times before. Of course, these weren't what you'd call official, since he was only "acting" manager, and the periods weren't much more than a week apiece.

Career

Not everyone knows that sometime or other in his life, Rosell has been a soldier, student, teacher, newspaperman, investigator, administrator, and—don't forget—fisherman.

As a soldier, Sergeant Rosell saw action, a year of real war. His Division in France took part in three major engagements.

As a student he took high honors at the University of Arizona, where he was Junior Scholar and Senior Scholar

His teaching career was cut short by Civil Service, and he left his position as acting high school principal to become a Field Examiner. While working for the government, he went to Denver University on the side and wrote several papers on sociological subjects including Criminology. His studies there made him a firm believer in rehabilitation of former criminals, and he is proud that the Federal government has taken cognizance of this problem.

As an administrator, Rosell remembers what he learned in the army: carry out orders. That's why the Washington office can rely on the New York office always to do an efficient job.

You'd think that a man who has officially interviewed hundreds of applicants for Government service would know something about human nature. Rosell does, and what he has learned is that it is rare indeed to find a man who may relate his experiences precisely. For instance, ask him how to secure exact information regarding an applicant's former activities. His reply:

"There's only one way to find out what a man has really accomplished—investigate him. The oral interview will never take the place of an investigation. You cannot build safely on first impression."

However, there are some things that just can't be investigated. For instance that story James Rosell tells about the 45 trout he pulled out of an Oregon river in 20 minutes. What's more, and don't you believe it, every fish was bigger than the one he had just pulled in.

Don't Repeat This!



LAGUARDIA PROBE

MAYOR LAGUARDIA is conducting his own unofficial investigation of Civil Service in New York City. He hopes to anticipate questions that might come before the Smith committee and to prevent the committee from embarrassing the administration. . . . A group of veterans will denounce vet preferences before a Senate committee in Washington. . . . A typo error in a competing Civil Service weekly offers the biggest vacation bargain in years. . . . State employees are shaking their heads over recent "promotions," while salary cuts go hand-in-hand with advances in title.

UNION SMILE

TWU officials—rank and file too—look with favor on the mayorally hopes of Bill O'Dwyer. . . . Ace federal prosecutor Jack Cahill will open up on a bigger bootleg ring. . . . To the Chief; the "J" in the midst of Paul Kern's name stands for Jerome, not Julian. . . . Did the Mount Vernon Commission have special candidates in mind when they set a scale for height and weight requirements for Fireman? For example, a chap at 5 feet 7 had to weigh between 147 and 150 pounds. You can gain or lose that much over a week-end. . . . Social Welfare Commissioner Dave Adie is back from California. . . .

CUT-UPS

Ambitious doctors are already boning for the choice Police and Fire surgeon jobs. The tests will be announced next month. . . . Custodial Helpers may be brought under Civil Service as a result of Judge McGeehan's ruling in the Russell case. He called for Commissioner, prexy of Board of Higher Education. . . . James Marshall, prexy of Board of Ed. Ed, may soon be changing jobs. . . . Back in October, a lawyer near the top of the Police list started turning down cases. Seven months later, he finds himself without a job, also without a law practice. . . . Vibrant Luciel McGorkey's desk boasts but one photo—that of her twin sister. . . .

IN THE SUBWAY

Paul Brennan got all the assistants asked for in the Commission's medical examination division in the 1940-41 budget, despite the claim that he's filling a one-man job. . . . A Sanitation Department higher-up is due for some jolting. . . . Ex-Assemblyman Danny Neustein, only lawyer on the Unemployment Insurance Appeal Board, filled in Thursday night at a Columbia Law School lecture. . . . Older men in the subway system have good reason to be worried about pensions after unification. The authorities are keeping mum, but nobody knows how it will turn out. . . .

IN THE MONEY

Pay of Hospital Attendants (\$54-\$66 a month plus maintenance) is higher than the general wage scale in most towns near the Mental Hygiene institutions. . . . The Federation of Municipal Employees is the first outside group to get a hearing before the Board of Transportation. Fireworks are promised. . . . Clerical provisionals in the Welfare Department are following in the lead of their colleagues in the Veterans Division. They plan to sue to remain on the job. . . .

This recommendation will be given consideration. However, it is a matter of common knowledge that investigators in the home relief division of the Department of Welfare have the smallest caseloads of any city in the country.

Hugh R. Jackson,
Director of Public Assistance
Department of Welfare

Police Calls

By BURNETT MURPHEY

Gentleman Joe Burkard, popular president of the Patrolman's Benevolent Association, will be up for renomination Tuesday, May 14, when delegates meet at the Hotel Commodore. Burkard is now serving his second term.

During his regime, the PBA has chalked up many accomplishments. Among the outstanding is the work the officers did in behalf of the new Police and Fire Pension program, which



Joe Burkard

provides for 20-year retirements, for the first time. In addition, Burkard and his associates have been able to save some \$500,000 for men on the force by getting them full pay while on sick leave.

During the last two years, the PBA has established a Social Welfare Department. Burkard has formed nine new committees, which give the delegates an

opportunity to do more active and effective work for the Association. Burkard has also been instrumental in reducing the price of police uniforms.

Incidentally, Burkard was responsible for Mayor La Guardia's trip to Albany to fight the Babcock-Seelye bill two months ago. Together they killed the bill.

In April, 1937 a Patrolman named Barrett resigned from the force. Recently he brought action against Commissioner Valentine for reinstatement. In his action Barrett contends that his resignation was invalid because he was insane at the time it was made and that after his mental condition cleared up he asked for, and was denied, reinstatement. Barrett first wrote the Mayor in 1938, within the year allotted for reinstatement, to reconsider his resignation; and then recently asked Commissioner Valentine to rescind his action. However, the court denied Barrett's plea for a review of his resignation.

Opposition to the proposal of the Sergeant's Benevolent Association to have the ranks of Sergeant and Lieutenant consolidated cropped up last week from the Lieutenants' Benevolent Association, headed by Lt. Nick P. Susillo. The Lieutenants were first approached with the suggestion last year and turned it down. They're still cool on the idea.

An important new policy in Police and Fire promotion exams

has just been adopted by the Municipal Civil Service Commission and is reported exclusively by this column. In the past, candidates who were ill from causes not service-connected, at the time the exams were given, were not permitted to take special tests later. Recently Sergeant Louis Siff, and several others, protested this ruling. Paul J. Kern, president of the Municipal Civil Service Commission, has had these protests under consideration for several weeks.

The new resolution provides that "candidates in the promotion examination for Lieutenant, Police Department (or Fire Department) who, by order of the Police Surgeon, were confined to their homes or hospitalized on the date of the examination and who were in fact physically unable to participate in the examination, shall be accorded a special examination."

In explaining its adoption of this new policy, the Commission pointed out that the Police Surgeon is a superior officer, and that if he orders a Sergeant to remain at home, the Sergeant has no choice but to obey. This policy will be made retroactive to the recent exams for Police and Fire Lieutenants; and will apply in future promotion tests.

Dr. S. B. Wortis, a member of the Municipal Civil Service Commission's medical staff, was made an honorary Police Surgeon last week by Police Commissioner Lewis Valentine. Dr. Wortis, who's a well-known psychiatrist, is the youngest Medical Examiner on the Commission's staff.

The Village of Springville, Erie County, has just opened a Civil Service examination for Patrolman. Only residents are eligible.



Don't Be A Sucker!

—See Editorial on Page 4

Fire Bells

By JAMES DENNIS

The disputed pension allowances of five officers retired by Commissioner McElligott on February 23, will be decided by a jury trial. This was the decision of Supreme Court Justice Peter Schmuck last week. In the meantime, the five men will receive half-pay allowances. In his ruling, Justice Schmuck said: "It is not the intention of the court to foreclose petitioners from proving that the amount of their pensions is the result of a sound exercise of discretion by the commissioner and that the charges of favoritism and breach of trust are unwarranted. It is particularly important in the case of men who have achieved a very honorable reputation in the service of the city not to let one possible act of indiscretion mar their splendid record of heroism and devotion. On the other hand, in the interest of the morale and discipline of the entire department and of its members, both those who have retired and those hereafter to be retired, who also have rendered highly meritorious service, to be impressed with the fact—if it is such—that discrimination and favoritism have not been practiced in behalf of a few."

Deputy Chief James Tubrity broke his leg while directing the rescue of a man caught in a sidewalk elevator. Lt. Mulholland, of Rescue Co. 1, also was injured.

There are 18 remaining names on the promotion list to Fire Captain, this column learned last week. Since the list is so small at present, a new exam for this position should be announced within a few months. Full details will appear in this column as soon as they are officially released.

A bill to have the division of fire prevention included as a part of the Fire Department was introduced in the City Council last week. Provisions of the proposed legislation would place the division in charge of an officer above the rank of Captain. The division would act to prevent fires and its officials and men would have the powers of peace officers.

The Municipal Civil Service Commission has just made an important change of policy with regard to Police and Fire promotion tests. In the future men who miss exams because of illness—service connected or otherwise—will be given special tests later.

This column is offered to readers who have legitimate complaints to make about their jobs, salaries, working conditions, etc. Only initials are used with letters.



complaint corner

The Exam Was Tough
In college, I made Phi Beta Kappa, and was a leader in my class. But I'll be damned if it's proper to ask me or anybody else such questions as the following—and for a job that pays less than \$25 a week.

"Fechner's psychophysical relationship states: The strength of the sensory process is proportional to the logarithm of the _____. Of the following, the word which will best complete the statement, is (A) stimulus, (B) response, (C) SR bond (D) psychological limit, (E) conditioned reflex."

I wonder how many Ph.D.'s could answer such questions?
U. R. S.

Illegal? Discriminatory? Biased? Unfair?

I am at a loss to understand why the Civil Service Leader, which makes claims to impartiality and fairly upholding the best interests of civil service workers, had nothing to say about the illegal and discriminatory action of the Civil Service Commission in so designating the examination for Court Stenographer and Law Stenographer as to give a several-point advantage to all stenotypists over shorthand reporters?

Does not the Leader know that the examination given on Saturday, April 27, may well go down in the history of civil service as the most outrightly biased and unfair examination ever known to have been given?
E. S.

Popular Fireman Contest Ends This Week!

YES, IT'S HAPPENED!

A dark horse has crept up among the leaders, edging himself into number 3 position. He's Walter C. Klippel, who wasn't even in the running a week ago. Henry Huncharoff, who's been in the lead for some time now, better look to his laurels. Because if Walter keeps coming up the way he has the past week, he may outstrip both the second and the first men in the running. So, you New Yorkers, better vote for your man today, if you want him to win The Leaders Most Popular Fireman contest.

HERE'S HOW THEY STAND:

- FIRST HENRY HUNCHAROFF, Hook and Ladder 28
- SECOND JOSEPH JONES, Hook and Ladder 40
- THIRD WALTER KLIPPEL, Hook and Ladder 14

- The other contestants, in the order of their standing, are:
- Sanford Goldberg, Engine 282
 - Frank Hanifin, Hook and Ladder 80
 - Hugh Halligan, Department Chief
 - James Fitzsimmons, Engine 22
 - Alexander "Scotty" Stewart, Hook and Ladder 31
 - Anthony Flaherty, Headquarters Staff
 - John O'Connor, Headquarters Staff
 - Joseph Slamm, Hook and Ladder 143
 - Deputy Chief Dennis Curtin, 5th Division
 - Arthur Hines, Hook and Ladder 104
 - Anthony Jireck, 32nd Batt. Chief
 - Joseph Kearney, Engine 27
 - Joseph Christiano, Engine 228
 - Harold P. Delle, Rescue 4
 - Thomas Dore
 - William Euler, Engine 20
 - Martin D. Farrell, Truck 12
 - Joseph Michael Finn, 51, S.I.
 - August H. Fritz, Engine 39
 - James J. Hughes, Engine 39
 - Charles H. Johnson, 31st Batt. Chief
 - Chester G. Kendall, Engine 239
 - Edgar Slovak, Engine 6
 - William Willis
 - Otto Wulff
 - Lieutenant Edward Gorham, Hook and Ladder, Stapleton, S. I.

- Deputy Chief John J. McCarthy, Headquarters Staff
- Tommy Kane, Engine 157
- George A. Ryan, 18th Battalion
- Richard P. O'Grady, Hook and Ladder 146
- Julius Fried, Rescue Co. 2
- Gerard Costello, Hook and Ladder 1
- Raymond F. Humphreys, 158, Staten Island
- Chief P. Joseph Connolly, 48th Battalion
- Thomas J. Barnes, 160, Concord, S. I.
- Walter X. Maloney, Engine 153
- Jack Kearns, Engine 210
- John Driscoll, Engine 80
- Capt. Mike Powers, Hook and Ladder 45
- George Hoffman, Hook and Ladder 24

- Timothy Dillon, Engine 5
- George T. Gaffney, Engine 155
- Charles Keutman, Engine 64
- Lieut. Howard Wright, Engine 217
- John M. Quevedo, Engine 22
- Edward O'Shaughnessy, Hook and Ladder 41
- James Haven, Hook and Ladder 146
- Albert Chall, Engine 202
- Chief Thomas Green, 56 Battalion
- Patrick A. Murphy, Hook and Ladder 125
- Arthur F. McKeon, Hook and Ladder 101
- Robert H. Herold, Hook and Ladder 246
- Edward Thompson, Headquarters Staff, Legal Division
- Joseph Tucker Jr., Hook and Ladder 119

New York's Most Popular Fireman, as determined by the voting, will receive from The Leader a silver Loving Cup, plus a free uniform made to order by the tailors of Merson Clothes, Inc.

Let's have your vote for the man you like best. Any resident of New York City is eligible to vote. No votes will be accepted if they are postmarked later than midnight of Friday, May 10. Don't wait till the last minute. Do it now!

Please use this coupon to record your vote.

Most Popular Fireman Editor
Civil Service Leader
97 Duane Street, New York City

My vote for Most Popular Fireman goes to

SCHOOL NEWS

Lost, Strayed, Stolen

1,118 supervisory and teaching positions were lost during the period from March 1, 1939 to February 29, 1940. So said the personnel report of the city's school system published this week.

Next year at this time, the figure should reach close to the 2,000 mark. Mayor LaGuardia's executive budget calls for elimination of 600 posts in elementary schools. Another 500 positions are likewise sliced in the LaGuardia budget, but these were, for the most part, new jobs sought by the Board of Education.

Job Xchange

The regular Job Xchange column will appear in next week's issue.

If you wish to exchange your present job for another in the Civil Service, send your requests to Xchange Positions Editor, Civil Service Leader, 97 Duane St., New York City. Include all necessary details. Service is free.

Your ad will be run a minimum of four weeks.

When answering an ad, send letters to appropriate box number, c/o The Leader. They will be forwarded to the proper party.

Exchanging jobs is permissible under Civil Service rules if the department heads of the transferees give their approval.

Civil List

The names, addresses, and salaries of the 40,000 employees of the Board of Education appear in the education supplement to the Civil List, out yesterday. Each school gets a copy for reference.

Memorial to Finley

Dr. John H. Finley became president of Knox College, his alma mater, in 1892, the youngest college president in the country. From that post he went on to a fruitful academic and editorial career that only ended with his death March 7. New Yorkers particularly recall Dr. Finley as president of C.C.N.Y. and of the University of the State of New York.

This week friends of Finley announced formation of a committee to raise \$100,000; the money will be used to establish a professorship in American citizenship at Knox.

Annual Meeting

The annual meeting of the Joint Committee of Teachers Organizations' executive board scheduled for this week. On the agenda are amplification of the speakers' bureau, newspaper publicity, and the Joint Committee's twice-monthly publication, "The Bulletin."

Case Histories

A weekly column devoted to the interests of employees in the Welfare Department.

By HENRY TRAVERS

High Time: Sue Sadow and her Home Economics Associates arranged a swell tea for the informal get-together of the executive staff the other evening. . . . Jim Rafter, big he-man of the Veterans' Division, barged in with a startled look on his face. "It is tea," he exclaimed. Bill Hodson and Ed Corst swapped radio experiences. Pretty Ruth Lavin, Acting Director of the Medical and Nursing Division,



was beaming. She wore a ring on that finger. . . . Matty Silverman, Assistant Corporation Counsel, was beleaguered by legal questions. Matty just bit his pipe and tossed off the answers to all of them. . . . Commissioner McAvooy and Auditor Jim Higgins were busily discussing, of all things, civil service.

This and that: Gertrude Ruskin, of the Bureau of Finance and Statistics, is planning a

vacation this year so that she'll be in Denver in June. Then comes a ramble over the Good Earth, from Knick's backyard to San Francisco. . . . Louis Himmer goes into the highbrow with a paper on "Real Property as a Resource," to be read at the National Conference of Social Work, May 26. . . . Welcome to John Dineen, back at his desk in the Division of Building Management and Procurement after a bad fall in the St. Patrick's Day parade, which brought him to Bellevue Hospital. On April 17, however, Lieutenant Dineen of the 165th Infantry (The Fighting 69th), rose from his hospital bed and marched straight home—to receive baby Ella. Both father and baby are doing nicely. Congratulations, both! . . . When Head File Clerk Mabel Legro of the Richmond Welfare Center Staff discovered that she, Eugene Finnin, and Alfred Brown of her staff had the same birthday, she invited the whole filing personnel to a birthday dinner in her home. . . . 3,000 kids in the care of the Children's Division had the time of their lives the other afternoon when they heard the Chimes of Normandy sung by child artists at Mecca Temple. . . . Caroline Flanders is recovering from an appendectomy at Medical Center.

Assistant Director of Public Information, heads the committee of the bright ones, yea, the good-lokers. Here's the list: Mrs. Edith M. Alexander, Assistant Director, Division of Community Relations; Augusta Bryan, Blind Assistance Division; Mary Decorato, D.O. 43;



Florence B. Irvine, Dependent Children's Division; Louis Jayfee, Special Investigation Division; Thomasine Joan Mason, Resource Division; Joseph V. McNamara, Resource Division; Mrs. Beatrice Offenberg, Old Age Assistance Division; Sue Sadow, Home Economics Section; Annette Taylor, Division of Veteran Relief.

Last week we gave you an hour in the life of an investigator—from 9 to 10 a.m. Now let's see how the time is whittled away from 10 to 11. We'll start a little early:

9:42-10:22 Investigator dictates pending cases on Ediphone machine. 10:22-10:30 Starts to proofread two pending cases returned from typing room. Writes correspondence in long-hand, to be transcribed by stenographer, prepares forms for acceptance of cases. 10:30-10:32 Investigator interrupted by unit clerk to fill out SSE form for clearance on a pending case. 10:32-10:38 Resumes proofreading. 10:38-10:39 Receives inter-office telephone call for information on an active case. 10:39-11:31 Resumes and completes proofreading, and prepares forms on the two pending cases and other forms. Next week — another hour goes by.

The current issue of Look magazine contains hard-hitting article about social conditions in Harlem. It is one of the few times any magazine has had the courage to deal forthrightly with a problem the proportions of which are evident to every welfare worker in the Harlem district. It's recommended reading.

Official Tentative Answers To Last Week's Exams

The Municipal Civil Service Commission last week issued its official tentative key answers to the examinations given on Saturday April 28 for Clerk, Grade 2 (Board of Higher Education); Stenotypist, Grade 2; Stenographer (Law) Grade 2; Court Stenographer; Promotion to Court Stenographer (City-Wide). In its preceding issue THE LEADER had carried its own tentative key answers prepared by experts. Candidates may file appeals from the tentative key answers below until May 20. Claims of error in the answers received after May 20 will not be considered by the Commission.

PART A

- (1)D (2)C (3)B (4)D (5)D (6)C (7)D (8)A (9)D (10)E (11)D (12)D (13)E (14)D (15)B (16)C (17)E (18)B (19)B (20)D (21)E (22)E (23)B (24)A (25)E (26)B (27)C (28)A (29)B (30)D (31)A (32)E (33)B (34)B (35)A (36)C (37)B (38)A (39)E (40)D (41)C (42)C (43)D (44)C (45)C (46)E (47)B (48)B (49)A (50)E (51)E (52)A (53)D (54)A (55)D (56)A (57)A (58)C (59)B (60)B (61)E (62)E (63)D (64)B (65)C (66)B (67)A (68)B (69)E (70)E (71)B (72)E (73)C (74)D (75)D.

PART B

- (76)B (77)D (78)B (79)E (80)D (81)A (82)C (83)A (84)E (85)B (86)A (87)B (88)D (89)A (90)E (91)B (92)C (93)C (94)B (95)B (96)D (97)E (98)C (99)A (100)D (101)C (102)E (103)C (104)E (105)D (106)A (107)B (108)A (109)E (110)C (111)C (112)E (113)C (114)D (115)D (116)E (117)B (118)B (119)C (120)D (121)A (122)A (123)A (124)B (125)B.

PART C

- (126)C (127)C (128)D (129)B (130)D (131)E (132)A (133)A (134)C (135)B (136)B (137)E (138)A (139)B (140)B (141)D (142)D (143)C (144)C (145)E (146)A (147)D (148)E (149)B (150)A.

(The Leader will be pleased to hear from any who dispute the official tentative key. Please include your reasons for disagreement with the answers as given in the key.)

Key Answers to Other Recent Exams

Research Assistant (City Planning): Candidates have until May 20th to file objections to any of these tentative key answers.

Part I—Joint

- 1(A) 6(B) 11(C) 16(E) 21(E) 26(D) 31(C) 36(D) 41(C) 46(A) 2(E) 7(A) 12(B) 17(C) 22(D) 27(A) 32(D) 37(C) 42(B) 47(E) 3(B) 8(C) 13(D) 18(E) 23(A) 28(C) 33(B) 38(E) 43(A) 48(C) 4(D) 9(E) 14(A) 19(B) 24(C) 29(D) 34(E) 39(B) 44(C) 49(B) 5(C) 10(D) 15(E) 20(A) 25(B) 30(B) 35(D) 40(A) 45(D) 50(E)

Part II—Social and Economic

- 1(E) 6(D) 11(A) 16(C) 21(B) 26(B) 31(A) 36(D) 41(D) 46(E) 2(B) 7(E) 12(D) 17(A) 22(C) 27(E) 32(B) 37(A) 42(C) 47(C) 3(D) 8(A) 13(C) 18(B) 23(E) 28(A) 33(C) 38(C) 43(E) 48(B) 4(C) 9(B) 14(E) 19(D) 24(A) 29(D) 34(E) 39(B) 44(A) 49(C) 5(A) 10(C) 15(B) 20(E) 25(D) 30(C) 35(D) 40(E) 45(B) 50(B)

Part II—Physical Planning

- 51(C) 56(E) 61(D) 66(B) 71(A) 76(A) 81(D) 86(E) 91(B) 96(C) 52(A) 57(C) 62(E) 67(D) 72(B) 77(C) 82(A) 87(D) 92(E) 97(B) 53(E) 58(D) 63(B) 68(A) 73(C) 78(D) 83(E) 88(B) 93(C) 98(A) 54(B) 59(A) 64(C) 69(E) 74(D) 79(E) 84(C) 89(A) 94(D) 99(E) 55(D) 60(B) 65(A) 70(C) 75(E) 80(E) 85(B) 90(C) 95(A) 100(B)

The Commission has modified the tentative keys for the following exams:

- Engineering Assistant (Electrical), Grade 2; Electrical Inspector, Grade 2: (21) Stricken out. House Painter: (53) A and B; (58) B; (81) A and B. Inspector of Steel, Grade 3: (49) B or E. Junior Engineer (Civil), Grade 3; Junior Engineer (Housing Construction), Grade 3; Technical Part 1: (52) A or C; (56) D. Junior Statistician; Promotion to Junior Statistician: (3) A or D. Laundry Bath Attendants (3) C and D; (4) A; (16) A. Promotion to Lieutenant, F.D.: (21) B or C; (52) B or C; (62) B or C; (74) B or C; (77) B or C; (82) A or B; (93) B or D. Promotion to Lieutenant, P.D.: (8) B and C; (11) A and D; (20) C and D; (27) A and E; (31) E; (36) Stricken out; (37) D and E; (42) C and D; (55) B; (63) B and D; (72) B; (73) A; (74) B; (75) B. Telephone Operator, Grade 1 (Male): (33) A and D; (35) B and C; (36) D and B; (86) D; (87) A and D; (89) D; (90) C and D.

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Index TO EXAMS

Table listing various exam categories: CITY (Open Competitive, Promotion), COUNTY (Open Competitive), STATE (Open Competitive, Promotion), and FEDERAL (Open Competitive). Each category lists specific job titles and their corresponding page numbers.

Examination Requirements

CITY TESTS

Assessor (Railroad) Open Competitive

Salary: \$4,000 a year. The eligible list may be used for appropriate positions in the lower grade. Fee \$3. File by May 28. Vacancies: 1. Open to persons of all ages.

Duties

To do utility valuation and appraisal work of considerable difficulty and responsibility for the Tax Department; assess the value of railroads in New York City; estimate construction costs; determine depreciation; analyze fixed capital accounting records; prepare reports; testify if required in conjunction with engineering investigations and appraisals of public utility projects and properties.

Requirements

An engineering degree recognized by the University of the State of New York and five years of experience in valuation of railroads or other structures, at least three years of which must have involved recent railroad valuation work of considerable responsibility; or a satisfactory equivalent. Before certification, candidates must have a New York State Professional Engineer's License.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other investigation as may be deemed necessary.

Assessor (Utility Building)

Salary: \$4,000 a year. The eligible list may be used for appropriate positions in a lower grade. One vacancy. Fee \$3. File by May 28.

Duties

To do utility valuation and appraisal work of considerable difficulty for the Tax Department; assess the value of buildings and other structures used in the supply of electricity, gas, steam, telephone and telegraph service by public utilities in New York City; estimate construction costs; determine depreciation; analyze fixed capital accounting records; prepare reports; testify, if required, in connection with engineering investigations and appraisals of public utility projects and properties.

Requirements

An engineering degree recognized by the University of the State of New York and five years' experience in valuation of buildings and other structures comparable in size and shape to those used in the supply of utility services in New York City, at least three years of which must have involved recent work of considerable responsibility and magnitude; or a satisfactory equivalent. Before certification, candidates must have a New York State Professional Engineer's License.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary.

Junior Civil Service Examiner (Transportation)

Salary: \$2,400 up to but not including \$3,600. One vacancy at \$3,240 in the Civil Service Commission. Open to persons of all ages. Fee, \$3. File by May 28.

Duties

To do responsible personnel work pertaining to the recruitment of employees in the City-Owned Subway System, including preparation of written and practical tests, evaluation of test results, job analysis, investigations and reports.

Requirements

A baccalaureate degree from an accredited college or university, plus two years of responsible experience in a position at least equivalent to that of dispatcher or yardmaster in the Transportation Department of an operating railroad. Outstanding railroad transportation experience will be accepted as the equivalent of the required education on a year for year basis.

Weights

Written, weight 4; Training, experience and personal qualifications, weight 6. The passing grade will be set in accordance with the needs of the service. The written test will be designed to measure candidates' knowledge of railroad operation and of examining and other personnel procedures. Training experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview.

Junior Engineer (Signals), Grade 3

Salary: \$2,160 up to but not including \$3,120 per annum, subject to budget. The eligible list may be used for appropriate positions in a lower grade, and will be used as appropriate for Inspector of Equipment (Railroad Signals), Grade 3, 5 vacancies in the title of Assistant Electrical Engineer (Signals), Grade 3; 9 in the title of Engineering Assistant (Signals), Grade 3; 6 in the title of Inspector of Equipment (Railroad Signals), Grade 3. Open to persons of all ages. Fee \$2. File by May 28.

Duties

To perform elementary railroad signal engineering work in the preparation and checking of designs, details, drawings, specifications, and estimates for the construction, maintenance and repair of signal equipment for the rapid transit railroads, including train stop and interlocking systems with their circuits, power supply, control apparatus, etc.; keep records; make reports.

Requirements

An engineering degree recognized by the University of the State of New York; or graduation from a four-year day high school course and six years' satisfactory practical experience; or a satisfactory equivalent. Persons who will be graduated in June of this year will be admitted to the examination. The examination will be such as to require some knowledge of electrical and mechanical engineering design of modern railroad signal equipment for rapid transit systems.

Weights

Written, weight 70; Training, experience, and personal qualifications, weight 30. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after a detailed examination of the candidate's application and oral interview.

Maintainer's Helper—Group A Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotion examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 65 cents an hour. 37 vacancies at present; approximately 200 expected in 1940. Open to all persons who have not reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort. Fee, \$1. File by May 27.

Duties

To assist the maintainers in the performance of the following work: (1) Maintenance and field repair of railroad signal apparatus including color light signals, automatic train stops, alternating current track circuit equipment, interlocking machines and allied apparatus. (2) Maintenance and repair of telephones, emergency alarms, fire alarms, clocks and associated apparatus. (3) Maintenance and repair of power feeders in the subway and yards, contact rail connections, negative track connections, electric switches and allied equipment. (4) Maintenance and repair of the station and tunnel lighting equipment and associated equipment. (5) Maintenance and repair of remote controlled D. C. line circuit breakers and associated control equipment. (6) Perform such other duties as the Board of Transportation is authorized to prescribe in its regulations.

Requirements

At least three years recent satisfactory experience as a helper or mechanic along the general electrical lines described under "Duties" except that railroad experience is not necessary.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility.

Maintainer's Helper—Group B Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotion examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

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More City Tests

(Continued from Page 7)

partmental promotional examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 62½ cents to 65 cents an hour at present. 18 vacancies at present; approximately 200 expected in 1940. Open to all persons who have not yet reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort.

Duties

To assist the Maintainers in the performance of the following work depending on assignment: (1) Maintenance, repair and inspection of all parts of the multiple-unit car equipment, including car bodies, motors, trucks, air brakes, and associated equipment; shop equipment and heating plant equipment. (2) Maintenance and heavy repair of ventilation and drainage equipment including electric and air driven pumps, air compressors, sewage ejectors, large fans, blowers, magnetic and air valves, louvers, air piping, and all associated equipment. (3) Perform such other duties as the Board of Transportation is authorized to prescribe.

Requirements

At least three years' recent satisfactory experience as a helper or mechanic along the general mechanical lines described under "Duties" except that railroad experience is not necessarily required. Candidates with education in the mechanical field in a recognized technical high school, or college who have graduated from a three or four year day course, in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the Unified Transit System.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health and usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility.

Maintainer's Helper—Group C Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotion examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 70 cents an hour at present. 6 vacancies at present; from 20 to 30 expected in 1940. Open to all persons who have not yet reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort. Fee \$1. File by May 27.

Duties

To clean electric power and line equipment, enclosures and buildings under live and hazardous conditions; act as helpers for power maintainers, when required, in the test inspection and adjustment of electric substation equipment; make records; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Requirements

At least three years recent satisfactory experience as a helper or mechanic in connection with high voltage power or substation maintenance, testing, or installation along the general lines described under "Duties" except that railroad experience is not necessarily required. Candidates with relevant education including courses in generation

or transmission of electrical power in a recognized technical high school or college who have graduated from a three or four year day course in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the Unified Transit System. The most important attributes which will be required for this position are an aptitude for the type of work listed under "Duties" and evidence of an ability to learn.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examinations will consist of tests designed to grade the candidate's strength and agility.

Maintainer's Helper—Group D Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotion examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 65 cents an hour at present. From 30 to 60 vacancies expected in 1940. Open to all persons who have not yet reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort.

Duties

To assist structure maintainers in the maintenance, and alteration of all parts of the subway structure including stations and enclosures, and related buildings, and including the following classes of work: carpentry, ornamental iron work, masonry, plumbing, sheet metal work, painting and cleaning; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations. Fee, \$1.00. File by May 27.

Requirements

At least three years' recent satisfactory experience as a helper or mechanic along any of the structural lines described under "Duties" except that railroad experience is not necessarily required. Candidates will be expected to have a good knowledge of one of these lines of work and some knowledge in the other lines. Candidates with relevant education, such as in structural trades, in a recognized technical high school or college, who have graduated from a three or four year day course in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the Unified Transit System.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility.

Medical Inspector, Grade 1 (Cardiology)

Salary: Presently paid \$5.00 per session of three hours. 3 vacancies. Fee, \$1. File by May 28.

Duties

Examination of school chil-

dren to determine the existence of heart disease; classification of heart disease according to the standards established by the American Heart Association; recommendations to the school concerning the cardiac status of the child.

Requirements

M. D. degree from an accredited medical school. Internship of not less than one year in a general hospital with experience in internal medicine and pediatrics. Two years satisfactory experience in a children's cardiac clinic approved by the New York Heart Association. Candidates must be licensed to practice medicine in New York State at the time of certification.

Subjects and Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary.



PROMOTION EXAMINATIONS

These positions are open only to those already in the city service. Temporary and provisional employees are not eligible to file for these examinations. Any employee serving under a title not mentioned in the eligibility requirements, but which he believes falls within the provisions of the above rule, may file an application and an appeal to compete in the examination during the period stated in the advertisement. No appeal will be received after 4 P.M. on the closing date for the receipt of applications. Appointments to graded positions are usually made at the minimum salary of the grade. Fees must be paid at the time of filing application but will be refunded if the application is rejected. Applications for promotion do not have to be approved by departmental representatives. It is necessary that applicants file their applications with this Commission and not with their departments.

Promotion to

Maintainer's Helper—Group A This examination is open only to employees of the Independent City Owned Subway System

Salary: 65 cents an hour at present; 37 vacancies at present. The written examination will be held July 11, 1940. Fee, \$1. File by May 27.

Requirements

Open to all Porters who have served at least one year in the position on the date of the written test, and who have had in addition: At least three years' recent satisfactory experience as a Helper or Mechanic along the general electrical lines described under "Duties," except that railroad experience is not necessarily required. Candidates with relevant education in the electrical field in a recognized technical high school or trade school, or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a study form with the promotion application.

Duties

To assist the Maintainers in the performance of the following work depending on assignment: (1) Maintenance and field repair of all types of railroad signal apparatus including color light signals, automatic train stops, alternating current track circuit equipment, interlocking machines, and allied apparatus. (2) Maintenance and repair of

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City Subway Jobs

telephones, emergency alarms, fire alarms, clocks and associated apparatus. (3) Maintenance and repair of power feeders in the subway and yards, contact rail connections, negative track connections, electric switches and allied equipment. (4) Maintenance and repair of the station and tunnel lighting equipment and associated equipment. (5) Maintenance and repair of remote controlled D. C. line circuit breakers and associated control equipment. (6) Perform such other duties as the Board of Transportation prescribes.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Promotion to

Maintainer's Helper—Group B This examination is open only to employees of the Independent City Owned Subway System

Salary: 62½ cents to 65 cents an hour at present. 18 vacancies at present. The written examination will be held July 18, 1940. Fee, \$1. File by May 27.

Requirements

Open to all Porters who have served at least one year in the position on the date of the written test, and who have had in addition: At least three years' recent satisfactory experience as a helper or mechanic along the general mechanical lines described under "Duties," except that railroad experience is not necessarily required. Candidates with relevant education in the mechanical field in a recognized technical high school or trade school, or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties

To assist the Maintainers in the performance of the following work depending on assignment: (1) Maintenance, repair and inspection of all parts of the multiple-unit car equipment, including car bodies, motors, trucks, air brakes, and associated equipment; shop equipment and heating plant equipment. (2) Maintenance and heavy repair of ventilation and drainage equipment including electric and air driven pumps, air compressors, sewage ejectors, large fans, blowers, magnetic and air valves, louvers, air piping, and all associated equipment. (3) Perform such other duties as the Board of Transportation prescribes.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Promotion to

Maintainer's Helper—Group C This examination is opened only to employees of the Independent City Owned Subway System

Salary: 70 cents an hour at

present. 6 vacancies at present. The written examination will be held July 25, 1940. Fee, \$1. File by May 27.

Requirements

Open to all Porters who have served at least one year in the position on the date of the written test, and who have had in addition: At least three years' recent satisfactory experience as a helper or mechanic in connection with high voltage power of substation maintenance, testing, or installation along the general lines described under "Duties" except that railroad experience is not necessarily required. Candidates with relevant education including courses in generation or transmission of electrical power in a recognized technical high school or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties

To clean electric power and line equipment, enclosures and buildings under live and hazardous conditions; act as helpers for power maintainers, when required, in the testing, inspection and adjustment of electric substation equipment; make records.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups, according to the needs of the service.

Promotion to

Maintainer's Helper—Group D This examination is open only to employees of the Independent City Owned Subway System

Salary: 65 cents an hour at present. Vacancies occur from time to time. The written examination will be held July 30, 1940.

Requirements

Open to all porters who have served at least one year in the position on the date of the written test, and who have had in

(Continued on Page 13)

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Civil Service MAGAZINE

CIVIL SERVICE LEADER FEATURE SECTION
FOR TUESDAY, MAY 7, 1940

Page Nine

Published Weekly

Who Fixes Your Salary?

By H. ELIOT KAPLAN

You've often wondered, haven't you, how your salary is determined? Who decided what you should get? Why increases don't come more frequently? It's a more complicated process than you think. Here's the inside story of how your salary is made

NOTHING seems to baffle the civil service employee so much as the problem of who fixes the salary of an employee in the New York City service. Is it the Mayor? Is it the Board of Estimate? The City Council? The Department head? Or the Civil Service Commission? What salary must be paid, and who determines the amount and conditions of payment for each employee after the budget is adopted? What right has the budget director to refuse the salary provided in the budget for a position? Where does the Civil Service Commission come off in reducing salary grades or fixing new ones? Can the State Civil Service Commission stop it? What right have they to place a position on a per diem basis instead of an annual basis? These and a dozen other queries are raised every year around budget time, but the average civil service employee is still bewildered about it all. Here are some simple facts about the fixing and paying of salaries.

1. The amount of salary fixed in the budget is for a position under the particular title named, and not set aside for any particular employee.

2. The salary mentioned in the budget is merely an authorization to the department to pay not more than the amount allowed for the particular position.

3. Except for positions whose salaries are fixed by law, the salary for a position is fixed by the Board of Estimate which may increase or reduce the items proposed in the budget submitted by the Mayor; but the City Council can only reduce items in the budget.

4. The head of department can use any part of the appropriation allowed for the position. He does not have to pay the full amount provided in the budget for the particular position. Nor is the department head obligated to continue the same salary. He may legally reduce it, if he wishes. It is only because of practical considerations and sensible administrative practice, as well as tradition, that salaries are continued on a little changing basis from year to year.

Salaries Up and Down

5. A head of department can pay any salary within the grade and within the appropriation made in the budget. While he can reduce the salary of an employee, the head of department may not reduce the salary below the minimum fixed for the grade so long as there is someone junior to him in the same title or grade at the position continued above the minimum.

6. In the ungraded service, a head of department may reduce the salary of any employee without regard to seniority, service rating or any other consideration. Likewise he can increase the salary of any employee without restriction, provided it is within the appropriation for the position.

7. Even in the graded service, the department head may switch salaries of all

employees within the same grade and class. Of course, unless he seeks to demoralize the service, he does not resort to any such practice.

8. The budget authorities can place positions on an annual basis, a monthly basis, a weekly basis, or a per diem basis. The method of payment or the period or terms of payment have nothing to do with the civil service status of employees.

Powers of Budget Director

9. The budget director, under the terms of the budget itself and as approved by the Board of Estimate and the City Council, has the right to determine the salary at which a vacancy may be filled, regardless of the higher amount provided in the budget therefor. He may even withhold the right to fill a vacancy by refusing to grant authorization to the department to fill it. (This does not apply, of course, to positions made mandatory by statute, or where the salary is specifically fixed by statute.)

10. The Municipal Civil Service Commission is required to determine lines of promotion from lower grade positions to higher grades. For the purpose of such determination and in order to control promotions, the Commission fixes the minimum and maximum of the grades of positions. The Commission may change the salary grades of positions, either widening the ranges or narrowing them. The Commission, however, has nothing whatever to do with the amount to be paid to any particular employee. The Commission cannot fix the salary of any employee in the service, other than employees on its own staff.

11. Neither has the State Civil Service Commission any control over or supervision of the salaries paid to individual employees of the city. The State Commission may not arbitrarily refuse to approve the salary grades as fixed by the Municipal Commission of the City.

12. Neither may the State or Municipal commissions bind the City budget authorities to pay the salary levels as provided by the grades established by the Commission. The budget authorities may ignore the salary grades of the Commission entirely. Indeed, the budget authorities of the City may supersede the grades fixed by the Commission.

Bounds On Budget Authorities

13. The budget authorities cannot provide a specific salary for any individual in the service which would carry his salary beyond or below the maximum or minimum of his grade. Who is to be paid the salary higher or lower than the grade in such instance is governed by the civil service law, which requires the employee senior in the service to get the higher salary within the grade and the junior to get the reduced salary below the grade. Neither one can get a salary higher than the maximum of the grade, except after competitive promotion test.

14. Except for his own staff, or for offices for which the law specifically gives the Mayor authority to fix the salary, the Mayor technically and legally has no more right to fix the salary of any employee in the service than has the Civil Service Commission or any one else. Only the head of department has the right to

fix the salary of his subordinates.

15. There is no "vested right" to a fixed or continuing salary in any employee, except in the case of salaries fixed by law.

16. The fact that provision is made in the budget for a particular position, either

an old position or a newly created one, doesn't mean that the head of department need continue the old position, or fill the new one. He is the sole judge of the necessity for the position; and he may discontinue the position at any time.



By Charles Sullivan

Lay Inspector List

GRADES in the Assistant Lay Inspector test and the Student Aid examination have been mailed to all participants by the U. S. Civil Service Commission.

In the Assistant Lay Inspector examination, 9,640 of the 21,678 participants received passing marks and 4,881 of the 6,300 persons who took the Student Aid test were qualified.

The Department of Agriculture already has begun to use both registers. Agriculture officials predict the inspector register will last three years. Lay inspectors examine livestock and meat in packing houses.

Agriculture would have been able to use the Student Aid register more freely this summer had the register been set up several weeks earlier. Nevertheless, several hundred will be called to work during the summer.

The Forest Service uses the register for men to make surveys, man fire towers, and the like during summer months. The Bureau of Public Roads, recently moved from agriculture to the Federal Works Agency, gets young engineers from the engineering aid register to make surveys.

Man Minus Job

A heart-rending story is told at the U. S. Civil Service Commission about a young New Yorker who last week was separated from his job as a railway mail clerk.

The clerk, it seems, was born in Glasgow, Scotland, and he was brought to America by his parents when an infant. His parents subsequently became naturalized American citizens.

Some months ago the young man passed a Civil Service test for railway mail clerk following which he received an appointment. His birth certificate was required and when he received a copy of it from Glasgow he got his first shock; the New Yorker learned for the first time that he was an adopted child.

The law requires railway mail clerks to be U. S. citizens and for some unexplained reason it appears that an adopted child doesn't automatically become a citizen of this country when the foster parents become naturalized.

No Civil Service For Emergency Workers

More than 50,000 Federal employees paid from emergency relief funds are becoming pretty discouraged over the prospects of congressional action that would permit them to be covered into Civil Service.

The House Appropriation Committee is due to report the 1941 emergency relief bill momentarily and inside word is that it will carry a rider which will prevent emergency employees from being brought under Civil Service. A non-Civil Service provision was carried in the emergency relief measure last year, but it had been anticipated that the rider would be stricken out this year in view of the House's approval of the Ramspeck bill that would give the President authority to extend Civil Service to some 150,000 additional jobs.

To continue the rider in the 1941 emergency relief bill would be partly inconsistent. In approving the Ramspeck bill, the House specifically exempted the 25,000 WPA administrative employees, but it was taken for granted that the House approved the bringing into Civil Service of some 30,000 other employees paid from emergency funds.

Meantime, the Ramspeck bill continues to soak up dust at the Senate Civil Service Committee. Chairman Bulow faithfully promises all callers that the bill will be reported out in some form before Congress adjourns.

The general feeling is that Bulow would hamstring the entire works if he was given half a chance. The South Dakota senator for example, has indicated a desire to re-write the entire bill so as to take away all authority to extend Civil Service from the President. He says it is the responsibility of Congress to extend Civil Service.

Which is all right in theory, but job-hungry congressmen just never extend Civil Service. The great mass of employees brought under Civil Service have been placed there by presidents, both Republican and Democrat.

Bulow also would rule out all employees paid from emergency funds. However, he'll have some committee opposition to his views. Senator James Mead of New York, for one, and Senator Neely of West Virginia for another.

Sample Test for Attendant Jobs

The test below is based on the kind of information that a Hospital Attendant is required to know. It is the first of a group of tests and other instruction material which will appear in The Leader every week to help candidates for Hospital Attendant jobs. Read every statement carefully. If you think it is true, place a circle around T. If you think it is false, place a circle around the F.

FIRST AID

- 1. Sponge baths reduce temperature. T F
- 2. Heat prostration and heat exhaustion are the same. T F
- 3. All burns should be bandaged immediately. T F
- 4. A tourniquet should always be applied between the severed blood vessel and the heart. T F
- 5. Alcohol helps revive a person who has fainted. T F

CARE AND SUPERVISION OF PATIENTS

- 1. If a patient insists on being noisy, he should be threatened with punishment. T F
- 2. A patient who suffers from depression requires stimulation. T F
- 3. Relaxation and loafing mean the same thing. T F

- 4. A patient should be carefully inspected for injuries at least once a week. T F
- 5. A new patient should be left to himself, in order to adjust to the new surroundings. T F

ATTITUDE TOWARD PATIENTS

- 1. Sometimes it is advisable to deceive a patient by telling him he can go home. T F
- 2. There is never any occasion for the use of force. T F
- 3. A person who is mentally sick should not be looked upon in the same way as a person who is physically ill. T F
- 4. Talking to a patient in a quiet voice is more effective than using loud words. T F
- 5. It isn't necessary to work out a plan of exercise for each patient. All patients should get the same kind and amount of exercise. T F

CLEANING DUTIES

- 1. Lye is a good substance to use in cleaning painted walls. T F
- 2. Patients' underclothing should be changed every other day. T F
- 3. Rooms assigned to an attendant's care should be swept at least once daily. T F
- 4. Cold water is preferable to warm water in cleaning tiles or windows. T F
- 5. Bicarbonate of soda is frequently used in softening water, thus making it easier to cleanse with. T F

KITCHEN DUTIES

- 1. Food tastes better if fresh air blows on it while it is cooking. T F
- 2. Patients shouldn't be permitted to drink coffee. T F
- 3. Salt and sugar don't go well together in foods, because the combination may cause indigestion. T F
- 4. Knives and forks should be washed in soap suds and hot water. T F
- 5. When preparing vegetable soup, you put in the vegetables first, before the water. T F

IN THE LAUNDRY

- 1. Starch is used in washing clothes because it kills germs. T F
- 2. A towel should be aired before it is washed. T F
- 3. Silks, woolens, and linens should not be ironed in the same manner. T F
- 4. It is preferable to wash clothes in hot water. T F
- 5. White clothes and colored clothes should be washed separately. T F

HOSPITAL PROCEDURE

- 1. An artery and a vein both mean the same thing. T F
- 2. If a patient develops a high fever, it will probably soon pass, and so a physician doesn't need to be called. T F
- 3. There is a connection between the pulse beat and the heart beat. T F
- 4. It is important that a bandage should be loose. T F
- 5. Normal human temperature is between 80 and 90 degrees. T F

The answers to this test appear in next Tuesday's Leader.

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 - How to Prepare for the Medical Exam*
 - Attitude Toward Patients*
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which will acquaint you with the kind of exam you will take on June 29.

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Collecting Civil Service Information

Gathering data about who works where for how much in New York State wasn't an easy job, by any means. But it had to be done before 200,000 State workers could go into Civil Service

By W. Earl Weller

counties, towns, villages, school districts, and special districts were selected for study. The various positions in these units were discussed and placed in the particular classification of the service to which they seemed most logically to belong. These allocations were followed by the research staff in completing the summaries of positions not now under Civil Service which are contained in the preliminary report.

With the information available, two tables were prepared for that report. Table I was an estimate of the extent of public employment in all the political subdivisions of New York. This was arrived at by taking the percentage of public employment in Hamilton and Schoharie counties combined, and applying it to the aggregate population of those counties of the State having no cities; and by taking the percentage of public employment in Broome and Monroe counties combined, and applying it to the population of all counties of the State having cities.

The sum of the two figures (391,376) is given as the total estimated public employment within the State. This is equivalent to 3.10 per cent of the total population of the State.

Table II is an attempt to predict the number of positions in all of the political

subdivisions of the State falling within the various recognized categories of Civil Service. These estimates were made by taking the percentages of the various classes, as found in Broome, Hamilton, Monroe, and Schoharie counties combined, and applying these percentages to the estimate of total employment within all of the political subdivisions of the State, as given in table I.

By using the above method, it is estimated that out of the grand total of 391,217 positions, 129,349 or 33.05 per cent will fall in the unclassified group, and 261,868 or 66.94 per cent in the classified group. Of those in the classified group, 14,285 or 5.45 per cent will fall in the exempt; 88,294 or 33.71 per cent in the competitive; 26,378 or 10.07 per cent in the non-competitive group; and 132,911 or 50.75 per cent in the labor class.

These estimates are based on incomplete data and on census figures that are 10 years old. They are submitted merely as tentative figures.

Briefly summarized, the findings of the survey, to date, show an estimated total of about 391,000 public officers and employees in the local governmental units of the State. Of this number, about 262,000 will fall within the classified Civil Service as now understood. Of this last figure, approximately 90,000 are now or will

probably be placed in the competitive class.

The research staff is about to begin its personal interviewing of public officials in the political subdivisions of Chautauqua, St. Lawrence, Suffolk, and Westchester counties. This work will probably take up about three months. When completed, the information gathered will be used in revising the estimates of public employment in New York State, as made in the preliminary report. These final estimates will be predicated upon a much broader basis and will be more truly representative of the types of public employment in the governmental units of the State.

About 60 per cent of the questionnaires sent to the various subdivisions of the State have been returned. This is indeed a remarkable showing and is clearly indicative of the interest on the part of public officials in the study, and also their willingness to cooperate in the prosecution of a task which involves arduous detail. No attempt has been made, as yet, to tabulate in detail the information reported on these questionnaires. This work will be done immediately upon completion of the field work in the remaining four counties and the tabulation of the data obtained as a result of such field work. The findings by the questionnaire method will be used as a check on those obtained by the personal interview method in the eight selected counties.

It is hoped that the final report will be available for the commission in the latter part of June or early in July.

It was back in August 3, 1939, that the Rochester Bureau of Municipal Research under direction of the writer, was engaged by the Pite Commission to conduct a study on the application of the Civil Service provisions of the Constitution of New York State, as those provisions relate to the political subdivisions of the State.

It was decided that eight typical counties should be studied intensively by interviewing public officials and analyzing payroll records, and questionnaires sent to those units not covered by the personal interview method. The counties selected were Broome, Chautauqua, Hamilton, Monroe, St. Lawrence, Schoharie, Suffolk, and Westchester.

Shortly after a determination of the counties selected for purposes of the intensive survey, members of the research staff began securing data in the political subdivisions of four of the counties—Broome, Hamilton, Monroe, and Schoharie. All data gathered represents public employment for the year 1939.

On March 6 we submitted a preliminary report to the Commission based on the findings of the research staff in these four counties. Data were presented for positions now under Civil Service, and in these tabulations no attempt was made to change any classification of any positions.

The tabulation of data dealing with positions not now under Civil Service is based on an allocation of such positions to the various categories by members of the research staff.

Returned questionnaires from typical

Mental Hygiene Notes

By JOHN F. MONTGOMERY

Traffic: The Police Department out at Central Islip reported that the largest number of cars in the history of the local State Hospital was handled last Friday night. That was the occasion of the monster rally attended by employees of Elgin State, Kings Park, and Central Islip. Not only was the large parking space filled, but the overflow took in all nearby roads. As a result of its swell performance this same memorable night, the Glee Club is being swamped with invitations to perform at functions in the near future.

Three Brooklyn lads blew in at Central Islip last week, then started to load top-soil with nary a "by-your-leave." The State Hospital Police interrupted them, and hailed them before a Bay Shore Justice of the Peace. Each of the lads got a \$10 fine; the Judge suggested that others who have the same idea in mind think of the fine beforehand. . . . Sites of old Groups A, B, and C have been filled in and graded with top soil. By the Fall the site will be completely covered; the old groups will finally be but a memory, after half a century of faithful service. . . .

Promotion: Congrats are due the following at Central Islip for recent advancements: Dr. Theodore P. Suratt, to Assistant Physician; Peter Kopp and John H. Bird, to Painter; Muriel B. Barrie, Grace A. Danisch, Margaret Jemmott, Harvey L. Wheeler, Robert L. Krause, William Eymmer, Bertha Hohlbein, and William K. Blais, to Nurse. . . . Ex-Supervisor Bill Bryson was a welcome visitor last week. He's well and hearty, and still keenly interested in the institution in which he worked for 45 years. "The pension system is a great asset to State employees," opines Bill. . . .

Fore: The golf season at Hudson River State Hospital got off to a whirlwind start last week, with pro Frank Sheridan and Dr. James Kelleher downing Dr. Thompson and John Whalen, club champ, in the opening match. A. J. Deane copped a blind bogey feature with 33; Dr. Courtney Bennett was runner-up. Other first-day scores were: Dr. Ralph Folsom, 50-12-38; Whalen, 39-3-30; George McGhee, 50-12-38; Dr. Kelleher, 46-13-33; Dr. Thompson, 49-12-37; Dave Taylor, 47-15-32; William Bae,

47-15-32; Mrs. Bae, 60-30-30; Dr. DeNatale, 48-14-23; Ray Delaney, 42-12-30; Dr. William Walker, 55-15-40; Dr. Morris, 49-11-29; Dr. Strutton, 41-13-28; Dr. Grill Savage, 53-14-39; Dr. Hawks, 50-15-35; Dr. Stanley, 48-14-34; Dr. Eltinge, 52-15-42; Dr. Bennett, 48-15-33; Mrs. Bennett, 58-19-39; Mrs. DeNatale, 68-24-44.

Theatre: Harlem Valley thespians are busy rehearsing "No Account David." Gordon Carlisle is doubling as director and member of the cast. Others to trod the boards with him are Miss Ray Garbrione, Mrs. Carmella Rohr, Miss Alyce Kowalski, Miss Jane Novak, Thomas McGrail, Harry Bickle, Harvey Whitson, and Larry Harris. . . . Last Wednesday night, bowlers in the He and She League marked the end of the season with a dinner at Dover Plains. . . . The Wingdale golf course is now open for all slices and hooks. . . . Harlem Valley will be the first institution in the State to feature night baseball. Installation of the lighting project has already started. Don't be too surprised if other institutions follow suit once the success of the Wingdale project is established. . . .

Election: Harry E. Blake is acting president of the Association of Brooklyn State Hospital Employees. A vacancy exists in the vice-presidency. Herman L. Kraus and Katherine I. Collins are treasurer and secretary respectively. Everybody's looking forward to July 1, when the annual elections are scheduled.

Victory: A sprightly-colored bulletin from the Association of State Civil Service Employees has this to say on the matter of bringing the Attendants into the competitive class: "Association advocated extension for several years—constitutes another milestone in Association's record of progress."

John O'Brien, vice-president of the Wassac State School Civil Service Chapter, has just been picked by the executive council to serve as president until the November election. The resignation of Emil C. Weil brought on the vacancy. . . . On Vacation: Mrs. Gertrude Townsend in New York, Miss Madeline O'Brien in Pennsylvania. . . .

Handsome Cop Contest judged by

DOROTHY LAMOUR—COBINA WRIGHT JR.
GERTRUDE LAWRENCE

You'd hardly believe New York has such a plethora (nice word, eh?—means "lots") of good-looking cops. We didn't have space to list all the nominees in last week's issue. Here are some of the others. And more to come! Send in your nomination for New York's handsomest. There's a handy coupon below.

- James J. Haynes, 64th Pct.
- Bill Hyland, 40th Pct.
- Leon Jansen
- Charles Jester, 44th Pct.
- Eli Kerner
- Ed Eilbridge, Central Park Squad
- John King, Mounted Troop E
- Abe La Laurette
- Querino J. Lenza, 7th Pct.
- Sam Letowsky, 69th Pct.
- Raymond D. Lewis, 19th Pct.
- Thomas F. Lynch, 84th Pct.
- Arel Mandel, 66th Pct.
- Francis Manning, 92nd Pct.
- Eugene Francis McCabe, Telegraph Bureau
- James McCarthy
- Thomas J. McCauley, 67th Pct.
- Jimmy McClure
- James McGahey, Traffic F
- Walter McKenny, 109th Pct.
- Edward McKain, 75th Pct.
- E. W. McKinney
- Laurence McKearney, Headquarters
- Walter Messett, 114th Pct.
- John Moffett, Homicide Squad
- Stanley Mitlenner, 23rd Pct.
- Arthur Miller, 69th Pct.
- Eugene Mooney, 110th Pct.
- J. Moran, 69th Pct.
- John Mulvihill, Traffic A

- William Myers, Subway Police
- Edwin Nye, 47th Pct.
- Gregory O'Connell, Jr. Pct.
- James O'Connell, 80th Pct.
- William O'Shaughnessy, Police Headquarters
- Charles Nashan, Traffic P
- Thomas O'Brien, 7th Pct.
- Joseph Ordway, 17th Pct.
- Bill Panzen, State Police
- James Peters, 17th Pct.
- Edward Pardochoi, 23 Pct.
- Thomas Pritchard, Traffic I
- James Quinlivan, Traffic A
- Michael E. Reidy, Traffic B
- Robert Reimer, 17th Pct.
- Peter A. Rodriguez
- Eugene J. Rosenberg, 48th Pct.
- Theodore T. Ross, Midtown Squad
- Charles Schmidt, 85th Pct.
- Harry Shapiro, Aqueduct Police, Elmsford
- Julius Shulman, 44th Pct.
- Milton G Swanson, Traffic A
- Joseph Raymond Suarez, 46th Pct.
- George E. Thomas, 69th Pct.
- Thomas Walsh, Midtown Traffic
- Francis Joseph, Waterbury, State Police, Larchmont
- George Weinbrenner, 1st District Traffic
- David Weiss, 79th Pct.
- Saul Weiss, 79th Pct.

Your Ballot

Handsomest Cop Editor
Civil Service Leader
97 Duane St., New York City

Your search for New York State's handsomest cop is over!

He's
of the
(Signed) Name
Address

Question, Please?

by H. ELIOT KAPLAN
CONTRIBUTING EDITOR

This department of information is conducted as a free LEADER service for Civil Service employees, for eligibles, for all who desire to enter the Service. Address your questions to Question, Please? The Civil Service Leader, 97 Duane St., New York City. If space does not allow printing your answer, you will receive a reply by mail. Therefore, state your name and address. Questions for this column receive thorough analysis by a well-known Civil Service authority.

BACKGROUND ACCEPTED ON CERTIFICATION

J. L.—If you have been certified for appointment, it is quite certain that your educational, experience and residence qualifications have been accepted by the Civil Service Commission.

REINSTATEMENT AFTER RESIGNATION

J. A.—When a person resigns from a job during his probationary period, he may have his name replaced on the eligible list for future appointment. If you were appointed to a department which comes under the provisions of the Lyons Residence Law and were dropped for non-residence, you may be recertified to a department that does not come under the law, or you may be reinstated to your former job.

TRANSFERS

J. T. D.—An employee already serving in the city service may be transferred to a similar position in any other department without regard to the Lyons Residence Law. The Earle bill to amend the Lyons law hasn't been acted upon by the City Council. A person who has been placed on an eligible list and who is not a resident may remain on the list until he meets the residence requirements.

AND TRANSFERS

S. S.—Ordinarily employees serving their probationary period can't be transferred to other city departments. After the six-month's period is ended, however, they may be transferred. They have to

receive permission from their own department head, the department head to which they seek transfer, and finally, the Civil Service Commission.

SICK LEAVE

C. N.—Sick leave may be granted at any time by the department head; but generally it is not given to employees in their probationary period. Temporary employees also are denied sick leaves in most cases.

SOCIAL SECURITY FOR SUBWAY MEN

P. S. B.—After unification, employees who gain a Civil Service status will not have to contribute Social Security payments. You will probably become eligible for the city retirement fund, or be permitted to continue in the old company pension setup. However, you will not be permitted to continue in both systems.

SEASONAL APPOINTMENTS

S. G.—Seasonal employees such as Playground Directors, Life Guards, etc., as a rule may be reappointed from year to year without further examination. However, the Commission may re-examine Life Guards to find out if they are still fit for the work. Persons appointed from lists for seasonal employment aren't eligible for permanent jobs.

CUSTOMS INSPECTOR

P. I. S.—Few appointments are made from the original list for Customs Inspector (federal service). Those that are made are generally for upstate jobs. The list is used for Customs Guard jobs.

SALARY INCREASE

T. F.—When a salary is increased beyond the maximum allowed for a certain grade, this increase is considered a promotion. Before such an increase can be paid, a promotion test must be given. An actual promotion can only be made when an employee is certified from an existing eligible list.

MCCARTHY INCREMENTS

J. R.—The McCarthy salary increment law will apply to those positions in the city labor class which are transferred by the Municipal Civil Service Commission to the Competitive class. All jobs with an entrance salary of less than \$1,800 will come under the law's provisions.

LABOR CLASS APPOINTMENTS

J. T. S.—The position of Porter is in the labor class and appointments are made in regular order from a labor register. The chances are that there will not be another labor list established for some time, since the Commission is now attempting to abolish labor jobs, and put all positions in the competitive class.

PORTER ELIGIBLE LIST

B. C.—The Municipal Civil Service Commission cannot use the present Porter eligible list for competitive jobs. But the list undoubtedly will be used for other labor positions until all labor jobs are put in the competitive class. However,

this transfer will not occur for many months, certainly not before July 1, 1941. In the meantime, many labor jobs will be filled from existing lists.

TEMPORARY APPOINTMENTS

R. A.—After October 1 temporary appointments will be regulated by a new law recently signed by Governor Lehman. Thereafter "emergency" appointments may be made for one month from the three top persons on an eligible list. A "temporary" appointment may be made for not more than six months from a Civil Service list. The Civil Service Commission must decide whether a job is actually permanent or temporary. Successive temporary appointments are prohibited. After it is proven that a job is a permanent one, the Commission must make permanent certifications.

NOTICE TO ELIGIBLES

C. F. C.—I agree with you that in fairness city departments should give people at least a week's notice in offering them positions so that they can notify their private employers. Most departments try to maintain good public relations by following such a policy. Some apparently aren't so considerate.

ONE MONTH FOR APPEALS

F. S. L.—The Municipal Civil Service Commission allows a period of one month for claims of manifest errors in the rating of papers; after that time, it will not consider additional appeals.

STATE CIVIL SERVICE NEWS BRIEFS

Key to the Commission

Public officials, the City Council, and the local courts in Saratoga Springs have ganged up on the Municipal Civil Service Commission at various times in recent years. Now all the difficulties are supposed to be on their way out. Last week Miss Catherine A. Shanahan, senior municipal research assistant for the State Commission, launched an investigation of local Civil Service matters. She asked for a key to the Commission "so that I may work without interruption or delay"—and got it. Secretary Merritt C. Cole reported himself in favor of the inspection. "It's the best thing that has been done for municipal Civil Service in years," he enthused.

Not Too Old

William H. Edson, deputy county clerk in charge of naturalization in Poughkeepsie will be 70 on Wednesday. The best present he could have gotten came last week from the State Civil Service



Commission: a two-year extension of service. Edson was examined by a doctor, who found him fit to continue the duties he's been handling for 20 years; the doctor's certificate was approved by the State Commission, the state pension board, the medical board of the State Retirement System.

Parking Meters

Bronxville is to install parking meters some time this month. That means extra money to the city, also an extra Patrolman in the Police Department. An item calling for a salary of \$1,940 has been added to the 1940-41 budget, which goes into effect June 1. The chap who fills the item will spend his time patrolling the business areas to check on parking violators.

Missing

Some weeks ago, Binghamton's Welfare Commissioner Harry Trent says that he delivered a letter to the local Civil Service Commissioner. The Commission has never found the letter, it alleges; the matter is now referred to as "Trent's



Missing Letter Mystery." This week a sequel developed. The Civil Service Commission has been asked to file some papers concerning the payroll of city employee Herbert A. Curtiss. Members have looked high and low, now claim that unsigned payrolls covering Curtiss' services are nowhere to be found.

Promotion Only

Yonkers' merit system got another boost this week from City Manager Raymond P. Whitney. Edward G. McAnaney has just retired from the \$6,200 Title Examiner job. Whitney was asked what will be done with the post. Filled by promotion exam, was his direct answer. And in the future, he continued, jobs under Civil Service will be filled only by promotion, while he will try to do the same thing with jobs outside Civil Service classification. In this way, explains Whitney, the public payroll will stay constant, yet deserving employees are to be rewarded.

Banquet

August 1-3 have been set as the days for the second annual convention of the New York State Highway Employees' Association. Three thousand guests are expected, according to general chairman James Logan, of Hyde Park. That's 1,000 more than attended the first convention last year at Binghamton. A banquet on the last of the three days will wind up the festivities.

Coming State Exams

The State law says that titles of open competitive lists requested by departments or institutions must be publicly announced for 15 days before the State Commission takes action. The following lists are now being advertised (the date denotes when the 15 days are up):

May 8—Division of Laboratories and Research—Assistant Laboratory Worker.

May 8—Executive Department, Division of Parole, Wallkill Prison—Assistant Stenographer.

May 10—Hamilton County Board of Supervisors—Sealer of Weights and Measures.

May 10—Village of Ossining—Operator, Sewage Treatment Plant.

May 10—Conservation Department—Supervisor of Stream Improvement.

May 15—Kings County—Stenographer and Private Secretary.

May 17—Niagara County—Stenographer-Clerk.

What's the Reason?

Lewis G. Raymond left the Saratoga Springs Fire Department on November 14, 1935. There are varying interpretations of why he did so. Raymond himself tells an interesting tale: a teetotaler,



he took his first drink, boarded a bus, woke up in New York City. So startled was he by it all that he didn't return to the firehouse until eight days later. Local officials have another version; they say that he "abandoned, resigned, and quit" his job. The courts will determine the correct version.

Toll of Toll Collectors

When the Court of Appeals called a halt to tolls on the Hutchinson River

Parkway, 17 Toll Collectors lost their jobs. They've since sued to be given mandatory reinstatement in similar jobs. Last week their applications were denied; the court ruled that they were taken from the Parkway Patrolman list



for temporary work only, pending the outcome of litigation. If tolls are to be permanent, said the court, special exams should be held and an eligible list for Toll Collector prepared.

Distaff Anniversary

It's just 20 years ago that women finally got the ballot. In recognition Miss Grace A. Reavy, president of the State Civil Service Commission, noted that women are getting appointive posts, but still find elective jobs eluding them. She explained: "Women are not being nominated, except for minor positions, because men won't let them be nominated—they want the jobs."

State Cops Get Hearing Before Removal

Police in New York City have long enjoyed removal privileges unknown to their colleagues upstate. This year the State Police Conference determined to end the difference. Senator John J. Dunnigan introduced a Conference bill in the Legislature; it was one of the last measures to receive Governor Lehman's okay.

The bill, which is now chapter 834, prohibits the removal of any Policeman serving in the competitive class of the Civil Service in any city, county, town or village, except for incompetency or misconduct shown after a hearing and upon notice, with the right to be represented by counsel and judicial review.

MORTON YARMON.

NEW CITY TESTS

(Continued from Page 8)
 addition: At least three years' recent satisfactory experience as a helper or mechanic along any of the structural lines described under "Duties," except that railroad experience is not necessarily required. Candidates will be expected to have a good knowledge of one of these lines of work and some knowledge in the other lines. Candidates with relevant education, such as in structural trades, in a recognized technical high school or trade school, or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties
 To assist Structure Maintainers in the maintenance, repair and alteration of all parts of the subway structure including stations and enclosures, and related buildings and including the following classes of work: carpentry, ornamental iron work, masonry, plumbing, sheet metal work, painting and cleaning; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Weights
 Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Promotion to Structure Maintainer
 This examination is open only to employees of the Independent City Owned Subway System. Salary: 80 to 85 cents an hour (80 cents an hour for first year). 24 vacancies at present. The

written examination will be held June 8, 1940. Fee, \$2. File by May 27.

Requirements
 Open to all Maintainer's Helpers, Group D, who have served at least one year in the title on the date of the written test, and who are otherwise eligible for promotion. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties
 To maintain, repair, and alter all parts of the subway structure proper, stations and enclosures; repair and maintain plumbing, ducts, manholes, drains, sewers, concrete, steel and iron work; rearrange station controls; do painting and all work of an allied nature; keep records; make reports.

Change of Title to Asphalt Worker

This examination is open only employees of the Office of the President, Borough of Brooklyn. Salary: Ranges from \$6.72 to \$7.60. 40 vacancies. This examination will be held on July 13, 1940. Fee, \$1. File by May 28.

Requirements
 Open to Asphalt Laborers who have served continuously for one year in the labor class in the office of the President of the Borough of Brooklyn, on or before the date of the first qualifying test and who are otherwise eligible.

Scope of Examination: It will call for a general knowledge of the work done by the different workers in an asphalt gang from the time a patch is marked off to be repaired until the patching is all done and the steam roller is through.

U. S. TESTS

- Associate Metallurgist (Recovery), \$3,200
- Associate Metallurgist (Physical), \$3,200
- Assistant Metallurgist (Recovery), \$2,600
- Assistant Metallurgist (Physical), \$2,600

Duties
 To conduct metallurgical investigations and to send out information to improve conditions in the metallurgical and other mineral industries, and to prevent unnecessary waste of research on problems arising from investigations of the physical, chemical and metallurgical characteristics of ferrous and non-ferrous metals and their suitability for engineering purposes.

Requirements
 Education.—A bachelor's degree with major study in chemistry, physics, engineering or metallurgy.
 Experience.—Associate Metallurgist: Three years of professional metallurgical experience, at least two years of which must have been in production, fabrication, development, or research in the optional branch selected.
 Assistant Metallurgist.—Two years of professional experience in metallurgical work in the optional branch selected.
 Substitution.—Each year of graduate study, with major study in the field of the optional branch selected, will be accepted for one year of the required experience.

Weights
 Candidates will be rated on their education, experience and general qualifications on a scale of 100.

- Chief Tool and Gauge Designer (\$2,600)
- Principal Tool and Gauge Designer (\$2,300)
- Senior Tool and Gauge Designer (\$2,000)
- Tool and Gauge Designer (\$1,800)

Place of employment: Watervliet, New York. Open to any resident of New York State. No closing date has been set for filing. Age limit: 18 to 55.

Duties
 Chief Tool and Gauge Designer: To carry out details involved in prescribed or standard methods, to perform the most difficult and responsible subprofessional work in the design of tools, jigs, fixtures, gauges, or other related equipment required in the manufacture, assembling, or inspection of machinery, machine parts or other equipment of similar nature, involving the application of a thorough knowledge of shop manufacturing methods and processes, tool or gauge practice and design, and mechanical drafting-room practice; to supervise a small number of senior tool or gauge designers and others of lower grade.

Principal Tool and Gauge Designer: Under professional guidance to carry out the details involved in prescribed or standard methods, to perform very difficult and responsible subprofessional work in the design of tools, jigs, fixtures, gauges, or special equipment required in the manufacture or inspection of machine parts or mechanisms, involving the application of a considerable knowledge of shop manufacturing methods, tool or gauge practice and design, and mechanical drafting-room practice; to supervise the work of a few assistants or others of lower grade; and to perform related work.

Senior Tool and Gauge Designer: To work out original designs for tools; dies, jigs, etc., by rough sketch and complete drawings in detail; to calculate necessary dimensions not shown on drawings for toolmakers to work to; to plan machine operations and other work necessary in production to lay out sketches of punches, dies etc., for developing odd shapes and forms of work; and to perform related work.

Tool and Gauge Designers: To work out original designs for tools, dies, jigs, by rough sketch and complete drawings in detail; to calculate necessary dimensions not shown on drawings for toolmakers to work to; to plan machine operations and other work necessary in production; to lay out sketches of punches, dies, etc., for developing odd shapes and forms of work; and to perform related work.

Requirements
 Chief Tool and Gauge Designer: Applicants must show that they have had at least seven years of mechanical drafting experience which has included the designing and checking of tools; jigs, fixtures and gauges; or at least four years of mechanical drafting experience, and in addition, at least three years of experience in the supervision of a force of tool and gauge designers, or of a shop force manufacturing such equipment.

Principal Tool and Gauge Designer: Applicants must have had at least six years of mechanical drafting experience, and in addition, at least three years of experience in the supervision of a force of tool and gauge designers, or of a shop force manufacturing such equipment.

Senior Tool and Gauge Designer: Applicants must have had at least five years of mechanical drafting experience including the designing of jigs, tools, fixtures, and gauges, or must have had at least three years of such mechanical drafting experience, and in addition, at least two years of machine shop experience in the manufacture of tools, gauges, and fixtures. Toolmaking experience alone is not acceptable.

Tool and Gauge Designer: Applicants must have had at least four years of mechanical drafting experience including the designing of jigs, tools, fixtures, dies, etc., or at least two years of mechanical drafting experience and, in addition, at least two years of machine shop experience in the manufacturing of tools, jigs, dies, fixtures, etc. Toolmaking experience alone is not acceptable.

Weights
 Applicants will be rated on the quality and quantity of their experience and fitness, on a scale of 100.

NAVY YARD JOBS

Open
 Twenty-eight jobs are open for filing at the Brooklyn Navy Yard. Applications may be secured from the Navy Yard, from the Federal Building or from any first class Post Office. No examination will be given, but experience is required. The jobs are: Anglesmith, Heavy Fires; Anglesmith, Other Fires; Blacksmith, Heavy Fires; Blacksmith, Other Fires; Boatbuilder; Boilermaker; Chipper and Caulker; Iron; Coppersmith; Die Sinker; Driller, Pneumatic; Flange Turner; Frame Bender; Gas Cutter or Burner; Holder-On; Loftsman; Molder; Pipecoverer and Insulator; Puncher and Shearer; Riveter; Rivet Heater; Sailmaker; Saw Filer; Sheet Metal Worker; Shipfitter; Shipwright; Toolmaker; Welder, Electric (Specially Skilled); and Welder, Gas.

Toolmaker
 Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N.Y. (\$7.52-\$8.88 a day). Filing open. Ag. limits, 18-50. File with Secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

STATE TEST

Hospital Attendant
 State and County Institutions. Age limits, 18-45. (Usual salary, \$54-\$66 a month, plus maintenance; appointments will not be made above minimum.) File by June 4. Fee, 50 cents.

Duties
 Under immediate supervision on an assigned shift, perform routine work in the care of patients and their quarters in State hospitals and other institutions for the mentally and physically ill, mental defectives and epileptics; related work as assisting in the bathing, feeding and dressing of patients; keeping patients and their beds, clothes and quarters clean; keeping order and maintaining the welfare of patients; watching over patients and reporting upon their action and conditions; escorting patients to and from work, church, recreation, assemblies and meals; assisting doctors and nurses in preparing patients for treatments and attending them while undergoing prescribed treatments; distributing clothing, laundry and supplies; assisting in the dining room, kitchen and laundry when required; overseeing the activities of patients while at work and during recreation; attending and escorting visitors; assisting in the outside maintenance and operation of institution buildings and grounds other than ward service.

Requirements
 An elementary knowledge of the skills involved in the bathing, clothing, feeding and care of patients, and in the making of beds, cleaning of wards, and caring for the clothing and other property of patients; an elementary knowledge of "first aid" and of common health, safety, and precautionary measures required in the care of patients. Candidates must be able to speak, read and write the English language understandingly; must have the ability to understand and carry out simple oral and written directions; to oversee the work, amusements, and exercise of patients; to keep simple written records and make simple reports; to size up and adapt themselves to situations arising in the performance of the work; to accept discipline.

Duties
 Under general supervision, perform work of average difficulty in bench, machine, and hand work in the making of gauges and tools in machine or instrument shop, cut, grind, lap, polish, temper, anneal, and harden tools and gauges; related work.

Requirements
 Four years' apprenticeship or experience.

Junior Graduate Nurse
 Open
 (\$1,620); not over 35 years old; filing open. U. S. Public Health Service, Federal Security Agency, and Veterans' Administration.

Duties
 Under immediate supervision, do general nursing work in hospital wards, infirmaries, or sanatoria.

- Sr. Inspector Ordnance Material (\$2,600)
 - Inspector, Ordnance Material (\$2,300)
 - Asso. Inspector, Ordnance Material (\$2,000)
 - Asst. Inspector, Ordnance Material (\$1,800)
 - Junior Inspector, Ordnance Material (\$1,620)
- Open
 Junior and assistant grades, 20-48 years; other grades, 21-55 years. File by May 22. Ord-

and to get along well with others. Candidates must have good moral character, temperate habits, reliability, cheerfulness, tact, patience, neat personal appearance, sympathetic attitude toward the mentally and physically ill, and willingness to live in an institution when necessary. Candidates must be in good physical condition; possess satisfactory vision and hearing, and be physically proportioned within the range of accepted standards. Candidates must undergo and pass satisfactorily a thorough medical examination at time of appointment. For the purpose of character investigation, candidates must submit the names of not fewer than three reputable persons (not relatives) at the time of filing application. Candidates will be fingerprinted.

Mental and Physical: Candidates must be free from any physical defect which may tend to prevent present and future satisfactory performance of the duties of the position; and they will be rejected for any of the following:

- Ears: Defective hearing, inability to hear normal conversation at 20 feet.
- Eyes: Vision poorer than 20/70 in either eye without glasses, or poorer than an average of 20/40 for both eyes with glasses.
- Respiration: Tuberculosis.
- Circulation: Heart ailments, arteries; blood pressure.
- Varicose (enlarged) veins: Varicocele; hydrocele.
- Hernia (rupture): Single or double.
- Rectum: Hemorrhoids (piles); fistulas.
- Mental diseases; epilepsy; mental deficiency.
- Flat feet: Third degree in either foot.
- Deformities: Hands, feet; curvature of the spine.
- Swollen joints: Arms, legs, hands, feet.
- Teeth: In poor condition; decayed; pyorrhea; gingivitis.
- Veneral diseased; and all serious defects.
- Excessive overweight or underweight in proportion to height.

Weights
 Written, 100.

nance Dept., War Dept.

Duties
 Inspect and test, at contact or plants, varied raw metallic materials, mechanical parts, castings, assemblies, and components of ordnance materials; prepare inspection reports; related work. Duties for the varying grades differ in degree of responsibility. In Inspector and Senior Inspector grade, duties involve planning, organizing and supervising work of subordinate inspectors.

Requirements
 High school graduation or completion of 14 units of high school work. Experience (Junior Inspector, 1 year; Assistant Inspector, 2 years; Associate Inspector, 3 years; Inspector, 4 years; Senior Inspector, 6 years) in inspecting and testing, to determine compliance with specifications, of ordnance materials as armament, armor-plate, demolition bombbodies, etc., or raw materials including metal shapes formed with dies, sheets, and bars, and machined parts. Experience must have included use of testing equipment for the determination of physical properties as tensile strength, yield point, etc., and determination of agreement of finished components with specifications through checking dimensional requirements by the use of such standard equipment as micrometers, verniers, calipers, and gauges.

Applicants for Inspector and Senior Inspector must show specific knowledge of machine tool processes, acquired either in actual mechanical shop practice, in school shop courses, in process inspection on machine components, in tool, gauge, and fixture designing, or related capacity through which the requisite knowledge of shop processes could be acquired; and experience in planning, organizing, or supervising the work of subordinate inspectors. For Senior Inspector, this experience must have included supervision of other inspectors.

Federal Requirements

(Continued from Page 13)

For the grades of Associate Inspector, and Senior Inspector only, college courses in engineering or metallurgy may be substituted, one year for six months' experience, up to two years.

Boilermaker (\$1,500, less \$330 for maintenance)

Carpenter (\$1,272, less \$272 for maintenance)

Linenman (\$1,152, less \$272 for maintenance)

Machinist (\$1,590, less \$330 for maintenance)

Master-At-Arms (\$1,242, less \$252 for maintenance)

Plumber (\$1,590, less \$330 for maintenance)

Second Steward (1,392, less \$252 for maintenance)

Stewardess (\$1,350, less \$330 for maintenance)

Third Steward (\$1,392, less \$252 for maintenance)

Wheelman (1,242, less \$252 for maintenance)

File by May 8. Place of employment: Army Transport Service, War Department, Brooklyn, New York (Home Port) for duty on transports plying between Brooklyn, Panama, Puerto Rico, San Francisco, and Hawaii. Age limits: 50.

Duties

Boilermaker: To make repairs while at sea to any part of boilers, including furnaces, mud drums, headers, tubes, stay-bolts, riveted or welded joints, plating water columns, steam drums, internal lead piping, boiler mountings, fastening, handhole plates and any or all other equipment directly pertaining to marine boilers; to repair high pressure steam valves up to 350 pounds, auxiliary machinery foundations and seatings, pipe hangers, pipe guards, incidental steel plate work, etc.

Carpenter: To perform carpenter work of all kinds aboard ship.

Linenman: To issue linen to men authorized to draw from ships' linen for use each day; to take care of soiled and clean linen; to keep record of linen exchanged from day to day; to keep record of linen sent to laundry at each port to check same on return to the ship, and to furnish the steward with a list of any shortage; to make rounds of the ship twice a day, picking up any linen that may be thrown about the ship.

Machinist: To operate lathes, shapers, and drill presses to make or repair marine machinery parts such as nuts, pump rods, valve seats, valve stems, etc., using steel, bronze and monel metal; and to maintain and repair the machine shop equipment necessary in line of duty.

Master-At-Arms: To exercise general policeman's duties aboard ship, reporting and taking any necessary action in connection with any infractions of discipline; to be responsible for cleanliness of latrines used by deck department and troops.

Plumber: To maintain and repair while at sea fresh and salt water piping, fittings, valves, flushometers, soil lines, traps, strainers, pumps, and all water supply and drainage systems and fixtures in connection with messrooms, pantries, scuttlebutt, galleys, washrooms, bathrooms, steam heating systems, steam tables, vegetable peelers, laundry equipment, etc.; to cut and thread pipes, reams and tap pipe fittings, etc.

Second Steward: To be responsible for the care and comfort of all first cabin passengers, the proper maintenance of first cabin quarters, the preparation and service of the meals, and the discipline of employees of

the first cabin mess; and to perform the duties of chief steward when necessary.

Stewardess: To take care of nursing mothers and children; to arrange baths for women passengers, to take care of emergency cases of illness among women and children passengers and in general administer to the comfort of women passengers.

Third Steward: To be in charge of second cabin quarters and the preparation and service of meals in the second cabin mess, including the preparation of menus and the supervision of waiters and other employees, and to be responsible for proper berthing accommodations.

Wheelman: To steer the ship while at sea and to stand watch at gangway or other part of the ship designated by officer of deck while in port or at anchor. Appointees should be familiar with all signal flags and codes and the use of the lead line, sounding machines, and gyroscopic and radio compasses.

Requirements

Boilermaker: Four years of apprenticeship as boilermaker or four years of practical experience in the trade which is the equivalent of completed apprenticeship. Applicants must show that in this experience they have at least one year of experience on water tube boilers constructed for at least 150 pounds working pressure.

Carpenter: Four years' apprenticeship as carpenter or the equivalent; not less than one year must have been on ship carpenter work. Special credit will be given for sea experience.

Linenman: One year's experience as linenman in charge of linen; or two years of experience as steward or assistant steward, where experience included care and issuance of linen.

Machinist: Four years' apprenticeship in the machinist trade or four years of practical experience in the trade equivalent to apprenticeship, and not less than one year of marine experience.

Master-At-Arms: One year's experience in the deck department of ocean vessels, including six months' experience as Master-At-Arms, or one year's experience in the rating of seaman, second class, or six months' experience as seaman, first class or higher, in the seaman branch of the United States Navy. They must also be certified lifeboat men.

Plumber: Four years of apprenticeship in the plumbing trade or four years of practical experience in the trade equivalent to such apprenticeship. Applicants must show that they have included within their experience not less than one year of marine plumbing and piping systems.

Second Steward: Three years' experience as Steward on vessels, preferably on ocean vessels. Additional credit will be given for ability to speak and understand modern foreign languages and for supervisory experience.

Stewardess: Six months' experience as stewardess on coastwise steamers carrying passengers or experience on at least one transoceanic voyage in the same capacity on a passenger vessel. Should the appointing officer so request, certification will not be made on eligibles who have not reached their 35th birthday.

Third Steward: Applicants must show that they have had at least two years' experience as a steward on vessels, preferably ocean vessels. Additional credit will be given for ability to speak and understand modern foreign languages, and for supervisory experience.

Wheelman: Two years' experience in the deck department of ocean vessels. At least six months of the experience must have been in the position of wheelman or other position having similar duties. They must also be certified lifeboat men.

Weights

For all these positions, no written tests will be given. Applicants will be rated on their experience and fitness on a scale of 100.

Machinist

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N. Y. (\$6.48-\$8.08 a day). Filing open. Age limits: 18-50. File with secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

Duties

Operate machines and tools of all types common to a modern machine shop, read drawings, make construction lay-outs and set-ups; obtain from blueprints a full knowledge of all tools, fixtures, and material required; be familiar with and use the various precision measuring instruments; be acquainted with mathematics of pulley ratios, gear ratios, taper computations, speeds, and feeds.

Requirements

Four years' apprenticeship or experience.



Bombsight Mechanic

Salary: \$9.60, \$10.08 and \$10.56 a day (five-day week). Place of employment: Navy Yard, Portsmouth, Virginia. Open to New York residents. File by June 5. Age limit: 20 to 48.

Duties

Perform exacting mechanical work in adjusting, maintenance, balancing and installation of Navy Gyro stabilized and other types of bombsights; install bombracks and bomb release devices; wire electrical circuits in aircrafts; care and maintain storage batteries.

Requirements

Three years of experience in electrical and mechanical work, including the maintenance of storage batteries, motors, and generators, wiring of electrical circuits, and lathe operation in shop work. In addition, one year of experience in shop work of testing, adjusting, maintaining, or manufacturing shop work of testing, adjusting, maintaining, or manufacturing modern bombsights of the gyro stabilized type, and in bombing with modern bombsights, preferably in connection with accuracy tests.

Weights

Applicants will be rated on their experience, general qualifications and fitness on a scale of 100. No written test will be given.

Under Fish Culturist

Bureau of Fisheries, Department of Interior. (\$1,260) File by May 27. Age limits: 18 to 53.

Duties

To perform simple duties in connection with the propagation of various species of fish, such as the care of fish and eggs, feeding of fish, grading as to size, application of disease remedies, packing eggs for shipment, the cleaning, painting and repairing of fish cultural equipment.

Requirements

Either a) one year full-time employment at a state, federal, or private fish hatchery; or b) successful completion of one full year course in the biological sciences in a high school or college; or c) one year full-time employment in field work related to conservation of renewable natural resources in positions such as fish and game warden, forest ranger, or guard, or in other positions concerned with the administration of game or fishery management.

Weights

Written, 100.

Senior Mussel Culturist

Bureau of Fisheries, Department of Interior. (\$2,000). File by May 27. Age limit: 53.

Duties

To prepare nutrient media for the artificial raising of freshwater mussel spawn; to maintain colonies of gravid mussels in first-class condition to insure a high degree of effective spawn and to distribute properly the newly spawned mus-

COUNTY TESTS

(Open to Residents of Individual Counties Only)

Lewis County

(Unwritten)

GAME PROTECTOR (\$1,200-\$1,800; appointment expected in Conservation Department at minimum.) Fee, \$1. File by May 12.

Requirements

Candidates must be familiar with wild life in New York State, must be practical woodsmen, must have possessed a license to hunt and fish for three recent years or must show other satisfactory evidence of interest in wild-life conservation. Must be between 21-35 years, at least 5 foot 9 without shoes, weigh at least 160 pounds stripped, and free from physical defects. Additional credit will be given for experience in hunting, trapping, fishing, and guiding. Applicants must furnish and operate personal car (compensation, 4½ cents a mile.)

Nassau County

Nine new exams for Nassau County residents were announced Monday by the Nassau County Civil Service Commission. Filing opens Wednesday, May 8, and closes May 31. The examinations will be held June 22.

All applicants must have been county residents for one year prior to the date of the exam. Experience is required for all the positions. Applications are available at the Commission offices in Mineola.

The exams are as follows: Bookbinder (\$1,600-\$2,100), Clerk (\$1,600-\$2,100), Field Worker (\$1,500-\$2,000), Photo Copyist (\$1,200-\$1,700), Photo Copyist Operator (\$2,000-\$2,500).

Rodman, Dept. of Public Works (\$1,400-1,900).

Tissue Technician, Meadowbrook Hospital (\$1,400-\$1,900), X-Ray Technician, Meadowbrook Hospital (\$1,150-\$1,650).

sels on the nutrient media to insure their proper development; to maintain colonies of young mussels in nursery raceways during the growing season; to distribute the young mussels to specially selected streams for natural growth; to record data and submit progress reports.

Requirements

Four years technical field and laboratory experience in freshwater mussel culture. Applicants may substitute one year of study, including a course in limnology or invertebrate zoology successfully completed in an institution above high-school grade, for each year of the required experience, up to a maximum of two years.

Weights

Candidates will be rated on the extent and quality of their experience and education on a scale of 100.

Cadet Training Instructor (\$3,800)

Associate Code Training Instructor (\$3,200)

United State Maritime Commission. File by May 27. Age limit: 53.

Duties

To assume responsibility, varying according to grade, in administering the program of the U. S. Maritime Commission for the training of cadet officers and cadets for service in the U. S. Merchant Marine; to assign and introduce to duty cadet officers and cadets; to observe and determine their progress; to assist them with their text book assignments; to arrange for their aboard-ship as well as off-ship instruction; to supervise periodic examinations; to report upon practical training by making short observation trips at sea; to inspect and report upon maritime preparatory institutions; to make necessary reports for the proper functioning of the program.

Requirements

Either a) completion of two years' study in one of the State Nautical Schools, the U. S. Naval Academy, or the U. S. Coast Guard Academy; or b) completion of a four-year professional engineering course in marine, mechanical, or electrical engineering, or in naval architecture. For each half-year of education required under a) above, applicants may substitute one-half year of experience under (a) below, or one year of experience under (b) and (c) below.

a) as an instructor in maritime subjects in one of the State Nautical Schools, the U. S. Naval Academy, the U. S. Coast Guard Academy, an officers' school of the U. S. Maritime Service, or a shore school of navigation and seamanship or marine engineering approved by the U. S. Maritime Commission; or as an examiner in the U. S. Bureau of Marine Inspection and Navigation; b) as marine superintendent, assistant marine superintendent, port captain, or port engineer of steamship companies operating ocean-going merchant vessels; c) as licensed officer, ocean or coast wise, in active service in the U. S. Merchant Marine.

Applicants also must possess either a valid license, issued by the U. S. Bureau of Marine Inspection and Navigation, as Master or as Chief Engineer of ocean steam vessels; or b) three years active service in the U. S. Merchant Marine subsequent to the issuance to them by the U. S. Bureau of Marine Inspection and Navigation, of a license as Chief Mate (Ocean) or First Assistant Engineer (any gross tonnage), with one year of such service having been as chief mate of an ocean steam vessel or as first assistant engineer.

Weights

Applicants will be rated on their education, experience, and general qualifications on a scale of 100.

Coat Finisher (Female)

Salary: \$5.28; \$4.80; and \$4.32 per day. Appointments are made at the minimum salary. Filing ends Wednesday, May 8. Place of employment: Naval Clothing Depot, Navy Department, Brooklyn.

Duties

To operate power-driven sewing machines in the manufacture of Navy uniforms; perform hand needle sewing and finishing operations on Navy uniform coats.

Requirements

Three years of experience in power-driven sewing machine and hand finishing operations on men's clothing in a first-class shop or commercial clothing manufacturing establishment. One year of this experience must have been in finishing operations on men's coats.

Weights

Applicants will be rated on their experience and fitness on the basis of 100.

Operator's Helper

Salary: \$4.32; \$3.84; \$3.36. Appointments are made at the minimum salary. Filing ends Wednesday, May 8. Place of employment: Naval Clothing Depot, Navy Department, Brooklyn. This list will be used for the position of Cleaner.

Requirements

Under immediate supervision to perform work of cleaning finished Navy uniforms by removing, with hand scissors, all loose ends of threads; to operate power driven sewing machines on simple sewing operations; and to perform minor hand needle swing, such as sewing on buttons, hooks and eyes, etc.

Weights

Applicants will be rated on the basis of their fitness and experience on a scale of 100.

Power Sewing Machine Operator (Female)

Salary: \$5.28; \$4.80; \$4.32. Appointments are made at the minimum salary. Filing ends Wednesday, May 8. Place of employment: Naval Clothing Depot, Navy Department, Brooklyn. This list will be used for the position of Cleaner.

(Continued on Page 15)

They're On New State Lists

OVERSEER

SECRETARY

Department of Public Welfare, Albany County. Open competitive exam held March 2, 1940; list established April 26, 1940.

- 1. Will'm J. Cramond (prov), 85.00
2. Raymond W. Lloyd, 82.00
3. Charles Wm. Gaylor, 78.00
4. William P. McCormack, 75.00

JUNIOR CIVIL ENGINEER

Bridges and Grade Separation, Service 7, Grade 2, Division of Highways, Department of Public Works.

- 1. Crispin C. Hall, 89.11
2. Claude B. Friday, 88.98
3. Carlton W. Hathaway, 88.76

JUNIOR CIVIL ENGINEER

Bridges and Grade Separation, Service 7, Grade 2, Division of Engineering, Department of Public Works.

- 1. Samuel J. Powell, 87.71
2. Robert E. Whiting, 84.66
3. Passed—2; Failed—10; Absent—2;

DELINQUENT TAX CLERK

Erie County Treasurer's Office. Promotion No. 1186. (\$2,000). Exam held December 9, 1939; list established April 16, 1940.

- 1. Foristall G. Whittemore, 85.57
2. Edward F. Koepf, 83.72
3. James C. Olsen, 83.11

BRIDGE OPERATOR

(Electrical) Long Island State Park Commission

slon and/or Jones Beach State Parkway Authority. Open competitive No. 191 (\$1,500-\$2,000). Exam held Dec. 9, 1939; list established April 26, 1940.

- 1. George E. Bloss, 92.41
2. Russell L. Williams, 91.14
3. William E. Brown, 90.91
4. Murry Glantz, 90.55

- 35. George O. Boddy, 85.66
36. Oscar Valley, 85.55
37. Edward V. Fitzgerald, 85.50
38. Arthur W. Davis, 85.14
39. Henry Zuckerman, 85.09

- 73. John J. Millin, Jr., 82.05
74. Victor Kling, 81.50
75. Donald B. Rutherford, 81.37
76. Joseph Opalka, 81.05
77. Edmund J. Pringie, 80.91

ACCOUNT CLERK

Oneida County. Open competitive No. 182. (\$1,200) Exam held July 29, 1939; list established April 26, 1940.

- 1. John C. Taylor, 86.36
2. George H. Leonard, 81.36
3. George D. Hamlin, 78.60
4. Grace R. Clark, 76.81

ACCOUNT CLERK

Onondaga County. Open competitive No. 182. (\$1,200) Exam held July 29, 1939; list established April 26, 1940.

- 1. Frank C. Nicit, 86.64
2. Mary E. Reardon, 85.16
3. Mary W. Wilbur, 84.94
4. James W. Walsh, 83.91

U. S. JOBS OPEN

(Continued from Page 14) the position of Operator (Female).

Duties Under supervision to operate high speed types of power-driven sewing machines in the manufacture of Navy uniforms on a production basis, and to perform ordinary hand needle sewing.

Requirements Six months paid experience in the operation of power-driven sewing machines in a dress-making establishment, tailoring shop, garment factory, or similar establishment.

Weights Applicants will be rated on their fitness and experience on a scale of 100.

Power Sewing Machine Operator (Male)

For filling the position of Operator, Sewing Machine (Male). Salary: \$6,432; \$5,952; \$5,472. Appointments will be made at the minimum salary. Filing ends Wednesday, May 8. Place of employment: Naval

Clothing Depot, Navy Department, Brooklyn.

Duties Under supervision to operate high speed types of power driven sewing machines in the manufacture of Navy overcoats and blue uniforms on a production basis, and perform ordinary needle sewing.

Requirements Six months of paid factory experience in the operation of power-driven sewing machines on men's outer garments. Applicants must show the exact operations they have performed on manufactured garments, and the class or type of machine used.

Student Dietitian Salary: \$420 a year (less \$360 a year for subsistence and quarters). Army Medical Center, War Department. File by June 6. Ten female students will be enrolled September 1. Age limit: 21 to 28.

Duties The training course in dietetics for hospital dietitians at the Army medical Center of-

fers a one-year course of training. Those who complete the course will be granted certifications of graduation and will be eligible for jobs as Dietitian at \$1,620.

Requirements College graduation with 12 hours in Chemistry; 6 in Biology; 9 in Social Sciences; 3 in Education; 6 in Nutrition and dietetics; 6 in Institutional Management.

Applicants will be received from senior students if they will complete their courses before September 1, 1940.

Weights A written test will be given and candidates must attain at least 70 out of a possible 100.

Student Physiotherapy Aide Salary: \$420 a year, less \$360 for maintenance and quarters. Age limits: 21 to 28. Army Medical Center, War Department. File by June 6. Ten female students will be enrolled September 1.

Duties The training course in physiotherapy for aides at the Army Medical Center, offers a one year course of training. Those completing the course will be given graduation certificates and will be eligible for the position of Physiotherapy Aide at \$1,620.

Requirements College graduation with a bachelor's degree from an accredited school of physical education with a major in physical education. Courses must have included 50 hours in Human Anatomy; Human Physiology and Human Kinesiology. Senior students who graduate before Sept. 1, 1940, will be eligible for this exam.

Weights A written test will count 100; applicants must score 70 to pass.

Chief Administrative Analyst (\$6,500)

Principal Administrative Analyst (\$5,600) Optional Branches: 1) Management Analysis; 2) Constructive Accounting.

Senior Administrative Analyst (\$4,600)

Optional Branches: 1) Management Ana-

lysis; 2) Constructive Accounting; 3) Budget Examining; 4) Procedural Analysis. File by June 6. Age limit: 53. Applicants must be in sound physical condition.

Duties In one of the optional branches, to perform the following: Chief Administrative Analyst: To assume full responsibility for planning and directing administrative, fiscal, or procedural analyses of major importance and complexity; to recommend action based on such analyses.

Principal Administrative Analyst: To assume, under direction, full responsibility for supervising and conducting administrative, fiscal, or procedural analyses of major importance and complexity; to formulate conclusions based on such analyses. Senior Administrative Analyst: Under direction, to do responsible work in the conduct of administrative, fiscal, or procedural analyses of major importance and complexity; interpreting data resulting from such analyses.

Optional Branch: 1) Management Analysis: To study administration, organization, and operations of various functions or services in a federal agency or problems common to several agencies; to evaluate the effectiveness of the form of organization and the manner of functioning of a federal agency; to appraise staff and managerial facilities with special reference to budgeting, accounting, personnel, planning, etc. Constructive Accounting: To study fiscal organization and practice and develop plans for improvement; to formulate budget and accounting classifications covering income, expenditures, functions and funds; to appraise accounting practices as they relate to fiscal management, including budgeting, expenditure control, revenue collections, etc.

Budget Examining: To prepare or review budget estimates and proposed programs of work of a department, agency, or subdivision, or assist in such work for the government as a whole; present budget estimates to reviewing agencies; exercise financial control with respect to apportionments, allotments, transfers, etc. Procedural Analysis: To analyze, make recommendations for the establishment or improvement of, and assist in the installation of detailed operating procedures and systems in governmental agencies; to make studies of definite recommendations concerning the use of office equipment, routing of records, flow of work, filing, etc.

Requirements Experience: Chief Administrative Analyst, seven years' experience (four years in one of the optional branches); Principal Administrative Analyst (six years, three of which was in one of the options); and senior Administrative Analyst (five years, 2 1/2 of it in an optional branch). Substitution for general experience (but not for special experience) will be allowed for additional educational attainments as follows: Chief Administrative Analyst, to three years; Principal Administrative Analyst, to three years; Senior Administrative Analyst.

Nature of special experience: Management Analysis.—(a) As an employee in a budget, planning, research, personnel, or similar staff unit in a governmental agency or in a private organization; (b) as a consultant, or as a staff member of a research, survey, or educational organization, who has made studies or performed work of the

type indicated above; (c) as a consultant in scientific management engaged in the improvement of organization and administrative methods of private business establishments; or (d) as an administrative officer or assistant in a governmental agency who has actively and extensively dealt with major problems of organization, administration, and management, and has made or participated in making organizational and administrative changes in the solution of such problems.

Constructive Accounting.—(a) As an employee of a governmental agency; (b) as a staff employee of a firm of public accountants or of a research, survey, or educational organization; or (c) as an employee performing constructive accounting in private industry. Experience in these capacities will be regarded as meeting the special experience requirement only insofar as such experience is definitely shown to have involved responsible participation in, and positive personal contribution toward, the creative development of fiscal, accounting, or budgetary procedures, practices, or systems. Experience of the following and similar types is considered to be nonqualifying: (1) As a public accountant or auditor the scope of whose audit engagement did not include system survey, analysis, design, and installation; (2) system installation consisting mainly of the application of standard or uniform accounting practices, procedures, forms, systems, etc., with relatively little creative or constructive work involved; (3) design and installation of accounting systems where the problems involved were relatively simple even though the organization may have been of considerable size; (4) as an employee engaged in accounting or auditing work in conformance with established practices with little or no responsibility for accomplishing changes designed to improve the fiscal, accounting, or budgetary system in use; (5) as a staff employee of a research, survey, or educational organization, unless such experience has fully demonstrated a definite and practical contribution in the field of constructive accounting.

Budget Examining.—(a) As a budget officer or staff assistant in a budget office of a governmental or large private organization; (b) as an administrative official or assistant in a governmental agency who has had direct and extensive participation in budget matters; or (c) as a staff member of a research, survey, or educational agency, who has participated in studies dealing with the administration, finance, and budgetary control of public or private agencies.

Procedural Analysis.—(a) As a staff member of a procedures unit in a governmental or large private organization; (b) as an administrative official or assistant who has actively and extensively dealt with the development, revision, and installation of procedures and has made or participated in making procedural changes; or (c) as a staff member of a management engineering, research, educational, survey, or office equipment agency, who has participated in studies dealing with procedural matters or has aided in the development, simplification, revision, and installation of procedures.

Weights No written test will be given. Applicants will be rated on the basis of the experience and general fitness on a scale of 100.

(Continued on Page 17)

State Promotions

WEDNESDAY, MAY 8

JUNIOR ACCOUNTANT

No. 1125. Department of Social Welfare (exclusive of institutions) (Usual salary range, \$1,800-\$2,300). Fee, \$1. Vacancy in Rochester area office.

SATURDAY, MAY 11

LAW CLERK

No. 1127. County Clerk's Office, New York County. (Usual salary, over \$3,240; appointment expected between \$3,241-\$4,500). Fee, \$3.

ASSISTANT DICTATING MACHINE TRANSCRIBER

No. 1128. Albany and New York Offices, Department of Taxation and Finance. (Usual salary range, \$1,200-\$1,700). Fee, \$1. (Exam will probably be held May 18. Candidates may compete also in promotion exams for Assistant Typist and Assistant Stenographer; separate application and fee necessary).

THURSDAY, MAY 16

STOREKEEPER

No. 1126. Department of Social Welfare, Erie County. (Usual salary range, \$1,200-\$1,500; appointment expected at minimum). Fee, \$1.

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LATEST CERTIFICATIONS

(Continued from Page 16)

PORTER (regular list); prom. 7-12-39; appropriate for Cleaner, Dept. of Docks, LaGuardia Airport, Queens; three vacancies at \$960; probable permanent—320, Otto Macrini; 648, James Serafino; 647, Frank Felber; 649, Manuel Fuentes; 656, Sebastiano Conticelli; 657, John F. Carrota; 658, Nicola Tessitore; 659, John Cavelli; 660, Frank DeMichele; 661, Chas. M. Friedman; 663, Alfred Ferritto; 664, Frank Giannone; 665, Antonio Iacono; 667, James Slevain; 668, Thomas Ballantonio; 669, Frank Russo; 671, Benjamin Clemente; 672, Michael Fiaschetti; 673, Salvatore Mollica.

STATION AGENT GR. 2 (competitive list); prom. 8-25-37; for Station Agent Gr. 2, Bd. of Transportation, Manhattan; 55 cents per hour; temporary, less than six months (duration of World's Fair RR)—710, John J. Hart, 78.00.

STENOGRAPHER & TYPEWRITER GR. 2 (competitive list HRD); prom. 11-7-38; for Stenotypist Gr. 2, Civil Service Commission, Manhattan; one vacancy at \$1,200; probable permanent—34, Marion E. Shea, 94.97; 51, Doris Bondel, 93.85; 212, David D. Levine, 92.03; 263, Marie Pfaffman, 91.21; 342, Irene M. Poggi, 90.55; 376, Mary E. Brennan, 90.11.

TYPEWRITING COPIST GR. 2 (competitive list); prom. 6-23-38; appropriate for Type Copyst Gr. 1, Civil Service Commission, Manhattan; two vacancies at \$960; probable permanent—58, Elsie Fritz, 92.50; 539, Lottie Zawatsky, 88.20; 883, Helen Marotta, 86.70; 1844a, Ruth Marcu, 84.13; 1865, Ruth Langfelder, 83.30; 2037, Millicent Eichel, 82.73; 2051, Gertrude Diehl, 82.65; 2109, Bernard Gilbert, 83.40; 2123, Estelle Rotland, 82.34.

WED., MAY 1, 1940

AUTO TRUCK DRIVER (regular list, D.S.); appropriate for Laborer, Boro Pres. of Brooklyn; 12 vacancies at \$1,300; probable permanent—25012, Gaetano Amudio; 25236, Philip Mandracchia; 25819, Rocco A. LaCourse; 25940, Frank J. Palminteri; 26206, John Quattrochi; 26218, Wm. H. Murray; 26220, John J. Muto; 26223, John A. Franzone; 26229, Amos Slater; 26235, Joseph M. Abitante; 26250, Leonard Sciarra; 26253, Joseph Sciarra; 26266, Vincent Fairbrother; 26288, Michael T. DeMaggio; 26291, Francesco Leone; 26297, Angelo Rini; 26298, Andris Carducci; 26299, George W. Kerr; 26306, John J. Brieger; 26307, Arthur O. DeBefano; 26308, Charles C. Cano; 26309, Santolo A. A. Cozenzo; 26310, Carl Klein; 26311, Dominick Cozenzo; 26312, Arthur P. Foley; 26314, Morris Gilbert; 26325, John P. Gleason; 26329, Robert L. Gray.

AUTO TRUCK DRIVER (regular list, D.S.); appropriate for Laborer (Fireman), Dept. of Welfare; seven vacancies at \$1,200; probable permanent—26384, Richard R. Johnson; 26386, Dominick Frasca; 26523, Louis W. Paterno; 26531, Lawrence J. Hyland; 26536, James J. Rizzo; 26564, Lotel Tozzi; 26566, Milton W. Czark; 26616, Angelo Mustanry; 26623, Joseph J. LaMarco; 26624, Seibert N. Wapfenfels; 26625, Norman H. Goldsmith; 26627, Pasquale L. Chinchella; 26628, John C. Bilella; 26632, Frank Bono; 26633, Anthony Barons; 26634, Louis Maruffi; 26635, David Wasserman; 26636, Joseph J. Villiano; 26640, John Canzoneri; 26641, Ernest J. Mirra; 26642, Leonardo L. Gramanico; 26644, Francesco Nocerino; 26646, Vincent Albano; 26655, Leon Peterson.

CAPTAIN (preferred list, Municipal Ferry Service); appropriate for Quartermaster, Dept. of Docks, all boros; two vacancies at \$2,300; probable permanent—William H. Griffin; Walter C. Thompson; John J. McAllister; Oliver A. Walsh; James F. Peck; John W. Merrell.

CAPTAIN (promotion, Police Dept.); prom. 9-10-37; for Captain, Police Dept.; two vacancies at \$5,000; probable permanent—63, George P. Mitchell, 84.11; 64, David Winthrop, 84.05; 65, Albert Douglas, 84.03; 66, Michael B. Meade, 84.02.

CLERK GR. 2 (competitive list); prom. 2-15-39; appropriate for Clerk Gr. 1, Dept. of Purchase, Manhattan; three vacancies at \$840; probable permanent—256, Tamar R. Gray, 89.82; 352a, Ethel A. Lipnack, 89.37; 853, Fanny E. Eoral, 87.81; 982, Bella Cohen, 87.51; 1061, Ida Weisberg, 87.33; 1193, Minnie Einschlag, 87.07.

CLERK GR. 2 (competitive list, male); prom. 2-15-39; appropriate for Clerk Gr. 1 (male), Dept. of Housing & Queens, Brooklyn, Manhattan and Queens; three vacancies at \$840; probable permanent—1450, Morey Weiss, 86.59; 1704, Fred Cohen, 86.15; 2116, Abraham Lieb, 85.50; 2545, Jack Haber, 84.95; 2779, Jack L. Frohlick, 84.70; 2955, Irving Seidman, 84.45; 2987, Felix Rothfeld, 84.45; 3094, Irving D. J. Heisler, 84.34; 3134, Max R. Shikowitz, 84.26; 3171, John C. Stenger, 84.25; 3218, Max Gold, 84.18; 3246, Alexander Weinstein, 84.16; 3266, Nathan Miller, 84.15; 3271, Irving Shakofsky.

ENGINEERING ASSISTANT GR. 3 (preferred list); for Engr. Asst. Gr. 3, N.Y. Tunnel Authority; \$2,160; probable permanent—H. Robert Bern-

JUNIOR CHEMIST (promotion, Boro Pres. of Manhattan); prom. 2-28-40; for Jr. Chemist, Boro Pres. of Manhattan; one vacancy at \$1,500; probable permanent—1, Henry Lieb.

NURSE'S ASSISTANT (preferred list, female); appropriate for Attendant Gr. 1 (female), Boro Pres. of Brooklyn; two vacancies at \$1,200; probable permanent—Margaret E. Sullivan; Frances E. Griffin; Mary A. McKeever; Mary J. Justus; Margaret M. Wallbrecht; Mary Dicke; Anna V. Gallagher; Mary A. Mulligan; Flora Essig; Cecelia Danker; Jennie Boyle; Catherine McLaughlin; Anna Didio.

PORTER (regular list); prom. 9-21-38; appropriate for Cleaner (male), Dept. of Public Works, all boros; four vacancies at \$1,200; probable permanent—182, Clarence R. Mercer; 186, Robert Savitzky; 201, Anthony P. Romano; 204, John Hancock; 205, Ralph Vaccaro Jr.; 209, Peter Ingegolia; 212, Louis Schneider; 214, Peter Kelly; 216, John Torracca; 217, James D. O'Brien; 218, Nat Welastock; 220, Vincent Trimarchi; 224, Antonio Gammono; 226, Peter Rodriguez; 230, James Letterli; 231, Norris Klein; 233, Eugene Pierpaoli; 236, Angelo Consalvo.

SPECIAL PATROLMAN (competitive list); prom. 10-4-39; for Correction Officer (men), Dept. of Correction, all boros; 10 vacancies at \$1,769; probable permanent—28, Vincent J. Gaveda; 29, Joseph Feinmsmith; 30, Leo Zinn; 31, Judea N. Sosnofsky; 32, Robert F. Fauerbach; 33, Paul T. Garbarini; 34, Hyman A. Pervin; 35, Simon Tropp; 36, Joseph Murphy; 37, Stanley Egnotas; 38, Louis Burg; 39, Harry J. Shapiro; 40, Martin Shassol; 41, Alfred Freedman; 42, Carl I. Goodman; 43, Robert D. Kelly; 44, Andrew J. D. Bernero; 45, Seymour M. Gester; 46, Herbert L. Blume; 47, Edward Bronikowski; 48, Julius Schmer.

STENOTYPIST GR. 3 (competitive list); prom. 3-18-37; for Stenotypist Gr. 3, Bd. of Education, Manhattan; one vacancy at \$1,800; probable permanent—3, Jennie Berg, 93.16; Naomi G. Saper, 92.57; 5, Sonya Berlin, 92.55.

STRUCTURAL DRAFTSMAN GR. 2 (preferred list); for Struct. Dftsman Gr. 3, Bd. of Transportation; \$2,700-\$2,400 and \$2,160; probable permanent—Alfred C. Marane.

SURFACE HEATER OPERATOR (preferred list, highways); for Surface Heater Operator, Commissioner of Public Works, Brooklyn; one vacancy at \$7 per day; indefinite—William T. Brower.

TRANSPORTATION INSPECTOR GR. 2 (preferred list); appropriate for Attendant Gr. 1 (male), Boro Pres. of Brooklyn; two vacancies at \$1,200; probable permanent—Charles C. Raedler, William A. Daniels.

THURS., MAY 2, 1940

ATTENDANT (preferred list, men, temporary service only, List No. 1); for Attendant, Dept. of Parks, \$4 per day and 50 cents per hour; temporary, summer season—William J. Deegan.

ATTENDANT (preferred list, men, temporary service only, List No. 2); for Attendant, Dept. of Parks; \$4 per day and 50 cents per hour; temporary, summer season (one on No. 1 list certified ahead of these)—Milton E. Goldenberg, James J. Clyne, Stanley M. Meyerson, Abraham Appel, Joseph Minelsky Jr., James J. Tierney, William Watkins, Charles Roberts, Bernard Divine, Louis A. Kulnick, Louis Blumberg, Robert Block, William G. Gallagher, Augustus Terzini, Solomon Cheronomas, Louis Cavellini, Leslie A. Smith, Irving Goldstein, Sidney Bernfield, Alex Stern, William Mirrell, Robert J. Dixon, James O. Willie, Julius Straus, Max Hersh, Norman Von Altenberg, Arthur J. Baulair, Julius Cohen, Anthony A. Meila, Philip Haller, Lawrence J. Barnett, Sam Salzmanowitz, John Thomas, John J. Savage, Joseph Del Vecchio, James N. Laffer, William Kraus, Maurice O. Shev, Oscar C. Chavis, Arthur Levitt, Adam Basile Edwin P. Higgins, Russell Ruffino, Joseph L. Meltzer, Edward Shimansky, Anthony Sarria, John Cuezro, Stanley T. Daiell, David Borak, Harry Cronin, Louis Fischback, Alfred H. Reznitsky, Harry Solomon, Louis Belkin, Milton Benson, Hugh A. Riley, Anthony Penetier, August Hollonsworth, Charles B. Costello, Anthony B. Manifold, Harry N. Treisman, Andrew J. Cavagnaro.

Dominic J. Bochiechio, James E. Thompson, Leon L. Daniels, Charles P. Erwood, William J. Scully, Alfred J. Conti, John Kenney, Vincent J. Ferrara, Mortimer Keller, Anthony J. Amodeo, Joseph A. Lynon, George Kashdan John W. Doll, Egildo De Sandre, Thomas J. Puiaiski, Douglas A. Blaine, John A. Guida, Alexander Ferenczy Jr., Louis C. Giannone, Joseph H. Tully, James A. Bono, Henry Yenofsky, Benjamin Fisher, Louis J. Massover, Erwin Schneider, Charles A. Werner, Thomas J. Dowling, Joseph P. Mikulewicz, Herman Lipschitz, Irving L. Gartenberg, Percy Hershonov, William W. Stevenson, Morris Sillets, Richard Renalds, Meyer Pearly, Joshua S. Dorstein, Louis Storch, Roland Bartell, Nicholas D. Pascarelli, John E. Gunn, Joseph T. Nugent, Natalie L. Mistretta, George J. Nardone, Bernard Kitchman, Walter Cohen, Murray Graber, Alfred B. Auershaan, John F. Leidecker, Oscar Sanders, Max G. Greenberg, Stanislaus Wietrzychowski, Eugene Patryk, James F. Ledwith, Jack Ross, William G. O'Brien, Albert Bonanni, William Winegarden, Eugene J. Berko, Augustus M. James, Irving Weiss, James G. Caputo, Isidore Weinstein, Thomas S. Doggett, Morris Rothman, Lewis Newman, Thomas O'Connor, Herbert Boyle, Robert L. Friedman, George W. Owens, William L. Rotchford, Francis G. Pouy, James T. Taylor, Pasquale L. Di Piero, Carmine J. Mazza, Joseph Brodner, Alphonse Anastasio, Joseph Saggese, James P. Agalloco, Jacob Cohen.

CLERK GR. 2 (competitive list, male); prom. 2-15-39; appropriate for Clerk Gr. 1 (male), Law Dept., \$840; probable permanent—1450, Morey Weiss, 86.59; 1704, Fred Cohen, 86.15; 2116, Abraham Lieb, 85.50; 2545, Jack Haber, 84.95; 2779, Jack L. Frohlick, 84.70; 2955, Irving Seidman, 84.45; 2987, Felix Rothfeld, 84.45; 3094, Irving D. J. Heisler, 84.34; 3134, Max R. Shikowitz, 84.26; 3171, John C. Stenger, 84.25; 3218, Max Gold, 84.18; 3246, Alexander Weinstein, 84.16; 3266, Nathan Miller, 84.15; 3271, Irving Shakofsky, 84.12.

CLERK GR. 2 (competitive list); prom. 2-15-39; appropriate for Clerk Gr. 1, Dept. of Markets, Manhattan; one vacancy at \$840; probable permanent—256, Tamar R. Gray, 89.82; 352a, Ethel A. Lipnack, 89.37; 853, Fanny E. Koral, 87.81; 982, Bella Cohen, 87.51; 1061, Ida Weisberg, 87.33; 1193, Minnie Winschlag, 87.07.

LABORATORY ASSISTANT (competitive list, Bacteriology); prom. 9-27-39; for Lab. Asst., Dept. of Hospitals, Manhattan; \$960; probable permanent—14, Sylvia S. Robbins, 90.75; 20, Edith Goodkin, 90.15; 23, Lillian Friend, 89.90; 27, Rose L. Gorinstein, 89.50; 31, Barnett Eisenberg, 88.85; 34, Edna Stein, 88.65; 38, Morris Callant 88.30; 39, Pearl Schmittkramer, 88.25; 44, Rose D. Winick, 87.35; 47, Israel Cooper, 87.25.

PORTER (regular list); prom. 7-12-39; appropriate for Laundry Workers (men), Dept. of Hospitals, Manhattan, Brooklyn and Richmond; \$780; probable permanent—320, Otto Macrini; 682, Chester Garney; 695, Francesco Laterza; 842, Michel Cherkaski; 931, Frank Roia; 1027, Peter Basso; 1165, Andrew Falco; 1167, Stephen Beleck; 1172, John Milone; 1177, Richard F. Jones; 1206, James McDonough, 1209, Francis J. Savano; 1212, David Cohen; 1233, Willie Ricks; 1227, Isidore Rothfarb; 1229, Thomas Cahill; 1230, Wm. Schroder; 1232, Wm. J. Brown; 1234, Edward O'Connor; 1235, Louis Dubresa; 1237, Joseph Solomon; 1238, Tony Allocca; 1239, Frank Russo; 1241, Philip Saleba; 1242, John Caserta.

1244, Abe Bloom; 1245, Jorden D. Foster Jr.; 1247, Chas. J. Forelli; 1248, Geo. H. Thompson; 1249, Joseph Bishop; 1250, Julius G. Lavender; 1251, Stanley Touskites; 1252, Antonio Gaglian; 1253, Peter Graci; 1254, Louis DeVito; 1255, David H. Baral; 1256, Walter J. Beisler; 1257, Silas Powell; 1258, Joseph Kozerski; 1259, Thomas J. Leary; 1260, Irving Greenberg; 1261, Gustav Ramnitz; 1262, Fred Fahly; 1263, Henry W. Richter; 1264, Henry E. Zysk; 1265, John F. Hunt; 1266, Ed. DeBarberli; 1267, Thomas P. Egan; 1268, Philip Rosen; 1269, Nicholas Dongarra; 1270, Howard J. Ingles; 1271, Herbert S. Goodman.

SPECIAL PATROLMAN (competitive list); prom. 10-4-39; for Bridge Officer, Triborough Bridge Authority; 50 vacancies at \$5 per day; temporary, not to exceed six months—29, Joseph Feinmsmith, 78.825; 30, Leo Zinn, 78.820; 31, Judea N. Sasnofsky, 78.820; 32, Robert F. Fauerbach, 78.820; 33, Paul T. Garbarini, 78.807; 34, Hyman A. Pervin, 78.805; 35, Simon Tropp, 78.800; 36, Joseph F. P. Murphy, 78.800; 37, Stanley Egnotas, 78.800; 38, Louis Burg, 78.800; 39, Harry J. Shapiro, 78.799; 40, Martin Shassol, 78.795; 41, Alfred Freedman, 78.794; 42, Carl I. Goodman, 78.789; 43, Robert D. Kelly, 78.784; 44, Andrew J. D. Bernero, 78.780; 45, Seymour M. Gaster, 78.779; 46, Herbert L. Blume, 78.783; 47, Edward S. Bronikowski, 78.760; 48, Julius Sohmer, 78.757; 49, John H. Sheahan, 78.750; 50, Samuel Liebowitz, 78.743; 51, Alexander J. Novick, 78.738; 52, Jesse H. Peterman, 78.729; 53, David Benjamin, 78.720; 54, Seymour L. Cohen, 78.720; 55, Martin Crosby, 78.700.

56, Henry F. Gartland Jr., 78.700; 57, Ladislaus Kucharski, 78.700; 58, Ernest H. Skiver, 78.700; 59, William J. Stewart, 78.700; 60, Moe Weinschel, 78.700; 62, Lorimer F. Hecht, 78.680; 63, Samuel Fagelman, 78.680; 64, James H. Gunning, 78.687; 65, Albert A. Friedland, 78.658; 66, Adolph Mittleman, 78.636; 67, William J. Stone, 78.622; 68, Thomas H. Anderson, 78.620; 69, Martin J. Bartow, 78.620; 70, John J. Kelly, 78.620; 71, Cecil J. Singer, 78.611; 72, John F. Hammesfahr, 78.610; 73, Joseph Einhorn, 78.599; 75, William T. Brennan, 78.580; 76, Charles Geller, 78.589; 77, Louis Chertoff, 78.580; 78, Anthony Richards, 78.580; 80, Daniel P. Sullivan, 78.578; 81, Lawrence Richman, 78.564; 82, Donald A. Savage, 78.561; 83, Edward Corsun, 78.560; 84, John A. Colt, 78.559; 85, Herman A. Murray, 78.547; 86, Benjamin Sheehan, 78.540; 87, Lawrence E. Ahearn, 78.520; 88, James Roche, 78.520; 89, Anthony J. McNally, 78.517.

90, Alphonse R. Carbone, 78.516; 91, Osmond J. Howell, 78.500; 92, John P. Murphy, 78.493; 93, Wm. H. Power, 78.492; 94, Francis J. Smith, 78.480; 95, Daniel B. Murphy, 78.487; 96, Bertram F. Sternfield, 78.484; 97, James N. Folan, 78.485; 96, Jack Fortman, 78.480; 99, Irving Kunkes, 78.580; 100, Walter T. Desmond, 78.478; 101, James T. Mannion, 78.474; 102, Jules B. Travers, 78.468; 103, Henry Zabriske, 78.466; 104, Enoch T. Naversen, 78.460; 105, Christopher Prudente, 78.443; 106, William J. Dryer, 78.440; 107, Walter J. Burke, 78.428; 108, Cyril D. Morgan, 78.411; 109, Martin L. Salan, 78.410; 110, Salvatore Valenza, 78.409; 111, Thomas D. Thompson, 78.407; 112, Gillespie H. Anderson, 78.403; 113, Max D. Weinsel, 78.401; 114, Sam Feldman, 78.400; 115, Robert P. Duffy, 78.400.

116, Michael V. Loframento, 78.400; 117, Richard H. Powers, 78.391; 118, Joseph A. Quinn, 78.386; 119, Harold D. Heppburn, 78.383; 120, Bliss M. Shannon, 78.380; 121, William E. Norris, 78.374; 123, Alan J. Blowitz, 78.360; 124, James J. Carr, 78.350; 125, George W. Hermann, 78.349; 126, Arthur J. Smith, 78.345; 127, Nathaniel Dewey, 78.340; 126,

Joseph T. W. Wilson, 78.340; 129, Francis X. McTigue, 78.340; 130, Joseph G. Mitchell, 78.320; 131, Isidor Cohen, 78.318; 132, Dalton A. Lunde, 78.294; 134, Morris Shuldenrein, 78.290; 135, George W. Gold, 78.287; 136, Henry W. Herrog, 78.280; 137, Douglas J. Bier, 78.280; 138, Thomas A. Duffy, 78.277; 139, Anthony M. O'Donnell, 78.274; 140, John J. Hart, 78.274; 142, Phillip I. Meltzer, 78.260; 143, Harold E. Ambrose, 78.260; 144, Thomas E. McGreevy, 78.250; 145, Albert R. J. Rehberg, 78.240; 146, Vincent McDermott, 78.220; 147, George Murphy, 78.220.

148, Charles E. Ortner, 78.219; 149, Murray Diamond, 78.210; 150, Harold J. Carpenter, 78.210; 151, Frank J. Clark Jr., 78.198; 152, David Lench, 78.198; 154, Jacob Feller, 78.194; 155, Irving Schlossberg, 78.190; 156, Franklin Preston, 78.189; 157, Theodore P. Madarass, 78.189; 158, Phillip F. Arth, 78.181; 159, Frank J. Cosmo, 78.180; 160, Theodor F. J. Cordos, 78.180; 161, Eugene J. Studer, 78.158; 162, Cornelius A. Hanly, 78.140; 163, ohn A. Barber Jr., 78.140; 164, Eugene P. Madden, 78.140; 165, Raphael Farni, 78.139; 166, Granger G. Maher, 78.135; 167, Alfred Wald, 78.133; 168, Timothy C. McDermitt, 78.120; 169, Stephen T. Tanasku, 78.120; 170, James J. Breslin, 78.100; 171, William J. Bliss, 78.100; 172, Hendrik Rikart, 78.100; 173, Edward G. Klosset, 78.100; 174, Edwin M. Lenz, 78.100; 175, George M. Ketchel, 78.094; 177, Francis A. O'Grady, 78.080.

179, Phillip Levy, 78.078; 180, Morris Wald, 78.077; 181, Henry R. Doner, 78.070; 182, Isaac Stein, 78.087; 183, George McManus, 78.052; 184, Louis Binbinder, 78.050; 185, Stephen W. A. Loreng, 78.050; 186, Martin Syden, 78.044; 187, Herbert B. Horowitz, 78.044; 188, Bernard Jacobs, 78.040; 189, John J. Brown, 78.040; 190, Barry E. O'Brien, 78.040; 191, Edmund B. McDonald, 78.040; 192, Daniel Kiernan, 78.039; 193, Charles J. De Lancey, 78.035; 194, John B. White, 78.025; 195, Frank A. Madigan, 78.021; 196, Wm. J. Shaughnessy, 78.020; 197, John L. Ottenberg, 78.018; 198, Abe Weinstein, 78.013; 199, John L. Whalen, 78.010; 200, Vaughn Edward Parrie, 78.005; 201, Joseph Marra, 78.000; 203, Vincent D. Enright, 77.995; 204, Charles E. Costello, 77.988; 205, Louis Cerutti, 77.983.

206, Milton Seigel, 77.980; 207, Milton Rogers, 77.980; 208, Vincent M. Canty, 77.980; 209, Lawrence J. Doyle, 77.976; 211, John A. Garbarino, 77.961; 212, Gerard A. Donovan, 77.960; 213, Washington H. Hetler, 77.960; 214, Martin M. Connors, 77.960; 215, John G. Mahony, 77.952; 216, Wm. J. Brennan, 77.930; 217, Patrick J. McGovern, 77.930; 219, Joseph J. O'Connell, 77.920; 221, Robert J. Wilson, 77.884; 222, Wm. B. Mische, 77.873; 223, Louis Caricato Jr., 77.860; 224, Eugene F. Bailey, 77.840; 225, Edward M. Curley, 77.840; 226, Vincent A. Conk, 77.839; 227, Thomas J. O'Rourke, 77.822; 228, Morris P. Reich, 77.820; 229, Bernard B. Keller, 77.818.

231, Austin T. Gibson, 77.802; 232, Ely Levine, 77.800; 233, Winston R.

Williams, 77.791; 334, John J. O'Shea, 77.780; 235, Michael J. Grogan, 77.770; 236, Thomas J. Walsh Jr., 77.749; 237, Albert Temme, 77.749; 238, J. J. Quinlan, 77.740; 239, Robert J. Davis, 77.740; 240, William Kosofsky, 77.739; 241, Albert I. Singer, 77.723; 242, John E. MacAvoy, 77.720; 243, John P. Cullinane, 77.720; 244, James P. Kiernan, 77.683; 246, Vincent Fitzgerald, 77.671; 247, Jacob J. Manger, 77.670; 248, John Haig Khantrian, 77.667; 249, James M. Scott, 77.667; 250, John J. Egan, 77.660; 251, Francis W. Carey, 77.660; 253, Harry H. Levine, 77.651; 254, Jacob Glassman, 77.640; 255, Raymond A. Collins, 77.637; 256, Sidney Youngerman, 77.637; 257, Robert H. B. Perb, 77.630; 258, Thomas F. Carroll, 77.609; 259, 77.606; 260, John R. Byron, 77.606; 261, Edward D'Avanzo, 77.600; 262, Emil Kramer, 77.600; 263, Fred Zeller, 77.593; 264, Edmund Gileles, 77.590.

265, Albert V. Cardinal, 77.590; 266, James C. Eadie, 77.582; 268, Edward L. Pigler, 77.558; 269, Glenn F. Taylor, 77.547; 270, Henry R. Klein, 77.543; 271, Wm. A. Beneshan, 77.540; 272, Samuel W. Kanro, 77.540; 274, Jack Ader, 77.535; 276, Wm. J. Doyle, Jr., 77.520; 277, John T. Slattery, 77.516; 278, Raymond F. McAlonay, 77.510; 279, John P. Kennedy, 77.505; 280, John J. Keegan, 77.500; 281, Edward J. Sommer Jr., 77.500; 282, James J. Murray, 77.500; 283, Vincent G. Daniels, 77.500; 285, Herman H. Woebcke, 77.496; 286, Thomas J. Kerley, 77.460; 287, Harold Zimmerman, 77.450; 288, George Weaver, 77.440; 291, Francis R. Buono, 77.440; 292, Joseph P. Ace, 77.542; 293, John McGilloway, 77.430; 294, Raymond J. Nargles, 77.420; 295, Frank C. Hanon Jr., 77.418; 296, Charles A. Nawrocki, 77.410; 297, Charles T. Frohne, Jr., 77.407; 298, Jules J. Valvra, 77.400; 299, Frederick M. Hareat, 77.380; 300, John J. Tomony, 77.378.

SUPERVISOR (competitive list, Markets, Weights & Measures); prom. 10-14-36; for Insp. of Markets, Weights and Measures Gr. 2, Dept. of Markets, all boros; six vacancies at \$1,800; probable permanent—10, Victor S. Levy, 87.50; 35, Eugene J. Cooney, 83.70; 36, Chester Kaminski, 83.70; 37, Harry Kaye, 83.70; 38, John T. Larkin, 83.70; 40, Joseph T. Donahue, 83.60; 41, Lawrence Gruff, 83.40; 42, Wm. L. Mendinger, 83.20; 43, Samuel Levitsky, 83.10; 44, Daniel J. Deighan, 83.00; 45, Abraham Amerling, 82.80; 46, Louis A. Savino Jr., 82.80.

TYPEWRITING COPIST GR. 2 (competitive list); prom. 6-23-38; appropriate for Type Copyst Gr. 1, N.Y. Housing Authority, Manhattan; \$900; probable permanent—58, Elsie Fritz, 92.50; 883, Helen Marotta, 86.70; 1644a, Ruth Marcu, 84.13; 2037, Millicent Eichel, 82.73; 2051, Gertrude Diehl, 82.65; 2109, Bernard Gilbert, 82.40; 3263, Lillian Weinberg, 81.54; 2292, Maxine Goldberg, 81.32; 2297, William Janezuk, 81.29; 2300, Sylvia Grossman, 81.27; 2304, Rose Pomerantz, 81.25; 2306, Olivia Eastmond, 81.25.

New Federal Tests

(Continued from Page 16) Administrative Analyst (\$3,800) Associate Administrative Analyst (\$3,200) Assistant Administrative Analyst (2,600)

Optional Branches: 1) Management Analysis; 2) Constructive Accounting; 3) Budget Examining; 4) Procedural Analysis. File by June 6. Age limit: 53.

Duties

In one of the optional branches, to perform the following: Administrative Analyst.—Under immediate direction, to participate in the conduct of administrative, fiscal, or procedural analyses of major importance and complexity; or to supervise activities of a small staff engaged in conducting surveys, and for interpreting data resulting from such analyses.

Associate Administrative Analyst.—Under general supervision, to find, assemble, and make interpretations of facts of essential use in administrative, fiscal, or procedural analyses; to assist in the improvement and effective installation or administration of administrative, fiscal, and operating organization or practices, and in the preparation of comprehensive and analytical reports and appropriate recommendations based upon findings.

Assistant Administrative Analyst.—Under immediate supervision, to find, assemble, and make preliminary interpretation of facts of essential use in administrative, fiscal, or procedural analyses; to assist in the improvement and effective installation or administration of administrative, fiscal, and operating organization or practices, and in the preparation of comprehensive and analytical reports and appropriate recommendations based upon findings.

Optional branches: 1. Management Analysis.—To study administration, organization, and operations of various functions or services in a federal agency or problems common to several agencies; to evaluate the effectiveness of the form of organization and the manner of functioning of a Federal agency; to appraise staff and managerial facilities with special reference to budgeting, accounting, personnel, planning, purchasing

City Commission's Calendar

Clerk Appointments Delayed

Several thousand candidates who took the Promotion to Clerk, Grade 2, exam last November 18, will have to wait approximately two months before the first appointments from the new list are made, it was revealed this week by the Municipal Civil Service Commission.

The Commission, at its weekly meeting, authorized publication of the list as soon as it is completed, but the list will not be promulgated until city departments have an opportunity to make appointments from the existing promotion list. Commissioner Wallace S. Sayre said that the list would be ready for publication in about a month, and that another month would pass before it is promulgated.

Other items on the Commission's weekly calendar are as follows:

Custodian Help

2082. The Commission discussed the matter of placing under Civil Service the

hired help of school Custodians. At present Custodians are given a lump sum of money, from which they pay helpers. Le-

gislation may be required before the status of these helpers can be changed.

Typewriter Repairman

2092. A public hearing was ordered to consider changing the Typewriter Repairman title from the labor class to the Miscellaneous Service of the competitive class. The salary, \$1,380.

Resident Building Superintendent

2096. The exam for Assistant Resident Building Superintendent was cancelled.

Subway Medical Employees

2090. The fate of several contract physicians now working in the medical bureau of the IRT and the BMT was discussed by the Commission, but no action was taken. The question is whether these persons should be blanketed into Civil Service. They work part time.

Welfare Veterans

2083-2086. Pending litigation is still holding up action on the war veterans in the Dept. of Welfare. Four Calendar items on the subject was therefore deferred another week.

Housing Director

2087. A public hearing Thursday was called to consider transferring the Director of Housing from the Mayor's office to the Housing Authority.

Ophthalmologists

2111. The Commission was asked to rescind a previous action of denying payment to 12 provisional ophthalmologists for services rendered after December 31. Decision was reserved.

Crowley Case

2113. The Commission filed a report from the Police Commissioner dealing with the efforts to apprehend Joseph G. Crowley, who is wanted for fraudulent sale of Civil Service examinations.

Copyrighting Documents

2125. The Commission received the approval of the Mayor to copyright certain documents, such as examinations and the Civil Service Bulletin.

Attendant Messenger

2136. The Commission withdrew certification of the Attendant Messenger list to the Board of Transportation. The 23 provisionals now holding the Porter positions in the department will continue until July 1.

Is Your Exam Here?

Below is the latest news from the Municipal Civil Service Commission on the status of exams which attracted 300 or more candidates. The Leader will publish changes as soon as they are made known.

COMPETITIVE

Accompanist: The rating of qualifying experience is nearing completion. The written examination will probably not be held before June.

Administrative Assistant Welfare: Objections to tentative key answers are being considered.

Architectural Assistant, Grade 2: Rating of Part 2 of the written test is in progress.

Assistant Engineer, Grade 4: Rating of Part 2 of the written test is in progress.

Automobile Engineman: Objections to tentative key answers are being considered for final report.

Baker: This examination is being held in abeyance pending reclassification of the position.

Carpenter: Rating of the written test will probably be completed this month.

Clerk, Grade 2 (Bd. of Higher Education): The tentative key is published in this issue of The Leader.

Court Stenographer: The tentative key is published in this issue of The Leader.

Electrical Inspector, Grade: Engineering Assistant, (Electrical), Grade 2: Rating of Part 1 of the written test has begun.

Elevator Mechanic's Helper: The rating of the written examination is nearing completion. The practicals will probably be held this month.

Engineering Inspector, Grade 4 (Board of Water Supply): Rating of the written test is nearing completion.

House Painter: Rating of the written test is nearing completion.

Janitor (Custodian) Grade 3: The oral interviews will continue through May 17.

Junior Administrative Assistant (Housing): Objections to tentative key answers are being considered.

Junior Administrative Assistant (Welfare): Objections to tentative key answers are being considered.

Junior Engineer Civil (Housing Construction), Grade 3: Rating of Part 1 of the written test is nearing completion.

Junior Architect, Grade 3: Part 2 of the written test is being rated.

Junior Statistician: Rating of Part 2 is nearing completion.

Management Assistant (Housing) Grade 3: A report on the final key has been prepared for the approval of the Commission.

Management Assistant (Housing) Grade 4: A report on the final key has been prepared for the approval of the Commission.

Marine Stoker (Fire Dept.):

Rating of the written examination has begun.

Office Appliance Operator: The qualifying practical tests will continue this month.

Playground Director (Female & Male): The final report of the key is being considered by the Commission.

Research Assistant (City Planning): The tentative key for the written test appears in this issue of The Leader.

Sanitation Man, Class A: Rating of the written examination is in progress.

Stenographer (Law) Grade 2: The tentative key appears in this issue of The Leader.

Stenotypist, Grade 2: The tentative key appears in this issue of The Leader.

Structural Maintainer: Qualifying experience is being rated for 1600 filing candidates. The examination has been postponed pending the receipt of applications for the promotion examination.

Telephone Operator, Grade 1 (Male): Rating of the written examination has begun.

Title Examiner, Grade 2: A report on the final key is being prepared for the approval of the Commission.

Trackman: The practical tests will be administered late in May or early in June.

Typewriting Copyist, Grade 1: Rating of the written test is in progress.

PROMOTION

Assistant Engineer, Grade 4 (City-Wide): Rating of Part 2 of the written test is in progress.

Assistant Supervisor, Grade 2 (Social Service) (City-Wide): This examination is being held in abeyance pending the outcome of litigation.

Clerk, Grade 2: Rating of the written examination is completed.

Clerk, Grade 3: Objections to tentative key answers are being considered.

Clerk, Grade 4: Objections to tentative key answers are being considered.

Junior Statistician (City-Wide): All parts of the written examination have been completed. The list will probably be published in The Leader this month.

Lieutenant (Fire Dept.): The final key has been approved by the Commission.

Lieutenant (Police): All parts of the written test are being rated.

Park Foreman (Grade 2), (Men Only): The examination date has been scheduled for June 1.

2 (City-Wide): Rating of the written examination is completed. The dictation test will be administered as soon as practicable.

Supervisor, Grade 3 (Social Service) (City-Wide): This examination is being held in abeyance pending the outcome of litigation.

LABOR CLASS

Climber & Pruner: The practical tests will continue this month.

LICENSING TESTS

Master or Special Electrician: The rating of the written examination has been completed. The practical tests will begin on May 4.

Motion Picture Operator: The written examination will probably be held during the latter part of June.

Oil Burner Installer: A report on the final key is being prepared for the approval of the Commission.

Federal Tests

(Continued from Page 17)

problems involved were relatively simple even though the organization may have been of considerable size; (4) as an employee engaged in accounting or auditing work in conformance with established practices with little or no responsibility for accomplishing changes designed to improve the fiscal accounting, or budgetary system in use; (5) as a staff employee of a research, survey, or educational organization, unless such experience has fully demonstrated a definite and practical contribution in the field of constructive accounting.

Budget Examining.—(a) As a budget officer or staff assistant in a budget office of a governmental or large private organization; (b) as an administrative official or assistant in a governmental agency who has had direct and extensive participation in budget matters; or (c) as a staff member of a research, survey, or educational agency, who has participated in studies dealing with the administration, finance, and budgetary control of public or private agencies.

Procedural Analysis.—(a) As a staff member of a procedures unit in a governmental or large private organization; (b) as an administrative official or assistant who has actively and extensively dealt with the development, revision, and installation of procedures and has made or participated in making procedural changes; or (c) as a staff member of a management engineering, research, educational, survey, or office equipment agency, who has participated in studies dealing with procedural matters or has aided in the development, simplification, revision, and installation of procedures.

Subjects	Weights	
	Analyst and Associate Analyst	Assistant Analyst
General test	10	20
Practical questions	25	50
Education, experience, fitness	15	—
	50	30
	100	100

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BULLETIN BOARD

MAY 7, 1940

All organizations which have Civil Service interests are invited to make The Leader's Bulletin Board their own official bulletin board for the announcement of meetings, entertainments, campaigns, elections, etc. Send your information by Saturday of each week direct to The Bulletin Board, in care of The Leader.

PUBLISHED WEEKLY

Spiritual Sanitation Group

A meeting of the Hebrew Spiritual Society, Inc. (Department of Sanitation) was held on Sunday, May 6 at the Society's clubrooms, 31 Second Ave., Manhattan. The next meeting of the group will be held on Sunday, May 20, at 4:30 p.m.

Federation Adds New Groups

The fast-growing Federation of Municipal Employees added two new groups last week, according to Henry Feinstein, president. At a meeting on Wednesday, May 1, nearly 100 Attendants voted to form a unit to be affiliated with the Federation. On Friday, May 3, a clerical group from the Borough President of Manhattan's Office also decided to join the Federation.

Post Office Mechanics

A regular monthly meeting of the National Association of Post Office Mechanics will be held on Monday, May 20 at the Hotel Capitol, 51st Street and 8th Avenue, Manhattan.

Civil Service

Military Association

The Civil Service Military Association will hold a meeting on Tuesday, May 14 at 8:30 p.m. in room 611, 63 Park Row, Manhattan. All members of the National Guard, Naval Militia, former members honorably discharged, and employees in the city, State and federal services are invited to attend the session. A legislative report on a bill to give extra credit to ex-service men will be presented, according to Sergeant A. J. Berman, chairman of the group.

Laborers Union

Gathering

The Municipal Laborers Union (affiliated with the Federation of Municipal Employees) will hold a regular meeting on Friday, May 10 at 8 p. m. at the City Court House, 52 Chambers St., Manhattan. Peter P. Sheehan, president of the laborers group, reported that a large gathering of laborers from the Department of Public Works met in the Federation's offices on Friday, May 3. Many of the same group are expected to attend the next meeting.

Lieut. John A. Cronin At McGannon School

The McGannon School of Civil Service, 976 3rd Avenue, New York, announces that John A. Cronin, Lieutenant New York Police Dept. (ret.) will conduct a class for sergeant, which starts Tuesday evening, May 14th, and will continue twice a week until the examination. He will be assisted by Chief McGannon on Civil Service Trend and Approach. Also assisting, will be John J. McMurray, A.B., L.L.B. All those eligible are invited to attend the opening lecture as a guest of Chief McGannon.

DPUI Meeting

There'll be a general membership meeting of the D. P. U. I. Service Three Club on Tuesday, May 7, at 342 Madison Ave., New York City, Room 1110. The time is 6 p.m. All Clerks, Typists, Telephone Operators, and Stenographers are invited to attend.

Islip Employees Meet May 10

The next regular meeting of the Central Islip Chapter, Association of State Civil Service Employees, will be held on Friday, May 10 at 8 p.m., in Robins Hall, Central Islip State Hospital.

Appliance Operator Eligibles Meet

The Office Appliance Operators Eligible Association will hold a meeting on Thursday, May 9 at 8 p.m. in the offices of the Federation of Municipal Employees, 63 Park Row. An election of officers will be held and a report submitted of conferences with the Civil Service Commission.

Correction Officers Meet May 21

The regular May meeting of the Correction Officers Benevolent Association will be held on May 21, at the City Court House, 52 Chambers Street, Manhattan. The membership of the Association has expressed its pleasure at the appointment of former Warden Richard McGee of Rikers Island Penitentiary to the post of Deputy Commissioner of Correction, to replace David Marcus, who is the new Commissioner. The rank of Warden is the highest rank of the Uniformed Force of the Prison Service of the City.

Sabbath Observers

The Civil Service Employee Sabbath Observers Organization has invited all Civil Service employees who are Sabbath Observers to attend the next meeting of the group at 99 East 4th St. Apt. 3 A., on Wednesday, May 8.

Technicians Prepare Big Conclave

The Civil Service Chapter of the Federation of Architects, Engineers, Chemists and Technicians (CIO) together with other metropolitan chapters, will act as hosts to the delegates to the forthcoming Fifth Annual Convention of the organization. The convention will be held at the Hotel Pennsylvania, May 31 to June 2. Among the speakers will be James B. Carey, A. D. Lewis, Michael Quill, Joseph Curran, and Lewis Merrill. A highlight of the conclave will be the Convention Ball atop the Hotel Pennsylvania roof on Saturday evening, June 2, where the gathering will dance to the music of Wolfie's band.

Kings County Ass'n. Hold Annual Election

Next regular meeting of the Kings County Civil Service Employees Association will be held Saturday, May 11, at 12:15. Place: The Chesterfield, 25 Willoughby Street, Brooklyn. On the order of business is the annual election of Officers. Among those nominated: For President: Jesse Kraus; for vice-president: Charles P. McCloskey; for recording secretary: Robert J. J. Brown; for treasurer: Joseph H. Burdett. At 12:30 a luncheon will be served. Members who wish to have reservations for the luncheon should communicate with Estelle Julian, Registers Office, Room 32, Hall of Records.

Machinists Gather

The Brotherhood of Certified Civil Service Machinists and Helpers of the City of New York, held a regular meeting on Friday, May, at Germania Hall.

Asphalt Workers

A regular meeting of the Municipal Asphalt Workers Union was held on Friday, May 3, in the offices of the Federation of Municipal Employees. A discussion of the Mayor's new budget and the proposed reclassification of laborers in the city service headed the list of business.

United Federal Workers

The annual Spring party of the United Federal Workers of American (CIO), Customhouse, Local 55, will be held at the City College House Plan, 138 Lexington Ave. at 29th St., on Sunday, May 12. The committee in charge of tickets consists of Morris Kaufman, Lee Summer, Nathan Schneider, Elmer Cummings, I. H. Stillman, Leon Tamarin, Michael Coppinger and Charles R. Austin.

Police Women Get Together

A meeting of the Police Women's Eligible Association will be held at the Hotel Pennsylvania on Monday, May 13, at 7:30 p.m.

Bronx Benefit Ass'n. Holds Dance For Sick Fund

The annual spring get-together of the Bronx Central Mutual Benefit Association is scheduled for Saturday evening, May 18, at the New Terrace Garden, 181st Street and Boston Road, the Bronx. Mr. Joseph M. Scavuzzo, chairman, assisted by his committee consisting of Edward Aumann, Jack Berman, Eugene T. Crum, Domenick DeMella, Max G. Hollander, Francis X. Ledogar, Eugene J. Murphy, J. Perota and Joseph Sabowsky, have completed arrangements for an outstanding event in postal circles. Proceeds will be turned over to the Sick Fund.

New Clerical Group

An organizational meeting of the Public Works Clerical Association, an independent group of clerical employees in the Department of Public Works of the City of New York, will be held Tuesday, May 7 at 5:15 p.m., in Room 812, City Court House, 52 Chambers St. An election of permanent officers will be held at the meeting.

Good Will Club Holds Dinner

The 15th anniversary dinner of the Motor Vehicle Good Will Club will be held on Thursday, May 16, at 6 p.m., at the Greenwich Village Casino. The club is composed of members of the New York State Motor Vehicle Bureau. President Al Silverman is in charge of arrangements.

Climbers, Pruners Hold First Meeting

The first regular meeting of the Climbers and Pruners Eligibles Association held at Germania Hall on Tuesday, April 30, filled the hall with enthusiastic eligibles. A representative group was chosen to hold office. John Dougal in his acceptance speech pledged all his time and energies toward rushing the promulgation of the list. The following is a complete list of elected officials: president, John Dougal; vice president, Saverio Ciceranie; secretary, Morris Kudatsky; treasurer, Joe Kosteau; sergeant-at-arms, Bruno Dalbo; executive committee, Armond Maiuri, A. Gorodetsky, L. C. Smith, William Gannon. The next general meeting of the Association will be held at Germania Hall, 3rd Ave. and 16th Street, on Tuesday evening, May 14.

State Typists To Organize

An eligibles association of members on the State Typist list is being formed by Lawrence I. Waks, 1881 Andrews Avenue, Bronx. All those interested in joining this group should write to Mr. Waks.

Hospital Council Dance

The 23rd annual entertainment and dance of the Hospital Council 77 (Civil Service Forum) will be held at the Riverside Plaza Hotel, 73rd St., between Broadway and West End Ave., Manhattan, on Saturday night, May 11. The entertainment program begins at 9 p.m.

Investigators Elect

Harry Zucker was elected president of the Social Investigators Eligibles Association, at last week's meeting. Other officers are Henry Clauson, vice president; Julie O'Grady, treasurer; Estelle Phillips, recording secretary, and Helen Fenner, corresponding secretary.

So You'd Like to Be a Cop

Paul M. Brennan, Examiner in charge of the Medical and Physical Bureau of the City Commission, will speak at the next meeting of the Patrolman Eligibles Association. The meeting is at the Washington Irving High School Auditorium, 17th Street and Irving Place. The date, Tuesday, May 7, at 8:30 in the evening. Subject: "Young Man, Why Be a Policeman?"

Amusement Parade

By ED MARKE

Those knockers, who were saying that the circus is dying out as a national institution, will shut up when they learn that John Ringling North's troupe earned more than a quarter of a million dollars during its month's stand at the Garden . . . The back wall of Milwaukee's City Hall building is being used as a billboard to advertise Maurice Evans in "King Richard" . . . Noel Coward is here. The only propaganda he'll do is for his own forthcoming shows. Then he goes back (in June) to France to use his trigger finger on typewriter keys for John Bull THEATRE TIDBITS . . . The talk of the town is "There Shall Be No Night," which Pulitzer

Prize winner Robert E. Sherwood fashioned, and which Alfred Lunt and Lynn Fontanne are projecting over the footlights at the Alvin. Red Russia's repulsive rape of Finland is shamed by Dr. Sherwood's sharp scalpel . . . "DuBarry Was A Lady" continues to do the best business among the musicals though we rate "Higher and Higher" as a better buy . . . "Ladies In Retirement" lives up to its advance billing as a killer-diller-thriller. Flora Robson of the cinema does a swell job in it . . .

CINEMA CHAFF . . . "Rebecca" is doing a sixth week at the Music Hall and deservedly so. The scene in the cottage by the sea—near the finish of the film—has

L. Olivier and J. Fontaine doing the most superb picture playing we've seen in months . . . Jack Benny continues to ride high in "Buck Benny Rides Again" at the Paramount . . . "Star Dust" sprinkling itself on the Rory silver screen is a swell picture . . . On the other hand "If I Had My Way" at the Rivoli is as good as Bing Crosby — depending on whether or not you are a fan of the crooner . . . "Twenty Mule Team" due at the Capital will put Wallace Beery back on the big box office list . . . L. Olivier and his sweet-pie, Vivien Leigh, are due here next week in "Romeo & Juliet"—stage version — and a week later will find them together again in "21 Days Together" an English made movie—made in 1937. It was then they first met to be targeted by Cupid's bow . . . "Saturday's Children," current at the Strand, is about the third or fourth remake of that Pulitzer Prize winner. If you liked it the first time you'll like it again. . .

NIGHT CLUB NOTES . . . Harry Richman is knocking 'em dead

at the Versailles. No doubt about it he is America's No. One cafe song salesman . . . Leon & Eddie is in its 12th year on Swing Street. If you haven't been there yet, we're sure you have at least another 12 in which to do so . . . Fine food at a fair tariff is to be had at the Place Elegante, a made-over W. 56th Street mansion, which used to be the town-house of the Five-and-Dime Woolworth-Dona-hues . . .

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The Municipal Civil Service Commission has ordered a series of 36 competitive, 35 promotion, and three labor class examinations for city Civil Service positions. The requirements, filing dates, and other information for these exams will be published in The Leader as soon as they are officially announced. The full list follows:

- Competitive**
- Airport Assistant
- Assistant Director, Information Center
- Assistant Engineer (Drill Operation), Grade 4
- Assistant Librarian (Music)
- Assistant Resident Building Superintendent
- Assistant Train Dispatcher
- Buildings Manager (Housing Authority)
- Cancer Research Assistant
- Cardiologist
- Civil Service Examiner (Civil Engineering)
- Continuity Writer
- Deputy Medical Superintendent
- Dietitian
- Director of Business Administration
- Director of Public Assistance
- Director of the Buildings Management Division
- Director of the Division of Commodities Distribution
- Director of the Division of Finance
- General Mechanic (Various Specialties)
- Inspector of Equipment (R.R. Cars and Trucks), Grade 3
- Inspector of Equipment (Electrical R.R. Car Equipment), Grade 3
- Inspector of Heating and Ventilating, Grade 3
- Junior Administrative Assistant (Board of Higher Education)
- Junior Administrative Assistant (Office Planner)
- Junior Administrative Assistant (Real Estate Research)
- Junior Civil Service Examiner (Civil Engineering)
- Junior Draftsman (Architecture), Grade 1
- Junior Psychologist
- Matron
- Pipe Caulker
- Police Surgeon
- Rammer
- Superintendent of Asphalt Plant
- Superintendent of Camp La Guardia
- Superintendent of Plant Operation and Maintenance
- Towerman
- Promotion**
- Administrative Assistant (Municipal Civil Service Commission)
- Assistant Train Dispatcher, I.C.O.S.
- Chief Parole Officer
- Chief Towerman
- Court Clerk, Grade 3 (City Court)
- Foreman, Grade 3 (Pres. Man.)
- Foreman Bridge Painter (Pres. Man.)
- Foreman of Carpenters
- Foreman House Painter (Public Works)
- Foreman of Mechanics (Department of Hospitals)
- Foreman of Plumbers
- Foreman of Porters (Housing Authority)
- General Foreman of Mechanics
- Head Dietitian
- Inspector, Grade 3 (Pres. Richmond)
- Inspector of Elevators, Grade 3 (Housing and Buildings)
- Junior Administrative Assistant (City-Wide)
- Junior Assistant Corporation Counsel, Grade 3 Law)
- Management Assistant, Grade 4 (Housing Authority)
- Mechanical Draftsman (Heating and Ventilating), Grade 4 (City-Wide)
- Motorman-Conductor
- Motorman Instructor, I.C.O.S.
- Program Director (Public Works)
- Rammer (City-Wide)
- Seamstress
- Senior Dietitian
- Senior Investigator (Investigation)
- Senior Psychologist (City-Wide)
- Senior Statistician (Health)
- Senior Supervisor, Grade 4 (Social Service), City-Wide
- Station Supervisor, I.C.O.S.
- Supervisor, Bureau of Inspection (Sanitation)
- Tailor
- Towerman
- Tractor Operator
- Labor**
- Change of Title to Hostler (City-Wide)
- Electrician's Helper
- Change of Title to Plumber's Helper (Park Department)

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DPUI Job Mess Untangled

BUT JOB FIGHT WILL CONTINUE IN THE COURTS

The State Civil Service Commission voted Wednesday to open competitive over promotion lists, as the latest step in unraveling the mess in the Division of Placement and Unemployment Insurance, Department of Labor.

It all goes back one year, when simultaneous exams were held for positions of Junior, Assistant, and Senior Clerks in the Division. The Budget Director appropriated funds for the Assistant Clerk positions on a three-month basis. Eligibles on the middle and lower ends of the Assistant list inherited most of the jobs; those on the top generally refused for insecurity or insufficient salary.

When six months had elapsed, Junior Clerks began to clamor for a promotion exam to the Assistant position; the law, they argued, requires promotional exams wherever feasible. The Commission called for the exam, then postponed it when those on the Assistant Clerk list protested. A public hearing was held in Albany three weeks ago; the Commission's ruling was the result.

Future positions, the Commission holds, must be filled on a permanent basis. It insists that whenever a list of eligibles especially trained for a position exists, that list must be used despite the career-system idea.

Remarked Commissioner Howard P. Jones: "Except where knowledge or competence acquired on the job is important, I favor the open competitive over the promotional exam. This insures the greatest

Climbers, Pruners Thank Leader

"Thanks to the Civil Service Leader" said a resolution adopted by the Climber and Pruner Eligibles at their first meeting. The gathering, unusually eager and enthusiastic, voted the resolution by acclamation for the Leader's "continued cooperation in assisting our eligibles in many ways."

efficiency on the job—to the citizen as taxpayer; the greatest opportunity—to the citizen as job seeker."

But the matter is far from settled. The Junior Clerks expect bringing their case to the courts. All eyes are centered on the Court of Appeals, which has before it the Hilsenrad v. Reavy case; this involves the length of time necessary before a temporary appointment becomes permanent. The court reconvenes May 20.

11 Exams Cancelled

A series of one competitive, 10 promotion exams, which had been ordered by the Municipal Civil Service Commission, were cancelled last week. The tests were for: Assistant Resident Building Superintendent (competitive) and Foreman, Grade 3 (President Borough of Manhattan); Foreman, Bridge Painter (President Borough of Manhattan); Foreman of Carpenters (city-wide); Foreman of Plumbers; Foreman Porters (Housing Authority); General Foreman of Mechanics (Heating and Ventilating), Grade 4, (city-wide); and Supervisor Bureau of Inspection (Sanitation).

According to the Commission these tests were cancelled because in most cases no vacancies existed in the titles. The Junior Engineer (Custodian Engineer) will be used to fill competitive posts for Assistant Resident Building Superintendent.

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