

12 SUBWAY EXAMS OPEN TO PUBLIC FOR 10,000 JOBS

State Workers Ask for More Pay

Special to The LEADER
ALBANY, Jan. 13—Disappointment was expressed by State employees over Governor Dewey's failure to recommend salary increases for them in his annual message to the Legislature.

They had expected that higher pay would surely be included in the recommendation that past emergency war compensation be made a part of basic pay, since the cost of living index has risen 20 points since April 1 last, when the present rates went into effect. The index may even rise still more, before operations begin under the succeeding budget bill, on April 1, 1947.

Progress Being Made
The employees themselves were extremely vocative about the matter. They discussed the situation in small groups, among them-

selves, called it to the attention of their employee organization with a request that nothing be left undone to insure inclusion of raises, and said frankly that they didn't care what the Salary Board report will recommend. They meant that if there is not to be a general raise—and it is known
(Continued on Page 3)

Written Exam For Patrolman Set for March 15

The Municipal Civil Service Commission announced that the tentative date for the Patrolman written examination is Saturday, March 15 in NYC.

100 JOBS ARE OPEN TO HOUSING AIDES

An open-competitive examination for Housing Assistant, NYC Housing Authority, at \$2,360, begins on Wednesday, January 15, with the issuance and receipt of applications. The application period ends on Thursday, January 30, at 4 p.m.

No college degree is required. Apply at the Application Section, NYC Civil Service Commission, 96 Duane Street, New York 7, N. Y.

Official Exam Notice
The official examination notice follows:

Salary Range: To but not including \$2,400 per annum. It is the present policy of the New York City Housing Authority to give annual increments of \$120

up to the top of the grade. In addition, there is a cost-of-living bonus of \$360 per annum at present. Appointments are expected to be made at \$2,000 per annum, plus \$360 per annum cost-of-living bonus.

Applications: Issued and received from 9 a.m., January 15, 1947, to 4 p.m., January 30, 1947. Applications must be filed, in person or by mail, on forms furnished by the Commission at its Application Section, 96 Duane Street, Manhattan, N. Y. 7 and must be notarized. Such application forms may be obtained free at the Application Section from 9 a.m. to 4 p.m. and on Saturdays from 9 a.m. to 12 noon. Applica-
(Continued on Page 8)

One Labor Policy To Rule in NYC

Mayor O'Dwyer has announced the appointment of Transportation Commissioner Edward McGuire, his Labor Relations Adviser, to study labor conditions in City Government, paying particular attention to grievances presented over a period of years upon which no action was taken.

The Mayor's program calls for frequent conferences with repre-

sentatives of employee organizations. He will personally attend many of these meetings, along with Mr. McGuire and other City Commissioners.

Commissioner McGuire was instructed to make his study thorough, and to present the finished report within a reasonable period. It is expected that the report will be ready by June 1.

Railway Clerks, Trackmen Maintainers' Helpers and Operators Are Needed

Opportunities for Women Are Included

List of 12 Exams For Transit Jobs

Seven open-competitive examinations and five promotion tests, announced by NYC for transit jobs, follow:

OPEN-COMPETITIVE		
Examination	Filing Dates	Written Test
Surface Line Operator	Jan. 15-30	March 18
Railroad Clerk	Feb. 10-28	April 19
Maintainer's Helper, Group A (NYCTS)	March 13-28	May 10
Maintainer's Helper, Group B (NYCTS)	March 13-28	May 17
Maintainer's Helper, Group C (NYCTS)	March 13-28	May 24
Maintainer's Helper, Group D (NYCTS)	March 13-28	June 7
Trackman	April 16-30	June 28
PROMOTION		
Maintainer's Helper, Group C (NYCTS)	Jan. 15-30	April 19
Railroad Clerk	Jan. 15-30	May 10
Maintainer's Helper, Group A (NYCTS)	Jan. 15-30	May 17
Maintainer's Helper, Group B (NYCTS)	Jan. 15-30	May 24
Maintainer's Helper, Group D (NYCTS)	Jan. 15-30	June 7

POLICE JOBS FOR ALL ELIGIBLES BY FEB. 1

The NYC Civil Service Commission was prepared to certify today (Tuesday) all the remaining names on the Patrolman (P.D.) eligible list. There are 600 men involved.

Police Commissioner Arthur W. Wallander announced that as soon as the departmental investigations on the candidates were completed appointments would be made. He set February 1 as the tentative date.

A big problem in the recruiting of rookie Patrolmen is the shortage of uniforms. The 2,000 appointed last September are still without uniforms. The Department is making every effort to relieve this situation.

The Police Academy was stream-

lined to handle the largest number of trainees in its history.

Fifty Probation Patrolmen resigned to accept appointment recently as Fireman (F.D.)

The largest number of examinations for the greatest number of vacancies in the Board of Transportation in seven years was announced today by the NYC Civil Service Commission.

Twelve examinations comprise the list. Seven are open to the public at large and five are promotion tests for present employees.

The open competitive tests are for Surface Line Operator, Railroad Clerk, Trackman and Maintainer's Helper, Groups A, B, C and D.

The promotion tests are for Railroad Clerk and Maintainer's Helper, groups A, B, C and D and filing for them and for the open test for Surface Line Operator begins Wednesday, January 15.

The expected number of vacancies during the life of the resultant lists exceed 10,000.

The vacancies in one title alone, Surface Line Operator, are expected to reach 3,000. This test
(Continued on Page 16)

U.S. Jobs Sought By 10,000 a Day

Director James E. Rossell of the Second Regional Office of the U. S. Civil Service Commission revealed today that applications for Federal positions are averaging 10,000 a day.

The announcement of the current Stenographer and Typist exams, reported exclusively by

The LEADER last week, helped considerably to increase the number of applications. The Steno and Typist exam remains open until further notice.

The large amount of work has not swamped Mr. Rossell's office, since he has instituted a night shift system to help properly distribute the work load.

More State News

Pp. 2, 3, 4, 5, 6, 7, 8, 9, 10, 13, 14, 16.

Text of Dewey's Annual Message On Topics Vital to State Workers

Governor Asks Unemployment Insurance for State's Personnel, Making Bonus Permanent, More Income for Occupational Workers and Payment of Vet Annuity Contributions for the Period of Service in the War

Special to The LEADER
ALBANY, Jan. 13—Governor Dewey, in his annual address to the Legislature, said:

The largest task before us is, of course, the maintenance and improvement of the State's services to the people. We are confronted with a well-nigh staggering problem. During the depression of the 1930's the State's plant and equipment—our mental hospitals, tuberculosis hospitals, schools and colleges, conservation and recreation projects, our highways, canals and flood control projects—not only failed to keep step with expanding requirements but actually ran down at the heel. During the war years this condition became progressively worse. In the months since the war the demands for plant repair and expansion have far exceeded available manpower and materials.

Each month or year that goes by is bringing us a greater backlog of urgent demands. This backlog is rolling up faster than any surplus is accumulating. Thus, while the State appears, because of our large war-time savings, to be rolling in wealth, the truth is that we are actually saddled with heavy debts—debts that we owe to the patients in our hospitals, to the children in our schools, to all the men and women in our State who are dependent upon the highways, institutions and other State projects.

This is no cold matter of mere bookkeeping entries; no question of the academic niceties of capital budgeting. It is a serious human problem. It is the problem of feeble-minded children sleeping on mattresses, spread on the floors of dayrooms; of blind children, going to school in fire traps; of prisons where the inmates sleep with bars between them and a bathroom; of highways that take a weekly toll of sudden death. Every cent of our savings in the Postwar Reconstruction Fund is being used or is dedicated to the purpose of wiping out such blot on the name of our State. Al of you know how strongly I feel about this matter. I wish every person who would like to raid the postwar savings of our State. All of you know how of his own could be compelled to view the conditions which now exist and which these savings are dedicated to correct.

STATE FINANCES

In four years expenditures for State purposes have been increased substantially for many worthy purposes. Our State employees are now paid well: The lowest starting salary in 1942 was \$900; today it is \$1,560. Promotions and reclassification of employees are today approached on the merits of the case rather than first consideration being given to dollar cost. Administrative improvements and greatly increased appropriations have been provided for our mental hospitals. Our allowances for food have been increased faster than price advances so that real improvements in diet have been achieved. Our State schools and colleges have been strengthened and their facilities extended to the utmost to help meet the needs of veterans. Veteran scholarships were created. A whole new division of govern-

ment to administer veteran services was created. Juvenile delinquency has been attacked by pioneering methods. All these and more have called for the best management practices but they have also called for increased appropriations.

SOCIAL WELFARE AND HEALTH

New York State began 1947 with a new public welfare system.

In place of a patchwork of complexity and duplication, we shall have a simplified and coordinated system. For the first time, all of our sick and our needy will be served promptly and directly through a single, convenient local office. Investigations of all family needs, for all types of assistance and service, will be made by one agency, not several. Instead of a variety there will be a uniform standard of assistance and care within the individual county.

At the same time the localities' share of the expenditures was stabilized and reduced to not more than 20 per cent of the cost in the fields of home relief, old age assistance, aid to dependent children and assistance to the blind. Moreover, the costly, antiquated settlement system of determining locally the State and local responsibilities for welfare costs is abolished. Such costs are now determined on a simple human residence basis. These are complex changes and we will all watch, with great interest, their success in operation.

HEALTH

Commencing January 1 the State was fully launched upon its expanded program for the eradication of tuberculosis and the granting of State aid of not less than 50 per cent for all the public health services conducted by the local units of government. These programs, which involve an added annual expenditure by the State of more than \$10 million, constitute the broadest extension of public health services in the State since the beginning of the century.

MENTAL HYGIENE

The war years have been a period of extreme emergency for our Department of Mental Hygiene, which ministers to more than 92,000 patients in its twenty-six institutions. We have sorely lacked personnel, supplies, equipment and even maintenance replacements, and many of our hospitals have been overcrowded. In the face of all these difficulties, it was necessary to keep each ward functioning throughout the 24 hours of every day. This in itself was a great achievement.

Partly as an outcome of the period of war-born stress, the mental hospitals of the country, during the past year, have become a target of wide-spread public criticism. Little has been said against our New York State hospitals by responsible people, but we do know where and how we can effect improvement. We have already started.

We are well on the way toward making the great stride from the mere custodial care of the past to genuine individual treatment of every patient in our State mental hospitals.

To illustrate, let me point out

that to care for the mentally ill we first need psychiatrists. The nation-wide lack of these specialists came to public attention when the Selective Service procedure began to function. Early in my first term we laid plans to meet this fundamental need, and almost a year ago one of these projects came to life—a formal training course in psychiatry, started at Syracuse and New York, for young physicians who then had begun to return from military service. Almost one hundred are enrolled. Comparable courses for senior physicians, nurses, social workers, cooks, attendants, and other personnel, are either being expanded, inaugurated or devised.

You are familiar with the tremendous building program for this department which will get under way as soon as construction is possible. This program is designed to do away with overcrowding, to replace antiquated buildings, and to afford living quarters suitable for the care of the various types of the mentally ill.

More than that, these reconstructed institutions will provide the physical facilities needed by the trained, augmented staffs, to give our patients the best possible care and new hope for the future.

LABOR

The prevention of accidents in industry, in places of public assembly and in all establishments subject to fire hazards, industrial diseases and unsafe conditions of employment is a subject of primary concern to all the people of the State. Already we have made great progress in this direction. The reorganization of the inspection service of the State Labor Department, and the setting up in that Department of the new Division of Industrial Safety Standards, headed by competent engineers, have been invaluable not only to the workers of the State but to industry itself. We need to go further. The Labor Department is asking legislation which will remedy defects in the Labor Law, extend its jurisdiction, and increase its staff for an even better job in the prevention of accidents. I am sure the Department's recommendations, which have been prepared in consultation with leaders of both industry and labor, will have the serious consideration of your Honorable Bodies.

With the return of the Employment Service to the State we shall have a closer integration of this Service and the Insurance System which should result in the elimination of abuses which seriously concern the people of this State. Unemployment insurance should not be used as a means of lowering wage standards or skills in industry. By the same token, we must be careful not to subsidize voluntary unemployment. An efficiently, professionally administered employment service should prove invaluable in matching jobs and workers on a sound level of skills and wages not heretofore adequately attained. We propose to have such a service.

STATE EMPLOYEES

Permanent Salary Schedules for State Employees

At my request, the Salary Standardization Board undertook a widespread survey of salaries paid privately in this State, by other States and the Federal Government for services comparable with those performed by New York State employees. This is the most intensive study of its kind ever conducted. The complete report of the Board's work will soon be available.

The Board has found that the temporary emergency compensation presently paid to all State employees should be incorporated into the permanent salary structure. The Board has already advised me that, in the main, gross salaries presently paid (including emergency compensation) are comparable with and in proper relationship to salaries paid in private industry and in other public jurisdictions.

After the most careful study the Board has concluded that the present salary plan should be modernized and simplified. In the process of modernizing the salary schedules it is necessary to make

several adjustments in minimums, maximums and increments to round out the irregular rates of pay occasioned by the variable emergency percentages. These adjustments will involve a net increase in aggregate salaries of about \$2.5 million.

Further adjustments may be necessary in a certain few occupational groups that were found to be out of line with positions in private industry and in other public employment. In my budget message, I will submit to your Honorable Bodies detailed recommendations on the changes to be made and appropriations required to improve the State's compensation procedures so that its employees may be properly paid in accordance with their contribution to the smooth functioning of the State's business.

Contributions for Retirement

Rights of Veterans

Your Honorable Bodies have already adopted legislation requiring the State to give to their employees credit for retirement purposes for time spent in the armed forces during World War II. Presently, however, the veteran must pay into the New York State Employees' Retirement System the contributions he would have made if he had actually been employed by the State during this period. At a time when our veterans are attempting to re-establish themselves in civilian life and at the time when many of them are repaying loans made to provide for their families while they were in military service, these contributions are a great burden. In fact, to assure themselves of full retirement credit most of our veterans would face payroll deductions of 15 per cent.

I, therefore, recommend that your Honorable Bodies adopt measures to provide for contributions on behalf of our veterans to enable them to receive full credit in the Retirement System for their service in the armed forces during the war.

Unemployment Insurance for State Employees

During the past four years, your Honorable Bodies have, upon my recommendation, adopted important measures to broaden and improve our system of unemployment insurance coverage. This year I urge that the benefits of that system be extended to full time, State employees in the classified service.

Unemployment insurance was designed in part to protect employees from the exhaustion of their savings during periods when,

Bill Introduced For State Aid to Vets on Annuities

Special to The LEADER

ALBANY, Jan. 13—Assemblyman Nathan A. Lashin (D., Bronx), has introduced a bill which would protect pension and retirement rights of public employees who were absent on military duty, without costs to these discharged veterans for time spent in the service.

"Many employees of the State in its various political or civil divisions," Mr. Lashin said, "were necessarily absent from their employment while serving in our country's armed forces. Upon their return these veteran employees have been faced with an accumulation of arrears in contributions toward annuities."

"The State employees who served in our armed forces are entitled to real help in the liquidation of these accumulated arrears. The passage of this bill would alleviate the financial burden imposed on the veterans by this arrearage."

through no fault of their own, they were unable to get work. State employees in a State such as this where unemployment insurance has been so progressively developed certainly should not be exposed to any greater risk than the employees of private industry.

LEGISLATIVE SALARIES

There is pending before your Honorable Bodies for approval for a second time a Constitutional amendment to confer upon the Legislature the power to fix its own salaries. I urged this proposal last year when the proposed amendment was approved by the Legislature for the first time. I again repeat my urgent recommendation that the proposal be approved.

The present salaries for members of the Legislature are grossly inadequate.

EDUCATION

Teachers' Salaries and State Aid to Education

The Committee on the State Educational Program which is composed of representatives of the Legislature, the State Education Department and the Executive Department, has been, pursuant to my request, considering the matter of teachers' salaries in the elementary and secondary schools, additional aid to central school districts, and the whole question of State aid to education.

Last fall the Committee rendered a preliminary report in which it analyzed the issues to which it is directing its attention. The Committee is considering a problem of urgency to our entire elementary and secondary educational system. I am advised that the Committee will, within the next few days, render its report, together with its recommendations for immediate action early in this Session in order that immediate relief may be extended to the teachers of our State.

Buffalo Chapter Thanks Dr. Tolman and DeGraff

Special to The LEADER
BUFFALO, Jan. 13—The regular monthly meeting of the Buffalo State Hospital Chapter of the Civil Service Employees Association was held at the clubrooms

on the Hospital grounds. Harry B. Schwartz, Chapter President, presided.

Business discussed included expression of appreciation to Dr. Frank L. Tolman, President, and John T. DeGraff, Counsel, of the Association, for their interest in the vacation change for Mental Hygiene employees. Proposed changes to the New York State Retirement System, the administration of payments to employees who are engaged in hazardous duties and the State salary reallocations were also discussed.

It was announced that 330 Chapter members had already renewed their membership in the Association to date for the year.

CIVIL SERVICE LEADER

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MALTBIE IS ATTACKED ON TRAVEL PAY CUT

Special to The LEADER

ALBANY, Jan. 13—Following up protest over failure of the Public Service Commission to conform to sick leave and other leave rules of general application to State departments and agencies, the Civil Service Employees Association is now seeking to have Chairman Milo R. Maltbie, of the Commission, conform to the law and the rules on traveling expenses.

John T. DeGraff, counsel to the Association, on behalf of the Association, wrote Chairman Maltbie that by rules of State Comptroller Frank C. Moore, in conformance with the Public Service Law, \$8 a day is allowed for board and lodging in NYC, whereas the Commission allows only \$7.50, with certain exceptions.

Mr. DeGraff calls the limitation "picayune" and "a barefaced violation of the statute."

DeGraff's Letter

He challenges Mr. Maltbie's authority to constitute himself an exception. The "niggardly practices" injure employee morale, Mr. DeGraff warned in his letter, which follows:

"Section 13 of the Public Service Law directs that all employees of the department shall be reimbursed for 'all actual and necessary traveling and other expenses and disbursements incurred or made by them in the discharge of their official duties.'

"Under the rules of the Comptroller, which are uniformly followed by all departments, except the Department of Public Service, the sum of \$8 a day is allowed for board and lodging in New York City and certain other large cities. You have, however, issued a special rule which specifies that the allowance in these cities shall be only \$5.00 per day, with the following proviso:

ASKS HOW COME?

"Allowances to be 50 cents per diem higher for division and bureau heads, examiners and others approved by the head of the department."

"By what process of law or equity do you assume the prerogative of discriminating between the employees of your department to the extent of ruling that one employee can receive \$8 per day for travel expenses, while his fellow-worker, assigned to duties at the same place, can receive only \$7.50? What concept requires you to demand that an employee must become a supplicant for your favor before he can receive his full travel allowance? Must employees assume that the extra fifty cents is a gratuity which you can grant or withhold, at your pleasure? Is it not obvious to you that such



JOHN T. DEGRAFF

petty discrimination is repugnant to every principle of fair play and has no place in a democratic government.

Dinner But No Lunch

"Although neither the statute nor the rules laid down by the Comptroller make any distinction with respect to the right to reimbursement for expenditures for breakfast, lunch or dinner, your special rules provide:

"Lunches may be charged only when employee is entitled to full subsistence, including either the preceding or the succeeding night's lodging, or both preceding breakfast and succeeding dinner."

"Your regulation directs that an

employee who, after breakfasting at home, is assigned to duty at a point some distance away, where he must buy his lunch and dinner, returning home that evening, can be reimbursed for his dinner but cannot be reimbursed for his lunch. This picayune limitation finds no counterpart in any other state department and is obviously a barefaced violation of the statute governing the Public Service Commission. By what process of law or reasoning do you assume the prerogative of denying employees the right to reimbursement for such a necessary expenditure, which has been expressly authorized by the Legislature and the Comptroller?

Small Policy Charged

"These items, no doubt, seem small to you. By the same token, the policy you have laid down seems exceedingly small to us. The minuscule economies which you may effect by such niggardly practices are far outweighed by the devastating effect which they have on employee morale. The financial loss you have imposed on each employee is utterly unjustifiable but, or greater significance, is the revelation in these instances of an arbitrary and intolerable personnel policy that has been manifested in many other ways that have been called to your attention.

"May I, therefore urge, on behalf of the Association and the employees in your department that immediate steps be taken to revise your 'subsistence allowances' to conform with the requirements of the law as laid down by the Legislature?"



DORIS LEFEVER, President of the Syracuse Chapter of the State Association, was recently appointed by Clarence J. Stoff, Chairman of the Central New York Conference, as Executive Secretary of the Conference

Syracuse Chapter To Dine on Feb. 1

Special to The LEADER

SYRACUSE, Jan. 13—The Syracuse Chapter of the Civil Service Employees Association will hold its annual dinner on Saturday, February 1, at 6:30 p.m., at the Hotel Syracuse.

Doris LeFever, President of the Chapter, was recently appointed Executive Secretary of the Central New York Conference of the Association.

VETS LOSE HOMES

Colonel John Vicant, DAV State Commander, and Abraham Janko, National Service Officer, are flooded with appeals from veterans in danger of losing their homes. Real estate contracts contained escalator clauses permitting increase of purchase price if ceilings were lifted. Now many veterans, faced with demands for \$500 or more, can't pay the addition. Despite money already put up, including the GI loan money, some already have been evicted, the DAV hears.

The State Employee

By Dr. Frank L. Tolman

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



The Governor's Message

THE ANNUAL MESSAGE of Governor Dewey to the Legislature is in part a report on the State of the Commonwealth and in part a program for legislation for the well-being and progress of the State.

As a report, the Governor states that "the State Government is in the strongest financial position in its history." He immediately adds, however, that many dangers confront the State, that might easily lead to economic and financial collapse.

"We cannot ignore the fact that our Country, and indeed our entire world, is now in the throes of a great post-war inflation," he says. "Prices of real estate, food, clothing and every other necessities have greatly increased."

As to salaries, the Governor states:

"Our State employees are now paid well. The lowest starting salary in 1942 was \$900, today it is \$1,560. Promotions and reclassifications of employees are today approached on the merits of the case rather than first consideration being given to dollar costs."

As to labor, the Governor says:

"The labor policy of the State rests on a maximum of voluntary mediation and a minimum of government compulsion. This policy has provided free collective bargaining. It has been widely successful in preventing strikes and violence. We propose to continue this policy. We propose, too, to strengthen the State's role in this peaceful process by increasing the State's service to both labor and industry."

Dewey's Remarks on State Salaries

The Governor spoke as follows about State employees:

"At my request, the Salary Standardization Board undertook a widespread survey of salaries paid privately in this State, by other States and the Federal Government for services comparable with those performed by New York State employees. This is the most intensive study of its kind ever conducted. The complete report of the Board's work will soon be available.

"The Board has found that the temporary emergency compensation presently paid to all State employees should be incorporated into the permanent salary structure. The Board has already advised me that, in the main, gross salaries presently paid (including emergency compensation) are comparable with and in proper relationship to salaries paid in private industry and in other public jurisdictions.

Adjustments in Salaries

"After the most careful study the Board has concluded that the present salary plan should be modernized and simplified. In the process of modernizing the salary schedules it is necessary to make several adjustments in minimums, maximums and increments to round out the irregular rates of pay occasioned by the variable emergency percentages. These adjustments will involve a net increase in aggregate salaries of about \$2.5 million.

"Further adjustments may be necessary in a certain few occupational groups that were found to be out of line with positions in private industry and in other public employment. In my budget message, I will submit to your Honorable Bodies detailed recommendations on the changes to be made and appropriations required to improve the State's compensation procedures so that its employees may be properly paid in accordance with their contribution to the smooth functioning of the State's business."

Salary Board Report Awaited

The Association has been given no opportunity to examine the Salary Board report which is scheduled to be published on January 15. We can not and will not prejudice it. However, the information contained in the message with respect to salaries has shocked State employees, who confidently expected full details. The Association will institute vigorous action in the hope that conferences already scheduled will result in a just solution.

We are not ready to believe that the Governor means that salaries shall be determined solely by the Salary Board and imposed on the employees. Does not the same policy of conference determine all labor relations under the State government? Does it not apply to the State employee as well as to the private employees in industry? In my opinion this crucial test of the inherent right of State employees is a matter of vital significance to every civil servant.

State Employees Appeal for Raises

(Continued from Page 1)

that no such proposal will be included in the Board's report—the rest of the straightening out of the salary tangle was to them of secondary interest. The Board's report is scheduled to be out on

Wednesday, January 15. But in the meantime, however, the employees, even though some of them may not have known it, were the beneficiaries of advance work done by officers and Counsel John T. DeGraff of the Association of

Civil Service Employees. Conferences have been arranged with Governor Dewey and Budget Director John E. Burton.

Insistence that conference was the only way to solve labor relations problems, and that the policy of holding them in private industry requires that the same means be applied in government relations to its employees, was expressed by Dr. Frank L. Tolman,

President of the Association. [See Dr. Tolman's column above.]

Questions Answered

State and county employees in the NYC metropolitan district besieged The LEADER's office with telephone calls and mail, in which a demand was made for a raise. While no specific figure was mentioned in most cases, the employees felt that a substantial increase was due. Some pointed to the forward-looking policy of the O'Dwyer administration in NYC in granting substantial pay increases now, effective as of January 1 last, thus even with a retroactive feature, and between budgets. They mentioned casually

that State employees live in the same age and under the same conditions as NYC workers.

Many employees seemed to feel that the case was lost already, and expressed bitterness. They put questions to The LEADER, which informed them that the mere fact that the Governor did not include any mention of increases did not mean that he excluded any possibility of them. They could be recommended in his budget message and included in his budget bill. The LEADER informed them, and moreover apprised them that conferences looking toward a solution, while carrying no positive assurances, looked hopeful.

STATE X-RAY SCENE IS MOVED TO NYC

State employees who work in NYC will have the opportunity of free chest X-ray examination by the State Health Department, beginning on Monday, January 20. Employees working in or near the State Office Building, where the examinations will take place, are among the first to be invited to participate. They are notified by their Personnel Officers of the exact appointment time. Plans are to use the Civil Service Commission Office, Room 576.

Following the X-raying at the State Office Building, the equipment will be moved to 625 Madison Avenue where it will be set up in the Office of The State Insurance Fund.

The equipment will then be returned to the downtown area and set up at the newly acquired State

Building, 270 Broadway, in the office of the State Commission Against Discrimination, 22nd floor.

As in the case of 80 Centre Street, employees located in offices within a reasonable distance of central X-ray points will be requested to travel to these points for their X-rays.

Additional locations in NYC, as well as central and convenient locations for State employees in Brooklyn and Long Island, are also being selected.

Employees not yet X-rayed should fill in identification card prior to X-ray, with full name and address. This is important, since the same card serves as X-ray report and is mailed in a window envelope. X-ray reports should be received by employees within 10 days or two weeks from the date the X-ray is taken.

Holiday Party Held for Staff Of State Assn.

Special to The LEADER

ALBANY, Jan. 13—The staff of the Civil Service Employees Association held a holiday party in their office in Room 156 of the State Capital Building in Albany.

Those present included Fred Burke, Mary Brown, Harold J. Fisher, Jr., Mrs. Annette Lochner, May Champagne, Joseph D. Lochner, Patrick De Murio, Dorothy Sheehy, Faustine Spencer, Jessie Napierski, Helen Garrah, Elizabeth Rivet, Sylvia Stevens, William M. McDonough, Ruth Baillie, Jean O'Hagen, Roy Fisher, Chas. L. Culyer, Lawrence J. Hollister, John T. DeGraff, John Holt-Harris, Frank Somma, Janet Macfarlane, Earl Pfannebecker and Mrs. Laurence J. Hollister.

STATE IS NOW STRICT ON CLOSING DATES

Special to The LEADER

ALBANY, Jan. 13—The State Civil Service Commission announced that in promotion and open-competitive examination, it is necessary for the Civil Service Department to set a final date for filing applications, so that there will be sufficient time to make necessary preparations for the examination.

During the manpower shortage the Civil Service Department was liberal in accepting excuses for the late filing of applications. Now, however, the department says that it has become necessary to return to a more rigid policy. Except in extraordinary cases, applications filed late for either promotion or open-competitive examinations will be disapproved.

Official Text Of Operating Plan Issued by the Merit Award Board

ALBANY, Jan. 13—The plan of operation of the State Merit Award Board, as announced by the Board, follows:

PLAN

To encourage and reward unusual and meritorious suggestions and accomplishments by State employees for the purpose of promoting efficiency and economy in the performance of the functions of State government.

1. Objective:

To promote greater efficiency and economy in the government of New York State, to increase understanding and to foster good human relationships between State employees, public officials, and citizens of the State.

2. Method of Achieving Objective:

By granting various types of awards to State employees for unusual and meritorious suggestions designed to improve any procedure or routine of government, or for significant accomplishments in their official capacity.

Possible Types of Awards

- (a) Cash
- (b) Salary increment
- (c) Medal or insignia
- (d) Certificate

A certificate will accompany every type of award other than (d).

3. Eligibility for Award:

Any employee or group of employees of New York State is eligible to receive an award for a meritorious suggestion or accomplishment accepted and approved by the Merit Award Board. Recommendations on behalf of a State employee for an award for an unusual accomplishment may be submitted by any person having knowledge of the circumstances.

4. Duplicate Suggestions:

Duplicate awards will not be made for the same or essentially similar suggestions.

5. Standards for Making Awards:

A. The acceptance and approval of a suggestion and granting of an award by the Merit Award Board shall be governed by criteria, of which the following are typical.

- (1) Is the suggestion original? (It must not be a minor revision of an existing practice.)
- (2) Is the suggestion feasible? (Will the cost or some other factor render it impracticable?)
- (3) Will the suggestion improve working or living conditions? (Will the human standard of living be raised, such as betterment in health, welfare, education, and convenience of employees and citizens of the State?)
- (4) Will the suggestion increase safety? (Will hazards from accidents, fire, or floods be reduced?)
- (5) Will the suggestion increase efficiency? (Will waste of materials, duplication of work, and delays be eliminated? Will improvement in procedures and management result?)
- (6) Will the suggestion further the use of equipment? (Will new uses for existing equipment result? Will improved maintenance of equipment prolong its usefulness?)
- (7) Will the suggestion help to conserve natural and physical resources? (Will it result in better flood control, improvements in agriculture, reduction of stream pollution, etc.?)
- (8) Will the suggestion improve human relationships between employees, officials, and citizens of the State? (Will service to citizens of the State be improved?)

B. Suggestions relative to any

activity of the State of New York may be submitted. The following are listed solely to indicate the wide range of activities included:

- (1) Standardization of and reduction in number of printed forms;
- (2) Methods and techniques in the advancement of science and education;
- (3) Public recreation facilities;
- (4) Purchase, storage, and issue of supplies and equipment;
- (5) Tax procedures;
- (6) Motor vehicle accidents and traffic control;
- (7) Conduct of racing and other sporting events;
- (8) Budget-making techniques;
- (9) Methods of producing, preserving, storing, packaging, and transporting foods;
- (10) Legislative procedures and routine;
- (11) Personnel policies to attract and hold the highest type of employee to the State service;
- (12) Development of the potentialities of New York State, and the initiation of new industries;
- (13) Further extension and use of existing facilities of the State government, such as educational, health, welfare, and agricultural services;
- (14) Design and construction of bridges and other highway structures.

6. Departmental and Other Committees:

In each State department, the department head will nominate a Departmental Committee whose function will be to analyze, investigate, and make recommendations on suggestions referred to it by the Merit Award Board. It is suggested that such Departmental Committees consist of not more than five nor less than three

members, including the head of the department or his representative and at least one employee from the rank and file. One member of the Committee shall be designated Secretary to act as liaison between the Departmental Committee and the Merit Award Board. It is expected that the departmental committees will implement their duties by enlisting as sub-committees employees who have the capabilities necessary to judge and evaluate suggestions submitted. Committees will be organized for both branches of the Legislature and for the Judiciary.

7. Procedure:

A. Every suggestion shall be submitted in writing by an employee or group of employees direct to the Merit Award Board, 26th floor, The Governor Alfred E. Smith State Office Building, Albany, N. Y. This is to provide a free channel of communication between employees and the Board, and to provide an equal opportunity for all employees to qualify for a merit award. Every application must be complete enough to allow the Departmental Committee and the Merit Award Board to judge its merits.

B. The Merit Award Board will record and acknowledge receipt of each suggestion.

C. Each suggestion will be numbered serially for identification before being referred to the proper Departmental Committee for investigation and recommendations, and the author's name will be removed from the suggestion.

D. Departmental committees will be required to submit a report and recommendations on each suggestion referred to them within a period of fifteen days from the date of referral by the Merit Award Board.

E. Investigation of suggestions

by the Departmental Committee may be guided by the following check list:

- (1) How will adoption of the suggestion result in
 - (a) reduction of material
 - (b) saving of labor
 - (c) other savings—use of equipment or facilities?
 - (2) How much will it cost to put the suggestion in operation?
 - (3) How much money will be saved (estimated) by adoption of the suggestion?
 - (4) Is a similar suggestion already under consideration?
 - (5) Does the suggestion concern something that is well known but for very good reasons has not been put into use?
 - (6) Is part of the suggestion deemed practicable and desirable? If so, what part?
 - (7) Is adoption of the suggestion recommended? If not, why not?
 - (8) If adopted, how soon can this suggestion be put into operation?
- F. Investigation of unusual accomplishments:
- (1) Is the accomplishment above and beyond the usual duties and responsibilities of the position?
 - (2) What is the lasting value of the accomplishment?
 - (3) Does the accomplishment lead to some change in method?
 - (4) Is the value of the accomplishment generally recognized by professional or other groups?
 - (5) Has the accomplishment tended to a wider appreciation of the value of the State government or to a better human relationship in government?

Extra Pay Only For Hazard Above Normal in Job

Special to The LEADER

ALBANY, Jan. 13—Work must be "more" arduous or "more" hazardous in a particular job, to entitle employees to extra rates, officials of the Dewey administration emphasized. They reported some confusion concerning the application of the provisions of Section 42 of the Civil Service Law, relating to extra-compensation for employees assigned to "more" hazardous or "more" arduous duties.

This section provides that "Additional compensation may be authorized when, in the opinion of the Director of the Budget, the duties to which an employee is assigned are more hazardous or arduous than those normally performed by an employee with the same title."

Extra compensation under this law can be paid only where it is shown that the duties are "more" hazardous or "more" arduous than those normally performed by employees in the same title, says the Budget Director's office. The fact that the duties of a position are normally hazardous or arduous by the nature of the position does not, of itself, warrant the payment of extra compensation under this section, according to officials.

Tribute to Theodore Becker

Editor, The LEADER:

To you for publishing it, and to Theodore Becker apparently responsible for writing it, praise is certainly due for the article under the heading, "What Every State Employee Should Know," on page 3 of the January 7 issue of The LEADER.

This should be read and re-read by every State employee — not merely for its content but also as an example of how to use words effectively.

To express as difficult and complicated matters as are covered by these sixteen "Interpretations" is certainly not easy. To do so with the precision, clarity and brevity, which has here been achieved, is a quite notable accomplishment.

I also feel appreciation for The LEADER itself — especially its steady improvement during the last year or so.

H. D. PHILLIPS
State Department of Agriculture and Markets

WHAT EVERY STATE EMPLOYEE SHOULD KNOW

By THEODORE BECKER

Veterans' Vacation Allowance

Veterans, returning to State service were guaranteed, under the terms of a memorandum issued by President J. Edward Conway of the State Civil Service Commission on June 6, 1946, a full four weeks' vacation allowance for the current fiscal year (April 1, 1946, through March 31, 1947.) In the absence of this grant such veterans would be entitled only to the vacation credits which they had accumulated prior to military service and those earned subsequent to their return.

This is made clear in a recent communication from President Conway, to State appointing officers, seeking to eliminate some of the confusion that has attended the application of the June memorandum. The confusion apparently stems from the fact that in some departments vacations earned in a fiscal year are taken during the same fiscal year, whereas in other departments vacations earned during one fiscal year are taken during the ensuing fiscal year.

Accordingly, the latest communication explains and illustrates the proper application of the terms of the June memorandum in both types of departments.

Earned and Taken in Same Year

If you are a veteran in a department where vacations are currently earned and currently taken and were reinstated during the 1945-1946 fiscal year, the memorandum did not affect you because you would have earned four weeks vacation during the 1946-1947 fiscal year under the regular procedure, anyway.

If you came back to such a department on October 1, 1946 (and had no accumulated vacation allowance prior to military service) you are entitled to four weeks vacation during the fiscal year 1946-1947 even though you will have earned only two weeks vacation during the remaining six months of such fiscal year. On April 1, 1947, you will begin accruing vacation to be taken during the 1947-1948 fiscal year in the same fashion as other employees. You will get no vacation credit for the six months from October 1, 1946, to March 31, 1947, since this was covered in your four weeks allowance upon reinstatement.

If you were reinstated on October 1, 1946 (and had accumulated three weeks vacation prior to military service), you are entitled to five weeks all told for the 1946-1947 fiscal year (three weeks previously accumulated plus two weeks earned from October 1, 1946 through March 31, 1947). Since you would have been entitled to more than four weeks anyway, the June memorandum had no application to you under these facts.

Earned One Year—Taken in Next

If you are a veteran in a department where vacations earned one year are taken the next and were reinstated at any time during the fiscal year 1945-1946, you are entitled to a full vacation allowance for the fiscal year 1946-1947.

If you were reinstated to such a department on October 1, 1946 (and had no accumulated vacation allowance prior to military service) you are entitled to four weeks vacation during the 1946-1947 fiscal year as if you had been back all of the 1945-1946 fiscal year. For the purpose of computing vacation allowance for the fiscal year 1947-1948, you will be deemed to have been reinstated on April 1, 1946 and, therefore, will get a full vacation in the 1947-1948 fiscal year.

If you were reinstated to such a department on October 1, 1946 (and had accumulated three weeks vacation prior to entry into military service) you are entitled to only four weeks vacation during the 1946-1947 fiscal year, because your six months service during the fiscal year 1946-1947 cannot be used for vacation purposes during the same year. You will, however get a full vacation allowance

for the 1947-1948 fiscal year because your reinstatement, for the purpose of computing vacation allowance for such year, is deemed to have taken place on April 1, 1946.

Intent of June Memorandum

As Judge Conway points out, the June memorandum "was not intended to apply to a reinstated veteran who would be entitled, under regular procedure, to receive four weeks' vacation during the fiscal year 1946-1947." Instead, "it was only intended to apply to a reinstated veteran who would not have been entitled, under regular procedure, to four weeks' vacation allowance during the 1946-1947 fiscal year."

State Eligibles Open-Competitive

Correction Institute, Vocational Instructor	
Veteran	
1 N. Dibellis, Industry.....	84000
Non-Veterans	
2 Sidney Schushkin, Woodbourne.....	97000
3 Alfred Raponi, Middletown.....	89000
4 L. Sordellini, NYC.....	88000
5 Henry Nicholas, Yonkers.....	84000
Correction Institute, Vocational Instructor	
Disabled Veteran	
1 Michael Amoroso, NYC.....	85000
Veterans	
2 Joseph W. Koch, Buffalo.....	89000
3 S. H. Bottino, Flushing.....	88000
Non-Veterans	
4 Joseph Scheepma, Elmira.....	92000
5 A. J. Starrett, Hopewell Jct.....	87000
6 John Trainor, Bklyn.....	83000
7 Ernest Ellert, BkGlyn.....	81000

Promotion

Clerk, Grade 7, County Clerk's Office, Kings County (All residents of Kings County)	
1 Harry Levy.....	89035
2 John Fields.....	89005
Non-Veterans	
3 Irene Quinn.....	91402
4 Wm. Ryan.....	88624
5 Chas. Goldman.....	88624
6 Asa Miller.....	88276
7 Chas. C. Pace.....	88030
8 Ottilia Lemm.....	87025
9 Marion P. Gibson.....	85444
Junior Analytical Chemist, Laboratory Research, Health Department	
Non-Veteran	
1 Hazel Roberta, Delmar.....	83921
Principal Account Clerk, Workmen's Compensation, Department Labor	
Non-Veterans	
1 Martin Jack, Bklyn.....	91150
2 Theodore Gold, Bklyn.....	90743
Associate Educational Supervisor, Public Library Division, Adult Education	
Non-Veteran	
1 L. M. Mashler, Albany.....	88750
Senior Educational Supervisor, Public Library Division, Adult Education	
Non-Veteran	
1 Helen Ridgway, Albany.....	86751
Accounting Clerk, Surrogate's Court, Bronx County	
Non-Veterans	
1 John Scanlon, NYC.....	93685
2 David T. Kearney, Bronx.....	91716

Job Insurance Prospect A Credit to State Assn.

Special to The LEADER

ALBANY, Jan. 13—As a result of four years of vigorous efforts by the Civil Service Employees Association, Governor Dewey in his message to the Legislature recommended unemployment insurance to protect permanent State employees who lose their jobs.

Tribute to Assn.

The Association bill's terms were adopted in their entirety, save that

the Governor included only permanent employees.

During the next session of the Legislature in 1948 the Association will attempt to extend these benefits to other permanent employees, and to County and City employees. The Association has held many conferences with Lillian Poses and Anna Rosenberg in an effort to broaden the scope of the benefits. A tentative agreement was reached that the U. S. Government will not charge the State any administration expenses.

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UFOA Wants Bonus Made Permanent

A meeting of the newly-elected Executive Board of the Uniformed Fire Officers Association was held at the Hotel Martinique. The oath of office was administered to those who will serve for the 1947 term.

The guest speaker, Magistrate Edward Thompson, one of the organizers of the UFOA, addressed the assemblage and was elected an honorary member of the Board along with Frank W. Kridel and John Weisberger.

It was proposed at the meeting that the Executive Board continue to cooperate with the Uniformed Firemen's Association in an effort to have the bonus increases consolidated into permanent salary scales.

The officers consist of Deputy Chief Henry A. Wittekind, President; Capt. Richard A. Denehan, Vice-president; John S. Dalton, Treasurer, and Lieutenant Henry J. Fehling, Financial and Recording Secretary.

An enjoyable social session followed the regular meeting.



DEPUTY CHIEF HENRY A. WITTEKIND, newly elected president of the Uniformed Fire Officers Association.

Quayle Describes Need For Chief of Staff and A Deputy Commissioner

By H. J. BERNARD

The reasons for creating the two positions of Chief of Staff and Operations, and Third Deputy Commissioner, were outlined today by Fire Commissioner Frank J. Quayle at the request of The LEADER.

The Chief of Staff post is occupied by Acting Chief of Department Frank Murphy. Who will be appointed Third Deputy Commissioner when that office is finally established has not been revealed.

Chief of Department Murphy has had a notable career of service in the Fire Department and his appointment as Chief of Staff met with the approval of the men, as well as the officers, in the Department.

As Chief of Staff, Mr. Murphy will receive \$12,000. The salary question is now before Budget Director Thomas J. Patterson. The

Chief of Department will be paid \$10,000. Mr. Murphy is now filling both jobs, until a Chief of Department is appointed as a result of the pending examination.

Reasons for Chief of Staff

Concerning the office of Chief of Staff and Operations, Commissioner Quayle said:

"The Fire Commissioner, appointed by the Mayor to carry out the policies of the Administration, is by law responsible for the government and administration of the Fire Department.

"The matter of a proper chain of command between the Bureau of Fire, the largest unit organization in the Department and the Fire Commissioner, has received considerable attention and study by me.

"The office of the Chief of Staff and Operations was established to provide for necessary coordina-

tion between the Bureau of Fire and the office of the Fire Commissioner. The Chief of Staff and Operations as a member of the uniformed force is responsible directly to the Fire Commissioner for the execution of the policies of the Fire Commissioner as set forth in the Rules and Regulations of the Department and directives of the Fire Commissioner.

Need for Third Deputy

The need for a Third Deputy was set forth by Commissioner Quayle as follows:

"The Fire Department is organized into the Bureau of Fire, Investigation, Fire Alarm Telegraph, Fire Department Buildings and Accounts and Pensions, and Fire Extinguishing Force, and the Division of Licensed Places of Public Assembly, Fire Apparatus, Combustibles, Fire Prevention, Legal, Medical, Chaplains, Uniform Inspections, Printing, Fire College, Department Schools, and Special Boards.

"The scope and activities of these agencies have increased tremendously in late years and an overlapping of functional operations has developed. I have given a great deal of attention to the matter of the better administration of these agencies with the aim of unifying and coordinating their operations.

"The duties of the Third Deputy Fire Commissioner will be such as may be assigned by the Commissioner. In addition to such assigned duties the Third Deputy Commissioner shall coordinate the activities of all the bureaus, divisions and units of the department in relation to the requirements of personnel, allocation of space and equipment, planning of operations, legal matters, and interpretation of rules, regulations and instructions."

Big Job NYC Does on Green Book To Be Told on 'Hi! Jinx' Program

ASST. EDITOR TO APPEAR ON PROGRAM

The story of getting out the City Record and the Little Green Book, the government directory, accurately and on time, will be told Thursday morning, January 16, at 8:30 o'clock, by John P. Martin, Assistant Editor of the two city publications. He will be interviewed over WNBC by Jinx Falkenburg, actress and model, and her husband, Tex McCrary, former Chief Editorial Writer of

the New York Daily Mirror and the Executive Editor of the American Mercury, co-stars of the "Hi! Jinx" show. Mr. Martin will be a guest of the Civil Service LEADER.

Dennis J. Mahoney, President of the Detective Endowment Association, described his experiences during a lifetime of detective work in NYC on the "Hi! Jinx" show last Thursday, as LEADER guest. He was so interesting that he was invited to appear on the program

the next day, as well.

Each Thursday morning The LEADER, as a special feature, presents guests from the city, State and Federal services on the "Hi! Jinx" program, top-ranking morning program, and heard over a large network of stations. Suggestions for future guests are welcomed, and may be sent to Herbert M. Friedland, care of The LEADER, 97 Duant Street, New York 7, N. Y.

NYC Transit Group Installs Officers

The St. George Association of the NYC Transit System elected the following officers: Edward Schnopp, President; Charles Fetter, First Vice-president; Holgar Christensen, Second Vice-president; George Peyser, Financial Secretary; Henry Craig, Treasurer; Josephine Albrecht, Recording Secretary; William Campbell, Marshall; Sarah MacDonald, Historian; Robert E. Corby, William Vaupel and Anna Weitz, Trustees; the Rev. A. Hamilton Nesbitt, Spiritual Adviser, and Archie Chestnut, National Delegate.

In Masonic Temple on Saturday the installation of officers took place.

64 JOBS AT \$7,000 ARE OPEN OVERSEAS

There are 64 foreign positions, paying \$7,000 per annum, open to veterans only, with a private concern. The vacancies are for Teletype Technicians, Ground Control Approach Technicians and Army Airways Communications Technicians. All will be either in Europe or the Pacific area.

These positions are all permanent. Applicants must be technicians with experience. Equipment operators who are not technicians

will not qualify. The experience must have been obtained in the Army, Navy, Coast Guard or Marine Corps.

Applicants will be required to take a physical examination before they are accepted. There are no family accommodations. Transportation to the area of assignment will be paid by the employer.

Veterans who are interested may apply to the N. Y. State Employment Service, 87 Madison Avenue, NYC, 4th floor, Section C.

Welfare Guild Hears Rhatigan and Wagner Talk

NYC Welfare Commissioner Edward E. Rhatigan, speaking at a First Friday luncheon sponsored by the Ozanam Guild of the Department, reported on the results so far achieved in the Department's Shelter Homes campaign. He stated that of more than 136,000 families contacted, 3,881 have indicated a willingness to accept children. He hopes that after final sifting of these applicants, the Department's goal of providing shelter care for 750 children will be achieved.

The Commissioner extolled the work done by the private agencies. Speaking of the Catholic agencies he said:

"Catholics should be proud of the work done by the New York Archdiocese and the Brooklyn Diocese in improving and extending their child care facilities."

Other speakers were the Rev. George P. Jacoby, Ph.D., Director of the Catholic Home Bureau, Catholic Charities, and Robert Wagner, Jr., NYC Commissioner of Housing and Buildings.

The Rev. Henry J. Pregenser, of St. Matthew's Church, is Chaplain of the Guild. Thomas F. Loughin is President and William P. Madden is Chairman of the Luncheon Committee. Anthony C. Russo is Director of Publicity.

BILL LOWERS PENSION AGE

Many eyes are focused on the new bill introduced in Congress by Representative Robert L. Sikes (D., Fla.), which asks that the Federal Government retirement age be reduced from 65 to 60.

NYC DATES SET FOR WRITTEN, PRACTICAL AND OTHER TESTS

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

Tuesday, January 14

Promotion, Assistant Foreman (Car Cleaning) (NYCTS). A spe-

cial military practical to be given in Room 704 at 299 Broadway, 9 a.m.

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

Davis School Gives High School Course

The Davis School at 1910 Arthur Avenue, The Bronx, offers a complete high school course in two years.

The school plans the individual student's course after a study of his background and aptitude. Approved by the Board of Regents, Davis courses are available during the day or in the evening.

FORUM GROUP TO MEET

The Bronx Foreman's Council, No. 221, Civil Service Forum, will meet Friday night at the old Borough Hall, Tremont and Third Avenues in The Bronx.

MIDGET AUTO RACES

The Midget Auto Races are held every Wednesday and Saturday evening at the Kingsbridge Armory in The Bronx.

Church Announcements

FOR CIVIL SERVICE EMPLOYEES

Holy Innocents
136 WEST 37th STREET
NEW YORK CITY

DAILY MASSES — 7, 7:30, 8, 8:30, 9, 12:15, 12:45
SUNDAY MASSES — 2:30, 6, 7, 8, 9, 10, 11, 12, 12:30
DAILY SERVICES — 11:30, 1:15, 3, 5:15, 5:45, 7:30
SUNDAY SERVICES (P.M.) — 5:30 and 7:30
CONFESSIONS — At all times.

INFANT OF PRAGUE WEEKLY NOVENA DEVOTIONS. Every Tuesday Midday mass at 12:15 P.M. with Novena exercises. 3:30 P.M. and 8 P.M. Sermon, novena prayers, blessing children of the sick. Prayers for our beloved dead, benediction—of blessed sacrament. Veneration of Relic—House of Loretto. CHURCH OF OUR LADY OF PERPETUAL HELP, 323 E. 61st Street, N. Y. (at Queensboro Bridge). The First Church to introduce the Infant of Prague into the United States.

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A THOUGHT FOR THE WEEK

The surest way not to fail is to determine to succeed.
—Sheridan.



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America's Largest Weekly for Public Employees

Member of Audit Bureau of Circulations

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TUESDAY, JANUARY 14, 1947

Railway Mail Men Get Deserved Break

RAILWAY mail employees may now have lunch on Uncle Sam's time and work 8 hours instead of 8½, and the half-hour eating period is included in the 8. That's fine! It is a long overdue improvement of working conditions. Now the idea should be put into practice generally in the postal service.

At a conference of officials of the Second Assistant Postmaster's bureau in Washington, Gail Sullivan approved of the elimination of lap service in terminals, air mail fields and transfer offices. This matter was presented by the Railway Mail Association at a conference held in Chicago last April. Instructions will be issued to provide for an 8-hour tour of duty commencing at the time the clerks report for duty and ending following the completion of a total of 8 hours on duty.

A Service Needed By Annuitants

THE abrupt change from busy work for the Federal, State or City government, to complete inactivity such as can mark retirement on an allowance, sometimes carries serious, and even fatal, consequences. The administration of the retirement systems of the three levels of government should be supplemented by a guidance service to present and prospective annuitants, so that they will fit the new conditions with maximum safety.

Such a service would greatly enhance the value of a retirement system to its members and annuitants and add considerably to the attractiveness of government employment. Since a pension is a form of deferred payment, liberalization would be achieved by rewards of greater happiness to annuitants and a longer span of life in which to enjoy that happiness. Annuitants now need such help. The future need will be immeasurably greater. The humane service therefore should be instituted without delay.

Don't Repeat This!

EX-MAYOR LaGuardia is preparing a withering answer to charges of responsibility in the Raymond Street jail break. . . . West Point officials are gunning for a few B'way press agents who have been plaguing the Military Academy with cheap publicity tricks. . . . Watch for a campaign the next two years to do away with proportional representation in NYC. The Citizens Union is already preparing the defense. . . . Health Commissioner Weinstein is returning his restaurant campaign to high gear. . . . Congress is considering a look-see into the distribution of cola drinks at Army installations during the war.

Social workers are leaving private hospitals in droves for better-paying jobs with the government. . . . No changes expected in top Sanitation Dept. personnel until April at the earliest. . . . His passions for chess and Shakespeare will be aired in a coming New Yorker

profile of Arthur Meyer, venerable head of the State Mediation Board. . . . Why does it take the City Record so long to print official notices? . . . Sign-of-the-times dept.: Relief case loads have risen sharply the past four weeks.

Trade union officials who for years have favored public ownership are watching the British experience with apprehension. They're worried over union rights when industry is taken over by government. . . . The Welfare Dept.'s program of locating foster homes is proving twice as successful as the previous program of the private agencies. . . . Sanitation officials estimate recent provident rains following the season's two snowfalls saved the city \$200,000 in snow-removal costs. . . . When Queens Borough Hall was first built, critics charged it was too far out on the island. Population shifts since that time now make it practically dead center for the borough.

New Court Job

The Municipal Civil Service Commission has shown interest in establishing the position of Confidential Clerk of the Board of Justices. The position will be established in the Exempt Class for the City Court.

Public Works Dance

The Welfare Fund of the Department of Public Works will benefit from the proceeds of the dance to be held on February 21 at the Riverside Plaza Hotel, 253 West 73rd Street in NYC.

Merit Man



ROBERT F. WAGNER, Jr.

Already well up on the ladder of public career, Robert F. Wagner, Jr., NYC Commissioner of Housing and Buildings, is fast building a reputation as a fighting liberal and a man with long-range ideals. Commissioner Wagner, son of U. S. Senator Robert F. Wagner, was appointed by Mayor O'Dwyer as Commissioner of Housing and Buildings, after having served since January, 1945, as Tax Commissioner.

He attended Loyola and Taft Prep Schools and was graduated from Yale in 1933. Yale Law School gave him his LL.B. in 1936.

He began his public career in 1937, when elected to the State Assembly. He was re-elected in 1938 and again in 1940. As a member of the legislature, Mr. Wagner was extremely active. He introduced and succeeded in having passed a bill to form a commission for adequate distribution of medical care among lower-income groups. That commission is still functioning.

He introduced the first full-scale housing bill in the State Legislature. He caused another stir when he proposed setting up a State Securities Exchange Commission to protect investors.

"Here we tried to protect the investor before the cow got out of the barn," said Mr. Wagner.

Notable Army Service

He became a partner in his father's law firm, Wagner, Quillinan and Rifkind.

In 1941 the Assemblyman resigned from the Legislature to enter the Army. He served in the European Theater and participated in the attack at Normandy. He was with General Patton's Third Army in the onslaught against Hitler's forces. He left the service in December, 1945, after having been awarded the Bronze Star, the Croix de Guerre, a Presidential Unit Citation and six battle stars for his E.T.O. ribbon. Mr. Wagner was discharged with the rank of Lieutenant Colonel.

Upon leaving the service he returned to the practice of law. The new Commissioner is in dead earnest about his new job.

"I have always felt that a City department should be run with absolute honesty, efficiency and courtesy—after all we are the servants of the people," he said.

At 36, Commissioner Wagner has accomplished a great deal. The future should see him climb even higher in the public esteem.

CHANCE FOR NYC TO SAVE

NYC can save a lot of money by increasing the staff in the Law Dept. defending it against tax reduction cases. Such cases are won by preparation. There aren't enough lawyers in the Division to afford sufficient time always to prepare all defenses well enough.

Comment, Please

More State Pension Benefits

Editor, The LEADER: It was indeed gratifying to read the articles published in your paper recently in connection with the meagre benefits which accrue to members of the N. Y. State Retirement System as it is presently constituted.

There is no doubt about it, that the system needs revamping as regards the individual members who have been contributing for 20 or 30 years. Surely their return is greatly inadequate.

Keep up your good work and I'm quite sure that the legislature will be awakened to the necessary changes needed.

JOSEPH A. O'BRIEN,
Supreme Court, Nassau County

Senators to Study U. S. Exams, Pay And Low Pensions

By William Langer

U. S. Senator from North Dakota and newly-chosen

Chairman of the Senate Post Office and Civil Service Committees

THE field of public service has long held a deep interest for me. I believe the public service will be just as attractive to men and women with abilities as we make it. I believe that every person working for the Government is entitled to receive the best deal Uncle Sam can possibly provide and in return the employee must demonstrate undivided loyalty and unstinting energies toward effectiveness in Government administration.

I shall seek out the best brains in industry and elsewhere to present to our Committee their views on methods for improvement of the Government service. At the same time, we will continue to welcome constructive advice from those already in the Government service, in places of high responsibility and in the lower levels.

A considerable volume of information will be sought from many sources, outside and inside Government. All such information can serve to point up the ways to which the Government can be a better place in which to work.

Proper Rewards for Good Work

I have long been jealous of the good name of the Government employee because the good name of the Government itself is at stake. I want to see the employee, fully capable of doing his job, diligent, well-respected and properly rewarded during the period of active service and in those years when he shall have leisure to enjoy the fruits of his savings in the Retirement Fund. Government employees should not be forced into a rear-guard action continually to defend themselves from carping criticism. If we do not have the right types of employees, let us find that out. And if we do, let us make the most of such asset.

We shall insist upon a good day's pay for a good day's work. The Committee will want to have contact with the rank and file, as well as the administrator and his assistants. The best method of conveying individual employees' views to our Committee obviously is through the long-established Unions and organizations which are amply equipped through their convention action to tell us how we can be helped toward final decisions.

We value fully as much any contributions our Postal field employees will have to offer for the good of the order so long as we know they are in good faith and designed for the greatest good of the greatest number. The opinion of the man who packs a familiar brown mail bag and is on his feet in all kinds of weather is just as valuable as that of the Postmaster General when it contributes to the welfare of all concerned. And in the Postal service, as highly efficient a sit is, there continues to be much room for improvement. Why should not a Postal employee have reasonable assurance that some day he can become a postmaster—or even Postmaster General? These are but a few of the many questions to which we are entitled to have the answers.

Study of Exams Will Be Made

Examining techniques for civil service examinations will be studied, as will all phases of Government employment. The fact that staff asks questions will in no way indicate that our Committee is dissatisfied with present methods. After we have the complete picture will be time to pass judgment.

I am not too sure that the Civil Service Act of January 16, 1883, under which the Civil Service Commission was created, should not be brought up to date, all the way from the beginning, to meet modern requirements. Perhaps many of the rules and regulations, at least those portions which are needed, should be incorporated into law while others should be eliminated.

Determinations in this direction must await receipt of all the facts involved. These, our Committee staff is charged with assembling.

The Committee looks forward to holding of joint hearings of of House and Senate Office and Civil Service Committees. The entire tempo of the Congressional process is being stepped up, so that for the sake of expeditious action I shall exert my energies in this direction as often as practicable.

I expect to ask my colleagues to serve on subcommittees as far as possible. In this manner, our Senate Committeemen will acquire considerable specialized knowledge. Our subcommittees will be selected on the basis of the background best suiting them to such ends.

Our Senate leadership will be seeking ways of curtailing Governmental expenditures. In the fact of this, our success in demonstrating fairness toward all parties concerned with Federal employment, therefore, must be within the framework of fiscal realities. There must be a curtailment of personnel to the limits of required services as stipulated by the Congress. There must be no overloading of the payrolls beyond actual needs. This means our Committee will want to do much more scientific job than otherwise in order to arrive at full equities to which everyone is entitled.

Social Benefits to Be Increased

Now can be the opportunity to weigh the social aspects of Government employment. Depressions, emergencies, defense preparations and wars have delayed our moving into this field. There may be some cries against increased costs in establishing long-deferred benefits as part of the Civil Service Retirement System. In fact, I anticipate the usual objections on this score. But against all the customary so-called actuarial objections which are raised, I am of the belief that hereafter we will want the reasons why and how things can be done rather than why they must not and cannot be done.

It is my definite desire and intention that our Committee issue periodic reports on our program and that every employee of the United States Government shall know through direct and first-hand information from us just what we are doing to make his job more attractive and more useful to all other citizens of the Republic and consonant with their wishes.

Bernard to Talk On Vet Benefits

H. J. Bernard, Executive Editor of The LEADER, will address the Kings County Disabled American Veterans at 4-5 Court Square, Brooklyn, on Wednesday, January 22, at 8:30 p.m., on "More Benefits for Disabled Veterans." After the talk he will answer questions on the GI Bill and on veteran benefits in civil service, whether national, State or city.

Colonel Benjamin Anuskewicz, Commander of the Chapter, will introduce the speaker. Commanders of the Chapters in the four other counties of NYC have been invited to hear Mr. Bernard, as have been the State Commander and an official of national headquarters.

R. H. BRADSHAW,
Colonel, FD, Commanding

OPA CHIEF WEIGHS REINSTATEMENT OF ACCUSED PAIR

Hearing Board Recommendations Favorable to Kaye and Bursteen

Having had for six weeks the recommendations of a Hearing Board of three concerning the case of two dropped Regional Supervising Investigators, Regional Director James Meader, of the OPA, is expected to announce this week whether he accepts the recommendations, which include reinstatement.

The two employees are Andrew F. Kaye and Jack Bursteen. They were originally suspended from staff on February 20, 1946. An administrative hearing was held at the OPA during September and October. The Board consisted of three attorneys employed in the agency. The Board, after taking full evidence, declared the hearing terminated.

It is reported that the Board's findings were that three of the four charges were not substantiated.

The other concerned unwritten policies and procedures and were followed in the past, under instruction, in regard to information received from informants, to grant them limited leniency in an effort to "break" the investigations being conducted.

It is reported that the judges were impressed by the fact that informal action by the two men followed precedent and therefore they prepared their report favorable to Messrs. Kaye and Bursteen.

The cases have been pending almost a year. The agency is allowed a reasonable time within which to act on Hearing Board recommendations.

It is reported that the unanimous recommendation made by the Hearing Board was that Messrs. Kaye and Bursteen be reinstated and that no further disciplinary action, predicated upon the four charges, be taken.

U.S. Softens Its Policy On Dropping Workers; Aids Career Employees

Special to The LEADER
WASHINGTON, Jan. 13—Federal agencies were notified by the U. S. Civil Service Commission that career employees who are to be separated under the Reduction in Force Program, are under certain conditions, to be given one year's notice before separation.

Presently, career employees, are the last to be separated in a reduction in force, and they may

replace temporary employees in the agency. The new system will make it possible for career employees to be placed in other agencies, as well as the agency in which they are employed.

Spokesmen for the Commission declared that it is the policy of the Government that fully satisfactory employees who have achieved competitive status and given loyal service, should be re-

tained as long as their services are required. If they cannot be retained, they should be returned to duty as soon as openings occur or placements for them in other agencies should be made by the displacement of war service or temporary employees who do not have permanent career appointments.

The new program will be effective January 15.

The Swift Courier

"Neither snow, nor rain, nor heat, nor gloom of night stays these couriers from the swift completion of their appointed rounds."

By SOL DROGIN
In conscious recognition of long-standing demands for correction in the methods used in appointments within the postal service, Congress explicitly instructed postmasters in section 11 of Public Law No. 134 that "Regular clerks and carriers of grade 9 and above in first and second-class post offices shall be eligible for promotion to the higher positions in their respective offices, and if for any reason such clerks and carriers of grade 9 and above are not available those clerks and carriers in the lower grades in such offices shall be eligible for such promotions."

Recognition, however, is only the start in correcting an imperfect situation. Congress should have seen fit to restrict postmasters to appointments from grade 9 only and above.

Everett G. Gibson, President of the Joint Conference of Affiliated Postal Employees of Greater New York and Vicinity, representing 25,000 AFL post employees, stated:

For Mandatory Seniority
"For these reasons, our organization is solidly behind the demands of the personnel for mandatory seniority legislation. While it is true that, according to a presidential executive order and regulations of the Civil Service Commission, a clerk passed over for appointment can ask for a written explanation, the evil of the discretionary exercise of the appointment power of the postmaster in question, remains."

"At such time when seniority and merit, which should be the criterion for appointments to the higher positions available in the postal service, are candidly recognized as the prerequisites for these positions, only then will the postal service be the governmental career that it was meant to be."

Lower Retirement Age
While we are considering the career aspect, an argument should

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ALBANY SHOPPING GUIDE
Announcements
IDYLE WYLDE HOBBY SHOP, Inc., moved to new headquarters at 11 Central Ave. Complete stock airplanes, boats, railroads, race cars, stamps, tools. ALBANY 8-2532.

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VA Day by Day

By JERRY MASER
Here and there around the Veterans Administration a great uncertainty exists about the status of positions. . . Staffers at 350 Broadway and at 2 Park Avenue report that a large number received termination notices. . . Adjudicators were included. While these cuts are being made, other personnel are being hired.

The New York Regional Office at 252 Seventh Avenue the other day blossomed out with a monthly publication called the NYRO, headed by C. W. Delamater, of Personnel, and assisted by Associate Editors Patricia Malay, Theodore Moran, A. C. DeLuise, Betty B. Feldman, and Lillian Cohen, with art and cartooning by Bernard Kindel and Michael Grady.

Browsing around 2 Park Avenue the other p.m. this reporter noted the many desks that were not being utilized, and when he queried this was told that they formerly belonged to staffers who had been terminated. Actually a number of these members of the staff had been transferred to 252 Seventh Avenue, and were now employed in the Finance Division of the Regional Office.

The Contact Department, dealing with the personal aspect of the veteran, is having its hands full these days. . . 14,000 veterans per day, and their dependents, have been processed according to reports. . . However, with so many contacts it is impossible actually to extend full and adequate service to the veteran. Personal visits by this reporter has revealed that the majority of the veterans who report to go out of the office still desirous of service which the office, operating at present, cannot promptly extend.

A number of recent appointments as Contact Representative have been made, while the actual list of the recent examination taken has as yet not been promulgated.

Attention, Colonel Page, Deputy Administrator: Things at the VA in your jurisdiction, particularly the N. Y. Regional Office, deserve your personal attention and survey, particularly the Contact, Rehabilitation, and Finance Departments. . . Checks of veterans and their dependents are late in coming through. Other rectifications are indicated, also.

VETERAN PREFERENCE RULES AS THEY APPLY TO U. S. JOBS

Veteran preference in the Federal service is based on honorable separation from the armed forces and is given under certain conditions in competitive examination for original appointment. The two classifications are (A), non-disabled veterans; (B) disabled veterans and kin. The benefits follow:

A. Five points are added to the

earned ratings of the applicant who establishes claim to preference based on his or her own active service in the armed forces of the United States during any war or in any creditable campaign or expedition.

B. Ten points are added to the earned ratings of applicants who establish a claim to preference as: (a) a disabled veteran; (b) the wife of a disabled veteran who is disqualified for appointment because of his service-connected disability; or (c) the widow (who has not remarried) of a deceased ex-service man who served in the armed forces of the United States on active duty during any war or in any creditable campaign or expedition.

Dewey Is Asked To Raise State Pay by \$2.50 a Day

Jack Bigel, President of the New York District of the United Public Workers of America (CIO), has sent Governor Dewey a letter in the name of the union, asking a \$2.50-a-day flat increase for State employees.

Asserting that State salaries have been lagging behind other salaries for many years, the letter says that food costs have soared 93 per cent, and general living costs 50 per cent, while State salaries have risen 22 per cent. It claims that average State salaries are running approximately \$8 less per week than average salaries in manufacturing, and that Stenographers and Hospital Attendants are taking home as little as \$24 a week, while professional workers take home \$36.

Ex-Dancer Wins Award at ODB

Miss Ryllis Barnes, who danced under the name Hasoutra before the war, has been honored for wartime service with the U. S. Government. Now a key civilian employee of the War Department Office of Dependency Benefits, she was awarded the emblem of Meritorious Civilian Service.

Col. Robert H. Bradshaw, Commanding Officer, said that the award was made at the direction of the Secretary of War by the Chief of Finance and is one of the highest honors the War Department can bestow upon a civilian employee.

Miss Barnes is Assistant Chief Clerk of the Mail and Files Branch of the ODB.

The citation was in recognition of her accomplishment in connection with the translation work of the Office of Dependency Benefits. She was praised for exceptional ability, keen foresight, and sound judgment, as well as for untiring devotion to duty.

SHOPPING GUIDE

A GOOD WAY to spend that Christmas money is to take advantage of the luggage sale at A. Levitan. They are selling luggage at terrific reductions. I saw one marked \$24 which formerly sold at \$50. The address is 275 Seventh Avenue.

HAVING TROUBLE GETTING NYLONS? Haber, 1265 Broadway, have those gorgeous 51-gauge for only \$2.00 a pair—you can get them by mail—just mention the size and send money-order or check to cover.

IF YOU'RE PLANNING a wedding or shower, it will pay you to consult Novelville Art Mfg. Co.—they have every type of unusual favor and novelty you can think of—and their prices are very moderate.

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Requirements to Pass Steno and Typist Exam

Applications are being received until further notice for jobs as Stenographer and Typist in the Federal Service. Advance notice of the closing date will be given by the LEADER in plenty of time, but those seeking the jobs should apply as soon as possible. Present war-service-indefinite or temporary employees, to CAF-4, who seek permanency in these titles, also should apply.

The pay is Stenographer, CAF-2, at \$1,954 and Typist, CAF-1, at \$1,756. Men and women may apply. Weekly pay is respectively \$37.58 and \$33.77. For pensions 5 per cent is deducted.

Stenographers must take dictation at 96 words a minute. Candidates who can produce clean copy at 60 words a minute will have no trouble passing the typing test. One can get by with 55 words. There is a 2½ point deduction for letter errors, 1 point deduction for omitted or superfluous commas or for skipping. Thus, with a 70 per cent pass mark, a dozen 2½-point errors are the limit, or combination of 2½-point and 1-point errors, not exceeding a deduction of 30. Candidates must bring their own typewriters.

There will be also a written test. Examination dates have not yet been set, but Stenographers are badly needed and Typists also are in demand, so early exam dates are expected.

Apply at U. S. Civil Service Commission, 641 Washington St., New York 7, N. Y.

Requirements

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

Relative Weight of Subject	Typist	Steno
1. Copying from Plain Copy	50	95
2. General Test	50	25
3. Stenography (required of stenographers only)	—	80
Total	100	100

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

In the entire stenographer examination and in the entire Typist examination all competitors must attain average percentages of at

Exam Open for 10 Jobs As NYC Housing Aides

(Continued from Page 1)

supervising group activities; or (c) a four-year combination of experience and education beyond high school. Applicants who expect to be graduated by February, 1947, will be admitted to this examination.

Training or experience of a character relevant to the duties of this position which was acquired while on military duty or while engaged in a veterans' training or rehabilitation program recognized by the Federal government will receive due credit.

At the date of filing application candidates must be citizens of the United States and residents of the State of New York.

Duties: Under supervision to assist in solving tenants' problems and adjusting complaints; assist in collecting rents; make periodic inspections of housing property and conditions; make periodic checks of income and employment of tenants; acquaint tenants with housing regulations; interview and investigate applicants for public housing; cooperate with project and community activities; relocate and rehouse tenants from sites selected for demolition; assist in managing property on sites pending demolition; collect and analyze housing data; prepare reports; perform related work.

Tests: Written, weight 100, 70 per cent required. All candidates who pass the written test will be required to pass a qualifying test prior to certification and will be summoned in order of their stand-

least 70, including military preference credit, if any.

For Stenographer, Subject 3, Stenography will not be rated unless the competitor qualified as a typist. In Subject 3 non-preference competitors must make a rating of at least 70; competitors entitled to 5 points preference credit, a rating of at least 65, excluding preference credit; competitors entitled to 10 points preference credit, a rating of at least 60, excluding preference credit.

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

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

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

Time and Place of Examination

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

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

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

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

Citizenship—Applicants must be

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

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

Stenographer, CAF-2, at \$1,954. (Open until further notice.)

Typist, CAF-1, at \$1,756. (Open until further notice.)

Printer-Proofreader, U. S. Government Printing Office, Washington, D. C., \$1.88 an hour. (Closes Wednesday, January 15.)

Conservation Aid, U. S. Department of Agriculture, \$1,954, \$2,394 and \$2,644. Closes Tuesday, January 28.

STATE Promotion

No. 3816, Senior Law Clerk, Metropolitan Area, Division of Placement and Unemployment Insurance, Department of Labor. Usual salary range \$1,600 to \$2,100, plus an emergency compensation. Application fee \$1.

Candidates must be permanent employees in the Metropolitan Area, DPUI, and must have served on a permanent basis in the competitive class for one year preceding the date of examination in a position allocated to Service 2, Grade 2-a, Service 3, Grade 1-b, or Service 5, Grade 1-b as Assistant

EXPLANATION

Figure 1 shows a type of signal used to inform the motorman of a train as to the speed and the route which he should follow. The circles represent lights. When light is lit it is shown on the figure by a letter which appears in the circle. The lights may be either green, yellow, or red, and are represented by the letters G, Y and R respectively. The square in which the letter S appears may also light up to display the letter S.



Surface Line Operator Study Aid from Past Test

power will not be renewed from contact rails. Trains must not be stopped in river tubes, nor allowed to enter river tubes. Trains on bridges will keep moving to a point beyond bridge, sufficient to permit following trains to operate clear of the bridge structure.

Trains which are underground will stop at the next station and remain at that station until the ALL CLEAR signal is received. Following trains unable to get into the station will pull up close to the standing train to enable passengers to walk through standing train to the station platform.

Conductors of trains in the subway will announce to passengers in their trains, "There is an air raid alarm," informing passengers to remain in the trains, but will permit those desiring to leave to do so.

Conductors of trains on elevated or outdoor portions of the railroad will immediately upon stopping at station, notify passengers, "There is an air raid alarm," directing passengers to leave trains and to seek shelter in nearby buildings. The train crews must know that their train is clear of passengers and that all passengers are off the station and then seek shelter themselves as near to station as possible until the ALL CLEAR signal is received.

Care and judgment must be exercised in the handling of passengers to avoid panic. Every effort must be made to calm passengers. Every effort will be made to keep employees informed of all rules and regulations published in reference to conduct during an air raid; do not believe rumors, await official notices, use common sense, and do not become alarmed.

43. During an air raid alarm conductors on trains which are underground should direct passengers on the trains to: (A) seek shelter in nearby buildings; (B) walk, but not run, to nearest station exit; (C) remain where they are; (D) leave trains quickly.

44. During an air raid alarm conductors on trains which are underground should: (A) extinguish all train lights; (B) remove power from contact rails; (C) not permit passengers to go from one car to another; (D) remain on their trains.

45. When an air raid alarm occurs, trains: (A) should stop wherever they are; (B) may proceed to nearest station; (C) should stop everywhere except on bridges; (D) may remain in river tubes for shelter.

46. During an air raid alarm conductors on elevated trains should direct passengers to: (A) remain in the trains; (B) leave trains but remain at stations; (C) leave trains and stations; (D) remain either in their trains or at the stations.

47. During an air raid alarm conductors on elevated trains should not: (A) leave their trains at any time; (B) await official notices; (C) announce the alarm; (D) believe rumors.

Items 48 to 54 inclusive refer to a railway signal system. Carefully read the following explanation of the signal system before proceeding to answer these items.

50. The signal to proceed on main route is shown as: (A) Signal No. 1; (B) Signal No. 2; (C) Signal No. 4; (D) Signal No. 6.

51. The signal to proceed with caution at allowable speed on diverging route is shown as: (A) Signal No. 1; (B) Signal No. 4; (C) Signal No. 6; (D) Signal No. 7.

52. The proper signal for the motorman to proceed with caution on the diverging route is shown as: (A) Signal No. 1; (B) Signal No. 5; (C) Signal No. 6; (D) Signal No. 8.

53. The signal which indicates that the motorman should proceed with caution on main route is shown as: (A) Signal No. 1; (B) Signal No. 5; (C) Signal No. 7; (D) Signal No. 6.

54. The proper signal to proceed with caution at allowable speed on main route is shown as: (A) Signal No. 2; (B) Signal No. 4; (C) Signal No. 5; (D) Signal No. 6.

Items 55 to 64 inclusive are based on the information in the paragraphs given below. Read these paragraphs carefully before answering these items. BE SURE TO CONSIDER ONLY THE INFORMATION CONTAINED IN THESE PARAGRAPHS.

INSTRUCTIONS CONCERNING AIR RAID ALARMS

During air raid alarm periods,

failure to exercise necessary precautions to prevent theft of or any damage to subway property, or for carelessness or neglect, or for their failure to report promptly any theft of or damage to subway property.

"Employees must take every precaution to avoid accident or injury to persons and property. In general, and especially in case of an accident or disturbance upon trains or at stations, the safety of passengers must receive first consideration. When necessary prompt and efficient measures must be taken to prevent excitement and needless alarm, or disturbance endangering passengers. Employees shall render all practical assistance and secure the names and addresses of as many witnesses as possible. An oral report of all accidents or unusual occurrences must be made at once by telephone and a full and complete written report forwarded as soon as possible.

"Employees must not incur risks from which they can protect themselves by personal care and the exercise of their own judgment. They must, in all cases, take the time necessary to safely perform their duty, and avoid injury to others or damage to equipment."

55. When an accident occurs, it is most important to: (A) safeguard equipment; (B) protect passengers; (C) prevent thefts; (D) maintain train schedules.

56. Conductors are held responsible for: (A) the arrest of thieves of subway property; (B) the prevention of thefts; (C) all damage to subway property; (D) all property stolen.

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HEALTH INSPECTOR REPEMS

The NYC Civil Service Commission announced that the Health Inspector, Department of Health, examination, because of recent salary increases, will be reopened immediately. Health Commissioner Dr. Israel Weinstein made the request.

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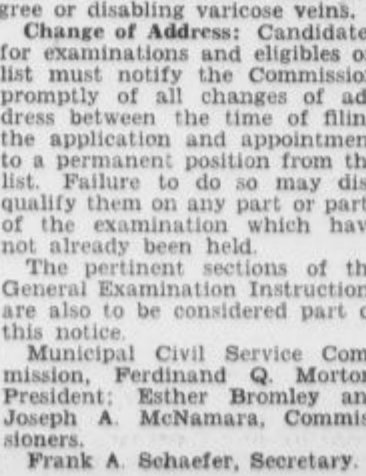
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U.S. Conservation Aides Wanted at up to \$2,644

Applications are now being issued and received for Federal jobs as Conservation Aides, Department of Agriculture, in 32 States, including New York and New Jersey. Places of examination have been set, though not the examination dates:

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

New Jersey: Atlantic City, Camden, Elizabeth, Newark, New Brunswick, Paterson, Trenton.

The other states in which the Federal jobs will be filled are Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, North Carolina, Pen-

sylvania, Rhode Island, Vermont, Virginia and West Virginia.

The examination will be given at the places named below. A resident of any State or territory may be examined in any city named in the list. A request for examination at a place not included in the list will not be granted.

Jobs Are Permanent

The examination is for probational appointment, leading to permanent positions, for duty with the Soil Conservation Service, and was announced by John B. Greene, Executive Secretary, Board of U. S. Civil Service Examiners, at the Department of Agriculture, Upper Darby, Pa.

The age limits are 18 to 62 but will be waived for veterans. Applicants must be citizens of or owe allegiance to the United States, or must be citizens of the Philippines.

Duties of these jobs include laying out simple contours; collecting soil samples; assembling information from field notes; applying soil conservation practices, such as terracing, contour cultivation, tree planting, woodland improving, farm drains, irrigation and land preparation; and supervising the work of assistants.

Applications must be received by the Executive Secretary, Board of U. S. Civil Service Examiners, Department of Agriculture, Upper Darby, Pa., not later than January 28.

Information and necessary application forms may be obtained from the U. S. Civil Service Commission, Second Region, 641 Washington Street, New York 14, N. Y. (Manhattan), or from the Directors of the First U. S. Civil

Service Region, Boston 9, Mass., the Third Region, at Philadelphia 6, Pa., and the Fourth Region at Winston-Salem 3, N. C., or from the Executive Secretary, Board of U. S. Civil Service Examiners, Department of Agriculture, 6316 Market Street, Upper Darby, Pa.

Outside of NYC blank may be obtained also at most first or second-class post offices. But filled-in forms must be filed with the Local Board at Darby, Pa. (full address above).

Vacancies in these positions and positions requiring similar qualifications and at approximately the same rate of pay will be filled as a result of this examination unless it is in the interest of the service to fill any position by reinstatement, transfer or promotion. Applicants should state in their applications the lowest salary they are willing to accept.

Requirements and duties are set forth in the notice accompanying the application blank. Experience in farming or ranch work is required, but not a college degree.

State Assn. Ready With 35 Bills

Special to THE LEADER

ALBANY, Jan. 13—It was announced by the Civil Service Employees Association that they would arrange for the introduction of 35 new bills into the legislature this week.

John T. DeGraff, counsel to the Association, was busily at work preparing the measures for presentation, after conference with the Executive Committee and the Legislative Committee.

the dying victim in a homicide case: (A) is probably too upset mentally to make any coherent statement; (B) will probably be more anxious to tell the truth if convinced he is about to die; (C) will probably be more anxious to tell the truth if he is convinced the police officer is anxious to help him recover; (D) will probably be more anxious to tell the truth if convinced he will live to testify against his assailant; (E) is usually not very eager to help the police to solve the crime.

26. "Blackmail is an especially troublesome problem for the police." Of the following, the best justification for this statement is that: (A) victim of a blackmail plot usually hesitates to cooperate with the police for fear of publicity; (B) blackmail is usually a hardened criminal who will not hesitate to murder his victim; (C) facts constituting the subject matter of a blackmail are seldom known to the victim; (D) victim of a blackmail plot is usually anxious to expose all details to the police; (E) blackmail is usually well acquainted with the most modern techniques of criminology.

27. "In some States, statutes forbid the payment of ransom to kidnappers." Such statutes are: (A) actually in violation of the Federal Constitution; (B) essential to the return of kidnapped person unharmed; (C) harmful because kidnapping is encouraged by such legislation; (D) examples of laws which protect society although sometimes working hardships on individuals; (E) useful in pointing out new ways of coping with problems of nepotism.

28. "Criminals are frequently known to commit extraordinary acts not associated with the purposes of the crime." An extraordinary act of this type is best demonstrated when: (A) criminals leave a loft building just looted by them and rush into a waiting automobile; (B) a criminal, after plundering the apartment of a wealthy banker, sits down in the apartment to smoke a cigar; (C) a criminal who intends to forge the signature of a well-known author requests him to sign a copy of his most recent book; (D) a counterfeiter attempts to pass a counterfeit five-dollar

bill by paying for a meal in a crowded restaurant; (E) a shoplifter enters a retail store and requests the proprietor, who is alone, to show some merchandise which the shoplifter knows is kept behind a partition at the rear of the store.

29. You suspect that a house on your patrol post is being used for gambling purposes. Of the following, the best reason for reporting your suspicions to your superior officer rather than investigating the matter yourself is that: (A) law-breakers frequently use innocent guises to mask their activities; (B) suspicious sometimes require investigation before being reported to superior officers; (C) specialized detection procedures are frequently needed to apprehend law-breakers; (D) gambling frequently offers the young a ready avenue to further criminal activity; (E) acquaintance with the people living on a patrol post frequently renders police work easier.

30. "The fact that thousands of servicemen are returning to this country with souvenir weapons creates a problem for law enforcement agencies. Strict supervision of such weapons must be exercised." Of the following, the chief argument for supervising souvenir weapons in the possession of veterans is that: (A) souvenir weapons ordinarily possess strong sentimental value; (B) the incidence of crime is related to the availability of weapons; (C) souvenir weapons are a form of private property; (D) most weapons are difficult to conceal; (E) souvenir weapons must be rendered unusable before they can be brought into the country.

31. A woman, bleeding profusely from the mouth and nose, comes to you and insists that you arrest her husband whom she accuses of beating her with a hammer. After you have apprehended him, she does not wish to prefer any charges against him and requests that you release him. The best reason for refusing this request is that: (A) a crime is a wrong done to society as a whole; (B) the victim of a crime is seldom afraid to prefer charges; (C) the police department is anxious to have every complaint brought to trial; (D) an arrest should be

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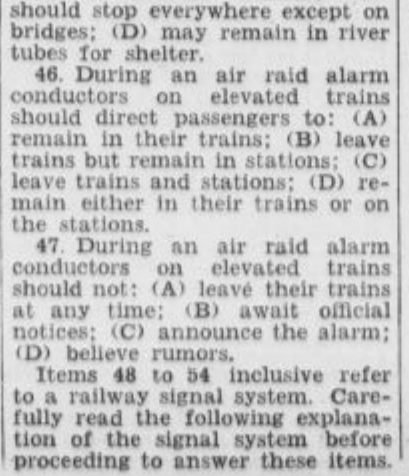
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NYC

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Kimball Named To Publicity Editing Position

Special to The LEADER
 ALBANY, Jan. 13—Appointment of Francis P. Kimball, Albany, as Associate State Publicity Editor in the State Department of Commerce, Division of State Publicity, was announced today by Commissioner M. P. Catherwood. Mr. Kimball will be in charge of the writing staff of the Bureau of In-

formation, of which Herbert C. Campbell is Director.
 Mr. Kimball will start at \$5,200 a year plus 10 per cent bonus. He has been engaged in newspaper and publicity work for about 25 years, and is the author of three books dealing with New York State history and transportation.
 He was born at Madison, Nebraska, received his early schooling at Adams, Jefferson County, and was graduated from Hamilton College in 1916 with the Bachelor of Arts degree. Entering newspaper work as a reporter on the Utica Daily Press, he later served on the Syracuse Herald and the New York Sun (morning), becoming

assistant night city editor of the latter. He is a veteran of World War I.
 Joining the staff of The Knickerbocker News in Albany in 1926, he has specialized in financial and civic development news. His column, "Business Today," has appeared in The Knickerbocker News for the past eight years.
 In 1932, he directed worldwide publicity for the dedication of the Port of Albany to international trade. He was a member of the

Albany regional exhibits committee, New York's World Fair; and was publicity director for the Region 5, Treasury War Finance Committee, in the 1st and 2nd loan campaigns of World War II. He is the author of "Albany, a

Cradle of America" (1936); "New York, the Canal State" (1937); and the two-volume history, "The Capital Region of New York" (1941). He is Vice-president of the Albany County Historical Association.

SCHOOL DIRECTORY

LISTING OF CAREER TRAINING SCHOOL

- Academic and Commercial—College Preparatory**
BORO HALL ACADEMY—Flatbush Ext. Cor. Fulton St., Bklyn Regents Accredited. MA 2-2447.
- Auto Driving**
AA1—AUTO SCHOOL—operated by George Gordon. World War II. Expert instructor. 303 South Broadway. Yonkers.
MOE HARRIS (M & H) AUTO SCHOOL. Dual controlled cars. Road test cars for hire. Lic. State N. Y. No. 71. 9 W. Burnside Ave. Bronx, nr. Jerome-Burnside Station. FO 4-8065.
A. L. S. DRIVING SCHOOL—Expert instructors. 620 Lenox Ave. A.D.U.B. 3-1433.
CHARLES DRIVING SCHOOL. Courteous Patient Instruction. Dual. controlled cars. Day and evening lessons. 1106 Avenue J. near Coney Island Avenue. Brooklyn. ES 7-7306.
LEARN TO DRIVE—Metropolitan Auto School. Est. 1916. Cars for road test. Lic. State of New York. 155 Second Ave., N.Y.C. GR 7-8951.
PARKER AUTO SCHOOL. Learn Driving Through Traffic. Dual control cars. Cars for road tests. Open evenings. 1684A Broadway (53d St.) CI 6-1757.
LEARN TO DRIVE—Private instruction. Dual Controlled cars. Cars to hire for road test. 1946-47 cars for hire—with or without chauffeur. Olympia Driving School. 2753 Broadway, between 106th and 107th Streets, N. Y. C. MO 2-8006.
- Beauty**
THE BROOKLYN SCHOOL, BEAUTY CULTURE. Enroll to learn a paying profession. Evelyn Layton, Director. 451 Nostrand Ave., Brooklyn, STerling 3-9701.
VERDUE BEAUTY SCHOOL, INC. (Lic. N. Y. State), 235 W. 126 St. (over Loew's Victoria Theatre). Complete inst. in all branches beauty culture. Modern equipment and method. Day-Eve. classes. AC 2-1692.
- Business Schools**
MERCHANTS & BANKERS'. Coed. 57th Year—220 East 42nd St., New York City. MU 2-0986.
BUSINESS COURSES of 2-6-9-12 months stenography, English or Spanish. Typing, Bookkeeping, Expert Documents, Day-Eve. Outstanding faculty. Placement Service. POZA Business School, 39 W. 42d St., LO 5-4668, WI 7-4161.
- Business and Foreign Service**
LATIN AMERICAN INSTITUTE—11 W. 42 St. All secretarial and business subjects in English, Spanish, Portuguese. Special courses in international administration and foreign service. LA 4-8855.
- Cultural and Professional School**
THE WOLTER SCHOOL of Speech and Drama—Est. over 25 years in Carnegie Hall. Cultured speech, a strong, modulated voice, charm of manner, personality, thorough training in acting for stage, screen and radio, etc. Circle 7-4252.
- Dance Studio**
BOAS SCHOOL—323 W. 21st St., NYC. Modern Dance for Professionals, Amateurs and Children. Reg. Daily except Sunday 11-5 P.M. Call for interview. CB 3-7551.
MARTHA GRAHAM DANCE SCHOOL—66 Fifth Ave., New York City. GR 5-9100. Saturday classes for boys and girls. Beginning and advanced sections. Daily adult late afternoon and evening classes.
- Detective Inst.**
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Hydraulics Study Aid In NYC Fire Exams

Hydraulic questions may be expected to be asked in examinations for promotions in the NYC Fire Department. The Chief of Department test opens Wednesday, January 15. It is expected for promotion to Battalion Chief and Deputy Chief.

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

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

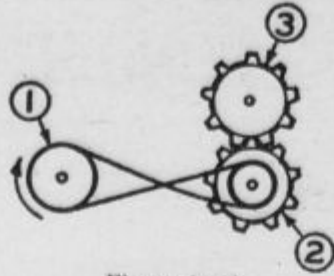


Figure VII

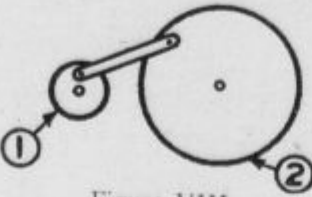


Figure VIII

97. In figure VII, the number 1 represents a wheel which is turning in a clockwise direction, indicated by the arrow. Wheel 1 is connected by a belt to wheel 2, which turns wheels 3. Of the following, the most accurate statement is that wheels

(A) 1 and 2 turn in the same direction; (B) 2 and 3 both turn in a clockwise direction; (C) 2

and 3 both turn in a direction opposite to clockwise; (D) 1 and 3 turn, but wheel remains stationary; (E) 1 and 3 turn in the same direction.

98. Figure VIII represents two wheels, drawn to scale. Each wheel is free to revolve around its center, which is fixed. The two wheels are attached by a steel rod, as indicated. Wheel 2 has a diameter three times the diameter of wheel 1. Of the following, the most accurate statement is that, if wheel 1 makes one complete revolution, then wheel 2 will

(A) move back and forth; (B) make one complete revolution; (C) make three revolutions; (D) make one-third of a revolution in the opposite direction; (E) revolve at three times the speed of wheel 1.

99. Figure IX represents two cylinders, 1 and 2, which contain water and are connected by a

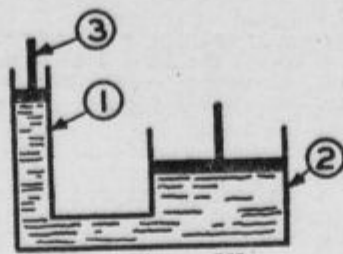


Figure IX

pipe. If the piston, 3, in cylinder 1 is lowered the

(A) piston in cylinder 2 will fall proportionately; (B) air in the connecting pipe will be forced to expand; (C) water in the system will occupy a greater volume; (D) density of water in the connecting pipe will be decreased proportionately; (E) level of the water in cylinder 2 will rise.

100. In Figure X, the numbers 1 and 2 represents two pipes, both filled with water. A waterproof

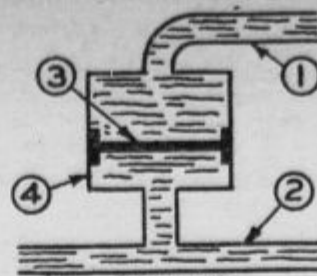


Figure X

diaphragm, 3, slides up and down along the walls of a chamber, 4. Of the following, the most accurate statement is that if the water pressure in

(A) pipe 1 exceeds the pressure in pipe 2, the diaphragm will move upwards; (B) pipe 2 exceeds the pressure in pipe 1, the diaphragm will move downward; (C) pipe 1 is equal to the pressure in pipe 2, the diaphragm will remain sta-

tionary; (D) the chamber above the diaphragm is the same as the pressure in pipe 1, the diaphragm will remain stationary; (E) the chamber below the diaphragm is greater than the pressure in pipe 2, the diaphragm will move up-

ANSWERS
97.E; 98.A; 99.E; 100.C

Barbers, Beauticians Won't Need a License

Special to The LEADER
ALBANY, Jan. 13 — Attorney General Nathaniel L. Goldstein has ruled that barbers and beauticians employed in State institutions are exempt from State licensing.

The licensing law, passed by the legislature last year and effective next July 1, provides for the licensing of all barbers and beauticians who worked in the State for one year between July 1, 1945 and 1946.

In regard to employees of State institutions, the Attorney General stated:

"It is my opinion that the Legislature did not intend in any way to regulate the operation of State institutions or to interfere with the activities of State employees controlled by civil service regulations, and it is not necessary for such employees to be licensed."

An opinion was requested by Dr. Frederick MacCurdy, Commissioner of Mental Hygiene.

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NAME
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VETERAN?

Preview of Pending Test For U. S. Chemist Jobs

Filing Period Is Soon to Be Opened for Positions in NYC

High on the list of U. S. examinations to be announced very soon is one for the permanent position of Chemist, P-2 through P-5, \$3,397 to \$5,905, for various specialized branches, such as inorganic, analytical, biochemical, organic and physical.

A preview of the official examination notice is published below. As soon as the dates for their issuance and receipt are announced they will be published in The LEADER.

Here is the preview of the notice.

CHEMIST

Employment Lists. The registers or lists of eligibles to be established from these examinations may be divided according to the specialized education or experience in chemistry shown by the applicants and certification made from a division of the list appropriate to the duties of the position to be filled.

Salary and Workweek: Salary is based on the standard Federal workweek of 40 hours. Additional compensation is provided for any authorized overtime worked in excess of the 40-hour week. The salary range for each grade of these positions is given below. For employees whose services meet prescribed standards of efficiency, the entrance salary is increased by the amount shown in the table, following the completion of each 12 months (18 months for P-4 and 5) of service until the maximum rate for the grade is reached.

Grade of Position	Basic Salary	Average Rate of Increase	Maximum Basic Salary
P-2	\$3,397.20	\$125.40	\$4,149.60
P-3	4,149.60	125.40	4,902.00
P-4	4,902.00	250.80	5,905.20
P-5	5,905.20	239.40	6,862.80

A Federal employee serving in a position in the competitive civil service at a salary above the basic entrance salary for the position in which he is appointed or classified from this examination, may continue to be paid at his current salary rate if it is not beyond the maximum salary for the position in which he is so appointed or classified. All basic salaries are subject to a deduction of 5 per cent for retirement purposes.

Duties: To plan, direct, conduct, or assist in conducting scientific investigative or developmental work, or fundamental research work in one or more of the specialized fields of chemistry. The duties include the collection, examination, and interpretation of scientific data and require a working professional knowledge of the laws, principles and concepts of chemistry and the ability to apply

them in the laboratory. The duties performed and the responsibilities assumed will vary with the grade of the position.

Requirements: Education. Applicants must have successfully completed one of the following: A. A full four-year course, in a college or university of recognized standing, leading to a bachelor's degree in chemistry. This study must have included courses in chemistry consisting of lectures, recitations and appropriate practical laboratory work totaling at least 30 semester hours; or B. Courses in chemistry, in a college or university of recognized standing, consisting of lectures, recitations and appropriate practical laboratory work totaling at least 30 semester hours; plus additional appropriate experience or education which, when combined with the 30 semester hours in chemistry, will total four years of edu-

cation and experience and give the applicant the substantial equivalent of a four-year college course. The following are types of experience which will be accepted in combination with education to complete the four-year requirement:

Subprofessional and higher grade laboratory work, production or manufacturing involving technical duties, and similar types of work which provide a means of obtaining a working knowledge of the theory and application of the scientific principles of a physical or natural science or of engineering.

Experience in patent examining, or in abstracting, editing, or translating reports or scientific literature.

Research experience in such fields as physics, chemistry, engineering or biology, which included the analysis of data and

the preparation of reports. Chemical work of professional grade, such as that described in the typical duties of the positions to be filled from this examination.

In either A or B above, the courses must have included analytical chemistry, both quantitative and qualitative, and in addition, any two of the following: (a) Advanced Inorganic Chemistry; (b) Biochemistry; (c) Organic Chemistry; (d) Physical Chemistry. All of these courses must have been acceptable for credit toward the completion of a standard four-year professional curriculum leading to a bachelor's degree at a college or university of recognized standing.

Restriction of Certification for Highly Technical Positions:

For those positions involving highly complicated or fundamental scientific research or similar difficult scientific duties, certification may be restricted to those eligibles who show the successful completion of a full college education in chemistry in a college or university of recognized standing.

2. Experience. In addition to the above, applicants must show experience of a progressively higher level as follows:

Chemist, P-2, \$3,397—At least one year of professional experience in chemistry, involving the use of the principles of theoretical or applied chemistry in the

solution of scientific problems.

Chemist, P-3, \$4,149—At least two years of progressive professional experience in chemistry including one year of research or scientific investigative work in one of the specialized branches of chemistry.

Chemist, P-4, \$4,902—At least three years of responsible, progressive, professional experience in chemistry including two years of difficult and important research of scientific investigative work in a specialized branch of chemistry which has demonstrated the applicant's initiative, resourcefulness and ability to perform work, at the professional level, under only general supervision.

Chemist, P-5, \$5,905—At least four years of broad, progressive and responsible professional experience in chemistry, at least two years of which must have demonstrated either (a) ability to organize, direct and coordinate research or similar difficult work of an important character in a specialized branch of chemistry, or (b) marked capacity for original research in a specialized branch of chemistry.

For any grade the required amount of experience will not in itself be accepted as proof of qualification for a position. The applicant's record of experience and training must show that he has the ability to perform the duties at the level for which he applies.

Where and How to Apply For Lifetime Positions

FEDERAL

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

Federal Veteran Preference

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

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

N. Y. STATE

When writing for application form, specify both number and title of position, and enclose a 3 1/2 x 9-inch or larger self-addressed return envelope bearing 6 cents postage. In submitting filled-in applications, enclose required fee.

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

Veteran Preference

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

NYC

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

Veteran Preference

Same as for N. Y. State. [Above places to apply will hold unless otherwise stated in notices of examinations, or listings. See pages 8 and 16.]

LEGAL NOTICE

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of EVEREADY PRECISION PRODUCTS CO. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State at the City of Albany (Seal) this 23rd day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of HADGER PROPERTIES, INC. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 23rd day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of 1432 BROADWAY CORPORATION has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 19th day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of 1592 THIRD AVE., INC. has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany (Seal) this 27th day of December, 1946. Thomas J. Curran, Secretary of State. By Edward D. Harper, Deputy Secretary of State.

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For Civil Service News

Patrolman Study Material

Institution Eager For 40-Hour Week

Special to The LEADER

ALBANY, Jan. 13—Institutional employees have expressed disappointment over the fact that Governor Dewey did not mention the 40-hour week in his message to the legislature.

In September, 1946, the Civil Service Employees Association obtained a pledge from the administration that the 40-hour week would be granted, effective April 1, 1947.

While the message made no mention of the change, the Association was assured that the matter would receive attention, and is working toward inclusion in the Governor's budget legislative program. The provision may be included in the budget bill.

(Continued from Page 9)

made only on a complaint; (E) the fact that a complainant wishes to withdraw a charge indicates that the damage done was trivial.

32. You are assigned as a traffic officer in a precinct in an apartment house neighborhood in which a large number of automobile collisions have recently occurred. A number of possible explanations have been advanced to account for this increase. The one of the following which you should consider as the most reasonable explanation for the increase in collisions is the: (A) recent decline in the income of some of the people living in the area; (B) proximity of the area to a long established center of amusement; (C) recent decrease in the number of children of school age in the area; (D) recent closing of widely used traffic streets in nearby areas; (E) sudden unemployment of some of the people in the area because of the closing of defense plants.

33. "Returning veterans will find their army experience extraordinarily valuable in police work." William Smith was formerly a platoon leader in a rifle company. The aspect of his army training which is likely to be least valuable to him in police work is his: (A) familiarity with the proper care and maintenance of firearms; (B) experience in commanding and leading a body of men; (C) training in military discipline and prompt obedience to commands of superior officers; (D) familiarity with army rules and regulations concerning specialized forms and procedures; (E) training in alertness and quick thinking.

34. "Careful records are kept by the Police Department as to the time required for radio patrol cars to reach the scene of a crime after receipt of an alarm by the patrol car." These records are probably most useful to the Department for determining the: (A) physical condition of departmental motor vehicles; (B) efficiency with which radio motor patrol police operate; (C) state of repair of the streets used by radio motor patrol cars; (D) alertness of police of-

ficer in signalling for radio patrol cars; (E) speed with which the Telegraph Bureau of the Department issues its calls.

35. "A rule of evidence holds that possession of the fruits of a recent crime creates the presumption of participation in that crime." This rule is: (A) wise because innocent persons occasionally possess illegal or stolen articles; (B) unwise because criminals keep stolen or illegal articles until they can be disposed of safely; (C) unwise because a person may merely be holding the fruits of a crime to shield a friend; (D) unwise because such a rule compels criminals to dispose of the fruits of crime quickly; (E) wise because it is usually difficult to dispose of the fruits of crime quickly.

36. The one of the following sentences which is least acceptable from the viewpoint of correct usage is: (A) The Police thought the fugitive to be him. (B) The criminals set a trap for whoever would fall into it. (C) It is ten years ago since the fugitive fled from the city. (D) The lecturer argued that criminals are usually cowards. (E) The police removed four bucketfuls of earth from the scene of the crime.

37. The one of the following sentences which is least acceptable from the viewpoint of correct usage is: (A) The patrolman scrutinized the report with great care. (B) Approaching the victim of the assault, two bruises were noticed by the patrolman. (C) As soon as I had broken down the door, I stepped into the room. (D) I observed the accused loitering near the building, which was closed at the time. (E) The storekeeper complained that his neighbor was guilty of violating a local ordinance.

38. The one of the following sentences which is least acceptable from the viewpoint of correct usage is: (A) I realized immediately that he intended to assault the woman, so I disarmed him. (B) It was apparent that Mr. Smith's explanation contained many inconsistencies. (C) Despite the slippery condition of the street, he managed to stop the vehicle before injuring the child. (D) Not a single one of them wish, despite the damage to property, to make a formal complaint. (E) The body was found lying on the floor.

39. The one of the following sentences which contains no error in usage is: (A) After the robbers left, the proprietor stood tied in his chair for about two hours before help arrived. (B) In the cellar I found the watchman's hat and coat. (C) The persons living in adjacent apartments stated that they had heard no unusual noises. (D) Neither a knife or any firearms were found in the room. (E) Walking down the street, the shouting of the crowd indicated that something was wrong.

40. The one of the following sentences which contains no error in usage is: (A) The policeman lay a firm hand on the suspect's shoulder. (B) It is true that neither strength nor agility are the most important requirement for a good patrolman. (C) Good citizens constantly strive to do more than merely comply the restraints imposed by society. (D) No decision was made as to whom the prize should be awarded. (E) Twenty years is considered a severe sentence for a felony.

41. Suppose that the number of

patrolmen assigned to a certain area has been increased 100 per cent. Of the following, the most accurate statement is that the number of patrolmen in that area: (A) has been increased by an amount 100 times as great as the original; (B) has been increased by an amount equal to one half the original amount; (C) is now twice as great as it was before the change was made; (D) may now be either greater or less than before; (E) has been decreased by an indeterminate amount, depending on the rate of increase prior to the most recent change.

42. "Each patrolman will fire fifteen shots at the target. Each hole in the bull's eye will be scored 5 points. Each hole in the next ring will be scored 3 points. Any other holes in the target will be scored 1 point each." On the basis of the above scoring procedure, it will be impossible to obtain a total score which is: (A) less than 15; (B) exactly equal to 36; (C) an even number; (D) an odd number; (E) exactly equal to 72.

43. It is estimated by the Police Department that trucks constitute approximately 40 per cent of all the vehicles utilizing a certain highway. On the basis of this estimate, the one of the following statements which is most accurate is that: (A) the number of other vehicles utilizing the highway is approximately 1 1/2 times the number of trucks; (B) there are approximately 6 times as many other vehicles utilizing the highway as there are trucks; (C) there are approximately 4 times as many trucks utilizing the highway as there are other vehicles; (D) the number of trucks utilizing the highway probably exceeds the number of other vehicles by a small amount; (E) somewhat more than half of all the vehicles utilizing the highway are trucks.

44. "To compare the total number of crimes in one borough with the total number in another borough is misleading, because borough populations are not of equal size." This statement suggests that, for accurate comparison with other boroughs, the crime rate for a single borough is best computed by: (A) subtracting the number

of crimes from the borough population; (B) multiplying the number of crimes by the borough population; (C) subtracting the borough population from the number of crimes; (D) dividing the number of crimes by the borough population; (E) reducing both the number of crimes and the borough population to their lowest common denominator."

KEY ANSWERS

22.D; 23.C; 24.A; 25.B; 26.A; 27.D; 28.B; 29.C; 30.B; 31.A; 32.D; 33.D; 34.B; 35.E; 36.C; 37.B; 38.D; 39.C; 40.E; 41.C; 42.E; 43.A; 44.D.

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Personnel Group Headed by Brody

William Brody, Director of Personnel of the New York City Department of Health, was elected as the first president of the Municipal Personnel Society at a meeting held in the Chanin Building.

The recently-organized Society is a professional organization comprised of personnel administrators and technicians in the various city departments and colleges. It is the first such organization in the city's history.

Mr. Brody was Director of Personnel of the National War Labor Board and has held key personnel positions with the Treasury Department and the Office for Emergency Management. He has been a member of the faculty at Hunter College and at the College of the City of New York.

Other officers elected were Margaret L. DeWitt, Director of Personnel, NYC Department of Welfare, Vice-President, and Mary O. M. Sullivan, Personnel Representative Office of the Office of the Borough President of Manhattan, Secretary-Treasurer.

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RECLASSIFICATION CAN'T BE USED AS PAY RAISE DODGE

Like other employees, public employees are continuously trying to better their economic position. This desire is especially evident at the present time due to the increased cost of living. As a matter of fact, current conditions require salary increases to maintain economic standards, to say nothing concerning improved standards. The vast majority of public employees, who serve in competitive class positions, have long known that they could better themselves only by means of promotion examinations. However, there have been some who regarded the classification process as a quicker means of obtaining promotion and a means which avoided the unpleasant aspects of a competitive promotion examination. One such case reached the court in Erie County where the civil service authority denied an

appeal for reclassification and was forced to defend the action in court, says the Municipal Civil Service Bulletin of the Information and Training Service.

The court proceeding was brought by a group of junior case workers in the Welfare Department who claimed their duties and responsibilities to be the same but whether there is any playee classified as Senior Case Workers.

Qualifications the Factor

In the decision the court stated "the question is not whether the actual work which is being performed by both classes is the same but whether there is an difference in the qualifications required and the duties which the two classes may be called upon to perform."

The court examined the class specification and found the posi-

tions differed with respect to both qualifications required and the duties which incumbents may be called on to perform. The court went on to state that the Junior Case Workers had no complaint if their work remained that of Junior Case Workers only. The fact that Senior Case Workers may not have been called on to perform the special duties for which they were qualified was not a cause for action. The possibility that Junior Case Workers may have been assigned Senior Case Worker duties was also noted by the court which made reference to Sections 14 and 16 of the Civil Service Law which prohibit working out of title.

What Court Said

However, the principal point of interest was the court's affirmation that a promotion or an upward classification cannot be made unless a person has qualified, which in most cases means demonstrating his "merit and fitness" by means of competitive examination. The court said: "To allow the reclassification sought by the petitioners would open the door to the abuse of evading the purpose of the language and purpose of the Civil Service Law by the assignment of

the duties of a higher position to one occupying a position in a lower grade and then reclassifying his position in the higher grade without competitive or qualifying examination. The petitioners have not qualified for the position of Senior Case Workers by passing an examination for that position and to allow them to be included in the higher classification without having qualified therefor would violate both the spirit and the letter of the Civil Service system constituted by the Constitution and Laws of this State."

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Furniture, appliances, gifts, etc. (at real savings). Municipal Employees Service, 41 Park Row CO 7-5390 147 Nassau Street.

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ARTISTIC TAXIDERMY—deer heads mounted. Deer feet made into ash trays, hat racks, etc. M. J. Hofman, 989 Gates Ave. Bklyn, N. Y. JE 3-4010. Shotguns bought and sold.

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TYPEWRITERS bought—Sold Exchanged. Rosenbaum's, 1582 Broadway, Brooklyn (Near Halsey St. Station). Specials on Reconditioned Machines.

TYPEWRITERS \$35. Shop overhauling \$12.50 Repairs \$1.00. Some portable. Adding machines and typewriters bought. H. POLLACK, 277 B'way, Rm. 202. WO 2-0429.

FRANCIS TYPEWRITER & RADIO CO. As low as 10c a day. buys, rents, repairs, any make typewriter or radio, 49 Greenwich Ave. CH 2-7794, 141 W. 10th St. CH 2-1037-8.

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BYERS

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FIRE LINES

By QUENCH

Under The Helmet

A seventeen-year-old boy is being held for questioning in connection with that early morning blaze in the second floor storeroom of the Hotel Capitol. Damage was considerable to the room, but quick action on the part of the hotel in notifying the Fire Department and good work on the part of the latter prevented further spreading.

Acting Lieut. Harold A. Shaw, C.B.I., President of the St. George Association has been bedded with pneumonia since New Year's. It is sincerely hoped that he will recover in time to attend the annual entertainment of the Society being held this Friday evening at the Hotel Commodore.

The Rev. Merritt E. Yeager, Spiritual Director of the Brooklyn and Queens Holy Name will be the celebrant at the annual Memorial Mass for the late Rev. Edward P. Costello, former Chaplain of the Society. The mass will be celebrated in the R. C. Church of Our Lady of Mercy, 70th Ave. and Kessell St., Forest Hills, this Thursday morning at 10 a.m., and will be under the auspices of the Fire Department Holy Name Society, Boroughs of Brooklyn and Queens, N. Y. Fire Department Civil Post, American Legion and the Fire Patrol.

Fireman DePaul of 24 Truck received serious head injuries when hit by the 35 ft. ladder as the apparatus was leaving quarters. Returning from his B.I. duties he was just approaching quarters when a small boy darted toward the responding truck. The blueshirt saved the tot from injury but was unable to throw himself clear in time to avoid the swinging ladder.

Deputy Chief William Hogan of the 2nd Division put up a gallant but unsuccessful fight to overcome pneumonia and complications that set in as a result of injuries he sustained at the New Year's Eve collapse on Broadway. His decease last Thursday evening caused much sorrow among his many friends throughout the Department.

Good use of that new Mobile Telephone was made at the pier fire in Weehawken last week. Not only was on the spot coverage possible, but many weary steps were saved by reporters who phoned in running descriptions from the car at the scene.

Building collapses seemed to have moved downtown. The latest occurred during a fire in a four story loft building at 13 John Street, Box 190 in the early morning hours of January 10th. Some six men required hospitalization, the most serious hurt being Lieut. Rice of Engine Co. 32, who re-

ceived a fractured pelvis. If this keeps up the Fire Department will have to add special courses in building shoring to its instructions given men and officers.

Over in Flatbush Court, Magistrate Fawcett sentenced Miss Susan Parker to 30 days in the workhouse for turning in a false alarm. Her claim of mistaking the fire box for a police call box evidently did not sound very logical to his honor.

Rescue Co. 4, out in Winfield, Queens has at long last been equipped with two-way radio.

John J. McCarthy, former Asst. Chief of Department, gave a very interesting talk at the Cycle Club on his version of that tragic Wine-coff Hotel fire in Atlanta.

The F.D. Glee Club look very snappy in their new uniforms. Same is a double breasted affair with a lyre on each lapel.

Of the three companies scheduled for extinction at 12:01 a.m., New Year's, that were present at 44-396, Engine Co. 20 was the only one to go out on time, and that only because Rescue I was moving into their quarters. Engine 19 did not actually go out until almost 2 a.m., with Engine 25 following along about 8 a.m.

Solemn High Requiem was offered by the Rev. George Rossbach for Fireman 1st Grade Winford Walsh, the first man to die of injuries received at the collapse at Broadway and 8th Street. The Reverend, a life-long friend of the deceased blueshirt, is the son of the late Batt. Chief Rossbach of the 3rd Battalion, and was to have performed the marriage ceremony in the spring.

Local laws 41, 42, 43 and 44, affecting the Fire Department, have been approved by the Mayor. They amend the Administrative Code and pertain to testing of Sprinkler and Standpipe Systems; charging of a \$25 fee for issuance of Certificate of Approval and abolishing the payment of annual fees thereafter; issuance of Certificate of Approval to include under a single certificate such products or devices of similar type as the Fire Commissioner may deem appropriate; and permit the Fire Commissioner to issue Certificates of Approval to be effective until revoked for cause by him, respectively.

Coming Events

Regular meeting of the Fire Department Holy Name Society, Boroughs of Brooklyn and Queens will be held at Jamaica Hall, 168-15 91st Avenue, Jamaica, tonight (Tuesday), January 14, at 8 p.m. Election of officers will be the chief business of the evening.

The annual ball of the Fire Department St. George Association will be held at the Hotel Commodore, Grand Ballroom, this coming Friday, January 17th, at 8 p.m.

The first annual entertainment and dance of the Uniformed Fire Officers Association will be held at the Manhattan Center on Wednesday evening, April 9th, 1947.

Policeman Book Aids in Passing Test

Funk and Wagnalls have published "How to Become a Policeman," by John S. Chiotis and Joseph S. Pell (\$2.50). The book will be of great help to applicants in passing the current NYC Patrolman examinations.

The book contains 600 questions and answers covering everything a prospective policeman should know. There is also a section of general information and a chapter on physical exercises that increase strength and agility.

BLACKFRIARS' NEW PLAY

Fledgling actors and actresses sponsored by the Blackfriars will do a new play, "If In The Green Wood," opening Thursday evening and closing on Sunday, February 16. The performances will be given at the Blackfriars Guild, 320 West 57th Street, NYC.

ENTERTAINMENT — MUSIC FOR ALL OCCASIONS



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Amusement

By J. RICHARD BURSTIN



James Cagney, Annabella, Richard Conte and Frank Latimore in "13 Rue Madeleine," which opens tomorrow at the Roxy.

Olga San Juan who scored a definite hit in "Blue Skies" will appear on the Paramount stage beginning tomorrow in conjunction with the opening of "The Perfect Marriage."

Jose Iturbi and Jeanette MacDonald will co-star in M-G-M's "The Bees and the Flowers," Jeanette's first picture in too many years.

Dennis Morgan, who stars in "My Wild Irish Rose," will be assisted by his daughter, Kristin, in the new Warner film.

Margaret O'Brien will arrive in New York shortly prior to leaving for England in the early summer to appear in "The Secret Garden" with Claude Jarman, Jr., young star of "The Yearling."

"The Anniversary Song," hit tune from "The Jolson Story" has been recorded by Tex Beneke for Victor, Dinah Shore for Columbia and Guy Lombardo for Decca.

The Four Notes now entertaining at Le Ruban Bleu are recording for International.

Irene Carroll of the Iceland Restaurant has been chosen by Orchestra World as the year's most promising songstress.

Hotel St. George will be the scene of the first March of Dimes Birthday Ball to be held in Brooklyn, January 30th is the night, two dollars general admission.

Special benefit performance will be given by "Call Me Mister" on Sunday. Proceeds will go to the Stage Relief Fund.

Amateur magician Richard Him-

"Love Laughs at Andy Hardy"

He's back from the service and just as precocious as ever in the first post-war Hardy Family film on the M-G-M agenda; "Love Laughs at Andy Hardy," now at the Criterion Theatre.

Andy (whose return from the wars is synonymous with Mickey Rooney's) finds the going a little rough, to put it mildly, when his favorite co-ed (Bonita Granville) marries her guardian and asks the brokenhearted young Hardy to officiate as best man. Disillusioned and discouraged, Andrew prepares to leave college and make his fortune in South America only to discover that his prospective employer is none other than the groom of his love.

All ends well when the wayward student returns to Wainwright College through the combined efforts of Lina Romay, Dorothy Ford and the perennial Hardy favorites Lewis Stone, Sara

Haden and Fay Holden.

Highlight of the film is a jitterbug dance performed by Rooney and the 6-ft. 6-in. Dorothy Ford at the freshman stomp. It's the funniest routine we've seen in a long time.

is highly recommended for an evening of gay entertainment.

Dennis Morgan • Jack Carson

JANIS PAIGE • MARTHA VICKERS
 IN WARNER BROS. HIT

"The Time, The Place and the Girl"

IN TECHNICOLOR
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VAUGHAN MONROE

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A BIG STAGE REVUE

BROADWAY at 47th STREET STRAND

Joan Crawford • John Garfield

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THE MILLS BROTHERS

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LEGAL NOTICE

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

Dated: New York, N. Y., December 14, 1946.
 (signed) JOHN GUERNSEY
 (signed) LILY W. BOWIE

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of SELWYN COAT CO., INC.

has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany, (Seal) this 31st day of December, 1946.

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

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of EMBERT REALTY CORP.

has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany, (Seal) this 14th day of January, 1947.

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

STATE OF NEW YORK, DEPARTMENT OF STATE, ss.: I do hereby certify that a certificate of dissolution of URBAN REALTY CORPORATION

has been filed in this department this day and that it appears therefrom that such corporation has complied with Section 105 of the Stock Corporation Law, and that it is dissolved. Given in duplicate under my hand and official seal of the Department of State, at the City of Albany, (Seal) this 14th day of January, 1947.

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

TRANSIT EXAM NOTICES

Surface Line Operator

The Surface Line Operator examination, which reopens Wednesday, January 15 to Thursday, January 30, will be given on March 16.

The position pays from \$1 to \$1.20 an hour at present. A fee of \$2 must be paid when the application is filed.

Applicants must be males not less than five feet six inches in height. They must be citizens of the United States at the time of filing and must be residents of the State of New York. Furthermore, applicants must have re-

sided in NYC for three years immediately preceding appointment. Those applicants who are to become bus and other vehicle operators must hold a valid New York State chauffeur's license.

Candidates will have to meet medical requirements. They may be rejected for any disease, injury or abnormality which will impair his usefulness such as hernia, defects of the heart or lungs, impaired hearing or color blindness, faulty vision less than 20/40 in either eye (eyeglasses allowed) or disabling varicose veins.

Maintainer's Helper

The open-competitive and promotion examinations for the positions of Maintainer's Helper Groups A through D (inclusive) will include a written test, and a 70 per cent will be the pass mark. Candidates will be required to meet medical and physical requirements. Candidates will be rejected for having any heart or lung disease, hernia, less than 20/40 vision with glasses, hypertension, paralysis or defective or impaired hearing. Candidates must be free from any physical deformity of speech. They will be tested for ability to jump with a jump test which will require them

to clear 2 feet six inches. Finally, the candidates will be required to lift a 35-pound dumbbell in one hand and a 45-pounder in the other, over their heads.

Applications can be obtained at the NYC Civil Service Commission, 96 Duane Street, just west of Broadway, three blocks north of City Hall.

The present salary range in the Maintainer's Helper Groups runs from \$1 to \$1.05 for A, \$1 to \$1.10 for B and C, and \$1 to \$1.05 for Group D. The duties concern maintenance and repair of equipment, including electrical and circuit systems.

Railroad Clerk

Notice has been published for the promotion examination for Railroad Clerk, NYC Board of Transportation. The salary is from 90 cents to \$1 an hour. Filing dates are from January 15 to 30 for the promotion test and the written test will be given on April 19.

There will be an open-competitive filing period February 10 to 28. Both exams will be given on the same date.

Candidates will be required to pass a medical and physical exam. They will be required to clear 2 feet 6 inches in a high jump and lift 30- and 35-pound dumbbells over their heads. 20/40 vision, with glasses must be obtained, and serious physical disorders such as heart or lung diseases will disqualify.

Promotion candidates must be in their present job with the Transit System as Railroad Porter, Railroad Watchman or Railroad Caretaker for one year prior to the exam date.

Apply at 96 Duane Street daily until 4 p.m. for the promotion test, starting January 15, and for the open-competitive test, starting February 10.

Trackman

The Municipal Civil Service Commission announced an open-competitive exam for Trackman, NYC Board of Transportation. Filing will begin on April 16 and run until April 30. The examination will be held on June 28.

Junior Architect Exam Reopened

The NYC Civil Service Commission announced that an open-competitive exam will be given for Junior Architect at \$2,400 a year plus \$650 cost-of-living bonus. Filing opens January 15 and closes January 30.

There are six vacancies in the Department of Public Works, four in the NYC Housing Authority and one in the Department of Hospitals.

A baccalaureate degree in architecture from an institution which has had such degree registered by

the University of the State of New York; or a satisfactory experience equivalent. Persons who expect to graduate in June, 1947, will be admitted to this examination but must present evidence to the Bureau of Investigation that they have complied with the foregoing requirements prior to certification. At the date of filing applications, candidates must be citizens of the United States and residents of the State of New York.

Apply at Application Bureau, NYC Civil Service Commission, 96 Duane Street.

Filing Period Fixed For Chief, Fire Dept.

Arrangements have been made by the NYC Civil Service Commission to hold an examination for Chief of Department (Fire), at \$10,000 a year. Filing begins on January 15 and ends January 30. Applications can be

obtained at 96 Duane Street. All applicants must have served in the capacity of Deputy Chief one year at the time of the exam.

Record and seniority will count 50 per cent and the written exam will count 50 per cent; 80 will be the pass mark for the written.

12 SUBWAY EXAMS OPEN

(Continued from Page 1) is reopened because of the estimated trebling of vacancies. [Study material, p. 9.]

The position of Railroad Clerk has always been popular with those interested in Civil Service careers.

The increased pay recently granted by NYC applies to all twelve titles. This is expected to spur recruitment.

The Railroad Clerk filing period will be from February 10 to 28 for the general public, but the open-competitive and promotion candidates will take the same written test on April 19. So, too, the same tests for the respective Maintainer's Helper groups will be given to open-competitive and promotion candidates, May 10, 17 and 24 and June 7.

The Municipal Civil Service Commission announced an open-competitive exam for Trackman, NYC Board of Transportation. Filing will begin on April 16 and run until April 30. The examination will be held on June 28.

Progress Report On State Exams

Promotion

Senior Account Clerk, Health: 20 candidates, held September 21, 1946. Rating of written examination completed. Rating of training and experience is completed. Rating of training and experience completed. Clerical work to be done.

Assistant Manhattan District Supervisor, Department of Taxation and Finance, held November 16, 1946. Rating of the written examination is in progress.

Assistant Supervisor of Industrial Inspection, Department of Labor, 57 candidates, held November 6, 1946. Rating of written exam in progress.

Canal Section Superintendent, Department of Public Works: 8 candidates. Rating of the examination is completed. Rating of training and experience is in progress.

Head Hearing Stenographer, Department of Labor, Workman's Compensation Board, New York Office, 19 candidates, held November 16, 1946. Rating of the written examination has not yet been started.

Junior Bacteriologist, Department of Health: 9 candidates, held November 16, 1946. Rating of the written examination is completed. Clerical work in progress.

Principal Account Clerk, De-

partment of Health: 11 candidates, held November 16, 1946. Rating schedule being prepared.

Principal File Clerk, Department of Correction: 9 candidates, held November 16, 1946. Rating of written completed.

Associate Civil Engineer (Design), Department of Public Works: 12 candidates, held July 13, 1946. Rating of the written examination is completed. Rating of training and experience is completed. Clerical work is in progress.

Associate Compensation Claims Examiner, The State Insurance Fund: 16 candidates, held July 27, 1946. Rating of the written examination is in progress.

Clerk, Grade 4, Office of the County Clerk, Kings County: 22 candidates, held July 27, 1946. Examination completed. Rating for training and experience is completed, pending establishment of disabled veteran claims for preference.

Senior Compensation Claims Examiner, The State Insurance Fund, Upstate Offices: 15 candidates, held July 27, 1946. Rating of written examination completed. Interviews to be held.

Stationary Engineer, Department of Mental Hygiene (Institutions): 126 candidates, held July 27, 1946. Rating of the written examination is completed. Rating of training and experience is in progress.

Assistant Unemployment Insurance Claims Examiner, DPUI: 491 candidates, held July 27, 1946. Rating of the written examination is in progress.

Senior Unemployment Insurance Claims Examiner, DPUI: 200 candidates, held July 27, 1946. Rating of the written examination is in progress.

Assistant Compensation Reviewing Examiner, Department of Labor, Workmen's Compensation Board: 15 candidates, held September 21, 1946. Rating of the written examination is in progress.

Associate Accountant and Contract Utility Accountant, Grade 5, Public Service Commission: 15 candidates, held September 21, 1946. Rating of the written examination is in progress.

Clerk, Grade B, Kings County Supreme Court: 39 candidates, held September 21, 1946. Rating of the written examination is completed. Interviews to be held.

Junior Compensation Reviewing Examiner, Labor, Workmen's Compensation Board: 31 candidates, held September 21, 1946.

Rating of the written examination is in progress.

Principal Stenographer, Social Welfare: 32 candidates, held September 21, 1946. Rating of the written examination is completed. Goes to Administrative Division for printing.

Senior Account Clerk, Department of Audit and Control, Bureau of Accounts: 32 candidates, held September 21, 1946. Rating of the written examination is completed. Rating of training and experience is in progress.

Senior Office Machine Operator (Key Punch), Audit and Control, Employees Retirement System: 15 candidates, held September 21, 1946. Rating of the written examination is in progress.

Senior Office Machine Operator (Key Punch), Audit and Control, Bureau of Office Audits: 10 candidates, held September 21, 1946. Rating of the written examination is in progress.

Senior Office Machine Operator (Tabulating), Audit and Control, Bureau of Office Audits: 10 candidates, held September 21, 1946. Rating of the written examination is in progress.

Senior Office Machine Operator (Tabulating), Audit and Control, Retirement System: 11 candidates, held September 21, 1946. Rating of the written examination is in progress.

Unemployment Insurance Manager, DPUI: 86 candidates, held September 21, 1946. Rating of the written examination is in progress.

Estate Tax Examiner, Department of Taxation and Finance: 45 candidates, held May 25, 1946. Rating of the written examination is in progress.

Clerk, Grade B, Kings County Supreme Court: 39 candidates, held September 21, 1946. Rating of the written examination is in progress.

Senior Draftsman, Department of Public Works: 11 candidates, held June 8, 1946. Rating of the written examination is completed. Training and experience is completed. Clerical work is in progress.

Staff Attendant, Department of Mental Hygiene: approximately 1,400 candidates, held June 22, 1946. Rating of the written examination is completed. Rating of seniority is completed. Rating of training and experience is completed. Clerical work is in progress.

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