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# Civil Service LEADER

**COLLEGE STUDENTS!**

**General Bradley's  
Column** *Page 7*

Vol. 4 No. 16 ★★★ New York, December 29, 1942 Price Five Cents

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## **GOVERNMENT CALLS MEN, WOMEN TO FILL EVERY TYPE OF JOB**

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# FEDERAL CIVIL SERVICE NEWS

By CHARLES SULLIVAN

## Three-Way Drive to Amend Pay Bill

Employee Groups Demand Time-and-a-Half Overtime, Adjustments for Postal Workers

WASHINGTON. — Opening of the New Congress, January 6, probably will signal the start of a three-way drive to revise and amend the recently-enacted Government pay adjustment act.

The new law continues in effect only until April 30. Therefore, the entire structure of Government pay adjustments probably will be open to re-examination after the new Congress convenes.

And already it is possible to forecast major changes that al-

most certainly will be sought by powerful employee groups.

**First**—They will ask an "honest" time-and-one-half for overtime work, instead of the present time-and-one-quarter.

**Second** — They will ask more equitable pay adjustments for certain groups of postal workers.

**Seek to Knock Out Ceilings**  
**Third**—They will seek to knock out the present ceilings which provide no overtime pay whatever for employees above \$5,000, and overtime pay only on the first \$2,900 of their incomes for other employees.

These are the principal changes already being advocated. Un-

doubtedly, however, others will be offered, too.

### Third Will Be Tough

Of the three listed above, the first two are considered much more likely to win Congressional approval than the third. Although the \$5,000 and \$2,900 limits actually mean pay reductions for many employees, Congress is far from sympathetic. Individual Congressmen will admit, willingly enough, that the principle of extra pay for extra work is just as sound for higher-bracket employees as for those in the lower salary grades. They are controlled, however, by voters at home. And they doubt

whether the voters would understand overtime for high-salaried employees.

On the question of the overtime rate, it's a different matter. Undoubtedly, there will be a stiff fight for genuine, time-and-one-half overtime pay. Here is what's involved:

### Calculating Overtime

Overtime pay is calculated against the employee's daily rate of pay.

Actually, Government employees work 260 days per year. Therefore, their actual daily rate is 1/260th of their annual salary.

In the new pay adjustment bill,

however, the daily rate is considered to be 1/360th of the annual rate—a figure arrived at by taking the number of days in a year and subtracting five legal holidays.

On this basis, employees working 48 hours per week get only 21.6 per cent extra in the form of overtime pay. Where the daily rate is calculated at 1/260th, they would get 30 per cent.

Postal workers likewise have a strong case for revision of the new act. Some postal groups will get no raises whatever under it. Undoubtedly, they will make a potent argument before the new Congress.

## Those Pay Checks Won't Be Coming For Some Weeks

WASHINGTON. — Informed Government officials say Federal employees probably cannot expect to see these new pay raises actually appear on their checks for at least several weeks.

And it will be even longer before they get supplementary checks for "back" overtime pay due them under the retroactive feature of the bill.

Here is the explanation:

Before the raises can actually go on employee checks, the General Accountant Office must prepare complete new pay tables,

showing the precise total of salary and overtime pay for hundreds of different pay grades.

Individual agencies must examine each individual name on their payrolls to make sure that War Bond deductions have been correctly calculated.

And finally, the agencies must make up complete new sets of the plates from which payrolls are prepared.

All that probably will take considerable time. And much of it will have to be duplicated before employees can get checks for back overtime pay.

It is recalled here that several agencies took months to put into effect the recent Mead-Ramspeck automatic promotion raises. And the Public Buildings Administration took even longer to put through pay raises for employees who got raises under the recent Custodial Service pay bill.

## Last Chance to Obtain Ramspeck Act Benefits

Requests for the classification of Federal employees under the Ramspeck Act of November 26, 1940, must be received in the Washington office of the United States Civil Service Commission by December 31, it was emphasized last week by James E. Rossell, Director of the Civil Service Regional Office at 641 Washington Street, New York City. It is estimated that approximately 120,000 employees were affected by the Act.

Heads of Federal agencies in the New York area must initiate cases immediately, Mr. Rossell stated, if employees are not to lose classification rights for which they are eligible under law. Employees who believe that they are eligible for classification should check the matter immediately with their own Personnel Office.

### No Extension

No extension of the December 31 deadline is permissible because the Act provides that recommendations must be made within one year after the office or position had been covered into the classified service. The effective date the positions were brought into the classified service was January 1, 1942.

To protect the rights of Federal employees covered by the Act the Civil Service Commission has just ruled that a list of persons whose cases have been delayed may be submitted in lieu of completed cases, provided the employing agency (1) recommends the classification of the employees and (2) certifies that each incumbent has served with merit not less than six months immediately preceding January 1, 1942.

These lists will be accepted only if received in the Washington office of the Civil Service Commission by December 31. Complete papers on such cases must be submitted to the Commission during the month of January, 1943.

## Retired, They Demand More Money Too

WASHINGTON. — Retired Federal employees have begun to bombard Congress with requests for annuity increases comparable to the recent Government pay increases.

These retired workers got what they described as a "rude brush-off" when they attempted to take their case to Congress last session. When the new Congress convenes, however, it is likely they will get somewhat more attention.

They point out that they, more than any other group, have been caught in the squeeze of higher prices and increased taxes. Their pensions, in many cases pitifully small, are fixed by law. Most of them have little chance to augment their income. And with living costs up 20 per cent and taxes more than doubled, many are finding it desperately hard to make ends meet.

## Credit for Pay Raise Act Goes to Sen. Mead

WASHINGTON. — Lion's share of the credit for passage of the new Government overtime act goes to Senator James Mead (D., N.Y.), of the House Senate Civil Service Committee.

Senator Mead kept plugging when the cause looked lost. At least twice, Senator Barkley, the majority leader, informed him an overtime bill didn't have a chance. Nevertheless, he succeeded in bringing a bill out of Committee, and successfully steered it through the Senate.

Much credit also goes to Rep. Robert Ramspeck, Majority whip and chairman of the House Civil Service Committee, who cooperated closely with Senator Mead throughout the fight.

Employee unions played a large part by successfully bringing pressure on legislators opposed to the bill.

### Others Who Helped

And down in the clutch, when the going got roughest, House Majority Leader John McCormack (D., Mass.) and House Minority Leader Joseph Martin put on the finishing touches. In the opinion of most observers, they were the ones who successfully argued down two last-ditch foes of the bill.

These foes were Rep. Robert F. Rich (R., Pa.) and Rep. Frederick C. Smith (R., O.). Both had sworn to block the bill in the House. Either could have done it simply by raising the issue of no quorum. However, Reps. McCormack and Martin cornered the two recalcitrant Congressmen. They talked fast—and effectively. And when the bill finally went to the floor, neither Smith nor Rich raised a voice against it.

## You Get Paid Only For 'Official' Hours

WASHINGTON. — Don't expect to get paid for every single hour of overtime worked under the new Government pay adjustment bill. Expect to get paid only for hours over 40 which have been duly designated as "official hours for your unit."

For instance, here is an example: The "official" work week for War Department in Washington is now 48 hours. It was established by order of the Secretary of War. Therefore, under the new bill, employees will get paid for eight overtime hours per week.

If it happens that the Secretary designates 52 hours as the official work week for a particular unit, then employees will get overtime pay for 12 hours.

But if employees of the same unit work 52 hours per week without official orders from the Secretary, then they will get paid only for eight overtime hours.

In other words, your overtime work is "official" only if so designated by the head of your agency.

## How Federal Employees Can Change Their Jobs

WASHINGTON. — New steps to speed the transfer of Government employees to jobs where their skills can be of more use in the war effort have been promised by the U. S. Civil Service Commission.

The Commission did not specify the steps it has in mind. But it is known that reorganization of its War Transfer Unit to pave the way for a more aggressive attack on the problem has been under consideration for some time.

Meantime, the Commission has issued a statement clarifying its regulations on war transfers. Essentially, the new statement contains nothing new. But, from the employees' standpoint, it offers a much clearer outline of the situation than anything presented

previously. Here, in paraphrase, are the new, clarified rules:

### Who Can Start Actions

1. War transfers may be initiated either by the Commission itself, or "by employees' applications for transfer or open competitive examinations."

2. Federal employees who already have eligibility on some existing list or register or better jobs need not apply for war transfers—because their place on the register automatically assures them of consideration.

3. Employees "are not required to secure the consent of their departments or agencies to compete in Civil Service examinations or to apply for transfer. Necessary negotiations are conducted by the Commission itself in every case."

4. Civil Service status is not required for war transfer. Transferred employees retain all Civil Service rights they had before transfer. Employees eligible for Civil Service status under the Ramspeck Act retain such eligibility.

5. Employees (except temporary employees) who are transferred by the Commission under its War Transfer program, are entitled to the following re-employment rights:

### 30 Days Notice

Unless termination is for cause, they will get 30 days' notice before release from the agency to which they are transferred.

Within 30 days after they apply, they must be reinstated in

the agency from which they came, and in the position from which they came, "or in one of like seniority, status, and pay, provided such a position then exists."

If such position does not exist, then the employee's name must be entered on a re-employment list, which will entitle him to consideration for a similar job elsewhere in the Government.

6. "A transferred employee initially appointed for the duration of the war and separated after the war will be entitled only to have his name entered on a re-employment list."

7. All applications for transfer to conditions abroad will get careful consideration—"but no information can be furnished about employment conditions, etc., outside the continental United States."

8. The Commission will not attempt to give an employee information in advance about his prospects of transfer.

### Transfer Within Department

9. Agency heads have full authority to make transfers within their own agencies, and employees are urged to seek all necessary information from their personnel offices.

10. If an employee can perform more effective work in private industry, Civil Service Commission can direct his transfer there. Such an employee will be entitled to the same re-employment rights guaranteed those who transfer within Government.

## 100,000 Forgotten Men Of the Overtime Act

WASHINGTON. — An estimated 100,000 "forgotten men" will benefit not at all by the new Government pay adjustment bill signed last week by President Roosevelt. They fall in three groups as follows:

1. Postal clerks who get compensatory time off, instead of overtime pay, for hours worked

on Saturday. This group is estimated to number 30,444 to 35,000—or between 35 and 40 per cent of all postal clerks.

2. City letter carriers who likewise get compensatory time off. This group probably numbers 20,000 to 30,000.

3. Post office custodians, probably close to 30,000 in number. These workers are under civil

(Continued on Page Fifteen)

# CIVIL SERVICE IN NEW YORK CITY

## Roundup of Opinion About Pay Raise Measure

Sentiment among civil service employee leaders this week along with that of a number of Councilmen pointed in one direction as far as the Schick pay raise resolution are concerned:

The battle must be fought out in the Board of Estimate; Council discussion of itself, means little or nothing, except as it focuses public attention on the subject.

This became all the more obvious after the Council, meeting December 22, received a letter from Mayor LaGuardia insisting the Council hasn't the power to fix or increase salaries, that any Council action could only be "purely advisory."

### Change Charter, Says Cohen

Councilman Louis Cohen told THE LEADER that the City charter ought to be changed to enable the resolution introduced last week by Councilman Frederick

### Teachers Aid Civil Employees On Pay Raise

Although teachers, supervisors and other employees of the Board of Education are generally considered state, not city employees and would not benefit from the bill and resolution to increase the pay of city employees now pending in the City Council, the Joint Committee of Teachers Organizations supported the bill and resolution at a hearing of the City Council Civil Service Committee at City Hall last week. The Joint Committee spokesman was James E. Cox, a member of its legislative and executive committees.

## How to Go About Not Getting Information On Where There's Money for Pay Raise

Councilwoman Gertrude Weil Klein says she never said anything of the sort, that she never intended that the Comptroller's Office not be contacted for a statement whether or not the City has sufficient of a surplus to grant pay increases to city employees. She berated the New York Times for imputing such statements to her.

"I insisted," she told THE LEADER this week, "that Councilman Joe Kinsley, chairman of the Finance Committee, see the Comptroller with a view toward finding out just what the city's surplus is. That's the easiest and most sensible thing to do, with time being so precious.

### He Creeps Off

"And what did Mr. Kinsley do? He crept off during the meeting and, in a private session, prepared a request calling upon the Comptroller to submit an impossibly long list of answers concerning the city's financial condition. It just can't be done in so illogical a manner. The Comptroller could never answer everything Mr. Kinsley wants to know; and he hasn't the time, even if he could."

So what does Mrs. Klein intend to do about the whole thing? She said: "I've decided to contact the Comptroller myself and get a short, direct, simple answer if I can. I originally thought Mr. Kinsley and myself would call on

Schick, Richmond Democrat, to carry enough power to bring a graduated scale of meet-the-cost-of-living raises to municipal workers.

"Change the City charter to force the Board of Estimate to recognize the action of Council," declared Mr. Cohen, "and you will be doing something. As it is, the Board of Estimate just sneers at Council legislation and resolutions, just receives them and, if ambitious, refers them to the Committee of the Whole, which hasn't met now for a year and a half."

What's more, Councilman Cohen would like to see a ruling compelling the Board of Estimate's Committee of the Whole to meet monthly "to keep up on things."

### Defects in Bill

The State, County, and Municipal Workers of America, who had for some time been urging a program of pay adjustments, pointed out certain defects in the Schick bill, among them: no minimum salary guarantee, nothing for per diem workers. Nevertheless, the union gave its support to the bill's principle. The SCWMA submitted a detailed brief showing that the city could find the money to make the adjustments, and argued that adjustments should be made at once. (See page 16.)

### Urges Pressure

Henry Feinstein, president of the Federation of Municipal Employees, called the resolution a "farce" and charged that "the only way to get action is to provide for a joint committee consisting of Councilmen and employee representatives — these individuals to form a coalition committee to appear before each member of the Board of Estimate and press for legislation that would make badly needed pay raises for city workers a reality."

Mr. Feinstein suggested that, if proper pressure is placed upon Manhattan Borough President Edgar Nathan, "immediate action

could be expected." Or upon Brooklyn Borough President John Cashmore, "which Majority Leader Joe Sharkey could do, if for no other reason than to give the Democrats credit for getting pay raises for City workers."

### To Influence Mayor

A way of throwing the measure in Mayor LaGuardia's direction was offered by John J. Hughes, president of the Civil Service League. Said Hughes:

"Employee groups should take up the cry once the bill is past Council and bombard the Mayor with letters insisting on action in the Board of Estimate. The same should be done insofar as writing the Board members is concerned."

(Continued on Page Four)

## City Orders 9 New Tests

The Municipal Civil Service Commission last week ordered six open-competitive, two promotion and one change of title exam.

The open competitive tests are for able seamen, deckhand, junior geologist, dietitian, Remington Rand bookkeeping machine operator and Powers key punch machine operator. The promotion tests are to janitor, grades two and three, Department of Public Works; and the change of title test maintenance man, New York City Housing Authority.

## Radio Jobs Filled Without Test

The Municipal Civil Service Commission at its meeting last week adopted a resolution to fill vacancies in the job of radio operator on a duration basis, without holding a competitive test.

## Military Rules Affecting City, State Employees, Eligibles

By H. ELIOT KAPLAN  
Executive Secretary  
Civil Service Reform Association

### DIFFERENCE IN PAY

State and municipal employees who were members of the National Guard, Naval Militia, or Federal Reserve force on or before April 1, 1942, are entitled to receive from the State or municipality, when ordered to active military duty, the difference between their civilian salary and their military pay, if the latter is less than their regular salary.

Employees who became members of such organizations after April 1, 1942, and those who enlisted in the military forces or who were inducted under the Selective Service Act are not entitled to any such differential.

### DRAFTEES' RIGHTS

All such persons, however, have definite rights in connection with their civil service positions, among them:

1. A right to indefinite leave of absence during military duty, with reinstatement upon application made within 60 days after demobilization, if the position is still in existence.
2. If the position has been abolished, the employee's name is to be placed on a special preferred list, for certification to similar positions, without respect to order of standing, before any other eligible list can be used.
3. If the employee is a member of the State Employees' Retirement Fund, he may be credited for retirement purposes with all the time spent in military service, provided within five years after he returns to his position he makes the same contributions toward the retirement fund which he would have made had he been continuously in his civil service position.
4. The employee's service record rating is to be determined by computing the average of his efficiency rating for three rating periods immediately before his absence on military duty. (Where no service ratings have been in effect this provision is not applicable.)

### RIGHTS OF ELIGIBLES

Persons on civil service eligible lists who enter military service are subject to certain restrictions and privileges. If such a person's name is reached for appointment while he is absent, there is no legal barrier to appointing him and immediately appointing someone else as a substitute during his absence. In this case, he would, of course, be considered as on indefinite military leave of absence, in the same situation as he would have been had he received the appointment before he was called for military service.

If the department head does not choose to follow this procedure, however, he may pass over the name of an eligible who is in military service as temporarily unavailable, and make a permanent appointment of the next lower eligible who is available. In this case, the eligible passed over is entitled to have his name placed on a special eligible list to remain in existence for two years after his discharge. If he is appointed from this special list, his seniority is to date from the day when he would have been appointed from the original list had he then been available.

### MAY PASS OVER 1-A's

Department heads are also permitted to pass over the names of men in Class 1-A under the Selective Service Act or who are in any of the reserve military or naval forces, on eligible lists for the uniformed forces of police, fire or correction departments, provided written notice of such action is given to the civil service commission which has certified the lists. If passed over, these men have the same right to be placed on a preferred eligible list as have the eligibles mentioned in the preceding paragraph.

Where residence restrictions against appointment of non-residents exist, the law as amended in the last legislative session provides that civil service eligibles who leave their own communities to accept State civil service positions or positions in any organization or industry involved in war work shall continue to be eligible to accept civil service positions in the place where they formerly lived, provided they have not established a legal residence in a new locality.

### SUBSTITUTE APPOINTMENTS

When it is impracticable to leave vacant the position of an employee absent on military duty, and get the work done by doubling-up methods, a problem may arise in connection with the appointment of a substitute. The State Civil Service Commission has adopted rules and a plan of procedure to cover this contingency, and has recommended that municipal and county commissions take similar steps. This provides that substitute appointments be made whenever practicable by appointment from an appropriate eligible list, in the following order of priority: preferred lists, promotion lists, open competitive lists. As an alternative to the use of an open competitive list, however, the Commission suggests the nomination of persons serving in the department in the direct promotional line for non-competitive examination by the civil service commission. A permanent employee who accepts a substitute appointment to fill a position occupied by someone absent on military leave is entitled to all the rights he would be entitled to were he still in his ordinary position, in connection with promotion, transfer, etc. At the same time he is entitled to receive the same increments or other salary increases as are provided by law (if any) for permanent employees. He acquires no tenure rights in the substitute position, however.

### SPECIAL JOBS

The State Commission has adopted a rule intended to take care of possible difficulty in filling certain specialized positions. This provides that where a position requires special physical, technical or educational qualifications, if it appears impracticable because of war conditions to make a permanent appointment, the Commission may authorize a temporary appointment for the duration of the war and six months thereafter. If there is no appropriate eligible list from which such an appointment may be made, the department may nominate a person for non-competitive examination by the Commission.

It should be noted that the provisions mentioned here apply only to persons in the Army, Navy, Marine Corps or Coast Guard, and not to members of semi-military organizations such as the Coast Guard, and not to members of semi-military organizations such as the Coast Guard Auxiliary, or persons accepting positions in the Federal Government or in industrial war work. They apply also to members of women's military organizations, such as the WAACS and WAVES.

### WHO GETS LEAVE?

It is entirely within the discretion of department heads whether or not to grant leave of absence to employees to enter such semi-military organizations or to take positions with the Federal Government or with private industry. Employees are not entitled to such leave as a matter of right, as is the case of leaves for those ordered on voluntary military service.

# Eight Names Skipped, No. 9 Is Promoted

The Municipal Civil Service Commission, with the help of the Budget Director's Office, this week certified a young lady ninth on the promotion list to clerk, grade 2, over the heads of eight who finished higher.

It's true that three of those on the list couldn't take the job anyway because of entrance into the army and resignations. But five others would have accepted.

What happened?

A decision was made to reach down to attractive Miss Catherine C. Cooney, Commission telephone operator. The same day—last Tuesday—the five other eligibles were individually called in by William J. Murray, Commission secretary, who suggested they sign waivers clearing the path down to Miss Cooney, and the same day the certification of Miss Cooney was effected—though normally this process requires quite a bit more time.

The whole thing happened in such fashion ("blitz" was the word used by one of those passed over) that the five higher eligibles—top man Seymour Abkowitz, as well as Miss Rebecca Sharkey, Ben B. Spiegel, William B. Groder, and Miss Florence B. Levy, all working directly for the Commission—the following day came to the conclusion that perhaps they shouldn't have signed away their rights at all.

## Change of Title for Cooney

The point is: why was a promotion test held in the first place and certification made in this manner if, as the Commission contends, the only possible result was either a change of title for Miss Cooney from one \$1,320 job to another or no promotions at all for the other eligibles?

Why, with a great shortage of clerks and money and with the chance of moving up Mr. Abkowitz so that he would be earning \$1,200, was Miss Cooney placed into a spot that will force the city to pay her \$1,320 for the same clerical work?

Those on the promotion list are frankly wondering today.

The Budget Director's office, *THE LEADER* learned, is working on the assumption that only a change of title could be permitted at this time. Why the necessity of bringing in a phone operator from Welfare to replace Miss Cooney?

Miss Cooney may now have a chance of obtaining a half point more than Mr. Abkowitz in any service rating as clerk, grade two.

## Marsh's View

Here's what Harry Marsh, Commission president, had to say:

"The eligibles on the clerk, grade 2, promotion list, were told that the Budget Director's Office had not as yet agreed to grant promotions to any of them, but he was agreeable to a change of title for one of the eligibles from telephone operator at \$1,320 a year to clerk, grade 2, at the same salary. This enabled the Commission to solve a problem of assignment of an employee who would not be in danger of being called into military service, to work in the Fiscal Bureau.

"The Budget Director was agreeable to this change of title because it permitted the transfer of a telephone operator from the Department of Welfare, who was surplus in that department, and because it did not involve any increase in salary for the person whose title was changed.

"As a matter of fact, the person whose title was changed actually loses about \$300 in increments because her new anniversary date will be January instead of July of each year. If her title were not changed, she would have received an increment in July, 1943. As things now stand, she will not get this increment until January, 1944.

"By this change of title, none of the eligibles higher on the list lost a promotion opportunity. This action does not in any way preclude the promotion of these higher eligibles as soon as they are approved by the Budget Office. This whole matter was explained fully to each of the eligibles concerned who voluntarily declined."

## Engineer Group Chooses Officers

The Society of Architects and Engineers of the Board of Education has elected the following officers for the year 1943:

President, Henry Friedes; vice-president, Jacob A. Lipschitz; secretary, Ernest E. Haas; financial secretary, Henry Haas; treasurer, William Huffner.

Chairmen of committees are as follows:

Entertainment, Joseph Farrell; publicity, Saul Buxbaum; membership, Harry Schoener; retirement, Harry Kaplan; legislative, Edward F. Kruglak.

Delegates to the Federation of Associations of Employees of the Board of Education:

Alternate delegates are: Michael Pruzan, Irving Cohen and Richard E. White.

# Conference On Civil Service Legislation

The fifth conference of the Conference on Civil Service Legislation is set for December 29 in the Hotel Astor, Manhattan.

The agenda includes presentation of the proposed departmental hearings bill, submitted by the Civil Service Employees Legislative Council. This proposal provides annual public hearings for all city, State and Federal departments, at which civic groups and citizens may present suggestions pertaining to individual departments, including offices of elected executives, legislative bodies and courts.

Another question on the calendar concerns the advisability of giving city workers rights held by employees in private industry, such as those provided by the NLRB, SLRB and WLB.

## Welfare Board Vote in February

Selection of a new efficiency rating board in the Welfare Department will be held in February. The exact date for the election has not yet been set. The contest will prove to be "hot," according to all present indications.

Buy *THE LEADER* every Tuesday.

# Councilmen, Employees Call for Salary Adjustments

(Continued from Page Three)

## Schick's View

Councilman Schick, sponsor of the pay raise resolution and bill, told *THE LEADER* that, unless something of the sort now results in much needed pay raises for City employees, a serious manpower crisis faces New York.

"Too many workers have been lost from all departments to warrant us losing any more," he said, adding "and then there's the absolute need for increases to meet the soaring cost of living."

## The Politics Of It

Councilman Anthony J. DiGiovanna pointed out that the Mayor no doubt is in favor of raises, but that he most likely will not permit the Councilmanic Democrats "to steal the thunder by being instrumental in getting those long sought increases." It is entirely probable, said Mr. DiGiovanna, that the Mayor intends having a similar scale of raises in the forthcoming budget "so that he can take the credit. After all, Chicago raised the pay of their employees, and so did the Federal Government."

## Raises Without Delay

Councilman John P. Nugent referred to the financial condition of the City at the moment, contending that, "with accruals and all that sort of thing, it is in better shape than many people have been led to believe. 'The City,' said he, 'has the money to put through increases without delay.'"

## Isaacs' View

Councilman Stanley Isaacs had this to say about the situation: "I voted for the Schick resolution because I believe that lower-paid City employees who have not yet received an increase in pay to meet the cost of living should be taken care of. I am confident the Board of Estimate must give the proposal careful attention. The City must at the same time con-

# Both Sides Firm In Transit Dispute

Officials of the Transport Workers Union this week stood firm in their demands that—

1. The City resume negotiations concerning pay rises and other grievances.

2. That the dispute between the TWU and the Board of Transportation be brought before an impartial board for arbitration.

Answering the Mayor's cry that "We won't tolerate a strike," the union pointed out that no strike threat had been made, despite the newspaper headlines. "For six months," said one of the union men, "we have pleaded with the Board to settle our grievances

peacefully. The results have been well stated by the War Labor Board opinion of Wayne Morse.

## The Main Points

That opinion, issued last week, contained four main points:

1. The Mayor and Commissioner Delaney have not acted decently toward the men. Delaney's attitude was described as "provocative."

2. Public employees have no "right" to strike.

3. There should, however, be some form of collective bargaining between government management and employees.

4. The War Labor Board would be glad to accept cases for consideration, but only if both parties to the dispute willingly submitted the cases.

Mayor LaGuardia took the decision as a victory for his stand, but he took no steps to rectify points 1, 3, and 4, merely giving out statements on point 2.

A quick survey by a *LEADER* reporter this week to determine the attitude of subway men indicated that their feeling is one of anger against the city. If Mayor LaGuardia is inviting a contest in the hope of breaking them down, he may be in for disappointment.

The TWU is asking a 15 percent increase in salaries, including increases already granted. This in effect amounts to an 8 percent increase now.

## Take \$1,000,000, Fight for More

"We will take whatever the Mayor gives and then fight more."

This was the answer of the Transport Workers Union to the Mayor's statement, in a letter to the City Council, that New York's subway men are going to receive \$1,000,000 in pay raises.

The TWU man went on to say: "The Mayor's figure may seem large, but it amounts to only 60c a week additional in the pay envelope. Whom is he kidding?"

## Straight 15 Percent

Councilman William A. Carroll

held that a straight 15 percent increase "would most likely be more equitable than the current scale of raises, which enables an individual in a lower line to pass someone in a higher bracket." Mr. Carroll insisted that the Council resolution "won't get the Board of Estimate to act any more than it acted last year." He suggested a proposal calling on the Mayor to act in the matter and, in addition, a public hearing.

## Council Should Try

Councilman William M. McCarthy, head of the Council's Civil Employees Committee, said he "could see no harm in the Council trying again, that the Schick resolution is better than the pay increase proposal of last year."

Several hundred city employees and leaders of civil service groups appeared at a meeting of the Civil Employees Committee December 21 and gave vocal support to a companion bill granting increases to city employees receiving up to \$4,999 a year. The bill, also introduced by Mr. Schick, does not affect teachers or transit workers, who are being paid out of separate budgets prepared by the Board of Education and the Board of Transportation.

Consensus was that the City's financial dilemma has, like Mark Twain's death, been grossly exaggerated, that New York is being threatened with a personnel shortage that may slash into necessary services, especially in transit and health.

The bill—effective January 1—would give increases of 15 percent to employees getting up to \$1,800 a year, 10 percent to those receiving between \$1,800 and \$2,400 a year, and five percent to those obtaining between \$2,400 and \$4,999 a year.

Clifford T. McAvoy, representing the Greater New York Industrial Council of the CIO, warned that, unless raises are forthcoming, the morale of city workers will be seriously battered. He recommended that the CIO and AFL as well as other labor groups "get together and tell the Mayor what they want."

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### 4-F Men Get Break From City

The Municipal Civil Service Commission this week decided to modify its practices of summoning candidates in 4-F for special medical exams to include only those positions involving operation on vehicles for the safety of the public, such as patrolmen, firemen, auto enginemen, elevator operators, motormen and conductors.

In all other cases, the Commission will summon candidates for special medicals only where investigation reveals candidates have medical defects which would preclude them from performing the duties of the job.

Previously the Commission automatically summoned all in 4-F for medical re-exams.

### Special Cops Get Tunnel Jobs

Ninety persons were certified to number 400—this week by the Municipal Civil Service Commission from the special patrolman list for 30 permanent, \$1,800 jobs as tunnel officers in Manhattan and Queens. The jobs are in the New York City Tunnel Authority.

# Here's How the City Will Collect Your Victory Tax

Comptroller Joseph D. McGoldrick has all the works ready for the collection of five percent out of your salary, and the salaries of approximately 200,000 city employees. The new victory tax law includes Federal and State employees, as well as wage earners in private industry. It becomes effective on January 1 next, and is part of the Federal Income Tax Law.

The Comptroller has created a new unit to handle the collection of the Victory Tax.

#### Fighting Men Included

Approximately 920 employees of the city who are in the armed forces, and who receive the difference in their military pay from the city are subject to the tax, the Treasury Department has ruled, on that portion of their income which is paid by the City.

Comptroller McGoldrick was confronted with a bookkeeping problem of considerable magnitude in planning the method whereby he would facilitate the collection of the Victory tax. Of the 200,000 city employees involved (including the Board of Education and the Board of Transportation) 53,000 are on monthly payrolls. On semi-monthly payrolls there are 35,000 employees. Weekly payrolls cover 48,000, while 25,000 are on a part-time basis. Thousands of adjustments normally have to be made monthly due to absence, sickness, resignations, deaths, etc.

#### How It Works

To overcome difficulties of keeping records of accounts for approximately 200,000 City employees, and with the desire of establishing the most economical and efficient method of operation,

the Comptroller found it imperative to use a punch card system to handle all accounting records pertaining to this tax.

This enables the Comptroller to record for each employee of the City his or her taxable earnings and Victory tax deduction for each payroll period, and all other necessary adjustments. These records will be accumulated quarterly for each employee, and pursuant to the law a quarterly return will be made to the Federal Income Tax Bureau, with a check amounting to the total tax deduction shown on the return.

#### You Get a Receipt

The Comptroller stated that by means of this installation he will be enabled to furnish to the government and to each employee annually a receipt setting forth their gross earnings together with their total Victory tax deduction, as required by the Act.

#### Back Wages

The City must also withhold the Victory tax in the case of payments of back wages. According to a provision of the Labor Law of the State of New York, employees in the labor class are entitled to the prevailing rate of wages. Seven thousand contests concerning a considerable number of employees are the subject of complaints now pending before the Comptroller, some of which go back for a number of years. When and if any of these contests are decided in favor of the employee, the payment of back wages after January 1, 1943, is subject to the withholding of the Victory tax regardless of the year in which wages were actually earned. Similarly, the payment of back increments due employees under the McCarthy Increment Law are also subject to withholding.

#### Custodian Engineers

The Treasury Department has also ruled that payments to Custodian Engineers of the Board of Education are subject to the withholding of the Victory tax only for that portion which represents the amount of such payments considered by the City for pension allowances for the Custodian Engineers. The City makes payment of lump sums to these men with which they hire help as needed to maintain and clean the school buildings, but such persons are the employees of the Custodian Engineers and not of the City, and hence are not subject to withholding of the Victory tax by the City.

Custodian Engineers, however, must make such withholdings. The Treasury Department has also ruled, Mr. McGoldrick said, that the City need make no deduction from pensions paid by the City. The inference is that former employees receiving pensions must pay the Victory tax themselves when filling their income tax returns in 1944.

#### Pensions Don't Count

Not Victory tax will be deducted for maintenance, consisting of food and lodging, provided such maintenance is furnished for the convenience of the City and the value thereof is not included in gross income for Federal income tax purposes.

### More Supermen For Sanitation

The Municipal Civil Service Commission this week certified 233 persons from the Sanitation Man, Class A, list for permanent, \$1,500 jobs in the Department of Sanitation as Junior Sanitation Man.

It divided the certifications, selecting 60 at one time and 173 at another. High number reached was 1,645.

### Men Certified To Fire Dept.

A total of 127 firemen was certified this week by the Municipal Civil Service Commission for permanent, \$1,320 jobs. High number reached was 2,249, to satisfy the department's anxiety to reach an adequate number of replacements without loading it self up with draft-conscious men.

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### Nathan to Press Pension Plan For NY Fighters

Manhattan Borough President Edgar Nathan this week told The LEADER he intends to press diligently at the next meeting of the Board of Estimate January 14 for action on his proposal to have the city help make pension payments for municipal employees in the armed forces.

"The resolution proposing payment of pension deductions for city employees who are members of the armed forces was laid over at the last meeting of the Board of Estimate without a date set for further action, pending reports from various agencies involved," pointed out Mr. Nathan. "I feel," he added, "it is most important this measure be passed and that the city men in military service obtain the relief sought. I therefore intend to press for action at the next meeting of the Board."

#### Isaacs' Proposal

Mr. Nathan's decision to follow up his attempt at the last meeting to get definite action on the proposal originally offered by Councilman Stanley M. Isaacs means that city workers in the armed services now have a chance to receive a hand in paying for pensions and in not facing a post-war period saddling them with pension debts.

The only chance this proposal ever had was to obtain the backing of a member of the Board; now it apparently has that, and

### Special Cops Go to Subways

A total of 131 persons was certified this week by the Municipal Civil Service Commission from the special patrolman list for permanent, \$1,500 positions in all boroughs except Staten Island for special patrolman jobs in the Board of Transportation.

more. Deputy Mayor Rufus E. McGahen, apparently acting with Mayor LaGuardia's sanction, spread nothing but a blanket of delay over the proposition at the last meeting of the Board. Mr. McGahen was against setting any definite date. Now he faces a fight by Mr. Nathan.

The actuary and secretary of the New York City Retirement System as well as the Budget Director's and Comptroller's Office are supposedly working on the background of the matter, but obviously have not been rushing things.

### Board of Ed. Hires Persons Holding Other City Jobs

The Board of Education stated last week that, insofar, as its regulations are concerned, a city or state employee who is not regularly employed by the Board of Education on a per annum salary, may be employed without having received exemption from the provisions of the dual job law (Section 872-8 of the Education Law), if the annual salary from the city or state does not exceed \$2,000.

However, before an employee of the Federal, state or city government or agency accepts employment by the Board of Education, he must assume full responsibility for compliance with any regulation, requirement or order established by the federal, state or city government or agency by which he is regularly employed.

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# CIVIL SERVICE IN NEW YORK STATE

## 200 Vacancies In State Police

ALBANY. — The Division of State Police has just completed another informal examination of some 30 candidates for jobs as State Troopers on a strictly temporary basis. There isn't much hope of more than half that number qualifying.

Major John A. Warner, superintendent of the division, said that about every six or eight weeks when an accumulation of 30 or more applications occurs, the applicants are directed to appear in Albany for physical and educational exams.

Last week's batch resulted in the disqualification of nearly half on the basis of physical tests, two of the candidates being much too fat. The educational qualifications have been greatly liberalized.

### 200 Vacancies

"We have more than 200 vacancies occasioned by men leaving for the armed forces," said Major Warner. "In addition more than 400 on the last eligible list have gone into the armed services and will be eligible for appointment when they return. This means all present appointments are strictly temporary and even though we have let down the bars we are finding it difficult to make replacements."

He said that men who are able to qualify are in the deferred classifications. Asked why any man would accept a State Trooper's job at \$900 a year, less about \$100 a year for retirement contributions, Major Warner said they invariably explain they "always had wanted to be a trooper." Most of them, of course, are married, but without dependents, the wives usually being employed and the children, if any, being married or working.

# State Considers Suspending Competitive Examinations

ALBANY. — Suspension of competitive civil service requirements in the filling of scores of jobs in the local school districts throughout the State is now under consideration by the Civil Service Commission as one way of meeting the growing lack of manpower.

The situation facing the school authorities is typical of almost all other public employment. Men and women who can meet the standards heretofore established for the various positions in State and municipal services are not available, not interested. The result is that examinations for these jobs fail to draw a sufficient number of so-called "qualified" applicants to make the effort worthwhile.

### Dismal Response

The Commission has authorized

open competitive examinations to fill scores of jobs in more than 150 school districts. These positions include custodian, junior and senior stenographer, clerk, typist, account clerk, business manager and steam fireman.

But a recent test for some of these places and others was such a dismal failure as to prompt this comment of civil service department officials to the Commission: "It does not seem that the expense involved in advertising and holding these examinations is warranted by competition. In many cases we did not secure any candidates in addition to those the schools were able to locate for provisional appointment by their own efforts. Since we are not able to supply the schools with adequate lists of well-qualified candidates, it seems that the only result of holding open competitive examinations is to slow up the appointment procedure." This problem faces Governor-

elect Dewey when he comes into office on Friday. It is held unlikely that he will do anything to diminish the already depleted ranks of the civil service workers. Jobs of a patronage character, now held by Democrats, will see some turn-over with the Republican State Committee, acting through the local organizations, filling most of them. Mr. Dewey will continue to fill the top places, like department heads and key officials, on a purely personal basis, but will leave the minor posts to the party leaders for patronage appointments.

While new regulations of the Civil Service Commission provide for "duration appointments" to fill vacancies in some types of employment in State service, the chances are that they will be revised to cover more, including those in the school districts.

In a recent examination to fill 10 different kinds of positions in more than 200 school districts, the

number of candidates per district ranged from none, in some districts, to 2.8 per cent. The greatest number of candidates for any of the jobs was 22 for head custodian in Westchester County where the exam was conducted on a county-wide basis instead of being limited to the school districts where the jobs were available. In many of the cases the only persons taking the tests were the provisionals already in the jobs on a temporary basis pending the examination and its outcome.

### Loathe to Let Down Bars

The Commission is loathe to let down the bars and lower the qualifications, either physical or educational, for the various positions, on the theory that the public service might then be filled on a permanent basis with sub-standard material. Hence the move to suspend the competitive examination and fill the vacancies, where possible, by temporary "duration appointments" of such persons as are available, regardless of previous standards.

## Central Islip Workers Fear Emergency

Central Islip still proves that New York State's mental hygiene institutions hold a threat to the safety and welfare of employees and patients as a result of continued serious understaffing and improper assignment of employees on hand.

In previous issues, The LEADER has described conditions prevailing in the State's mental hygiene institutions. This particular story concerns Central Islip Hospital and is based on a conference between James V. King and James Griesi, officials of the SCMWA, and David Corcoran, the superintendent of this State Institution, to see whether he could do anything about the serious shortage.

Employees at Central Islip informed their SCMWA representatives that only two attendants are now assigned during the night shift to guard more than 100 inmates in one of the most violent wards in the hospital. They don't think two attendants can adequately handle the situation in case of any outbreaks.

### They're Afraid

Frankly, they're afraid. They recall how an attendant at Brentwood was strangled to death not so long ago at the hands of a violent inmate. They recall how an inmate from this same ward recently charged from his seat during church services and attacked the priest. They also recall other instances of violent attacks on employees and other patients by deranged inmates.

Dr. Corcoran told the union officials that he could not promise that anything will be done in the near future to correct the situation.

The union contends that attendants should be paid higher salaries to prevent them from quitting for better-paying jobs. Until this is done, it offers other proposals to make for a stop-gap solution.

For example, it has learned that one Central Islip employee is assigned to the golf course used by hospital officials. He is frequently seen playing golf while on duty. They believe this employee should be assigned to attendant duty in the violent ward. The union also believes some of the guards assigned to the grounds and to the superintendent's mansion should also be temporarily assigned to the violent ward.

## Have You Taken One Of These State Tests?

### OPEN-COMPETITIVE

**Court Attendant, First and Second Districts:** 3,279 candidates, held May 10, 1941. The list has been sent to the Administration Division for printing.

**Photographer, Mental Hygiene:** 313 candidates, held July 19, 1941. The rating of part two of the written test is in progress.

**Junior Personnel Technician:** 1,523 candidates, held December 29, 1941. Part Two of the written test is completed. Experience rating in progress on those for which Part Two has been rated. Jr. Personnel Technician, Public Administration, list has been established.

**Senior Hearing Stenographer:** 231 candidates held December 20, 1941. Qualifying test rating completed. Rating of 2-voice dictation which was held September 19, now in progress.

**Motor Vehicle License Examiner:** 8,260 candidates, held February 14, 1942. Machine scoring to be started shortly.

**Field Investigator of Narcotic Control:** 80 candidates, held March 28, 1942. The rating of the written examination is completed. Interviews are to be held this month for the purpose of rating training and experience.

**Damages Evaluator:** 398 candidates, held May 23, 1942. The rating of the written examination is completed. Experience is being rated.

**Senior Damages Evaluator:** 326 candidates, held May 23, 1942. The rating of the written is completed. Experience to be rated.

**Tax Collector:** 2,326 candidates, held May 23, 1942. Rating scale is prepared. Machine scoring to be started shortly. Item analysis has been taken.

**Telephone Operator, State Departments and Institutions:** 936 candidates, held May 23, 1942. (Includes Telephone Operator, Westchester County). Machine scoring completed. Experience of passed candidates to be rated.

**Telephone Operator, Westchester County:** held May 25, 1942. Machine scoring completed. Experience of passed candidates to be rated.

### PROMOTION

**Assistant Mail and Supply Clerk, Department of Taxation and Finance:** 166 candidates, held March 28, 1942. The list has been sent to the Administration Division for printing.

**Assistant Comp. Claims Examiner State Insurance Fund:** 55 candidates, held May 23, 1942. The rating of the written examination is in progress.

**Assistant Dictating Machine Transcriber, Department of Taxation and Finance:** 377 candidates (includes Asst. Clerk, and Asst.

Typist), held September 19, 1942. Written rating in progress.

**Assistant Typist, Department of Taxation and Finance:** 377 candidates (includes Asst. Clerk and Asst. Dictating Machine Transcriber), held September 19, 1942. Written rating and rating of typing in progress.

**Assistant Clerk, Department of Taxation and Finance:** 377 candidates (includes Assistant Typist and Assistant Dictating Machine Transcriber), held September 19, 1942. Written rating in progress.

**Head Clerk, Department of Correction:** 59 candidates, held October 31, 1942. The rating of the written examination is in progress.

**Senior Clerk, Education Department:** 53 candidates, held October 31, 1942. The rating scale is being prepared.

**Senior Mail and Supply Clerk, Department of Taxation and Finance:** 50 candidates, held October 31, 1942. Rating scale prepared. Rating to be started shortly.

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# Wide Variety of War Courses Available in Evening School

Central Evening High School, Nostrand Avenue and Halsey Street, Brooklyn, this week became one of the few Brooklyn evening high schools to institute wide-range war courses.

Registrations will be held January 25-29, and February 1-5, from 7 to 9 p. m. for the classes, which will be limited to insure thorough instruction. The courses, which may be applied toward high school diploma credit, will help applicants qualify for technical ratings in the armed services. They're open to men who have completed elementary school as well as high school.

Following are the courses offered and the goals:

**Navigator:** fundamentals of machines; fundamentals of electricity; fundamentals of radio; pre-flight physics; aerodynamics and engines; meteorology and navigation mathematics.

### Other Courses

**Radio Technician:** fundamentals of machines; fundamentals of electricity; fundamentals of radio; pre-flight physics; aerodynamics and engines; meteorology and navigation; drafting; blue print reading; aviation mathematics.

**Communications:** fundamentals of machines; fundamentals of electricity; fundamentals of radio; pre-flight physics; drafting; blue

print reading; aviation mathematics.

**Pilot:** fundamentals of machines; fundamentals of electricity; fundamentals of radio; pre-flight physics; aerodynamics and engines; meteorology and navigation; drafting; blue print reading; navigation, mathematics.

**Airplane ground crew:** fundamentals of machines; fundamentals of electricity; fundamentals of radio; fundamentals of radio; pre-flight physics; aerodynamics

and engines; blue print reading; aviation mathematics.

**Meteorologist:** fundamentals of machines; fundamentals of electricity; meteorology and navigation; aviation mathematics.

**Drafting:** fundamentals of machines; drafting; blue print reading.

**Nursing and nurses aides:** biology and chemistry.

**Elementary algebra, geometry, intermediate algebra, trigonometry, earth science and physics** will prove of great aid as related studies.

## Training Toward Post-War Career

The 30-week sub-professional engineering war training course for men and women high school graduates at the Defense Training Institute, 375 Pearl Street, Brooklyn, has been boiled down to 20 weeks and will start around February 8, tuition-free and sponsored by the United States Office of Education, it was announced this week by the Engineering, Science and Management War Training Courses office at 342 Madison Avenue, Manhattan.

Regional Adviser Albert B. Newman and Administrative Assistant Pauline M. Cronin told the LEADER that the war speedup has made necessary the change, that the DTI may be contacted now by prospective students, that some 550 applicants may be accommodated in Region Four's institutions, some 300 of whom will take the course at the DTI.

### Other Schools

Other institutions offering Engineering, Science and Management War Training courses (which get the overflow from the DTI for the sub-professional course) are Brooklyn College, Brooklyn Polytechnic Institute, City College, Columbia University, Cooper Union, Hofstra, Hunter, Long Island University, Manhattan College, New York University, Pratt Institute and Vassar College.

### Draft Status

The 20-week course is open to those men whose draft status indicates indefinite deferment provided, of course, they are citizens and high school graduates. Other requirements for men and women taking the course are three years of high school English, one year of algebra, one year of geometry and one year of chemistry or physics.

The course runs through 30 to 32 hours a week, and then there are 20 hours devoted to outside preparation. It's a day course, somewhat more compact than the 30-week grind. The curriculum, moreover, of the 20-week course is equivalent to the first two weeks of a college engineering course minus the frills.

### What You'll Be

The course prepares you for war industries as testers, inspectors, engineering aides, laboratory assistants, draftsmen and other posi-

tions on a similar level in war industries as well as for appointments by the Civil Service Commission.

### Ten-Week Course

If you're female and a college graduate, you may now take a ten-week course at the DTI if you qualify for the 20-week course. Then you may gain work in a war industry.

### \$2,000 Jobs

The civil service status course, preparing you for jobs starting at \$2,000 per annum, is a special arrangement known as the engineering fundamentals course; preparing you for jobs starting at \$2,000 per annum, is a special arrangement known as the engineering fundamentals course, which readies you for junior engineering, supplemental, jobs.

This ten-week course enables you to obtain jobs in the U. S. Geographic Survey, National Advisory Commission for Aeronautics, Civil Aeronautical Administration, in field offices throughout the country and in Washington, D. C. Also, in the Bureau of Ordnance, Bureau of Ships and Geographic Office of the U. S. Navy; U. S. Engineers' office or office of Chief of Ordnance, U. S. Army, or U. S. Coast Guard ordnance Survey, or other Federal agencies.

The ten-week course is also a day course. Both courses will run simultaneously, enabling students to continue from the shorter to the longer without losing time.

### Drafting for Women

The Cooper Union drafting course for women, given for the first time at night, is another highlight of the new schedule released this week by the Region Four office.

For the most part, the courses are unchanged. You can still get transportation control and photogrammetry at Columbia, technical elements of welding at City, basic engineering computations at N.Y.U., chemical testing and inspection at Pratt, etc. The U. S. office of Education at 342 Madison Avenue, Manhattan, (Murray Hill 2-2860) will provide you with any of the details.

### Synthetic Rubber

One of the more interesting of the courses on the bulletin is the synthetic rubber manufacture course at City College, which really consists of two courses designed for the training of persons to operate synthetic rubber manufacturing processes, and which may be taken individually, concurrently or consecutively.

Chemists and engineers seeking information and training on the utilization and compounding of the synthetic material rather than its manufacture should apply for the course in plastics, rubbers and allied polymer engineering materials.

# General Bradley's Column



By  
Brigadier General  
John J. Bradley (Ret.).

This is the second of the weekly columns by The LEADER'S new Military Editor, Brigadier General John J. Bradley (Ret.). General Bradley's column will discuss such subjects as the effects of the changing manpower situation on Civil Service employees; opportunities that from time to time become available in the armed forces; jobs and training for war industries; changes in selective service regulations and their effect on every individual, with particular reference to those in Government employment. General Bradley's material is intended to be down-to-earth, and written in a manner that can prove directly helpful to the reader. While the General cannot undertake to answer individual questions, he will be glad to receive such questions, and if they are of sufficient wide interest, to answer them in his column.

## Enlistments Open

ENLISTMENTS IN THE NAVY, MARINE CORPS, AND COAST GUARD will open again on January 1. If you're between 18 and 38, you can volunteer only through your draft board. If you're 17, you can go directly to the recruiting station. Recruiting for these services had temporarily ceased when the December quotas were filled.

## High School, College Students

COLLEGE STUDENTS ARE WORRIED. They don't know what's coming. They won't know exactly until the Manpower Commission hands down its say on the situation. Expect that document around first of the year.

However, here's how things stand now. EVERY COLLEGE STUDENT is swept either into the Army plan or the Navy plan. HIGH SCHOOLS WILL FIND THEMSELVES SHORTLY GEARED TO THE WAR PROGRAM. Already, the Army has told what it expects of high schools: (1) to contribute to the flow of manpower into the armed forces; (2) to provide training in fields where the Army is experiencing shortages; (3) to help free the resources of the Army for special technical military training. Math, physics, pre-aviation will be the big high school subjects.

Here, in capsule form, is the Army's plan for college students:

Item: Only enlisted men acceptable, ages 18 to 22, upon completion of basic training.

Item: Students, in uniform, receive Army pay, study where assigned, take technical courses.

Item: Senior students enrolled in ROTC will be called to active duty upon completion of the next semester, then sent to Army schools to study for commissions.

JUNIOR STUDENTS IN THE ENLISTED RESERVE CORPS who are taking engineering courses will be permitted to finish the next semester, must then go on active duty. Some of them will be assigned back to school to finish their studies. Other students in the Enlisted Reserve must go into the Army when the present semester is completed, may be eligible for special training in colleges.

Item: What is in store for the student-soldier? Either: 1. Officer Candidate School; 2. Recommendation for technical non-commissioned officer; 3. Return to the troops; 4. In exceptional cases, detailed for very advanced technical training; 5. In certain cases, he'll do work outside the Army, considered highly important to the war effort.

The Navy's program is altogether different.

Item: The Navy will take on high school graduates for college training, ages 17 to 19; or men already in the service, ages 17 to 22.

Item: Trainees will be able to choose their col-

(Continued on Page Sixteen)

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# Civil Service LEADER

Independent Weekly of Civil Service and War Job News

Published every Tuesday by Civil Service Publications, Inc. Office: 97 Duane St. (at Broadway) New York, N.Y. Phone: CO-landt 7-5665

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Jerry Finkelstein, Publisher; Maxwell Lehman, Executive Editor; Brigadier General John J. Bradley (Ret.), Military Editor; David Robinson, Art Director; N. H. Mager, Business Manager.

### — Subscription Rates —

In New York State (by mail)..... \$2 a Year  
Elsewhere in the United States..... \$2 a Year  
Canada and Foreign Countries..... \$3 a Year  
Individual Copies..... 5 Cents  
Advertising Rates on Application

MEMBER AUDIT BUREAU OF CIRCULATION

Tuesday, December 29, 1942

## 1943

To all the boys who are fighting to beat the Axis;  
To all the men and women who are working to win the war, both in government service and in private industry;

To all those who have, sincerely and conscientiously, attempted to improve the lot of the civil employee;

And to all good Americans everywhere—  
Greetings.

May the year 1943 bring us victory in war; and a peace which will recognize the rights of man throughout earth.

## Plain Words To the Mayor

**D**EAR MR. MAYOR: You don't always heed the temper of the people, but one would underestimate your political acumen if one assumed that you failed to see that temper.

What we're driving at, Mr. LaGuardia, is this: You must surely be aware that the temper of this town's civil employees is no longer such as to brook your delaying tactics when they ask for pay adjustment. What's more, there's pretty good evidence that the citizenry of the city feels about the same way.

You saw what happened in the City Council last week. You saw a group of men and women who are usually quarreling and bickering about everything, unani- mously pass a resolution calling for a pay raise. Let's overlook, for the moment, the admitted fact that the wording of the Schick resolution is defective in many ways. The point nevertheless must have struck you that the Council's action was pretty significant. As a matter of fact, you saw this action become front page news in the daily papers. Which should give you some idea of how important this whole matter has become.

You sent the Council a letter on the subject, pointing out that certain small salary adjustments had already been put into effect, and other small salary adjustments contemplated. For a smart politician, you produced what looks to us like a pretty weak justification of your wage policies. The civil employee groups have answered you fairly conclusively, in our opinion, and some of them have even gone so far as to tell you where the money is available to make the necessary adjustments.

Frankly, Mr. Mayor, as we size up employee opinion, we'd say the majority of the city workers feel you "have it in" for them. Maybe this isn't true—but there's a pattern of conduct in your actions toward them which certainly isn't calculated to build morale. Anytime you want a bill of particulars here, we'll be glad to supply it. And we don't say this with malice: we'd rather see New York City's governmental functions carried out by willing, happy workers than by bitter, carping ones.

The Board of Estimate, which you control, will do something about raising pay anytime you give the word. So will the Budget Bureau. We make this suggestion to you, as a starter: That you begin the new year with an order to the city agencies concerned that a general pay rise is to go through. In deciding what that pay rise is to be, go to the employee organizations, meet with them, and talk it over.

You know, Mr. Mayor, this very plan worked out quite well for the Federal government. No reason why it shouldn't work out just as well in New York City.

**Coming Soon**  
**HOW HITLER**  
**TOOK OVER**  
**CIVIL SERVICE**  
**IN GERMANY**

## Don't Repeat This!



### Queries

Is it true that the confidential work which Welfare Commissioner Hodson will perform as Herbert Lehman's aide means he'll be located in one of the hottest areas on earth? . . . and take on one of the most interesting jobs in Uncle Sam's portfolio? . . . Is it true that John Furia, of the Municipal Civil Service Commission, has been having conversations with the Mayor about taking his Training Bureau away from the Commission, giving it a new name connected with the war? . . . Wonder what Arnold Zander, national president of the AFL employees' union, was doing at 902 Broadway the other day? . . . If Ed Flynn steps into that diplomatic post, Bronx leaders favor Congressman Walter Lynch or State Senator John Dunnigan to succeed him as Bronx boss . . . Add Mayoralty contenders: Supreme Court Justice John McGeehan of the Bronx.

### Ear to the Ground

A New Yorker is in on the making of those gas rationing plans that have been causing so much fuss—he's Wallace Sayre, former civil service commissioner . . . Note to Mental Hygiene Commissioner Tiffany: Why don't you answer those questions your employees have asked about the 12-hour day plan? . . . Or hasn't anybody told you what's going on? . . . And by the way, a big new employee organization is in the making in your department . . . Note to Commissioner of Purchase Pleydell: Several of your colleagues are saying you've gone high-hat lately . . . Lots of Federal administrators are in the dark about how to put the new pay adjustment into effect . . . Selective service will set up occupational deferment boards, to work like the present appeals boards . . . Paul J. Kern, former NYC civil service president, is using a \$12,500 legal fee, just received, to start a new business connected with war work . . . Upstate Republicans are alarmed about the number of NYC men among Dewey appointees . . . but if they'll check they'll find that the appointments are replacements of present NYC men . . .

## letters

### How to Improve Civil Service

Sirs: I'd like to make some suggestions for improving civil service in New York City.

1. Full recognition of employee organizations as bargaining agencies.
2. Same pay for the same job as prevails in private industry.
3. A board where grievances can be brought and ironed out.
4. Encouragement of employee suggestions for improvements and greater efficiency in the departments. (I'll bet department heads are afraid of this one because it would show up some of their weaknesses.)

FRANCIS SPRAGUE.

Well, that sounds interesting. Let's have suggestions from other readers. What do you think would help to improve civil service?—Editor.

## Merit Men



HOW CAN YOU find what's wrong when the books are in a mess or if no books at all are kept?"

We asked this question of A. J. Gutreich, whose job it is to ferret evidence of crime out of figures. He had just been telling us about the science of investigative accounting. This is a science which, if you're on the inside, "makes it possible to read a set of figures just like you read a book."

Al Gutreich answered the question: "We proceed with the belief that figures aren't as dry as they seem. If books are in a mess, we try to build 'em up. Maybe we find a bank record, or maybe we learn about payments made that seem a little high for services rendered. Pretty soon we reconstruct the whole thing, just as an anthropologist reconstructs a huge prehistoric mammal out of a few bones. That's just what we did in the Tootsy Herbert case, remember? The poultry racket?"

"Can figures be faked?"  
"Goody," as he is sometimes called, rubbed his chin a moment. "Yes," he answered, "figures can be faked, but not successfully. If you follow the thing far enough, there's sure to be a slip-up. You can't beat the formula that 2 and 2 equal 4."

### Likes His Work

Al Gutreich's slow, quiet voice takes on the tinge of enthusiasm when you ask him questions like these. He loves to tell you about investigative accounting, which requires imagination and ingenuity. It's a field in which men can sit down at a desk with pencil and paper, a few listings of figures, and come up with the solution to major crimes. If you don't believe it, just delve into the record of the Manhattan District Attorney's office, where A. is Chief Accountant. You learn about the big cases that stick in your mind as bold, black type shouting out of newspapers: McKesson & Robbins, Whitney,

Scalise, the milk racket, the restaurant racket, the trucking racket, the Judge Manton case, the Park Avenue Canteen.

You remember the times when you read with apprehension of the gangsters who preyed on Manhattan's merchants. Today you don't read about them any more. The work of Al Gutreich and his staff was a big factor in squelching these rackets.

"We investigate everything that's got figures," says Al. "We work with the rackets bureau, the frauds bureau, look into commercial frauds of all kinds. We're the shock troops that go in first ahead of the other boys, and clear the way. We determine who has been the victim of whom."

The work done by Al Gutreich isn't always spectacular.

"There's the time I happened in court accidentally and a man was being sentenced to prison by Judge Collins. Before being taken away, he asked permission to say a few words personally. Somehow the man's words struck me, and I spoke to the judge about it. I went ahead and investigated the case. As a result the cap had his sentence suspended."

### Built Up His Staff

Gutreich works with a staff of 10 men. Almost all of them have been with him since he first set up his bureau under Tom Dewey in 1937. No one then thought of the work of the bureau would be to such importance. Dewey said to him: "Go ahead and build up your staff. Here is a batch of applications."

The applications were thousands of letters that had come in as a result of Dewey's statement that he would build up the finest staff he could assemble.

"So," the Chief Accountant explains, "I went through the letters, picked out the best, called them in for interviews. Nobody got a job because of political pull. Every man was taken on because he proved to be the best man I could find."

Full of unique ideas about the value and importance of accounting, Gutreich nevertheless has no college degree in the field. He's not a Certified Public Accountant, though he could have sat for the CPA exam—"Never had time," he explains.

### Not the "Type"

He doesn't look the investigator "type." Of medium height, brown hair, small hands, puffing away at his pipe, he looks more like a college instructor. Another thing that amazes you is his age: 45. He is the youngest-looking of your reporter has ever laid eyes on. But, believe it or not, he has one daughter of 23 and another of 20.

Hobbies don't interest him much. However, we learn from his cronies that he's quite a hand at poker, when he gets time to play. Seems as though the boys in the DA's office don't get time to do very much other than their work.

## QUESTION, PLEASE

### Why Commission Uses Selective Certification

V. R.: The 150,000 employees of New York City are divided into approximately 1,000 titles. In many cases only one or two persons may hold a particular title. In the past the Commission has always held examinations when vacancies occurred in these titles. The multiplicity of these examinations and the thousands of candidates who filed for them made it necessary for the Commission to expend large sums of money and hold many examinations. It also resulted in a situation where provisionals held these titles for long periods of time until the eligible lists could be promulgated.

In order to cut down the number of examinations and in order to reduce the number of provisionals and the long periods of time that some provisionals served, the Commission two years ago adopted a policy of selective certification. Under this procedure the Commission may declare that a list designed to fill vacancies in another title is appropriated to fill a given vacancy. Since this vacancy requires some experience, training, education or unique qualification not possessed by all eligibles on that list, the Commission will hold a qualifying examination to find

the persons possessed of that particular qualification and then certify that person or persons to the vacancy in the order of their standing on the original list.

### Political Rights Of City Employees

W. E.: There is no general limitation of political activity on the part of New York City employees, unless part of their salary is paid by the Federal Government. However, the New York City Charter sets up the following restrictions for certain city employees:

No member or employee of the Civil Service Commission "shall hold office or serve as a member of any committee in any political club or association, nor shall he serve as a delegate to any political convention . . ."

No person in the police or fire force "shall be permitted to contribute any money, directly or indirectly, to any political fund, or to join or be or become a member of any political club or association or any club or association intended to affect legislation for or on behalf of the department or any member thereof, or to contribute funds for such purpose." For more specific information on this subject, each employee should consult his own departmental regulations.



# NEW YORK CITY HOSPITAL NEWS

## Bellevue's Growth

**Tabloid History:** Bellevue Hospital started its career on the site of the present City Hall (h.y., "Butch," are ya listenin'... It was the city's first almshouse... Six beds were set aside for the city's use... That was Bellevue's nucleus... That, too, was 1736, and the poor and indigent were the recipients of this original type of municipal hospital... Patients were hustled off to Poughkeepsie during the Revolutionary War (they might get in the way)... Second almshouse was built in 1798 nearby... A pest house with larger and larger accommodations, on Bellevue's current site (for patient's strike with pestilential diseases... B'oe's Island became converted from a British country estate to a pest house location and absorbed some of Bellevue's cases; Bellevue then got down to business and became the largest general acute hospital in the world today... Some time later lunatics and paupers were removed from Bellevue to Welfare Hospital, making room for more common cases... By 1810 Bellevue began to shape up in its current form.

## From a WAAC

"I have one more week of basic training and then I'm on my own," writes Elsie Bumpus, Godwater Memorial Hospital, Welfare Island, WAAC. We have one swell bunch of girls here. They sure were fussy whom they

choose, as one is better than the other. Our uniforms are beautiful. They are olive drab in color and they fit perfectly.

"We get up in the morning at six o'clock, stand reverie, eat breakfast and straighten barracks and clothes by 7:30 a. m. We then start our classes. We have classes until 5 p. m. From 5:30 until 9:30 we have to clean barracks, scrub floors, scrub clothes, wash, sweep, iron and bathe. I try to manage answering letters before the lights go out. But gosh it's tough. We work very hard but the harder we work the more we love it, if that is at all possible. The drilling is the most fun, although we are completely exhausted at the end of the day.

"The food is grand and we sure eat loads of it. I have lost a little weight but don't miss it very much.

"P.S. Please tell Miss Scott I'm learning fast."

Miss Bumpus is out in Des Moines, Iowa.

## Grievance

William Cotter, 61-year-old Bellevue attendant, was originally an orderly at Metropolitan Hospital. Cotter was transferred to Welfare Hospital as an attendant, then moved on to Bellevue in that capacity. Not too long ago his title was taken away and, though now doing an attendant's job, he's called a helper. A family man, Cotter's record speaks out against this demotion and what, in effect, may well keep him from earning as much on the basis of comparative increments. Is it possible Miss Blanche Edwards, director of nursing, can explain the reason for Cotter's treatment?

## Human Interest

Miss Sylvia Nakrin, social work at Kings County Hospital, likes to tell of the case of the 19-year-old, hospitalized with

the badly scarred facial tissue. Burned severely in a hayloft fire, and an orphan to begin with, the lad grew up to resent the whole world. Finally he managed to get work on a New England farm. His one big desire was to collect funds to have plastic work done on his face. He worked hard. The other week he came back to Kings County for his second series of treatments. His face is taking shape again. He's recapturing his faith. "The whole thing," points out Miss Nakrin, "is a tribute to our hospital service. It does wonders in a silent way."

## Protest

We've just received a letter from Sgt. A. J. Berman, Identification Consultant, and fingerprint technician, in Brooklyn, insisting that it isn't possible, as related here earlier by Dr. William F. Jacobs, Bellevue superintendent, to cover in 20 weeks of one session weekly lectures and demonstrations embracing the history of fingerprinting, its process, development of fingerprints with special consideration of powdering, lifting and photographing of latest fingerprints, filing and classification of the Henry System, the Federal Bureau of Investigation Extension System, the Battley Single Fingerprint System, and a working knowledge of some other 50 systems of fingerprinting.

Says the sergeant: "Now what I would like to know is, how is it humanly possible to instruct any group, regardless whether there are five, 25 or 50 in the group, in all these related subjects in 20 weeks of one session only."

Sgt. Berman goes on to doubt that Dr. Andrew Roban is an "internationally known fingerprint expert."

Where, asks Sgt. Berman, and when did the gentleman in question "become internationally known as a fingerprint expert?"

it is apparent that it is not going to be used for that purpose.

During the past two weeks, for the first time since the shake-up following the Amen disclosures, permanent assignments as plainclothesmen are being made. Up until then the assignments were on a 15-day basis, apparently to fill in until the publication of the Sergeant's list. But now, and beginning less than three weeks after the Sergeant's list was published, permanent assignments are being made with no regard at all for that list.

This is directly contrary to the April promise of Commissioner Valentine.

We know as well as anyone the arguments against using the list for plainclothes details, although we do think, on the whole, the plan had merit.

But we feel that some explanation is due from the Commissioner on why his promise of April is forgotten in December.

Is there an explanation, Mr. Commissioner?

## John Borican

When the present Patrolmen's list was published the name of John Borican stood high on it. Borican was a great Negro runner and the only runner ever to win both the decathlon and pentathlon national titles in one year.

Last week, after a three months illness during which he wasted away from 170 to 110 pounds, Borican died. The P. D. and the city have lost a fine man. To his family, the staff of The LEADER extends condolences.

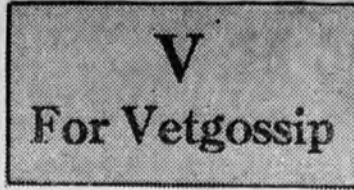
## Lieutenants' Election

Final vote for the presidency of the Lieutenants Benevolent Association were: Maley, 103; Lent, 94. Pretty close. But we wonder what kept the bulk of lieutenants away from the polls. About 520 were eligible to vote.

## Hearings About Title Changes

The Municipal Civil Service Commission will hold a public hearing December 29 on two proposals:

1. To place the title of life guard in the non-competitive class.
2. To reclassify the position of confidential stenographer from the exempt to competitive class.



By ARTHUR RHODES

## Jingle Yells

Despite Boss C. J. Reichert's order discouraging employees from distributing Christmas gifts the day before Christmas among the supervisors (doubtless in the belief that this might sway a few of the supervisory darling), certain Vet employees at 346 Broadway displayed in all directions, even venturing to meet supervisors outside the building to "slip" them yuletide presents... The farce of the situation is that a number of these "stooges" succeeded in convincing naive associates to hogged all the glory for themselves... Wonder if students (pardon, employees) on the second floor gave Miss Myrtle (Very Busy Supervising) Newman a great, big, magnificent olive?... While Joe (Second Floor) Harley permitted the second floor people to engage in a bit of laissez faire after the half-day mark (Lyrtle took the half-day off from her annual leave), Mrs. Nora Schmitz, up on the fifth floor, played "Scrooge" and insisted on shaking the tinkling little bell for strict order after graciously allowing the folks a half-hour holiday reprieve... On the eighth floor they got themselves a stumpy cardboard chimney of appropriate Christmas coloring, with a large slice on the top. The boys and 'gals' dropped Christmas cards into it for distribution among themselves; then, when tired of that, used the thing for a grab-bag... Who's the gal up on the 12th floor, West Wing, who couldn't hold her liquor and who practically had to be carried out of the building?... They had a vigorous time of it on the second floor while the yuletide spirit held them, with music and dancing and hell and everything... The highlight of the whole day's cordiality came on the sixth floor, however, where a short, virtually brunette, maroon-jerseyed young lady engaged in an imitation strip tease.

## Success Story

A chap on the 10th floor came from Washington, D. C., as a CAF Three. He became assistant to one of the supervisors, "turning in" individuals at the least pretense. He was especially anxious (he may still be) to pry into things; in fact, he couldn't refrain from "spotting" those who couldn't refrain from breaking Big Boss C. J. Reichert's ruling that no trips to the downstairs candy stand for cigarettes and candy would be permitted during working hours. In brief, the fellow became a "model" employee, whatever that is, and received his grade increase. (Supervisors love such chaps and don't realize that, while they are loving them, they are justifying an unhealthy spy system). Now the chappie is to be seen on all floors, though there's a Reichert ruling stipulating none may leave one's floor, and he skips downstairs for cigarettes or candy as if he were a great guy. If anybody wants the name of teacher's big pet, I'll gladly offer it to you.

## Farce of the Week

They're still talking about that election of an employee representative to the rating board. Many of the boys and girls feel that placing James J. McConnell, assistant chief, receiving and pleading section (CAF 4), into that spot will just about give employees as much of a "break" when ratings are appealed as placing Miss Margaret (Look, everybody, I don't talk to reporters) Walsh in there. Incidentally, Miss Helen F. Chernowitz and N. Howard Stanton, actually employees, are alternates—if they ever get a chance. What an amazing world.

## Those Ratings

Speaking of ratings, as who isn't, here's the list of items on a rating sheet just in case you haven't seen any, as so many newcomers

are complaining they haven't:

"Maintenance of equipment, tools, instruments; mechanical skill; skill in the application of techniques and procedures; presentability of work (appropriateness of arrangement and appearance of work); attention to broad phases of assignments; attention to pertinent detail; accuracy of operations; accuracy of final results; accuracy of judgments or decisions; effectiveness in presenting ideas or facts; industry; rate of progress on or completion of assignments; amount of acceptable work produced (is mark based on production records?); ability to organize work; effectiveness in meeting and dealing with others.

"Co-operativeness; initiative; resourcefulness; dependability; physical fitness for the work; effectiveness in planning broad programs; effectiveness in adapting the work program to broader or related programs; effectiveness in devising procedures; effectiveness in laying out work and establishing standards of performance for subordinates; effectiveness in directing, reviewing, and checking the work of subordinates; effectiveness in instructing, training, and developing subordinates in the work; effectiveness in promoting high working morale; effectiveness in determining space, personnel, and equipment needs; effectiveness in setting and obtaining adherence to time limits and deadlines; ability to make decisions; effectiveness in delegating clearly defined authority to act."

Monotonous, isn't it?

## Interim Ratings

Interim ratings on those who have received one promotion based on their efficiency rating effective last March 30 were to be made this week in the Broadway office, according to an announcement by diligent and imaginative Boss Reichert.

Those not rated since March 30 and who normally would not obtain a rating till next March, are to comprise the promotion panel in grades one, two and three to fill existing and forthcoming vacancies.

Those newcomers who insist they are denied an audience with their efficiency ratings because supervisors inform them the ratings are strictly private are urged by Mr. Reichert to report all such cases to him.

If you ask me, this is democracy in all its colors.

## Around the Building

What bespectacled, gray-haired chief examiner in Miss Lau a M. Young's third floor, East wing, section is making things so utterly difficult for the boys, she's driving them—actually—to drink?... Supervisors are reminding students (pardon, employees) that they have no right to write in their complaints to newspapers because, when hired, they waived that right. Note to employees: don't believe them; Congressman Robert Ramspeck in Washington would love to learn the name of any supervisor intimidating an employee in that fashion. (Aide to supervisors: isn't it funny the way letters from Vet employees continue to deluge me?)... If you are late anywhere from two to three minutes, you are compelled to write an official excuse on three 5x7 forms; this involves clerical process, typing and filing amounting to more than an hour as well as the labor of from three to five people. What's the idea? Especially when minutes lost cripple the war effort?... Why is it impossible to find a mirror in a number of rest rooms for both men and women?... Boss Reichert was out a number of days last week—ailing with a cold... C. J. and his elegant looking wife dropped in at that Second Floor dance in the Hotel Victoria, Manhattan, December 19... And, while mentioning that dance, what olive diving queen highlighted the spectacle?... Miss Alice Haley, second floor typist, is set to enter a nunnery... New Year's Resolutions: to continue to expose the petty tactics of Vet supervisors.

## And Next Week

Watch for mention of the gal who found out that backing the supervisors didn't pay many, if any, dividends. And why.

# POLICE CALLS

## Sergeant Appointments

With the appointment last week of 130 Sergeants the list promulgated on November 14th got off to a more auspicious start than anyone could have expected.

In addition 20 appointments will be made shortly after the first of the year.

## Temporary Police And Female T. S.'s

Upon the occasion of the appointment of the 130 Sergeants last week both Mayor LaGuardia and Commissioner Valentine pulled a rabbit out of their respective hats. Unlike the stage magician who performs the same trick, however, the Mayor and the Commissioner did not show their empty sleeves to the audience before the performance.

The Mayor's rabbit was a plan to appoint temporary policemen to replace those in the armed forces.

The Commissioner's rabbit was a plan to use women for Telephone Switchboard operators in the station houses.

Under the Mayor's plan temporary police appointments would be made for the duration of the war and six months after. The entrance age for candidates would be raised while other requirements, such as physical and medical standards, would be lowered.

## Is He Serious?

We don't know how serious the Mayor is about this plan but we predict that he will be forced by reason and circumstances to drop it. No man with the minimum physical and mental qualifications that the city must demand even from a temporary policeman will perform the vigorous tasks of a NYC patrolman for the miserly pay of \$1,320 a year. That's what the city pays probationary patrolmen under the new bill forced through by the Mayor. We assume that the Mayor does not intend to pay temporary policemen more than regulars. Yet to make a \$300 investment in police uniforms and equipment for a job paying \$110 a month, that may terminate at any time, that calls for a work week of 52 hours, that requires working on Sundays and holidays, that compels him to

work all hours of the day and night and exposed to all types of weather, and that renders him in constant danger to life and limb.

## Older Men?

Even if the Mayor can steer men away from well-paying defense jobs to become temporary policemen, how efficient will these older men be? Can these older men stand the rigors of the P. D. training and can they be taught their jobs better and quicker than the young men? When the Mayor was pushing his \$1,320 salary-cut bill for probationary patrolmen he said that at \$1,320 probationary patrolmen were being overpaid, that the city obtained no services from the young patrolmen during their first six months. Does he think he will get greater service from these temporary policemen for their first six months, or any other period thereafter?

The Mayor, in announcing his plan, said he did not see how anyone could oppose it. But we think the Mayor will drop it when he reasons the problem out. If he doesn't drop it himself he probably will be a frustrated man so far as executing this plan is concerned.

The Commissioner's plan for female T. S.'s will also meet with opposition. At the moment we are not concerned with the merits of the case. We need only recall that not so long ago an examination was held for T. S. operators for the P. D. and a list promulgated. Not a single appointment to the P. D. was made from that list. The eligibles on that list sued for their jobs, won, didn't get their jobs, got a contempt order and pretty nearly had a couple of officials cited for contempt before they were finally out-manuevered. Now, after a background of fighting against civilian operators, Commissioner Valentine presents a plan to use female operators.

## Plainclothesmen

Talking of plans, we'd like to remind the Commissioner of another plan of his. Last April when Amen was singing some P. D. hives, Commissioner Valentine, in the presence of the Mayor, promised that plainclothesmen would thereafter be appointed from the Sergeant's list. The Sergeant's list is now published and

# Examination Requirements

## How to Apply for a Test

**For City Jobs:** Obtain applications at 96 Duane Street, New York City, (9 a.m. to 4 p.m.), or write to the Application Bureau of the Municipal Civil Service Commission at 96 Duane Street and enclose a self-addressed 9-inch stamped envelope (4 cents for Manhattan and Bronx, 6 cents elsewhere).

**For State Jobs:** Obtain applications at 80 Centre Street, New York City, (9 a.m. to 5 p.m.), or enclose six cents in a letter to the Examinations Division, State Civil Service Department, Albany.

**For County Jobs:** Obtain applications from Examinations Division, State Civil Service Department, Albany. Enclose 6 cents.

**For Federal Jobs:** Obtain applications from U. S. Civil Service Commission, 641 Washington Street, New York City. (9 a.m. to 5:30 p.m.), in person or by mail. Also available from first and second class post offices, Second District.

U. S. citizens only may file for exams and only during period when applications are being received. Fees are charged for city and State exams, not for federal. Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment. Applicants for State jobs must have been New York State residents for one year.

## UNITED STATES CIVIL SERVICE EMPLOYMENT OPPORTUNITIES

CONSULT ANNOUNCEMENT FOR COMPLETE INFORMATION. For announcements and application forms, apply to the Board of U. S. Civil Service Examiners at first- or second-class post offices, to the United States Civil Service Commission, Washington, D. C., or at 641 Washington Street in New York City. SALARIES given below (annual unless otherwise specified) are subject to a retirement deduction of 5 percent. AGE requirements are given in the announcement. There is no maximum age limit unless given below. APPLICATIONS MAY BE FILED WITH THE CIVIL SERVICE COMMISSION, WASHINGTON, D. C., UNTIL FURTHER NOTICE UNLESS A SPECIFIC DATE IS MENTIONED BELOW. Qualified persons are urged to apply at once.

### Aeronautical

See also Announcements 122 and 173 under "Engineering."

**AIR SAFETY INVESTIGATOR**, \$3,800.

Civil Aeronautics Board  
Civil Aeronautics Administration:  
Closing date—December 31, 1942.  
Announcement 208 (1942) and amendment.\*

**INSPECTOR, Engineering Materials (Aeronautical)**, \$1,620 to \$2,600 (Various options).  
Navy Department (for field duty).  
Announcement 54 Revised, 1941, and amendment.\*

**INVESTIGATOR**, \$3,200 to \$4,600.  
Material Division, Air Corps, War Department (For field duty).  
Announcement 171 of 1941 and amendment.\*

The following positions are in the Civil Aeronautics Administration:  
**AIR CARRIER INSPECTOR (Operations)**, \$3,500 and \$3,800.  
Announcement 140 of 1941 and amendment.\*

**AIRCRAFT INSPECTOR (Factory)**, Associate, \$2,900.

**AIR CARRIER MAINTENANCE INSPECTOR, Associate**, \$2,900.  
(Written test required).  
Announcement 75 of 1940 and amendments.\*

**FLIGHT SUPERVISOR**, \$3,500 and \$3,800.  
Announcement 151 of 1941 and amendments.\*

**GROUND SCHOOL SUPERVISOR**, \$3,200 and \$3,500.  
Announcement 152 of 1941 and amendment.\*

**LINK TRAINER OPERATOR INSTRUCTOR**, \$3,200.

**LINK TRAINER OPERATOR**, \$2,900.  
Announcement 125 of 1941 and amendment.\*

**MAINTENANCE SUPERVISOR**, \$3,200 and \$3,500.  
Announcement 156 of 1941 and amendments.\*

**TRAINEE AERONAUTICAL INSPECTOR, Junior**, \$2,600.  
Maximum age—30 years.

Announcement 202 (1942) and amendment.\*

### Automotive

**AUTOMOTIVE SPARE PARTS EXPERT**, \$3,200.

Quartermaster Corps, War Department.  
Announcement 76 of 1941 and amendments.

**INSTRUCTOR**, \$2,000 to \$4,600.  
Armored Force School, Fort Knox, Ky.  
Options: Radial engines, Internal-combustion engines, Motorcycles, Automotive (chassis less engine), Radio operating, Radio electrical.  
Announcement 147 of 1941 and amendment.\*

**INSTRUCTOR, Motor Transport**, \$2,600 to \$4,600.  
Quartermaster Corps, War Department.  
Options: Diesel engine; Internal-combustion engines; Motorcycles; Blacksmith and welding; Tire re-capping and sectional repair; Fender, body and radiator; Automotive parts; Automotive electrical and carburetion; Body finishing and upholstery; Automotive machinist; General.  
Announcement 212 (1942) and amendment.\*

### Clerical and Office Machine

**BOOKKEEPING MACHINE OPERATOR, Senior**, \$1,620.  
(Written test required).  
Announcement 264 (1942).

**CALCULATING MACHINE OPERATOR, Junior**, \$1,440.  
(Written test required).  
Announcement 241 (1942).\*

**MULTIGRAPH OPERATOR, Junior**, \$1,440.  
Announcement 231 (1942).

**STENOGRAPHER, Junior**, \$1,440.  
**TYPIST, Junior**, \$1,260.  
(Written test required).

Ask Commission's local secretary for announcement number. Residents of Washington, D. C., and immediate vicinity should file with the Washington office. Others should apply to their U. S. Civil Service Regional Office. Applicants who will accept appointment in Washington, D. C., are particularly wanted.

**TABULATING EQUIPMENT OPERATOR**, \$1,620 to \$2,000.  
Announcement 244 (1942) and amendment.\*

The following are for appointment in Washington, D. C., only:  
**ADDRESSOGRAPH OPERATOR**, \$1,260 and \$1,440.  
Announcement 215 (1942) and amendment.\*

**ALPHABETIC CARD-PUNCH OPERATOR**, \$1,260.  
Announcement 86 of 1941 and amendments.\*

**BLUEPRINT OPERATOR**, \$1,260 and \$1,440.  
**PHOTOSTAT OPERATOR**, \$1,260 and \$1,440.  
Announcement 108 of 1941 and amendments.\*

**FREIGHT RATE CLERK, Land Grant**, \$2,600.  
**PASSENGER RATE CLERK, Land Grant**, \$2,600.

**FREIGHT RATE CLERK**, \$2,300.  
Announcement 252 (1942) and amendment.\*

**GRAPHOTYPE OPERATOR**, under \$1,260.  
Announcement 201 (1942) and amendment.\*

**HORIZONTAL SORTING MACHINE OPERATOR**, \$1,260.  
Announcement 128 of 1941 and amendment.\*

**MIMEOGRAPH OPERATOR**, under \$1,260.  
Announcement 227 (1942).\*

**MULTILITH CAMERA MAN-PLATEMAKER**, \$1,620.  
**MULTILITH PRESS OPERATOR**, \$1,440.  
Announcement 94 of 1941 and amendment.\*

**REPAIRMAN, Office Appliance**, \$1,860.  
Typewriter repairmen particularly needed.  
Announcement 273 (1942).

**TABULATING MACHINE OPERATOR**, \$1,260 and \$1,440.  
Announcement 228 (1942).\*

**TELETYPE OPERATOR**, \$1,440 and \$1,620.  
Announcement 272 (1942).

### Engineering

See also "Aeronautical" and "Scientific."  
**CHEMICAL ENGINEER**, \$2,600 to \$5,600.  
Announcement 163 of 1941 and amendment.\*

**ENGINEER**, \$2,600 to \$6,500.  
All branches of engineering except chemical and marine, and naval architecture.  
Closing date—December 31, 1942.  
Announcement 173 of 1941 and amendments.\*

**ENGINEER, Junior**, \$2,000.  
All branches of engineering ex-

cept aeronautical, and naval architecture and marine engineering.  
Announcement 172 of 1941 and amendments.\*

**ENGINEER, Junior**, \$2,000.  
Options: Aeronautical, and naval architecture and marine engineering.  
Announcement 122 of 1941 and amendments.\*

**ENGINEERING AID**, \$1,440 to \$2,600.  
Options: Photogrammetric, Topographic.  
Announcement 206 (1942) and amendment.\*

**INSPECTOR, Signal Equipment**, \$2,000 to \$3,200.  
Signal Corps, War Department (For field duty).  
Announcement 108 of 1940 and amendment.\*

**PRODUCTION CONTROL SPECIALISTS**, \$2,000 to \$6,500.  
Options: Metal fabrication and machinery production; Electrical and communications equipment; Transportation equipment (aircraft, floating equipment, and railroad rolling stock).

**MATERIALS CONTROL SPECIALIST**, \$2,000 to \$6,500.  
Options: Engineering materials (nonferrous metals, alloy steel, carbon steel, plastics, rubber, construction materials, etc.).  
War Production Board.  
Announcement 279 (1942).\*

**TECHNICAL ASSISTANT**, \$1,440 to \$1,800.  
Options: Engineering, Metallurgy, Physics.  
Announcement 256 (1942).\*

### Architectural and Drafting

**ARCHITECT**, \$2,000 to \$3,200.  
Options: Design, Specifications, Estimating.  
Announcement 222 (1942) and amendment.\*

**ARCHITECT, Naval**, \$2,600 to \$5,600.  
Navy Department; U. S. Maritime Commission.  
Announcement 246 (1942) and amendment.\*

**ENGINEERING DRAFTSMAN**, \$1,440 to \$2,600.  
Closing date—December 31, 1942.  
Announcement 174 of 1941 and amendments.\*

### Marine

See also Announcements 159 and 169 under "Trades," and 122 above.  
**EXPEDITER** \$2,600 to \$3,800.  
United States Maritime Commission.  
Announcement 257 (1942).\*

**INSPECTOR, Engineering Materials**, \$1,620 to \$2,600.  
Navy Department (For field duty).  
Options: Steel hulls, Mechanical, Electrical, Radio.  
Announcement 81 of 1941 and amendment.\*

**INSPECTOR OF HULLS, Assistant**, \$3,200.  
**INSPECTOR OF BOILERS, Assistant**, \$3,200.  
Bureau of Marine Inspection and Navigation, Department of Commerce.  
Announcement 213 (1942) and amendment.\*

**INSPECTOR, Ship Construction**, \$2,000 to \$2,600.  
Navy Department (For field duty).  
Options: Electrical, Mechanical, Steel or wood hulls.  
Announcement 82 of 1941 and amendment.\*

**MARINE ENGINEER**, \$2,600 to \$5,600.  
Navy Department; U. S. Maritime Commission.  
Announcement 247 (1942) and amendment.\*

**SHIPYARD INSPECTOR: Hull**, \$2,300 to \$3,800; Hull Outfitting, \$3,200; Machinery, \$2,300 to \$3,800; Electrical, \$2,600 to \$3,500; Joinery, \$2,600 to \$3,500.  
United States Maritime Commission.  
Announcement 67 of 1941 and amendment.\*

**INSPECTOR, Naval Ordnance Materials**, \$1,620 to \$2,600. (Various options).  
Bureau of Ordnance, Navy Dept. (For field duty).  
Announcement 95 Revised, 1941, and amendment.\*

**INSPECTOR, Ordnance Material**, \$1,620 to \$2,600.  
Ordnance Department, War Department.  
Announcement 124 of 1939 and amendments.\*

### Medical

**DENTAL HYGIENIST**, \$1,620.  
Public Health Service; Veterans Administration; War Department.  
Announcement 111 of 1941 and amendment.\*

**MEDICAL GUARD-ATTENDANT**, \$1,620.  
**MEDICAL TECHNICAL ASSISTANT**, \$2,000.  
Mental Hygiene Div., Public Health Service.  
Options (Technical Assistant): Clinical laboratory, Pharmacy, X-Ray laboratory.  
Announcement 114 of 1941 and amendments.\*

**MEDICAL OFFICER**, \$3,200 to \$4,600 (15 options).  
Public Health Service; Food and Drug Administration; Veterans Administration; Civil Aeronautics Administration; Indian Service.  
Announcement 130 of 1941 and amendment.\*  
(Rotating Internship), Junior, \$2,000.  
(Psychiatric Resident), Junior, \$2,000.  
St. Elizabeths Hospital (Federal Institution for Treatment of Mental Disorders), Washington, D. C.

Announcement 233 (1942) and amendment.\*

**MEDICAL TECHNICIAN, Senior**, \$2,600.  
Options: General, Roentgenology.

**MEDICAL TECHNICIAN**, \$1,620 and \$1,800.  
Options: General, Roentgenology, Surgery.

**LABORATORY HELPER, Junior**, \$1,440.  
Options: General, Roentgenology.  
Announcement 248 (1942).\*

**ORTHOPEDIC MECHANIC**, \$2,000.  
Options: General, Braacemaker, Shoemaker and leatheworker, Limbmaker.  
Announcement 204 (1942) and amendment.\*

**PHARMACISTS, Junior**, \$2,000.  
(Written test required).  
Closing date—December 15, 1942.  
Announcement 275 (1942).

**PHYSICIAN, The Panama Canal**, \$4,600.  
Maximum age—50 years.  
Announcement 211 (1942) and amendment.\*

(Continued on Page Twelve)

### LEGAL NOTICE

**SORORITY FROCKS COMPANY**—Certificate of formation of Limited Partnership of Sorority Frocks Company, pursuant to Section Ninety-one of the Partnership Law.

We, the undersigned, forming a limited partnership, do hereby certify:

1. The name of the partnership is Sorority Frocks Company.

2. The character of the business is the manufacture and sale of women's and misses' dresses.

3. The location of the principal place of business is No. 275 Seventh Avenue, Borough of Manhattan, City of New York.

4. The general partners are: Alice Benjamin, residing at No. 10-11 Nelson Avenue, Far Rockaway, Borough of Queens, City of New York; Max Z. Benjamin, residing at No. 350 Central Park West Borough of Manhattan, City of New York; Ezra Rosenfeld, residing at No. 23 West 73d Street Borough of Manhattan, City of New York.

The limited partners are: Gertrude Benjamin, residing at No. 350 Central Park West, Borough of Manhattan, City of New York; Minna Rosenfeld, residing at No. 23 West 73d Street, Borough of Manhattan, City of New York.

5. The term of the partnership is December 1, 1942, to December 31, 1943.

6. The cash contributed by the limited partners is \$20,000, of which \$10,000 is contributed by Gertrude Benjamin and \$10,000 is contributed by Minna Rosenfeld.

7. The limited partners shall make no additional contributions.

8. The contributions of the limited partners shall be returned upon the death of either limited partner, or on the termination of the partnership, whichever occurs first.

9. The limited partners shall each receive sixteen and two-thirds per cent. (16 2/3%) of the net income, after salaries to general partners have been paid.

10. The limited partners may not substitute an assignee without the consent of the general partners.

11. The general partners shall have the right to admit additional limited partners.

12. There shall be no priority among limited partners except for salaries to those employed.

13. The limited partners shall have no right to receive property other than cash in return for contributions.

In witness whereof, the undersigned have hereunto set their hands and seals this 30th day of November, 1942.

ALICE BENJAMIN [L. S.]  
MAX Z. BENJAMIN [L. S.]  
EZRA ROSENFELD [L. S.]  
GERTRUDE BENJAMIN [L. S.]  
MINNA ROSENFELD [L. S.]

Signed and acknowledged by all parties hereto and filed in N. Y. County Clerk's office.

**ROWLAND LASSEN & CO.** Notice is hereby given that on the 11th day of December, 1942, a certificate of formation of limited partnership was duly filed in the office of the Clerk of the County of New York, of which the substance is as follows: The name of the partnership is ROWLAND LASSEN & CO. and the character of its business is accountancy. Its principal place of business is at 40 Wall Street, Borough of Manhattan, City of New York. The general partner and his residence are: Rowland W. Lassen, 511 West 232nd Street, New York City; the limited partner and his residence are: Herbert Schachlan, 1185 Park Avenue, New York City. The term of the partnership is from October 1, 1942, to December 31, 1943. The contribution of the limited partner is \$10,000 in cash. The limited partner shall be entitled to receive as compensation \$2,000 of the net profits payable after the general partner shall have received \$4,000 of the net profits and the limited partner shall share equally with the general partner in net profits in excess of \$3,000. The limited partner may not substitute an assignee as a contributor in his place. Additional limited partners may be admitted upon an agreement executed by all general and limited partners. Upon the death of Rowland W. Lassen or Herbert Schachlan the partnership shall terminate. The certificate has been signed and acknowledged by the general and the limited partner. Dated, New York, December 11, 1942.

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# POSTAL NEWS

By DONALD McDOUGAL

## Postal Percy Speaking

Do you know what was bally well wrong with the pictuhs printed in the Letter Carriers' "Outlook" the other day? Two lads were flat on their jolly backs giving lots of blood to the Red Cross. But where was Si Schneider, blarsted blood giving bound that 'e is? Si was definitely standing alongside as an observer! Confusing, eh, wot?

## Incidentally

Speaking of Si Schneider, we'd like to know if he brews plasma at home.

## More About Subs

The Substitute Committee of the New York Federation of Post Office Clerks insists on another salvo despite the fact that appointments are adequately in view for the "fillers-in."

"Before the record of the government as a manpower employer can be said to be above reproach," holds the Subs' Committee of the NYFPOC, "the Civil Service Commission and the War Manpower Commission must give careful attention to the wasteful misuse of substitute employees by the Post Office Department.

"Substitution is the outmoded evil that has given rise to discrepancies in pay for equal work between regular and substitute employees. It permits the time of substitutes to be wasted in 'swing' periods when no work is done and no money is earned, while the substitute remains on definite call awaiting the prospect of work at 65 cents an hour. It permits the department to determine and lengthen the time a substitute

must wait to be appointed as a regular. This period has grown to five years in New York City.

"This outdated system of substitution has been—and will continue to be as long as it is in effect—a highly inefficient and costly means of getting the mail to the public, with regard both to finances and manpower. This fact has been recognized by Jesse Donaldson, Deputy First Assistant Postmaster, who once told a House Appropriations Sub-Committee: 'You do not get the production out of the substitute that you do if you appoint him a regular because, if you work that substitute for a few months ten hours a day for seven days a week, after a while production goes down and down.'

"Health and morale are known to us as wartime weapons which are as important as artillery or ships. The health of the substitute is, however, wantonly disregarded as the Post Office works him extremes of 16 hours a day and four hours a day. In the latter case, it is necessary for the sub to work two jobs to make a living.

"The morale of the sub is likewise adversely affected, making him subject to pessimism and apathy with regard to wartime production needs. He feels the part of the disinherited worker. He sees regular vacancies not being filled while he is struggling with his problems of making both ends meet for his family.

"As a measure for winning the war, the substitutes ask that all military vacancies be immediately filled by the provisional appointment of regulars."

## Just a Word More

As to filling military vacancies through provisional appointments, this would safeguard the jobs of men away on military duty. Not a bad idea at all.

## Appointments

Appointments are in the air for subs who are to fill in spots created by deaths, retirements and resignations. A total of 93 clerks, 112 carriers and 67 laborers is to be advanced. But openings resulting from military vacancies are still not being taken care of, and, of course, this is a most important angle. Just what does the Post Office Department intend to do about this phase of the thing?

## Christmas Checks

Postmaster Albert Goldman arranged for the delivery of a \$20 advance check on that pay period in time for Christmas. This has been a traditional gesture on Mr. Goldman's part. Incidentally, there was no delivery of mail Christmas day and the boys really loved the idea of being home with their families.

## Annual Ball

The 54th annual ball sponsored by the New York Letter Carriers' Association is to be held February 20 in the Manhattan Center, Manhattan.

### LEGAL NOTICE

CITATION — THE PEOPLE OF THE State of New York, by the Grace of God, Free and Independent. — To: Tiu Bi-ju, Leona van der Linden, Amoy Mission of the Reformed Church of America, Morrison Christie, Wallace D. Christie and Marlan U. Arntson, being the persons interested as creditors, distributees, or otherwise, in the estate of Margaret C. Morrison, deceased, who at the time of her death was a resident of the County of New York. Send Greeting: Upon the petition of William A. Morrison, residing at 2305 Sedgwick Avenue, in the Borough of the Bronx, City of New York.

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records in the County of New York, on the 5th day of February, 1943, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of said William A. Morrison, as executor of the Last Will and Testament of said deceased should not be judicially settled, why the executor should not be directed to pay the \$1,000 legacy to Tiu Bi-ju into the Surrogate's Court by deposit of the same with the City Treasurer for her benefit pursuant to Section 269 of the Surrogate's Court Act and why said executor should not be instructed to pay the legacy of \$500 to the Amoy Mission of the Reformed Church in America to the Board of Foreign Missions of the Reformed Church in America for account of said Amoy Mission.

In testimony whereof, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto fixed.

[Seal] Witness, Honorable James A. Foley, a Surrogate of our said county, at the County of New York, the 21st day of December, in the year of our Lord one thousand nine hundred and forty-two

GEORGE LOESCH,  
Clerk of the Surrogate's Court.



# Business DIRECTORY



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Automobile Repairing on all Makes of Cars —  
Battery, Ignition & Brake Service  
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Complete Hotel Service.  
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## Gals: Earn Up to \$150 Month In Farm Work

Husky girls and women interested in farm work may apply immediately at the United States Employment Service office at 124 East 28th Street, Manhattan, for a tuition-free, four-week training course in the Farm Agricultural School in Farmingdale, L. I. This was announced this week by the USES office at 342 Madison Avenue, Manhattan.

The course, which is to start January 15, is open to about 50 applicants. They must be from 18 to 35, in good physical condition and willing to live in the school during the length of the course. Board and room will cost them about \$10 weekly.

Jobs, which consist of doing regular farm work on dairy and poultry farms in New York State, Connecticut and New Jersey, will pay from \$50 to \$150 a month, with maintenance. The girls are to be used to replace draftees. The course is sponsored by the Government's Agriculture Department.

## New Address

The Kahn Employment Agency, one of the city's long established employment services, announces its removal to new and improved quarters soon after the first of the year. Now located at 15 West 38th Street, its new address will be 100 West 42nd Street, which is more centrally located and thus more conveniently accessible to job-seekers.

## Electric Blanket

This week's feature at the Victory Trading Company, 154 Nassau Street, is the General Electric Automatic Blanket on sale for \$36.25. This handy item is specially regulated to shut off automatically, thus insuring against over-heating. This company has a large selection of radios, victrolas and electrical appliances still available at off-the-list prices

For objective civil service and war job information, follow The LEADER every week.

# Read Your Future in This U. S. Job List

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Eron School - 853 B'way (Cor. 14)-Day, Eve., Regents Accredited-ALgonquin 4-4882.

### AIR CONDITIONING

N. Y. Tech-108 5th Ave.-Welding, drafting refrigeration, heating, radio  
CHelsea 2-6330.

### ARMY PREPARATION

School of Ten-113 West 57th St.-Flying Cadet Examination, Pre-Aviation Course CI. 6-6888.

N. Y. Institute of Finance-(Military training division)-20 Broad St. Evening Courses. HANover 2-5830.

### ASSEMBLY AND INSPECTION

Delehanty Institute-11 E. 16th St.-Day and Eve. Classes-STuyvesant 9-6900.

### AUTO DRIVING SCHOOL

A. L. B. Driving School-Expert instructors, 620 Lenox Ave., New York City. AUd. 3-1433.

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### BANK EXAMINER - INSURANCE EXAMINER

N. Y. School of Banking-Insurance-63 Park Row-Courses and Home Study. Courses for Bank or Insurance Examiner. RECTOR 2-4371.

### BUSINESS MACHINES

Brooklyn Business Machine School-7 Lafayette Ave.-Comptometry, Billing, Bookkeeping, Typing-Day and Evening-ST. 3-7660.

Combination Business School, Civil Service Preparation, 139 W. 125th St. UNIVERSITY 4-3170.

### CARD PUNCH OPERATOR

Delehanty Institute-11 E. 16th St.-Day and Evening Classes-Card Punch, Comptometry-STuyvesant 9-6900.

### CIVIL SERVICE

Delehanty Institute-115 E. 15th St.-City, State and Federal Examinations. Day and Evening Classes-STuyvesant 9-6900.

### DESIGNING SCHOOL

Academy of Designing-264 Fifth Ave., entrance on 29th St.-Designing, Patternmaking and Grading-Day and Evening Classes-Strictly Individual Instruction by Prof. Rosenfeld. MURray Hill 4-3536.

### DRAFTING

Delehanty Institute-11 E. 16th St.-Complete Course-Day or Eve. Classes. STuyvesant 9-6900.

Manhattan Technical Institute - 55 W. 42d St. - Day and Evening Classes. PENn 6-3783.

Mondell Institute-230 W. 41st St.-Day & Evening Classes-Wisconsin 7-2086.

### FINGERPRINTING

Delehanty Institute-11 E. 16th St. Course-Day or Eve.-Class now forming New York School of Fingerprinting-22-26 E. 8th St.-Introductory course for fingerprint expert. GRAMercy 7-1368.

National Fingerprint and Identification School - 9 East 46th St.-Individual Instruction. PL. 5-6868.

The Faurot Finger Print School - 240 Madison Ave.-Evening Classes-ASHland 4-5346.

### LANGUAGES AND BUSINESS

Poza Institute - 1133 Broadway - English, Spanish, Portuguese, Commercial Courses. CHelsea 2-5470.

### MACHINE SHOP

Delehanty Institute-11 E. 16th St.-Day and Evening Classes-Short, Intensive Courses-STuyvesant 9-6900.

Lurz Machine School - 1043 6th Ave. (near 39th St.) - Day and Evening Classes-PE. 6-0913.

### MACHINISTS, TOOL & DIE MAKING, INSTRUMENT MAKING

Metropolitan Technical School - 260 West 41st Street. Day and Evening Classes. 3 to 12-week courses. LONGacre 3-2180.

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New York School of Mechanical Dentistry - 125 W. 31st St. - Day and Evening Classes-Employment Service-Free Booklet C-CHickering 4-3994

### MEDICAL - DENTAL

Manhattan Assistants School - 60 East 42d St. - 3 Month Special Course - Laboratory Technique & X-Ray-Day and Evening. Cat. L - MU. 2-6234.

### RADIO-TELEVISION

Radio Television Institute - 480 Lexington Ave. - Laboratory Training - Day and Evening Classes-PLaza 3-4585-Dept. L.

Metropolitan Tech. School-Radio Division-7 Central Park West-Day-Eve.-CI. 7-2515.

### SECRETARIAL SCHOOLS

Delehanty Institute-Day and Evening Classes. 120 W. 42d St.-STuyvesant 9-6900.

Manhattan Business Institute-147 W. 42 St.-Day and evening classes in typing, comptometry, shorthand. Review courses given. BR. 9-4181.

Lamb's Business Training School-370 Ninth St., at 6th Ave., Brooklyn - Day and Evening Classes-Individual Instruction-South 8-4236.

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### WELDING

Delehanty Institute-11 E. 16th St.-Day and Evening Classes-Short, Intensive Course-STuyvesant 9-6900.

## U. S. Tests

(Continued from Page Ten)

PHYSIOTHERAPY AIDE, \$1,620 and \$1,800.

Options (\$1,620 positions only). General, Neuropsychiatric hospitals. Announcement 260 (1942).\*

PHYSIOTHERAPY AIDE, Apprentice, \$1,440.

STUDENT PHYSIOTHERAPY AIDE \$420 (Less a deduction of \$360 a year for subsistence and quarters). War Department. (Open only to women). Announcement 259 (1942).\*

VETERINARIAN, \$2,000 and \$2,600. Bureau of Animal Industry, Dept. of Agriculture; Public Health Service; War Dept. Announcement 143 of 1941 and amendment.\*

### Nursing

GRADUATE NURSE, entrance salary-The Panama Canal, \$168.75 a month, in the United States, \$1,800. Options: General staff duty. Anesthesia, Psychiatry. Maximum age-None, except for the Panama Canal, 40 years. Announcement 263 (1942).

GRADUATE NURSE, Junior, \$1,620. Public Health Service; Veterans Administration; Indian Service. Announcement 258 (1942) and amendment.\*

NURSING EDUCATION CONSULTANT, \$2,600 to \$4,600. Public Health Service, Federal Security Agency. Announcement 250 (1942) and amendment.\*

PUBLIC HEALTH NURSE, \$2,000. Indian Service, including Alaska; Public Health Service.

GRADUATE NURSE, General Staff

Duty, \$1,800.

Indian Service, including Alaska. Announcement 242 (1942).\*

PUBLIC HEALTH NURSE, Junior, \$1,500.

Public Health Service; Indian Service. Announcement 240 (1942).\*

PUBLIC HEALTH NURSING CONSULTANT, \$2,600 to \$5,600. Public Health Service; Children's Bureau, Department of Labor. Announcement 225 (1942) and amendment.\*

### Miscellaneous

BINDERY OPERATIVE (Hand and Machine).

65 cents an hour. Government Printing Office. Announcement 250 (1942) and amendment.

COAL MINE INSPECTOR, \$3,200 to \$4,600.

Bureau of Mines, Department of the Interior. Maximum age-55 years. Announcement 105 of 1941 and amendments.

DEPARTMENT GUARD, \$1,500. (Written test required).

Announcement 191 (1942) and amendment.\*

DIETITIAN, Staff, \$1,800.

Announcement 44 of 1941 and amendment.\*

DIETITIAN, Student, \$420.

Army Medical Center, War Department. (Written test required).

Closing Date-January 9, 1943. Announcement 278 (1942).\*

ENGINEMAN, Steam Electric, \$1,680 to \$2,040.

Announcement 255 (1942).

INSPECTOR, Assistant Lay, \$1,620. (Inspection of meat and meat food products. Open to men and women).

Announcement 276 (1942).

INSPECTOR, Defense Production Protective Service, \$2,000 to \$5,600.

War Department. Announcement 180 of 1941 and amendment.\*

INSPECTOR, Hats, \$2,000; Miscellaneous Supplies (Hosiery and Knit Underwear), \$2,000; Textiles, \$1,620 and \$2,000; Clothing, \$1620 and \$2,000.

Quartermaster Corps, War Department. Announcement 142 of 1940 and amendment.\*

INSPECTOR, Junior, \$2,300.

Wage and Hour Division, Department of Labor. (Applicants are not desired from residents of Connecticut, New Jersey, New York, or North Carolina since adequate registers are still in existence for those regions).

Closing date-January 5, 1943. Announcement 277 (1942).

LIBRARY ASSISTANT, \$1,260 to \$1,620.

### LEGAL NOTICE

AT A SPECIAL TERM, PART II OF the City Court of the City of New York, County of New York, held at the Court-house, 52 Chambers Street, Borough of Manhattan, City of New York, on the 23d day of December, 1942.

Present, Hon. Rocco A. Parella, Justice. In the Matter of the Application of JEROME VICTOR JERCHOWER and JEANNETTE JERCHOWER, husband and wife, for leave to change their names to JEROME VICTOR WHYTE and JEANNETTE WHYTE.

Upon reading and filing the petitions of JEROME VICTOR JERCHOWER, and JEANNETTE JERCHOWER, duly verified the 22d day of December, 1942, praying for leave to assume the names of JEROME VICTOR WHYTE and JEANNETTE WHYTE in the place and stead of their present names, and it appearing that the petitioner, JEROME VICTOR JERCHOWER, pursuant to the provisions of the Selective Training and Service Act of 1940, has submitted to registration, as therein provided, and the Court being satisfied thereby that the averments contained in said petitions are true and that there is no reasonable objection to the change of names proposed.

NOW, on motion of LAWRENCE H. SANDERS, attorney for the petitioners, it is hereby

ORDERED, that the said JEROME VICTOR JERCHOWER and JEANNETTE JERCHOWER, be and they hereby are authorized to assume the names of JEROME VICTOR WHYTE and JEANNETTE WHYTE in place of their present names on and after the 1st day of February, 1943, upon condition, however, that they shall comply with the further provisions of this order, and it is further

ORDERED, that this order and the aforementioned petitions be entered and filed in the office of the Clerk of the said Court of the City of New York, County of New York, within ten (10) days from the date hereof, and that a copy of this order be published once within ten (10) days after the entry hereof in the Civil Service Leader, a newspaper published in the County of New York, City of New York, and that within forty (40) days after the making of this order, proof of such publication of this order in the aforementioned newspaper be filed with the Clerk of the City Court of the City of New York, in the County of New York, and it is further

ORDERED, that a copy of this order and the papers upon which it is based shall be served upon the Chairman of the Local Board of the United States Selective Service at which the petitioner, JEROME VICTOR JERCHOWER, submitted to registration as above set forth within twenty (20) days after its entry, and that proof of such service shall be filed with the Clerk of this Court in the County of New York within ten (10) days after such service, and it is further

ORDERED, that following the filing of the petitions and order as hereinbefore directed, and the publication of such order and the filing of proof of publication thereof and of the service of a copy of said papers and of the order hereinbefore directed, that on and after the 1st day of February, 1943, the petitioners shall be known by the names of JEROME VICTOR WHYTE and JEANNETTE WHYTE, respectively, and by no other names.

Enter R.A.P., J.C.C.

(Written test required)

Announcement 268 (1942).\*

LITHOGRAPHER (Artistic or Mechanical), \$1,440 to \$2,000.

Announcement 205 (1942) and amendment.\*

MATERIALS INSPECTOR, Assistant, \$2,600.

United States Maritime Commission. Opinion: Paints, Textiles, General. Announcement 270 (1942).

MOTION PICTURE TECHNICIAN, \$1,440 to \$3,800.

Needed: Motion picture camera-men, film technicians, sound technicians, and projectionists. Announcement 267 (1942).

PHOTOGRAPHER, \$1,440 to \$3,800.

Needed: Wet plate, process, and Microfilm Photographers particularly; women applicants especially wanted. Announcement 266 (1942).

TRAINING SPECIALIST, \$2,600 to \$5,600.

Options: General (Diversified technique). General (Motion picture technique). Trade and industrial. Announcement 189 (1942) and amendment.\*

WAREHOUSE MANAGER, Agricultural, \$2,000 to \$4,600. (Cold and Dry Storage). Announcement 271 (1942).

### Radio

See also Announcement 173 under "Engineering."

COMMUNICATIONS OPERATOR, Junior, \$1,620.

High-Speed Radio Equipment). Signal Service at Large, War Department. Announcement 20 of 1941 and amendments.\*

RADIO MECHANIC-TECHNICIAN, \$1,440 to \$2,600.

Announcement 134 of 1941 and amendments.\*

RADIO MONITORING OFFICER, \$2,600 and \$3,200.

Federal Communications Commission. Announcement 166 of 1941 and amendment.\*

RADIO OPERATOR, \$1,620 and \$1,800.

Announcement 203 (1942) and amendment.

RADIOSONDE TECHNICIAN, Senior, \$2,000.

Announcement 128 of 1941 and amendment.

### Scientific

See also Announcements 163, 256 and 279 under "Engineering."

ASTRONOMER, Junior, \$2,000. Naval Observatory, Washington, D. C.

Announcement 179 of 1941 and amendment.\*

(Continued on Page Thirteen)

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This wartime we hope you will buy more bonds and stamps.

If we get more business, we buy more bonds too!

### PERSONAL

John: If you're still fussy about your shirts try **HYGIENE LAUNDRIES, 210 6TH AVE., R.V.A. 3-5875.** Mine are swell and no pins. D.

### Bicycles

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### Furs

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**THE CLUB MEMBER'S HANDBOOK.**  
By Lucy R. and Harold V. Milligan. Garden City. (69c.)

Discussing not only parliamentary procedure, but also the handling of finance, committee work, correspondence, public relations, public speaking, programs, community service, and some of the more common problems of organization. This is a handy volume for any club officer who feels that his organization is entitled to a bit of thought and proper guidance. Chapters discuss such subjects as how to conduct meetings, club etiquette, conventions, etc.

**THE PRACTICAL BOOK OF HOME NURSING.** By Mary Wright Wheeler, R.N. Garden City.

Written by an experienced registered nurse, this is a scientific, up-to-date book that shows how to care for common ailments and illnesses which can be treated in the home. Covering such subjects as taking care of a new baby, care of children, sick room habits, contagious diseases, operations, care of the aged, diet, pregnancy, it is written in simple, easy-to-read form.

**TODAY'S ETIQUETTE.** By Lilian Ecker. Garden City. (60c.)

The essentials of daily courtesy, as well as the proper procedures for special events, are discussed in a fairly complete volume. Sections on etiquette for children, wartime etiquette are up-to-date.

**AN INTRODUCTION TO BUSINESS.** By Melvin Anshen. Macmillan Co. (\$4.)

The text book of a required course for freshmen at the Indiana University School of Business, this volume presents a new approach to a field that has long been held to be "unstudiable." Not just an economics text book, it covers the place of business in society, accounting, statistics, research, business organization, labor problems, marketing, finance, competition and business-government relationships. In a sense it is a unique text book with a practical down-to-earth viewpoint. Each chapter contains questions, problems, projects and suggested reading material.

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# CAREER BUILDING BOOKS

**ARMY - NAVY OPPORTUNITIES IN THE ARMED FORCES.** By Maxwell Lehman and Morton Yarmon. The Executive Editor and the New York State Editor of the Civil Service LEADER set down the straight facts about opportunities in the Army, Navy, Marine Corps, Coast Guard, Merchant Marine, and Civil Aeronautics Administration. Consists of 450 pages packed solid with meaty data for civilians, enlisted men, and officers. If you're going into the service, or are already in, this is a MUST book for you. Excellent gift for any man. Sturdily bound. Excellently printed. Free supplement to all readers keeps you up to date for a year. \$2.95. The Viking Press, 18 East 48th St., New York City.

**CIVIL SERVICE CLERK (GRADE 1 STUDY MANUAL).** Practical material for Typist Qualifying Test, 1,001 questions—3 previous exams. \$1. Civil Service Leader, 97 Duane St., N. Y. C.

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**CIVILIAN DEFENSE FIRST AID** by Fritz Kahn, M.D. A basic First Aid Course and picture supplement to all First Aid textbooks. Paper, \$60; cloth, \$1.00. Friedrich Krause, 851 West 177th Street, New York, N. Y.

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## Schedule of U. S. Exams

December 29—New York City and Westchester, female typists—75 typists, 8.30 a. m., Room 1021, Federal Building, Christopher Street, Manhattan; 75 stenographers, 1 p. m., Room 1021.  
December 30—Inspector-Trainee, Engineering Materials—Announcement 2-221—88 females, 8.30 a. m., Room 1021; 71 males, 1 p. m., Room 1021.  
December 31—75 typists, 8.30 a. m., Room 1021; 75 stenographers, 8.30 a. m., Room 1021.

Buy The LEADER every Tuesday.

## U. S. Tests

(Continued from Page Twelve)  
**CHEMIST (Explosives)**, \$2,600 to \$5,600.  
Announcement 162 of 1941 and amendment.\*  
**JUNIOR CHEMIST**, \$2,000.  
**CHEMICAL AIDE**, \$1,800.  
(Open to both men and women).  
Announcement 274 (1942).  
**CHEMIST**, \$2,600 to \$5,600.  
Announcement 253 (1942) and amendment.  
**GEOLOGIST, Junior**, \$2,000.  
Announcement 249 (1942) and amendment.  
**INSPECTOR Power & Explosives**, \$1,625 to \$2,600.  
Ordnance Department, War Dept.  
Announcement 104 of 1940 and amendments.  
**METALLURGIST**, \$2,600 to \$5,600.  
Announcement 235 (1942) and amendment.\*  
**METALLURGIST, Junior**, \$2,000.  
Announcement 254 (1942) and amendment.\*  
**METEOROLOGIST**, \$2,600 to \$5,600.  
Announcement 237 (1942) and amendment.\*  
**METEOROLOGIST, Junior**, \$2,000.  
Announcement 127 of 1941 and amendments.\*  
**PHARMACOLOGIST**, \$2,600 to \$4,600.  
**TOXICOLOGIST**, \$2,600 to \$4,600.  
Announcement 186 (1942) and amendment.\*  
**PHYSICIST**, \$2,600 to \$5,600.  
Announcement 236 (1942) and amendment.\*  
**PHYSICIST, Junior**, \$2,000.  
Announcement 255 (1942) and

amendment.\*  
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Announcement 133 of 1941 and amendments.\*  
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Announcement 185 (1942) and amendment.

## Trades

Positions exist at Ordnance, naval, and Air Corps establishments. The salaries shown below vary according to the place of employment.  
**INSTRUMENT MAKER**, \$7.44 a day to \$1.24 an hour.  
Announcement 162 of 1940 and amendment.\*  
**LENS GRINDER**, \$5.92 to \$8 a day.  
Announcement 158 of 1940 and amendments.\*  
**LOFTSMAN**, \$1.04 to \$1.12 an hour.  
Announcement 159 of 1940 and amendment.\*  
**MACHINIST**, \$1,800 a year to \$1.03 an hour.  
Announcement 161 Revised, 1941 and amendments.\*  
**SHIPFITTER**, \$6.81 to \$8.93 a day.  
Announcement 160 of 1940 and amendment.\*  
**TOOLMAKER**, \$7.20 a day to \$1.03 an hour.  
Announcement 133 Revised, 1941 and amendments.\*  
\* Urgently needed for war work.  
\*\* Newly announced.

## Junior Dental Assistant \$1,320 Per Annum

**I. Closing Date**  
Applications will be received until the needs of the service have been met.  
**II. Nature of Appointments**  
Appointments will be known as War Service appointments. Such appointments generally will be for the duration of the war and in no case will extend more than six months beyond the end of the war. Persons receiving war service appointments do not thereby acquire a classified (competitive) civil service status.  
**III. Places of Training**  
VARIOUS ARMY HOSPITALS IN THE SECOND U. S. CIVIL SERVICE REGION (comprising the States of New Jersey and New York)

**IV. Duties**  
A training course for Dental Assistants will be given in Army Hospitals. Students will be instructed in assisting the dentist at the operating chair; providing for the comfort of patients; mixing solutions for dental anaesthesia; making amalgam models and sterilizing instruments; super-mixing sanitation of the office and laboratory; keeping records and preparing reports; and performing related work as assigned.  
**V. Qualifications Required**  
A. EXPERIENCE AND EDUCATION

1. Prerequisite—Two full years of study in an accredited high school.  
2. Additional Requirements—Applicants must show that they have had at least one of the following:  
(a) Six months as a student in an accredited nursing school; or  
(b) Six months as a student in a resident school for practical Nurses; or  
(c) Three months' experience as an assistant in a dentist's or physician's office.  
Note: Persons who do not meet the high-school requirement but who are otherwise qualified will be given a general test occupying about 2 hours.

This written examination will be given periodically, and will not be used in arriving at the applicant's final average. In this test, non-preference competitors must attain a rating of at least 70; competitors granted military preference a rating of at least 65, excluding preference credits; and competitors granted 10-point preference a rating of at least 60, excluding preference credit. Otherwise, their applications will not receive further consideration.  
Applicants who are required to

take this test will not have their names placed on a list of eligibles until they have passed the test.

Applicants who are to be admitted to the examination will receive admission cards stating specifically the time and place of examination.

**B. No written test is required other than as stated in the paragraph above.** Applicants' qualifications will be rated from a review of sworn statements as to their experience and training, and on corroborative evidence secured by the Commission.

**C. Sex.** The department or office requesting list of eligibles has the legal right to specify the sex desired. For this position women are especially desired.

**D. Age and Citizenship.** On the date of filing application, applicants:

1. Must have reached their 18th birthday.  
There is no maximum age limit for this examination.  
2. Must be citizens of or owe allegiance to the United States.

**E. Physical Requirements.** Applicants must be physically capable of performing the duties of the position and be free from such defects or disease as would constitute employment hazards to themselves or danger to their fellow employees.

Persons with physical handicaps which they believe will not prevent their satisfactory performance of the duties stated above are invited to apply. The determination as to whether an appointee meets the physical requirements for the particular position to be filled will be the responsibility of the appointing officer.

## VI. How to Apply

A. File the following forms with the Director, Second U. S. Civil Service Region, Federal Building, Christopher Street, New York.

1. Application Form 57 and Card Form 4000-ABC.  
2. Notice of Rating Form 4008-AB.  
3. Notice of Rating Form 4008-AE.  
3. Form 14 and proof of honorable discharge should be submitted by applicants who desire their records of service in the armed forces to be considered.

B. Necessary forms may be secured:

1. From the Director, Second U. S. Civil Service Region, Federal Building, Christopher Street, New York.  
2. At any first- or second-class post office in which this notice is posted.

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### What's New?

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## Is Your Exam Here?

*Below is the latest news from the New York City Civil Service Commission on the status of exams. The LEADER will publish changes as soon as they are made known.*

**Open Competitive Tests**  
 Assistant Civil Engineer. All parts have been administered.  
 Assistant Pharmacist: The written test was held November 13.  
 Bus Maintainer, Group A: Objections to tentative key answers are being considered.  
 Cashier, Grade 3 (Sheriff's Office): The written test was held October 15.  
 Clerk, Grade 1: The written test was held on November 7, 1942.  
 Exterminator: The oral interview test will be held next month.  
 Head Dietitian (Administrative): Applications for this examination closed on September 29, 1942.  
 Head Dietitian (Teaching): Applications for this examination closed on September 29, 1942.  
 Inspector of Plumbing, Grade 3: The written test will be held as soon as practicable.  
 Junior Civil Engineer: The training, experience and personal qualifications test were held on September 25 and 26, 1942.  
 Junior Electrical Engineer: Rating of the written test has been completed.  
 Laboratory Assistant (Specialties-Bacteriology, etc.): The written test for specialties in Histology and Clinical Technology is set for December 29.  
 Law Assistant, Grade 2 (Torts): Applications for this examination closed on September 29, 1942.  
 Marine Oiler: The practical test was held on November 12.  
 Medical Social Worker, Grade 1: The written test was held on October 8, 1942.  
 Office Appliance Operator, Grade 2 (Addressograph): Applications for this examination closed on September 29, 1942.  
 Playground Director: Objections to the tentative key answers are being considered.  
 Psychologist: The written test was held October 21.  
 Stationary Engineer: Rating of the written test is about 75 percent completed.  
 Stationary Engineer (Electric): Rating of the written test is about 75 percent completed.  
 Telephone Maintainer, N.Y.C.T.S., All Divisions: The written test was held on October 10, 1942.  
 Telephone Operator, Grade 1 (Women): The rating of final experience is in progress.  
 X-Ray Technician: The written test was held November 30.  
 X-Ray Technician (Out of New York City): The written test was held November 30.

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**Promotion Tests**  
 Assistant Civil Engineer: All parts have been administered.  
 Assistant Counsel (Torts), Grade 4, Board of Transportation: The written test was held on October 31, 1942.  
 Assistant Supervisor (Electrical Power), N.Y.C.T.S., All Divisions: Rating of the written test is in progress.  
 Assistant Supervisor (Mechanical Power), N.Y.C.T.S., IRT & BMT Division: The written test was held on October 29, 1942.  
 Assistant Supervisor (Track), N.Y.C.T.S., IND Divisions: The practical oral test was held October 20.

**HEYMAN-FRAISE COMPANY.**—Agreement made Nov. 1, 1942, by Henri Fraise, first party; Margaret Fraise, second party; Moses D. Heyman, third party, and Irene K. Heyman, fourth party, in consideration of the mutual promises made herein, it is agreed: I. The name of this partnership shall be Heyman-Fraise Company. II. The business thereof shall be to: (a) engage in business between the United States and Madagascar; (b) purchase and sell, and import and export, commodities, products, merchandise and any other material between the United States and Madagascar; (c) carry on any activities necessary to carry out said purposes. III. The location of the principal place of business shall be 117 Chambers Street, New York. IV. The names and places of residence of the partners and the nature of their partnerships are:

Name:	Henri Fraise, 564 South Forest Drive, West Englewood, N. J., General.
	Margaret Fraise, 564 South Forest Drive, West Englewood, N. J., Limited.
	Moses D. Heyman, 379 Rugby Road Cedarhurst, N. Y., General.
	Irene K. Heyman, 359 Rugby Road, Cedarhurst, N. Y., Limited.

V. The term of this partnership shall be 10 years from the date hereof, at the expiration of which it shall be renewed automatically for another period of 10 years, unless the first or second party shall give notice to the third or fourth party, or the third or fourth party to the first or second that said original term shall not be renewed. Such notice must be in writing and sent by registered mail to the addresses above at least 90 days prior to the expiration of the original term. In the event of such notice, the term of said partnership shall expire 30 years from the date hereof. VI. Each of said partners is to contribute the sum of \$250 to said partnership. The liability of each of said limited partners shall be limited to said amount. VII. So soon as business conditions warrant, each of said partners is to contribute an additional \$2,500 to said partnership. VIII. Said contributions, original as well as additional, are to be returned to said partners at no specific time. IX. Each of said partners, general as well as limited, is to receive one-quarter of the profits and bear one-quarter of the losses of said partnership subject to Paragraph VI. above. Profits shall not be withdrawn except on consent of all partners. X. Said limited partners shall not have the right to substitute assignees as contributors in their places. XI. The parties shall have the right to admit general or limited partners from time to time. XII. Neither of said limited partners shall have the right to priority over the other as to contributions or compensation by way of income or in any other manner. XIII. Either of said general partners shall have the right to continue said partnership on the death, retirement or insanity of the other general partner. XIV. This agreement may at any time be modified or terminated by writing signed and executed by all the partners. HENRI FRAISE, MARGARET FRAISE (L. S.), MOSES D. HEYMAN, IRENE K. HEYMAN, Acknowledged Nov. 1942, before Nina Prackin, Notary Public.

**Bus Maintainer, Group A, N.Y.C.T.S., BMT Division:** The written test was held on October 17, 1942.  
**Captain, P.D.:** The rating of the written test is in progress.  
**Car Maintainer, Group E, N.Y.C.T.S., All Divisions:** All parts of this examination have been completed.  
**Claim Examiner, Grade 2, Board of Transportation:** Rating of the written test is in progress.  
**Deputy Warden:** The written test was held on October 14, 1942.  
**Foreman (Buses and Shops), N.Y.C.T.S., BMT Division:** The written test was held on September 26, 1942.  
**Foreman (Electrical Power), NY C.T.S., All Divisions:** Rating of the written test is in progress.  
**Foreman (Lighting), N.Y.C.T.S., All Divisions:** The practical oral test was held in October, 1942.  
**Foreman (Mechanical Power), N.Y.C.T.S., IRT & BMT Divisions:** The written test was held on October 25, 1942.  
**Foreman (Telephones) N.Y.C.T.S., All Divisions:** The written test was held on October 7, 1942.  
**Inspector of Combustibles, Grade 3, F.D.:** Rating of the written test is in progress.  
**Inspector of Fire Prevention, Grade 3, F.D.:** Rating of the written test is in progress.  
**Inspector of Housing, Grade 3:** Rating of the written test is about 75 percent completed.  
**Inspector of Plumbing, Grade 3, (Dept. of Housing and Buildings):** The written test will be held as soon as practicable.  
**Junior Chemist:** The written test was held on October 17, 1942.  
**Junior Counsel, Grade 1 (Torts), Board of Transportation:** The written test was held October 24, 1942.  
**Law Assistant, Grade 2 (Torts), Board of Transportation:** The written test was held on October 17, 1942.  
**Light Maintainer, N.Y.C.T.S., All Divisions:** The practical test will be held as soon as possible.  
**Mechanical Maintenance, Group C, N.Y.C.T.S., IRT & BMT Divisions:** The written test will be held on November 14, 1942.  
**Motorman, N.Y.C.T.S., All Divisions:** The qualifying practical test is being held this month.  
**Power Maintainer, Group A, N.Y.C.T.S., IRT & BMT Divisions:** Rating of the written test has been completed. The practical test will be held as soon as possible.  
**Power Maintainer, Group B, N.Y.C.T.S., All Divisions:** Rating of the written test has been completed. The practical test will be held as soon as possible.  
**Power Maintainer, Group C, N.Y.C.T.S., IRT & BMT Divisions:** The written test was held on November 14, 1942. The rating of the practical test is in progress.

### LEGAL NOTICE

**GULF STREAM SALES COMPANY.**—Certificate pursuant to Partnership Law, section 91.

I. The name of the partnership is Gulf Stream Sales Company.  
 II. The character of the business is to engage in the purchase and sale of women's hosiery.  
 III. The location of the principal place of business is 385 Fifth Avenue, City, County and State of New York.  
 IV. The name and residence of the general partner is:  
 Joseph C. J. Strahan, 929 Park Avenue, New York, New York.  
 Special partners are:  
 Joseph C. J. Strahan, 929 Park Avenue, New York, New York.  
 Grace Strahan, 929 Park Avenue, New York, New York.  
 Anna M. Reiner, 400 West End Avenue, New York, New York.  
 Anna Rothblum, 501 Morris Avenue, Rockville Centre, L. I.  
 Dora Mandel, 565 Park Avenue, New York, New York.  
 Lucille K. Hirschfeld, Stamford, Conn.  
 John Hall, Green Cove Springs, Florida.  
 Richard Tilley, Green Cove Springs, Florida.  
 Joseph Guinane, Green Cove, Springs, Florida.  
 V. The partnership is to exist until January 31, 1953, except that it may be terminated by the death, physical or mental incapacity of the general partner prior to January 31, 1953.  
 VI. The contribution of each of the partners is as follows:  
 J. C. J. Strahan, as special partner .....\$ 1.00  
 J. C. J. Strahan, as general partner ..... 10,999.00  
 Grace Strahan, as special partner 15,000.00  
 Anna M. Reiner, as special partner 5,000.00  
 Anna Rothblum, as special partner 2,000.00  
 Dora Mandel, as special partner 2,500.00  
 Lucille K. Hirschfeld, as special partner ..... 2,000.00  
 John Hall, as special partner 1,000.00  
 Richard Tilley, as special partner 1,000.00  
 Joseph Guinane, as special partner 1,000.00  
 VII. No provision.  
 VIII. January 31, 1953, or earlier, upon the death, physical or mental incapacity of the general partner.  
 IX. Grace Strahan, as special partner, shall be entitled to 40% of the profits of the partnership; J. C. J. Strahan, as special partner, shall be entitled to 20%; Anna M. Reiner, as special partner, shall be entitled to 5%; Anna Rothblum, as special partner, shall be entitled to 2 1/2%; Dora Mandel, as special partner, shall be entitled to 2 1/2%; Lucille K. Hirschfeld, as special partner, shall be entitled to 2%; John Hall, as special partner, shall be entitled to 1%; Richard Tilley, as special partner shall be entitled to 1%; and Joseph Guinane, as special partner, shall be entitled to 1%.  
 X. No provision.  
 XI. No provision.  
 XII. No provision other than as set forth in paragraph IX of this certificate.  
 XIII. The partnership terminates upon the death or physical incapacity of the general partner. The partnership agreement contains no provision for retirement of the general partner. In the event of the death of the general partner attorneys-in-fact are named to liquidate the partnership.  
 XIV. No provision

J. C. J. STRAHAN  
 GRACE D. STRAHAN  
 ANNA M. REINER  
 ANNA ROTHBLUM  
 DORA MANDEL  
 LUCILLE K. HIRSHFELD  
 JOHN HALL  
 RICHARD L. TILLEY  
 JOSEPH GUINANE

The above certificate has been sworn and acknowledged by all parties, and said certificate of limited partnership was filed in the county clerk's office, New York County, on November 25, 1942.

## Letter Writing Course Begins

An in-service training course is being conducted by the Department of Purchase in Letter Writing.

The course is divided into four sections, meeting Tuesdays, from 1:30 to 3 p. m., and Fridays from 9:30 to 11 a. m.; Tuesdays, from 3 to 4:15 p. m., and Fridays from 11 a. m., to 12:15 p. m. The Tuesday groups meet in Room 1902, Municipal Building, Manhattan, and the Friday units in Room 2317 in the same building. The qualities of a good letter are stressed.

If you're capable of doing hard work, and not in 1-A, 2-A, or 3-B draft classification, you can help your country by applying for work in Hawaii as a laborer. Pay is good; chances for advancement are excellent. For information, go to Room 915, Federal Building.

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# Amusement Parade

By Joseph Burstin



ELYSE KNOX  
one of the Harem beauties in  
Walter Wanger's "Arabian  
Nights," a Universal Picture  
now at the Rivoli Theatre.

## HOLLYWOOD Facts Between Acts

"Careless" is announced as the final title of the new MGM film with Lana Turner and Robert Young, directed by Wesley Ruggles . . . John Garfield wins the male lead opposite Maureen O'Hara, and Walter Slezak will portray the villain in the "Fallen Sparrow," RKO Radio's screen adaption of Dorothy B. Hughes' new novel . . . Lloyd Nolan joins Robert Taylor, Thomas Mitchell, George Murphy, Dezi Arnaz, Phillip Terry and Barry Nelson in MGM's all-male cast for "Bataan Patrol," epic story of thirteen expendable soldiers in the Philippines . . . Rita Hayworth and Humphrey Bogart co-star in Columbia's "Our Friend Curly," based on the prize-winning play-

let by Norman Corwin . . . Tom Neal, newly signed Columbia player, will be seen opposite Jinx Falkenburg in "Broadway Daddies," which Charles Barton is directing for P. oducer Colbert Clark . . . Paramount will film "Girls Town," story of a defense community, with Mary Martin, Veronica Lake, Helen Walker, Marjorie Reynolds and Barbara Britton . . . Henry Hathaway directs Jean Arthur and John Wayne in "Free For All," a Frank Ross production to be released by RKO.

### 'Random Harvest' Continues at the Radio City Music Hall

"Random Harvest," MGM's dramatic film success, continues at the Radio City Music Hall for a third week, with Ronald Colman and Greer Garson in excellent portrayals of the leading roles, ably assisted by Philip Dorn, Susan Peters, Henry Travers, Reginald Owen, Bramwell Fletcher and Margaret Wycherly.

The Music Hall Stage again offers the beautiful pageant of "The Nativity," and a festive holiday extravaganza, "Hats Off!" produced by Leonidoff in four colorful scenes.

### Nite Life

Frank L. Andrews, president of the Hotel New Yorker, announced the engagement of Sonny Dunham and his orchestra, featuring vocalists Dorothy Claire and Mickie Roy in the TERRACE ROOM, starting Monday, January 4 . . . Ruth Lane replaces Frank Shepherd as the producer of the revues at LEON & EDDIES, now that Frank has been inducted into the army . . . Paul and Grace Hartman will open at the WALDORF-ASTORIA on January 8 . . . Frances Faye is the new singing star at the GREENWICH VILLAGE INN . . . KELLY'S STABLE is now featuring Coleman Hawkins and a new band; Thelma Carpenter, blues singer; Vickie Zimmer boogie-woogie pianist and Billy Daniels, M. C.

NEW YEAR'S EVE ODDITIES: The MAYAN restaurant will feature doodle contests for service men with roast turkeys as prizes . . . CASINO RUSSE guests will be invited to play the Russian game of spelling out their love's names with glasses of vodka and showing their fidelity by drinking every glass.

Follow The LEADER regularly for independent Civil Service news coverage—New York City, New York State, Washington.

### Real Estate

#### LAKE PANAMOKA

An established lake-front colony at Wading River, Long Island, 63 miles from Broadway. Large crystal clear spring-fed lake. Miles of beautiful, white sand beaches. Camping, bathing, boating, fishing. An all-time Paradise for kids. Large wooded plots—\$30 up. With full lake-front privileges. No down pay't for C.S.-G.E. wksr. Get warranty deed at once. Three years to pay. Build your cottage now. Agent always on property. Drive out Route 25 and see for yourself. Send for map and pictures. J. Edward Breuer, Great Neck, L. I.

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JIMMY DORSEY  
and his Band, featuring Bob Eberly, Helen O'Connell and Buddy Schutz, head the "In Person" show accompanying the screen feature, "Yankee Doodle Dandy," at the N. Y. Strand Theatre.

### 'Star Spangled Rhythm' At N. Y. Paramount December 30

With forty-eight stars and seven new song hits "Star Spangled Rhythm," Paramount's most pretentious musical comedy will have its world premiere engagement at the New York Paramount Theatre tomorrow, December 30.

### Forgotten Men

(Continued from Page Two)  
service, but are not ordinarily considered part of the Postal Service.

#### Why They're Out

Here is why none of these groups will get either overtime pay, or flat percentage raises under the pay adjustment bill as now construed:

The new bill provides overtime pay only for those who actually work overtime.

It provides 10 per cent raises only for certain specified groups whose jobs cannot be adjusted so that they can work overtime.

Now none of the three groups mentioned above work overtime in the sense that their official hours are more than 40 per week. On the other hand, neither do they fall in the groups whose hours cannot be adjusted to work overtime.

#### P. O. Can Do It

Actually, they can be put on an overtime basis any time Post Office Department so orders. It happens, however, that one clause in the bill requires all agencies to justify its payroll to Budget Bureau; in other words, to prove that it actually needs all of its employees.

Therefore, as a practical matter, Post Office Department cannot prescribe overtime work for employees not now working overtime—unless such work actually becomes necessary. Otherwise, it would have to discharge some employees in order to make extra work for others.

### Hotels — New York City

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Fine Room with Private Bath  
One Person . . . \$2.50 to \$4.00  
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3 ATTRACTIVE DINING ROOMS  
Breakfast from 25c • Lunch 60c  
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\$1—One-room Completely Furnished Apts.—\$1 Bathrooms  
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WARNER BROS. ENTERTAINMENT MIRACLE  
IN PERSON  
**JIMMY DORSEY** and His Orchestra  
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A Universal Picture in Technicolor  
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**'RANDOM HARVEST'**  
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Don't waste anything, for that means wasted money. Wasted money is wasted lives in wartime. Every dollar you can save should go toward War Bonds to help your State meet its quota. Learn a clerical job.

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Delightful Floor Show Nightly at 7:30  
10:30, 12:30. Gypsy and Dance Orchestra  
Continuous Music & Dancing from 6 p.m. to closing. No Cover, No Min. LO. 3-0115  
108 West 46th St., East of B'way

# Figures Show City Has Money To Grant Pay Increases Now

While the City Council was wrangling about whether the city has or hasn't the money to pay for salary increases, one employee organization went ahead and dug up the facts by itself. In a comprehensive brief, the State, County and Municipal Workers of America found that the city's financial condition is healthy, and can well afford the revenues necessary to pay the increases.

Here are the facts dug up by the SCMWA. They make slow reading, but important.

1. An examination of the 1942-43 Expense Budget discloses appropriations are included for salaries for some 170,000 city employees, amounting to approximately \$369,000,000, to be financed in the Expense Budget; approximately \$8,000,000 of payrolls to be financed in the Capital Budget, and approximately \$3,900,000 of payrolls to be financed through advances by the State, the Federal Government, independent government authorities, and student fees. Altogether there is allocated over \$383,000,000 for payroll purposes.

2. An examination of the City Comptroller's monthly statements summarizing cash operations for the first five months of the current fiscal period indicates an average monthly disbursement of \$30,000,000 for payroll purposes. From July 1st through November 30, 1942 there was disbursed for payrolls almost \$160,000,000 of which \$10,000,000 represented a backlog of \$10,000,000 for teachers' salaries, properly chargeable to the previous fiscal period. The net amount disbursed for the first five months of the present fiscal period which is properly chargeable to this period is therefore \$150,000,000. This gives us the average payroll of \$30,000,000 a month. On this basis, indicated unexpended balance available at beginning of the next budget period would be approximately \$23,000,000. This figure is conservative because the trend shows a decrease of \$500,000 to \$29,500,000 for November, the last period reported on.

### Where's the Money?

3. If this latter figure of \$20,500,000 were to be maintained, the indicated unused balance would be an additional \$4,000,000, or a total saving of \$27,000,000. With the continued departure of thousands of city employees for the armed forces and for war industries, and with the continuance of the city's general policy of non-filling of such vacancies, the trend for payrolls should show a further drop in months to come.

In addition, unusual taxing power to the extent of \$32,000,000

is reflected in the city's present budget.

The effect of the indicated surplus of \$80,000,000 in the State Treasury on the City's Expense Budget has not been fully appreciated in some quarters. There are about a dozen State taxes which, after collection by the State, are shared with the cities. The overall increase in collections will bring a windfall of several million dollars.

### Taxes Running Well

4. That the city's finances are extremely healthy is indicated by the fact that the city's tax collections this year are running about 3 per cent ahead of collections last year. There is the further development that some insurance companies, which represent one of the largest groups of holders of municipal securities, have been able to realize profits of as much as 25 points on resale of bonds held in their portfolios for many years. On more recent securities profits ranging from 5 to 10 points have been reported generally.

### City's Finances Sound

These facts may not mean too much to the laymen, but to the dealer in municipal securities

they mean that the city's finances are in sound condition.

### Precedents

5. The predecessor of the City Council, the Board of Aldermen, has given several precedents for remedial salary legislation in the face of rising costs of living. In 1920, a general wage increase of 22 per cent was granted in the salaries of all employees earning less than \$1,500, 20 per cent for those earning between \$1,500 and \$2,500, and a flat increase of \$500 for all earning between \$2,500 and \$7,500. In that year the City utilized the expedient of issuing bonds to meet the cost of these wage adjustments. This time the financial problem is much simpler. General increases were also granted in 1925, 1926, 1927, 1928, 1929 and 1937. The inadequate raises granted in the Hospitals Department this month represent a fraction of what is necessary to meet the dire economic problems facing City employees today.

6. The policy of the City Administration in recent years has been to eliminate vacancies in higher grade positions as they occur. When replacements were made, they were made at the lowest salary, with little or no step-up. The result has been the elimination of thousands of pro-

motional opportunities for City employees. A comparison of the present City Budget with the Budget of 1933, reputedly the worst year of the depression, will show that the present budget contains far more lower salaried positions in comparison with higher grade positions than existed in 1933.

### Differing Proposals

The Schick Bill differs from the SCMWA proposals in the following respect:

#### Schick Bill

Covers all per annum City employees.

Grants 10 percent rise to employees earning from \$1,800 to \$2,100.

Grants 5 percent rise for employees over \$2,400.

Omits those earning exactly \$2,400.

Establishes no minimum.

#### SCMWA Proposal

Covers all per annum and per diem employees, including quasi public institutions, such as libraries, Zoo, Botanical Gardens.

Grants 15 percent rise to this group.

Grants 10 percent for employees over \$2,100.

Includes this group.

Establishes \$1,200 minimum.

## General Bradley's Column

(Continued from Page Seven)

leges, if the Navy finds it possible. They may also put in a request for assignment to Marine Corps or Coast Guard. May transfer to aviation anytime.

Item: College students now enlisted in V-1, or V-7 officer-training programs, will be called to active duty, permitted to complete their courses. No more V-1, V-5, or V-7 enlistments after March 15. Naval ROTC keeps going.

Item: Navy men assigned to college study get 8 to 24 months to study in mathematics, science, engineering drawing, Naval organization, English, history.

Item: Students completing the course are commissioned in Naval Reserve.

### Women in the Coast Guard

TO BE A SPAR, you must meet these requirements: 2 years of high school or better; weight not less than 95 pounds; height at least 5 feet; sight not less than 6/20 in the eye having poorest vision, correctible to 20/20 with glasses; normal hearing; age limits 20 to 36; American citizenship; no dependents under 18; may not be married to a Coast Guardsman. College women may be eligible for commissions, with age limit in this category up to 50.

### Tip for Lawyers

If you're an attorney, here's a tip: After you've been in the service four months, you may apply for officer training. Should you be selected, you'll be sent to the University of Michigan Law School; upon graduation, you'll be assigned to the Judge Advocate General's Department. You must be a practicing attorney with considerable practical experience. At least 4 years of experience is necessary to attain the rank of Captain, but commissions in lesser ranks are sometimes granted to competent men with less experience. However, many more applications are in than jobs available.

### Downey or Mead Slated to Head Law Making Group

WASHINGTON. — Insiders now believe either Senator James Mead (D., N.Y.) or Senator Sheridan Downey (D., Calif.) will be the new chairman of the important Senate Civil Service Committee, which has so much to do with Government employee legislation.

Senator William J. Bulow (D., S.D.) was defeated for re-election, and so retires at the end of the year. Senator Mead, third-ranking member of the committee, has been its leading spirit for several years, and is regarded by many as the logical choice for the chairmanship. That will happen, however, only if Senator Downey, the second-ranking member, decides to step aside. And in recent weeks, Senator Downey has been showing a very marked interest in Committee affairs.

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### Dewey to Follow Stassen on Civil Service?

ALBANY. — Reorganization of the State Civil Service Department may be one of the major considerations of Governor Dewey and the 1943 Legislature. In preparation now is a report from the Hollowell legislative committee which was created to investigate the civil service set-up and its effectiveness. The basis of the committee's report will be the recommendations made to it by Griffenhagen and Associates, a private research organization which was retained to do the spade work on the basis of an over-all survey and study of civil service procedure.

One of its proposals is to take out of the hands of the three-member Civil Service Commission all responsibility for management or administration of civil service, supplanting the commission in that respect with a one-man state personnel administrator. Because he represents in the west the newer GOP view in government, as does Thomas E. Dewey in the east, the views of Governor Harold S. Stassen of Minnesota, on this very question may indicate the trend. Stassen said of civil service commissions: "Administrative boards cannot function with the speed, the efficiency, the directness, the clear-cut precision that is needed under modern conditions in a democracy." He said multi-member boards, like the commission, were originated as a political device to protect against "the arbitrariness or wilfulness of a single administrative officer." He added that "the tremendous improvement in the rapidity with which the public press reaches the entire populace has removed the necessity for relying upon passing down procedures and information through political organizations and has made possible the development of a different basis of public personnel administration."

### Medical Board Probes Long Sick Leaves

Any New York City employee who desires extended sick leave must first receive an OK from a board of which Dr. Edward M. Bernecker, Hospitals Commissioner, is president. Department heads have received from Dr. Bernecker a statement explaining the purpose of the new board. He wrote, in part:

"The purpose of the medical board appointed to pass on sick leaves, was not to take under consideration routine absences but only those in which an unusual length of time is involved or where there is a suspicion of malingering, or where the authenticity or reliability of the medical certificate is open to question."

In plain words, the board wants to find out whether the person seeking an extended sick leave actually should have it—or is asking that leave in order to use it for another purpose. Mayor La Guardia had said, in setting up the board, that cases were on record of employees who had taken sick leave from their city jobs, then gone on to accept work at higher pay.

### Hodson Leaves Welfare Post For Big War Job

After having handled one of the toughest jobs in New York City for 9 years, having weathered blistering and often exceedingly unfair criticism, and having created a reputation of national significance, William B. Hodson this week leaves his post as Welfare Commissioner: his new job makes him an aide to former Governor Herbert H. Lehman, on the Foreign Relief and Rehabilitation Commission. The post, described as "confidential," is considered in Federal circles to be unusually important in the war effort. Hodson is the second New Yorker to leave a big city job in order to associate himself with the Lehman organization: the first was former Budget Director Kenneth Dayton. Hodson didn't resign, but was granted a leave of absence by the city. Acting Commissioner in Hodson's place will be First Deputy Commissioner Leo Arnstein.

### Sanitation Men!

Your column, SANITATION SALVAGE, which doesn't appear this week for lack of space, will be in next week's paper as usual. . . . Don't miss the column next week if you want to learn about a move of utmost importance to you.

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