

1940

# IN PICTURES: Streamlined Home Training for Sanitation Physical

—Feature on Page 18

# Civil Service LEADER

TESTS  
FOR WELFARE  
JOBS

—Page 12

Vol. I. No. 26

New York, March 12, 1940

Price Five Cents

## Exclusive!

# Full Requirements 29 STATE EXAMS

—See Page 3

# 12 New Federal Exams

Twelve new tests were announced this week by the U.S. Civil Service Commission. Among them are a number of popular Engineering titles. Full requirements of these and all other federal examinations now open start on page 13.

## Subway Men--Don't Worry About PAST OFFENSES!

*When Filling Out Civil Service Questionnaire*

—See Page 3 for Details

Clearly Explained--The New Fire Pension Set-Up  
*What It Means to Every Fireman*

## JOBS OPEN FOR APPLIANCE OPERATORS

# Ten City Exams

### SEVERAL SUBWAY JOBS IN NEW SERIES

A series of five competitive and five promotion exams were ordered by the Municipal Civil Service Commission last week. Many of the tests will be held to fill jobs in the city subway system.

Included in the series are competitive exams for Assessor (Utility Building Valuation); Assessor (Railroad Valuation); Assistant Train dispatcher; Medical Inspector, Grade 1 (Cardiology); and Assistant Mechanical Engineer, Grade 4.

The new promotion tests are for Motorman Instructor; Station Supervisor; Assistant Train Dispatcher; Assistant Mechanical Engineer, Grade 4 (city-wide) and Inspector of Elevators, Grade 3 (Department of Housing and Buildings).

Official requirements, filing dates and other information on this series of exams will be announced later by the Commission. Full details will appear in THE LEADER.

#### It's Popular

The test for Assistant Train Dispatcher is expected to be extremely popular. The duties of the job are these: to check time of arrival and departure of all trains; enter the information, as well as the names of the crews and car numbers, on train sheets; keep records of mileage and of cars due for inspection; space trains; control train starting bell; check traffic and perform related duties.

It is expected that candidates must be at least 5 feet, 4 inches in height; have at least two years' general railroad experience, one year of which must have been as Stationmaster's Clerk, Trainmaster's Clerk, Train Clerk, Yard Clerk, Assistant Dispatcher, Conductor, Starter, Towerman, Motorman or similar work.

#### Subway Test

A written exam for 100 candidates for Car Maintainer, Group G, will be held Thursday, March 14 at 1 p.m. in the offices of the Municipal Civil Service Commission.

## Help! Office Appliance Operators Can't Operate Any Office Appliances

The Municipal Civil Service Commission has a new Office Appliance Operator list of 2,500 persons, but no one knows how many on the list can operate an office appliance.

When the Commission this week sent out a questionnaire to the first 1,000 on the list, hundreds of this group began to ask, "What machine shall I learn to operate? And how long do I have to practice?"

The Commission sought to help these worried "experts" when it released a list of the machines for which operators are needed and approximate number of vacancies for each. As a result, those on the list will know what to study in preparation for the practical qualifying examination a few weeks or months hence.

#### How It Happened

Just how these Office Appliance Operators established themselves for Civil Service jobs they knew nothing about is not hard to explain. When they filed applications for the exam, given nearly a year ago, they weren't required to know the operating technique of a comptometer, a computer, an alphabetic punch. They were quizzed on their general intelligence and knowledge of office procedure. It was simply assumed they knew how to operate a machine.

When informed they had made the eligible list, the candidates had to find out what machine it would be most advantageous to learn—that is, which type of machine re-

quires the most operators and would offer them the best chance for a job.

#### Vacancies

The Commission, after a check-up of the use of nine office appliances in city departments, announces the situation stands like this:

- Typewriter Bookkeeping Machines—mostly men wanted: Remington-Rand (with cross footers) — 30 vacancies. Elliott-Fisher (with cross footers) — a "few" vacancies. Burroughs Bookkeeping or Computing — a "few" vacancies. Punch Car Accounting Machines — mostly women.
- I.B.M. Alphabetic punch, I.B.M. Numeric punch, and I.B.M. Accounting machines (tabulator) — 30 vacancies.
- Remington-Rand (Powers) punch and tabulator — 40 vacancies.
- Key Driven Calculating Machines—mostly women: Felt and Tarrant Comptometer and Burroughs Calculator — 25 vacancies.

#### Qualifying for Qualifying Tests

The Commission, in sending out questionnaires to the top 1,000, asked candidates to indicate which machines they wished to operate in the qualifying tests.

Not more than 500 are likely to be called for the qualifying tests at this time, but as lists are used up other tests will be ordered for the various machines. If an eligible fails to qualify on one machine, he will not be given another chance on that machine.

The Commission was non-committal about the date of the qualifying tests. That is what worries those candidates who have not yet learned to operate a machine. It is estimated that three months is required to learn one sufficiently well to pass the qualifying test.

Subscribers are requested to inform The Leader of any change of address at least one week in advance.

## Embryo Cops Get Jobs As Telephone Operators

The top 200 eligibles on the new, and so far unused, Patrolman, P. D. list are going to get jobs this week. But the jobs won't be on the Police force. The men are being appointed to the position of Telephone Operator in various precinct stations around the city. They'll hold the jobs provisionally until a new list for Telephone Operator is prepared.

P. D. eligibles who take the Telephone Operator jobs will be paid \$1,200 a year and they'll have to operate a telephone switchboard, keep records of calls and perform other similar work.

Meantime, there has been no word from Mayor LaGuardia, Police Commissioner Valentine or Budget Director Kenneth Dayton on the date when new Police appointments will be made.

## 6500 File For College Clerk

### NOBODY KNOWS WHAT KIND OF EXAM THEY'LL GET

The written test for College Clerk has been set tentatively for April 27. Some 6,500 college grads applied for the examination; but this was approximately 35 percent less than the anticipated number.

No indication has been made by the Municipal Civil Service Commission of the kind of test which will be given. However, it is expected that it will be a general sort of exam, probably of the multiple-choice type, with 100 questions.

Appointments, which are expected to average more than 50 a year for the next four years, will be made at \$1,200. Thereafter College Clerks receive annual salary increments and are also eligible for promotion tests in other branches of the clerical service.

After the general written test, successful candidates will be given qualifying oral exams, which will

attempt to evaluate such factors as speech and manner and judgment.

For positions as department secretary, candidates will be given qualifying stenographic and typing tests.

#### Mass For Finegan

Members of the Municipal Civil Service Commission and employees will attend a special Mass for the late James E. Finegan, former president of the Commission, on March 13 at St. Andrews Church at 12:20 p.m. The Rt. Rev. William E. Cashin is expected to be the celebrant.

## Stiff Physical Tests Face Stock Assistants

Some 1,010 employees who receive less than \$1,800 a year took the recent city promotion test for Stock Assistant, and of these, 303 passed the written part. Successful candidates now face competitive physical tests which will be given on March 21, 25 and 28. An average of 75 percent must be obtained in these physical tests.

The events which will comprise the physical tests follow:

Part 1: Weight lift. Two hands. Full arms' length above head. 100 pounds for 100 percent; 87½ pounds for 88 percent; 75 pounds for 75 percent; 60 pounds for 60 percent.

Test 2. Pectoral squeeze. Conducted on a machine that records percentage. Two chances are allowed.

Test 3. Abdominal muscle lift. From a recumbent position a candidate must assume a sitting position carrying up a weight behind his neck. His feet are held to the floor by another candidate. Three chances are allowed. 35 pounds for 100 percent; 25 pounds for 85 percent; 15 pounds for 70 percent.

Test 4. Ladder climb. A candidate must climb an ordinary and slightly inclined ladder; rung by rung, to and from an altitude of 15 feet. The climb is by foot, and only where the candidate consumes more time than normal time or where he lacks freedom and agility will he be penalized in percentage. Two chances.

Weights for the examination are: written, 3; physical, 2; and record and seniority, 5.

## New Jobs For Jr. Engineers

Eligibles on the Junior Engineer (Civil), Grade 3 list will in the future be certified for jobs as Cement Testers, the Municipal Civil Service Commission decided last week. Because civil engineering schools require students to study cement testing, the Commission decided those on the Junior Engineer list were able to hold Cement Tester jobs.

The decision to use the Junior Engineer list for Cement Tester jobs is in line with a new policy of the Commission to reclassify the engineering service.

The Commission is attempting to reduce the number of titles in the engineering service from 500 to 50. Approximately 500 employees will be affected. The resolution to reclassify these jobs has been approved by the Commission and signed by the Mayor. It now awaits final action by the State Civil Service Commission.

### INTENSIVE CIVIL SERVICE COACHING

Jr. Administrative Asst. (Welfare), Jr. Professional Asst. (All Options) Apprentice, Mechanical Trades, Park Foreman, Asst. Insp. of Hulls, Asst. Insp. of Boilers, Jr. Engineer, Railway Postal Clerk, College Clerk, Carpenter, Stationary Engineer, Steamfitter, Rammer, Sr. Accountant, Marine Stoker, Watershed Insp., Clerk, Jr. Engineer (Sanitary), Foreman Plumber, Asst. Mechanical Engineer.

TUTORING IN—Mathematics, Physics, Chemistry, Drafting, Blue Print Reading, Arch., Aero., Mechanical, Electrical, Structural, Ship, Surveying, Preparation, Engineering Colleges, Cooper Union, Engineering Licenses, Stationary, Electrical.

### MONDELL INSTITUTE

Call Daily 9-9, Sat. 9-5

230 West 41st Street, N. Y. C. Tel. Wisconsin 7-2086

BRANCHES—JAMAICA, L. I., N. Y. & NEWARK, N. J.

## Sanitation Man Physical, \$15

Superior facilities for training UNDER THE PERSONAL DIRECTION OF A STAFF OF INSTRUCTORS who have successfully trained upwards of 25,000 candidates for Police and Fire tests. Two gym floors equipped with the most modern facilities for proper training. Individual attention, particularly to backward pupils.

WE INVITE CANDIDATES TO ATTEND ONE OF OUR PHYSICAL CLASSES AS OUR GUESTS for the purposes of inspecting our facilities and judging the quality of our preparation.

Physical classes are held mornings, afternoons and evenings.

### NEXT PATROLMAN—FIREMAN EXAMS

Those interested should start their preparation NOW. FORMAL EDUCATION IS NOT NECESSARY.

We have successfully prepared thousands of members of the Police and Fire departments—entrance and promotion. Ask any member of these departments, from the highest to the lowest in rank, about our reputation.

The highest mental man on the present Patrolman list received his training at this School. Many of our students received 100% on the physical.

Please call for a FREE EXAMINATION as to your qualifications. If you pass our examination you may enroll. Our fee is moderate and is payable in installments.

## SCHWARTZ-CADDELL SCHOOL

N. E. COR. FOURTH AVE., and 13th ST., NEW YORK

ALgonquin 4-6169

Preparation for Patrolman - Fireman - Post Office Clerk Carrier Railway Postal Clerk and all other popular Civil Service Examinations.

### PHYSICAL PREPARATION FOR SANITATION MAN

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

THE DELEHANTY INSTITUTE 115 East 15th Street STuyvesant 9-6900

# Subway Men Filling Questionnaire Needn't Fear Old Offenses

With Friday, March 15, set as the deadline for the return of the questionnaire sent out by the Municipal Civil Service Commission to thousands of employees on the IRT and BMT subway systems, many employees are reportedly fearful that some of the information they reveal will be used against them. Especially is this true in regard to persons who have records of arrest.

To soften these fears, Paul J. ... president of the Commission, in a statement to THE LEADER last week, declared: "Subway employees need not worry that the Commission will be unreasonable about their work record, personal life, etc. After unification, this study of the employees will be augmented by personal investigations. It is expected that employees will be called to the Commission's office, in the same manner that applicants for other city positions are handled, and are interviewed."

... automatically brought under Civil Service. The Civil Service Commission recently undertook to survey the 27,000 employees involved and sent them a detailed questionnaire about their work record, personal life, etc. After unification, this study of the employees will be augmented by personal investigations. It is expected that employees will be called to the Commission's office, in the same manner that applicants for other city positions are handled, and are interviewed.

# Court Orders Spring Cleaning in DPUI

Ever since the Division of Placement and Unemployment Insurance was established three years ago, its personnel has been under fire. Charges and counter-charges of illegal appointments have boomed through the courts. A legislative commission once actually probed division officials.

This week the way was paved for a complete airing of the matter. The Appellate Division ordered the Sherman v. Reavy case back to the Supreme Court for trial as to actual facts. The case will be held before a jury next month. Plaintiff's lawyer Herman E. Cooper promises to subpoena officials and records for general house-cleaning.

Involved in the case are 106 jobs in the Division. Sherman, head of the DPUI Eligibles Association, says that the present occupants are illegally hired. Among the jobs are Assistant Employment Interviewer, Employment Interviewer, Senior Employment Interviewer, Employment Counsellor, Senior Employment Counsellor, Principal Employment Counsellor, and Employment Manager.

Cooper argues that the Civil Service Law has been violated on several counts: 1) eligibles were appointed in order of position on the list; 2) each vacancy was treated as a separate case, and

eligibles were picked on a one-out-of-three basis. The latter, he asserts, violates the rule that when more than one vacancy exists, selection is to be made from a list containing the actual number of vacancies, plus two additional names.

The Appellate Division told the Supreme Court to look through the original certifications and appointments to see if Sherman and Cooper are justified in their complaint.

Members of the Eligibles Association will hear from Cooper at a meeting Thursday night at Union Methodist Church, 229 W. 48th St.

### P. O. Meeting

Next meeting of Branch 9 of the American Post Office Employees has been set for 2:30 p.m. Sunday, March 17, in Room E, the Hotel McAlpin. Members will discuss their next entertainment and dance.

# Court O.K.'s Kern in Welfare Provisional-Eligible Fight

The Court of Appeals ended two years of litigation last week by upholding the Municipal Civil Service Commission in the Staples and Rindone cases. They involved somewhat similar issues.

The Staples case hinged around the fact that many provisional Attendants and messengers employed in the now-defunct Emergency Relief Bureau were barred from Civil Service tests for these jobs because they did not meet the entrance requirements. However, a special act of the Legislature provided that such persons be permitted to take the exams if they had been employed in the ERB for three or more months between July 1, 1936 and June 30, 1937.

The Civil Service Commission decided to hold special competitive exams for the jobs. From these tests the Commission intended to add new eligibles to the list. When this proposal was made, Louis Staples went to court and started proceedings to prevent the Commission from holding special tests. Staples won in the lower courts, but lost last week when the Commission appealed. The Commission now has the right to go ahead and give the

In the Rindone case the Court of Appeals decided that employees of the old ERB who are holding temporary posts in the Welfare Department have the right to compete in competitive exams for their positions. The court decided that they could enter the exam without having to meet the entrance requirements fixed by the Municipal Civil Service Commission.

In its decision the court declared: "The existing list may be considered incomplete because pe-

tioners have been excluded from the examination as a result of which the list was promulgated. It would be the more orderly procedure to permit petitioners to retain their positions for the additional, relatively short time which the special examination will require than to oust them . . . appoint eligibles from the list as compiled thus far, and then reinstate such of the petitioners as pass the examination with ratings higher than those of the eligibles on the present list . . ."

## Social Investigator Eligibles Association

An organizational meeting of the Social Investigator Eligibles Association will be held Thursday, March 14, at 8 p.m. Through arrangements made by The Leader, the offices of the Federation of Municipal Employees will be used for the meeting. The Federation's offices are at 63 Park Row, Room 1004. Any eligible on the new Social Investigator list who is interested in joining the Association should attend Thursday's meeting. Nearly 100 eligibles have already written to The Leader expressing their desire to form an organization.

### HIS BILL LIKED



State Senator Philip M. Klipfoid, whose bill to exempt State Civil Service workers from the restrictions of local residence laws is gaining wide favor among employee organizations. (See editorial "There's Gonna Be A Law" on page 4.)

# Requirements of New State Exam Series

**NURSES NEEDED BADLY—PRISON GUARD TEST IN FALL**  
Tentative requirements for the May series of State exams—12 State-wide and 17 county tests—are published for the first time today, beginning on page 7. Filing will open next week, and April 11 is to be the deadline. The exams themselves are scheduled for Saturday, May 4.

Official requirements are expected to be ready for next issue of The Leader. However, there will be only minor changes from the requirements appearing today.

The State-wide tests are mainly in the nursing and medical fields. Two of the nurse tests are open to non-residents as well as those living in New York. This is in answer to the complaint that an insufficient number of New Yorkers are accepting public health nursing posts. However, certification will favor residents of the State.

### County Jobs

Of the county tests, two are for New York City jobs. They are Probation Officer, Queens, and Photostat Operator, County Register's Office, Kings. County jobs are open only to residents, which is established by living within the county for four months.

The test for Compensation Referee, Department of Labor, postponed from the February series, is again postponed. State Commission officials are awaiting the decision of the Court of Appeals in a case involving requirements for Unemployment Insurance Referee, and will be guided by it.

Another series of exams will be conducted by the State Civil Service Commission in June. This group, according to Grace A. Reavy, president of the Commission, includes a number of popular titles.

Of exams in the future, the Prison Guard test is fairly definite for early Fall.

The last of the February tests, that for Junior Economist, Division of Placement and Unemployment Insurance, takes place Saturday, March 30, after a month's postponement. Commission officials were investigating the possibilities of a promotion test at the same time; this week they came to the conclusion that no field existed. The 2,000 who filed need not file again, nor will filing be extended.

# Welfare Jobs Go Begging

## YOU CAN KEEP 'EM, SAY SMART ELIGIBLES

When the new Social Investigator list was first announced, the top 100 persons were said to be something akin to mental wizards.

Now comes news that they were so good they didn't even want the \$1,500 jobs after they were offered. At least that's true of the first three. Of the first 13, only four accepted jobs; of the first 100, only 43. In fact, the Dept. of Welfare had to offer the job to 168 persons before finding 100 investigators.

Reasons? Mostly because they have good jobs now and aren't willing to take a cut in salary just

because the Welfare Department wants them to go to work. Take Daniel Stein, No. 5 on the list. He's making \$1,500 in a psychiatric hospital and getting maintenance besides. Leon Geoffrey, No. 9, is doing very well in the Census Bureau in Washington. Miss Clara Phillips, No. 3, is making more money right now as a Social Investigator in the Department than she would if she accepted the job offered her. She took the exam "for protection," as she puts it.

Part of first 100 may accept jobs with the Board of Child Welfare, which has received a certification from the list.

Approximately 500 appointments to the Dept. of Welfare are expected to fill positions now held by provisional appointees.

# U. S. Will Rush Junior Professional List

(Special to The Leader)

WASHINGTON, March 11—More than 10,000 applicants from the New York area will compete in examinations for the federal positions of Junior Professional Assistant, the U.S. Civil Service Commission announced today. The examinations, in 28 different options, will be held in New York on two consecutive Saturdays, April 6 and April 13. The majority of the options will be scheduled for examination on the first date.

Although the Commission refuses at this time to specify which of the various examinations will be held on which dates, it promises to put in the mails on March 15 a letter to each applicant advising him on which Saturday he is to be tested.

### Different Questions

Throughout the rest of the country, where a total of 48,000, including New York's 10,000, have applied, all tests will be given on April 6. For those options to be tested a week later in New York, different questions will be used. This is to avoid the possibility of a New York applicant getting hold of the questions asked a week before in some other part of the country.

The first section of the examination will be an intelligence test, identical for all options. The second part of the examination will be on the subject matter of the option.

The Civil Service Commission hopes to have the examinations graded and the results established by July 1. Its objective is to get the list of eligibles set up within a few days of the graduation of most of them from college, so that the government can have a chance to get them before they receive offers of employment,

or find themselves a job, in private industry.

This estimate of speed on the part of the Commission, however, appears almost incredible to an outsider. If the Commission can grade 48,000 papers in less than three months, it will cut all previous comparable records about in half. The Commission says it can do it; observers here claim that nearer six months than three will elapse before the registers are established.

The Commission will not interview candidates before they are graded. Only after they are certified, will those who have passed be called to Washington, or other locations, for personal examination before hiring.

### MESSANGER MEETING

A meeting of the Professional Messengers and Guards in the Dept. of Welfare will be held at 8 p.m. Tuesday, March 12, at the SCMWA headquarters, Room 600, 3 Beekman St., Manhattan.

Charles Rindone, chairman of the provisional group, announced that Herman Morris, attorney, will discuss the recent victory in the Rindone v. Kern case, in which the provisionals won the privilege of taking an examination to hold their jobs.

# Civil Service LEADER

401

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

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

Copyright 1940 by Civil Service Publications, Inc.

Jerry Finkelstein ..... Publisher  
Seward Brisbane ..... Editor  
Burnett Murphey ..... Managing Editor  
H. Eliot Kaplan ..... Contributing Editor

### —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

Tuesday, March 12, 1940

## Liberalize Pensions

A young man who entered the federal Civil Service last year at the age of 21 will not be eligible for a retirement pension until 1981.

These are the retirement provisions which apply to most branches of the federal service including the largest branch, the Postal Service. In brief, they provide that a man can retire after 30 years service if he is 63 years old. However, if he has 30 years service and is not 63, he must continue working until he reaches the minimum retirement age. In other words, a young man who started to work last year and who, when he is 51 years old, will have put in 30 years of service, still must work an additional 12 years before retiring.

In contrast to these strict requirements, the New York City Firemen may retire after 20 years service regardless of age. The New York City Patrolmen may retire after 25 years of service regardless of age.

The need of liberalizing the Federal Retirement System is self-evident. Amendments should be enacted immediately to provide that a federal employee may retire after 30 years of service regardless of age.

## There's Gonna Be a Law

CIVIL Service employees of New York State owe a debt of gratitude to Senator Kleinfeld and Assemblyman Wagner. The day after THE LEADER editorially urged a law to exempt State employees from local residence restriction such as the Lyons Law, the two legislators introduced a measure calling for just that.

They have done their part. It is now up to the Civil Service employees to match this. The unfairness is well known. Many young men and women in low-paying State jobs in Albany are being excluded from taking better-salaried positions in their home town.

Various courses of action are open:

- 1) Write to Senator Kleinfeld and Assemblyman Wagner, thanking them and urging them to continue their efforts.
- 2) Urge passage of the bill upon your own Senator and Assemblyman.
- 3) Write to Senator Henry W. Griffith and Assemblyman Emerson D. Fite, demanding them to report the bill favorably. They head the Civil Service Committee in the two houses.
- 4) Write to members of the Senate and Assembly Civil Service Committees.
- 5) Urge your friends and organizations to act. In this way, there will be a law.

## Victory So Far

STATE employees should be cautious in considering the budget. As it stands today, Feld-Hamilton increments will be paid to State workers, as is their legal due. Yet there is still a possibility of a special session. The fight for the increments may have to be fought all over again.

The legislators seem to have gotten over their bad habit of fishing in the pockets of the Civil Service workers every time the cry of economy is heard. This change of attitude can be attributed directly to the howl raised when suspension was first mentioned. The Leader is proud to have stood shoulder-to-shoulder with employee organizations in this battle.

## Time's Almost Up

LESS than one month now remains before the Police pension settlement goes on the books as law.

The city administration has said that no appointments would be made until the pension system was changed. This will have taken close to a year. During that time, the Police Department has managed to get itself 1,000 men short of its quota. This includes 400 vacancies caused by death and retirement within the past year.

THE LEADER trusts that when the waiting period for the pension settlement comes to an end, there will be no further procrastinations. That should be the go-ahead signal to the city to make up its Police deficiencies.

The 1,428 able-bodied eligibles on the new Police list have waited long enough. So have the people of the City of New York.



## Merit Men

... he'll have a cop in the family ...

Wm. Francis McHale

WILLIAM FRANCIS McHALE is a genial modest man of 46 who looks like a slender version of James A. Farley. McHale has been a Letter Carrier in New York City's Post Office Department since 1914. Postmaster Farley lives on his route.

Nowadays, Bill McHale doesn't spend much time totting Uncle Sam's mails. He makes a couple of trips a week, spends the rest of his time running a compact group of 3,100 postal employees. He got interested in organizational work ten years ago. In successive steps he became a delegate, officer, vice-president, and three years ago, president, of the Letter Carriers.

McHale attends two or three meetings a week, stays in the association's offices at the Hotel Capitol a good deal of the rest of the time.

Members of the organization pay \$15 a year in dues. For this they receive membership in the Sick and Death Benefit Fund.

"We have beds in three hospitals and five doctors," McHale says. "If a man gets sick, he gets \$7 a week. In case of death there is a cash benefit of \$100. The association started a credit union last year. We expect to do \$100,000 worth of business this year." To join this union, a man buys a share for \$10. This entitles him to borrow up to \$200.

Mostly Bill McHale spends his time working for the association, though he does like a good show or a movie occasionally. "I like organization work," he concludes, "I guess its part of my makeup."

### Court of Appeals

The association spends some of its funds to push legislation to benefit Letter Carriers. Right now it's interested in liberalizing federal pensions, so a man can retire after 30 years of service regardless of age. The carriers would also like to see a Court of Appeals created to pass on dismissal cases.

"A court of appeals," McHale explains, "would cost the government almost nothing. Under our proposed sys-

tem the president would appoint a layman, one from the Post Office Department and one from our organization to make up the court." Senator James Mead, who's a good friend of McHale's and letter carriers generally, will introduce the bill in the next few weeks.

While dismissals are comparatively rare (only six year out of some 4,000 employees), McHale figures that if a single case of unjust dismissal is found and corrected, the Court of Appeals would be justified.

Not so long ago, McHale fought successfully to get a mailman accused by one of his "customers" of making improper advances. The defendant's case looked bad until a little investigation, collaborated by the woman's husband, showed that she was mentally unbalanced. The carrier's job was saved.

To show how an employee, at least theoretically, can be fired for slight offences, McHale explained that as many as 100 demerits can be given a man who stops to get a cup of coffee on his route in the morning. Of course, if a single case of unjust dismissal is found and corrected, the Court of Appeals would be justified.

McHale says he's lucky: that in his 26 years he has received a total of more than 10 demerits. (Some men may get as many as 700 or 800 a year).

### Average Day

A Letter Carrier's average day starts at 6 a. m. He works till noon without anything to eat, then stops for a meal from 12 to 2 and finishes at 4 p. m. We're trying to change this so the men only have an hour's swing. During their swings, they eat lunch, play cards, or if they live near their stations, go home for a nap.

McHale calls his work, his "business." Of his "business" he says: "There are a lot of people who want a lot of attention. Some of them leave money on their letters and we have to buy stamps. Others stop to block from their houses and ask for the mail." Generally, however, he says Carriers do these little services without complaint.

McHale was born in the Yorkville section of Manhattan, went to grade school, then got a job as a clerk in a dry goods house. "They went out of business," he laments, "and the Postal exam was the first one which I passed after that. I took it and placed in the top hundred. In those days only about 2,000 men applied for a Postal exam from New York City. On the last day there were 80,000."

McHale likes Civil Service; if he were starting again, he'd try for a Civil Service job, he says, though he's not sure it would be in the postal service. "I think Civil Service offers a wonderful opportunity. We have pensions, vacations, sick leave with pay. If I had it to do over again, I might try for a city job as Fireman," he admits. He has a son who placed on the recent New York City Patrolman list, which means he'll have a cop in the family soon.

## letters

# More Play Directors, Less Crime

Sirs: Why all the hullabaloo about police appointments? Why not worry about something more vital? That is: the lives and safety of New York's children.

In the City of New York there are at present 456 Park Dept. playgrounds and only 460 playground directors. Since most areas have two or more directors assigned to them, we can readily see that the city playgrounds are about 50 per cent undermanned. Mayor LaGuardia has repeatedly stated that the playgrounds are inadequately manned. Park Commissioner Moses in his six years survey, recently stressed the fact that the play areas are 40 per cent under-staffed. Yet in his 1940-41 budgetary request, Mr. Moses has asked for not one single new permanent playground director.

It is common knowledge that a playground not properly supervised is a hazard, yes, even a menace to the safety of children. The danger of accidents in the playground is increased; and in case of accident, proper first aid is lacking, thereby causing the children to resort to other forms of amusement, such as organized gangs which eventually lead to delinquency and to property damage. Witness the recent increase in juvenile delinquency and the \$7,000,000 bill for vandalism inflicted on the city during the past year.

A properly supervised playground could greatly aid in decreasing and correcting these ills. It is up to the people of this city to see that Mr. Moses provides for the adequate staffing of our city playgrounds with the proper trained personnel.

I hope that The Civil Service Leader will truly live up to its name and be a leader in this crusade for the lives and safety of New York City's children.

Leo Lewis.

### No Tax

Sirs: My attention has been called to an item of news appearing in the issue of February 27 stating that "the IRT agent at 96th St. and Lexington Ave. makes change in his tuxedo." I am the man referred to. I have never worn a tuxedo in this country. I have in other

countries. My conception of your informant is that he is like one of the many in this big town: He sees but doesn't observe. I am giving you an opportunity to correct this flagrant misrepresentation of facts.

JOHN O. SULLIVAN.

Ed. Note: The Leader stands corrected. The Leader's Lexington Avenue correspondent deserves a reprimand. We hope reader Sullivan will one day decide to wear a tux in the U. S.

### Vet Preference

Sirs: In reference to the article by A. Boyarsky in the March 5th issue, I would like to say that he is very biased and prejudiced against the men who defended him and his possessions, regarding Civil Service preference.

Isn't it proper that those who served in his country's armed forces and were disabled be rewarded in some material

way? Who else but the government would take it upon themselves to see that these men received every possible benefit?

To you, Mr. Boyarsky, I say that the occasion of defending your country never come to you, but it does, then you will change your row-minded and selfish ideas. You would probably be the first to take advantage of veteran preference.

It seems that the government realizes that men between the ages of 18 and 55 must also live.

H. J. MOSE

### Park Laborers

Sirs: Your editorial in a recent issue entitled "Finish the Job" was commended by a large number of Park Laborers. We hope you will support your efforts in the Laborers' behalf.

A PARK LABORER

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



## complaint corner

Commissioner of Hospitals S. S. Goldwater has submitted his budget for the coming year. In this budget he has failed to include increases for the Laundry Workers of the city.

Why this discrimination? Before we were brought under Civil Service we worked as Hospital Helpers. Now we are classed as Laundry Workers. Some Hospital Helpers are to receive increments of \$120 a year and are to be placed in the competitive class.

Why don't we receive our increments due us a year after becoming Civil Service employees? We are the forgotten people in the hospital department.

Porters from the list are placed in the laundry department at \$40 a month, but they are only there until something better turns up. The laundry department is just a dumping ground for Civil Service aspirants who are waiting for better prospects.

HOSPITAL LAUNDRY WORKERS

# Fire Bells

**F**IRE Chief Ray Wilkins, of Paducah, Kentucky, is determined to do his job. The local hook and ladder truck is broken down, but Chief Wilkins declared a couple of days ago that if they had a fire, he'd have the hook and ladder truck towed to the fire by a wrecker.

The Board of Estimate voted an extra death benefit of a year's salary—\$7,000—to the widow of Elmer Mustard, Deputy Fire Commissioner who headed the department for the final days of his long and distinguished life in the F.D.

Rumors persist that Deputy Chief David Kidney is the next Commissioner of the Fire Department. He's well thought of by the men on the force and is as able and experienced as any man in the department. Only Mayor LaGuardia's unpredictable decisions prevent an outright prophesy that the next man is KIDNEY!

L. M. Arrowsmith, Superintendent of St. John's Hospital, Brooklyn, will urge that the city employ special nurses trained in fire prevention and first aid to protect the sick. He'll make his request on April 16 at the 11th annual safety convention of the Greater New York Safety Council at the hotels Pennsylvania and Governor Clinton.

James J. McElligott, ailing Fire Chief, is expected to return to active duty this week. But it won't be for long. Mayor La Guardia, who said McElligott's service was "entirely satisfactory up until one minute before he signed the ill-advised retirement orders" is impatient to have a new head of department. Once the Mayor's down on a guy, he stays that way.

In the next couple of months the Yonkers Civil Service Service Department will announce a competitive exam for Fireman.

Retired last week: Lieutenant Max Siebankas, of Eng. 3, at \$1,950; Fireman, first grade, Albert Eck, Eng. 222, at \$1,500; Fireman, first grade, John J. Funcheon, Eng. 8, at \$1,500; Captain Albert B. Locatell, Eng. 32, at \$2,250; Captain Thomas J. Regis, Eng. 207, at \$2,250; Captain James J. Calverly, H. & L. 162, \$2,250; Captain James J. Watters, 102, at \$1,500; Fireman, first grade, Nicholas J. Ryder, H. & L. 102, at \$1,500; Fireman first grade John Bende, Eng. 331, at \$1,500; Fireman, first grade, Joseph F. Froehlick, Eng. 294, at \$1,500; Fireman, first grade, Bernard F. Quigley, H. & L. 110, at \$1,500; Fireman first grade, Martin J. Murphy, Special Service Squad, at \$1,500; Fireman, first grade, Andrew M. Keupp, Rescue Co. 2, at \$1,500; Fireman, first grade, Martin Lyons, H. & L. 39, at \$1,500; and Lieutenant Harry J. Gallagher, Limited Service Squad 1, at \$1,950.

A Captain, Lieutenant and 12 Firemen served as an escort for Joseph F. Carroll, retired Fireman who died last week and was buried at Holy Cross Cemetery on Thursday.

The annual communion breakfast of the Fire Department's Holy Name Society of Brooklyn and Queens will be held on May 5.

Do you have a candidate for NYC's most popular fireman? Then send in your nomination to this column, pronto!

A couple of strollers noticed smoke billowing out of an apartment at 253 E. 117 St., Manhattan, one day last week and turned in

an alarm. Fire trucks clanged to the scene and the smoke-eaters quickly went into action. They bashed in the door of a second story apartment from which the smoke was coming. Therein they found a 50-gallon still boiling gayly in the center of the front room.

While it probably won't happen, it is possible that New York City's Fire Department, now rated one

of the best in the world, might suddenly find itself devoid of leadership and staffed from the top to bottom with comparatively inexperienced men. The reason for this situation is that 95 per cent of the top officials in the Fire Department are eligible for retirement. On the other end, about a third of the Firemen in the department have been added in the last few years under the three platoon system and are still lacking in thorough experience. Out of a total of 192 men in the following positions, 176 are eligible for retirement: Fire Chief, Assistant Chiefs, Deputy Chiefs in Charge, Deputy Chiefs, and Battalion Chiefs.

# Police Calls

By BURNETT MURPHEY

**A** CHIEF, two sergeants and nine patrolmen, comprising the special New Airport Police force will be dismissed this week in an economy drive. The force, paid for by the city, was created in October, 1935 to keep order at the airport. All the positions, except that of Chief, were under Civil Service.

PBA President Joseph Burkard returns this week from a Florida vacation.

The Auxiliary of Police Post 460 of the American Legion, will hold a dual celebration in honor of St. Patrick and the 21st anniversary of the founding of the Legion by conducting an old fashioned Corned Beef and Cabbage party at the Clubhouse, 440 West 33rd St., Manhattan, on Saturday night, March 16. Mrs. Louise Sullivan is president of the group and Mrs. Alice Burkard, chairman of the dinner.

This week's safe driving tip from Patrolman George W. Walsh, of Traffic Precinct E, concerns hitching rides. He points out that 14 deaths resulted from this practice last year. "Children may be able to jump on and to hold on to vehicles safely, but when it comes to dropping off or letting go, they are likely to find themselves in the path of an approaching automobile which can not stop quickly enough to avoid them," says Walsh.

Some 2,300 members of the Police Department will form a special force to keep Fifth Avenue clear for a gala St. Patrick's Day Parade, Saturday, March 16.

Traffic violators caught on the north side of 42nd St. and any section north of that in Manhat-

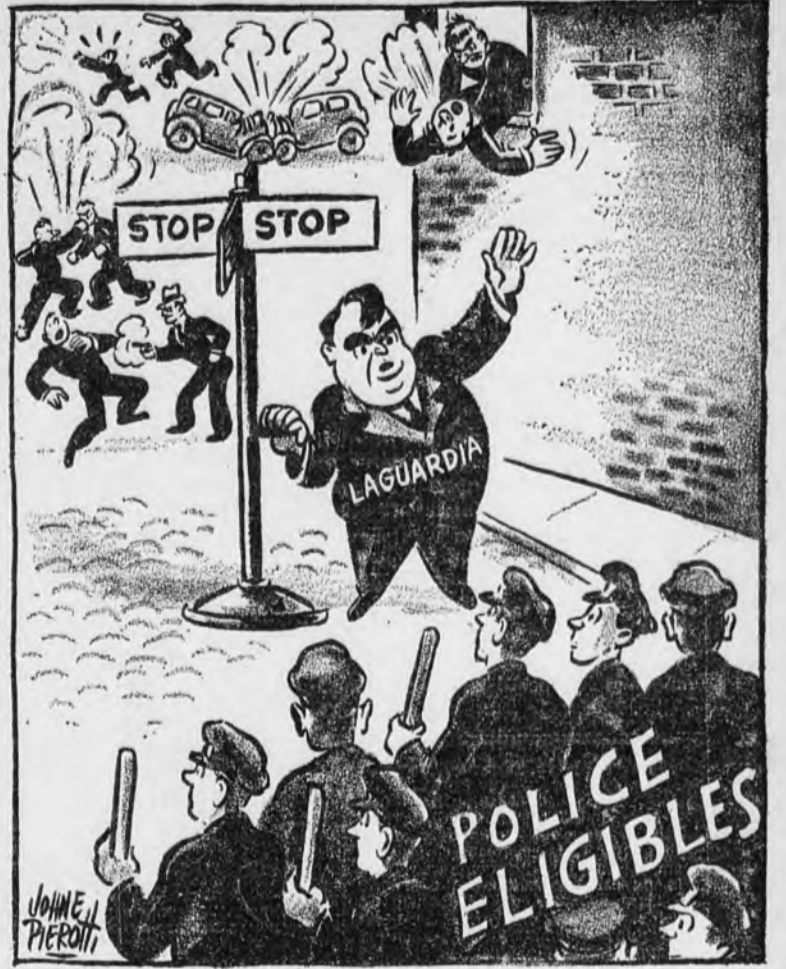
tan henceforth will go to the Uptown Traffic Court on W. 151 St. for a hearing. In the past they've been hailed to the Downtown Traffic Court on Mott St. The switch, announced last week by Commissioner Valentine, is being made to relieve the downtown court from a burden of cases that has been running to about 132,000 yearly.

A boxing exhibit and entertainment, sponsored by the Police Memorial Fund, is slated for Tuesday night, April 9, at the New York Coliseum, 1100 E. 177th St., the Bronx. Only Civil Service employees will be eligible to compete in the contests. Proceeds will be used to erect a memorial to Police who have performed distinguished service.

Senator William C. Martin's bill providing one day of rest in each week for officers and members of the State police was passed this week by the Senate.

Police Commissioner Lewis Valentine wants New York's finest to be even finer. So he told a group of 19 cops who received special awards last week for heroic service. Valentine wants traffic and mounted Police to be more polite when they hand out summonses, and, in fact, he wants them to cut the number by 50 percent. "Remember," said he, "we do not determine the efficiency of the department by the number of summonses served. We do not ask you men to go out and annoy and harass our visitors and residents. I would like to see the time come when we could do away with 50 percent of the summonses..."

Police in Monroe County will soon go into Civil Service under the provisions of a bill adopted recently by the Board of Supervisors.



"OFFICER, CALL A COP!"

Send items to Box 100, Civil Service Leader, 97 Duane St., N.Y.C.



**I**S IT true that New York City pays twice what it should for Fire equipment? ... and that a couple of manufacturers get most of the orders? ... Prison Guard eligibles have no right squawking that their list should be extended beyond the four-year limit ... The eight-hour day, which arrived during the life of their list, has already doubled the number of appointments originally expected ... Jim Cox, chief of the Federation of Employees of the Board of Education, was pulled out of bed at 2 a.m. last Monday ... to hurry up to Albany to help put the kibosh on attempts to cut salaries of Board of Ed workers.

### Dirt Will Fly

Watch for an explosion in the Sanitation Dept ... When the dirt flies, it'll take more than New York City's sweepers to re-

move it ... That durable plant on Grace Reavy's desk once occupied a similar place of honor in the office of the late Bill Dineen, in the Motor Vehicles Bureau ... Three reports from three different organizations give three contradictory interpretations of the Rindone case ... That's the one involving the right of Welfare Dept. provisionals to retain their jobs ahead of eligibles on appropriate lists ... State Senator Phil Kleinfeld use The Leader analysis of the budget, which appeared in these columns Feb. 20, in his talks before Chambers of Commerce.

The boys in the fire houses are now wondering, among other things, why McElligott dropped popular Chief Leonard Gebhard way back for no apparent reason ... after having once referred to the Marine Division head as one of the finest men ever to fill the job ... Elmer Lawton will be feted by his fellow Public Works workers next Tuesday night at the DeWitt in Albany ... Any day now you'll learn the location of the new Sanitation Dept. recreation center ... Found on a home relief case record: "Mrs. S. will have her form filled out at home" ... Darkness enveloped the Albany State Office Building from 11 p.m. Saturday to Sunday afternoon ... A new transformer system was being installed.

John DeGraff, ASCSE counsel, may be able to get things out of the State Legislature ... but the phone company has him licked ... For example, the Albany book lists his law firm as "DeGraff and Fox" ... the "fox" part being Assemblyman George Foy ... State Senator Dan Gutman has just joined hands in a law firm with the Cowin twins (Harold and Bill) and Coleman Gangel ... Dan recently introduced a bill allowing promoted employees to return to their original positions should they prove unsatisfactory in the higher posts ... Jim Dermody, answer man at the Municipal Commission, had to do some tall explaining the other day ... why his week-old guppies, swimming about in a tank on his desk, just gave birth to some more guppies.

## we're hunting for new york's Most Popular Fireman

Who's the best-liked fireman in New York? Who's the man you think of with a smile? Who's the fire-fighter who enjoys the most confidence? In short, who's the most popular of them all?

The Civil Service Leader is hunting for New York's most popular fireman. We're not going to select him—you are. The most popular fireman will be chosen by the simple democratic method—the man who receives the most votes wins!

The winning fireman will receive a silver cup from The Leader as a token of the esteem in which his fellows hold him. The contest will be repeated annually. The Most Popular Fireman contest ends on midnight of Friday, April 12. Send in your nominations rapidly. Let's see the votes pile up for the popular lads.

Everybody in the Fire Department is eligible. All residents of New York City may vote.

Nominated so far: Anthony Flaherty, Headquarters Staff; Lomas Dorex; Joseph H. Jones, Hook and Ladder 40; Arthur Hines, Hook and Ladder 104; Vince Kane, President, U.F.A.; Joseph Michael Finn Sr., Hook and Ladder 51, Staten Island.

You must use the coupon below to record your nomination.

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

My choice for Most Popular Fireman is .....

.....

of Company .....



Monday, March 12, 1940

Index TO EXAMS

CITY

Table listing exam titles, deadlines, and page numbers for City exams.

FEDERAL

Table listing exam titles, deadlines, and page numbers for Federal exams.

STATE

Table listing exam titles, tentative deadlines, and page numbers for State exams.

Examination Requirements

CITY TESTS

Junior Engineer (Sanitary) Grade 3

Salary: \$2,160 to \$3,120. Vacancies expected in the Department of Public Works. No age limit. Fee, \$2. File by March 25.

Duties

Under supervision to perform elementary sanitary engineering projects, the design, layout, construction, inspection, testing, operation or maintenance of sanitary engineering works or equipment for sewage treatment, sewage disposal, intercepting sewers, etc., or in scientific sanitary engineering research; keep records and make reports.

Requirements

An engineering degree or graduation from a four-year day high school course and five years recent satisfactory practical experience in civil engineering, one year of which must have been devoted to sanitary work, or the equivalent; general knowledge of the fundamental principles of sanitary engineering, of physics and mathematics, and of the ordinary sources of sanitary engineering information; ability to prepare field notes or data for plans and reports; familiarity with the use of drafting instruments, instruments of precision, and mathematical tables required in the performance of sanitary engineering work.

Weights

Written, 70; training, experience and personal qualifications, 30.

Personal Property Appraiser

Salary: \$3,800. Fee, \$3. File by March 25.

Duties

To appraise tangible personal property when taxes are due the city under the emergency tax laws; conduct and supervise auction sales of personal property to be sold pursuant to

NAVY YARD JOBS

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

Subscribers are requested to inform The Leader of any change of address at least one week in advance.

TRAIN

for your CIVIL SERVICE PHYSICAL EXAM at the 92d ST. Y, M, H, A, 2 Gyms.-Swimming Pool Special Exercise Rooms, Track-Weight Room. Special Rates on Application Phone, write or visit Membership Sec'y Y.M.H.A. 92d St. & Lex. Ave. ATwater 9-2400

execution and levy made under said laws; investigate marshal's and sheriff's sales; make confidential investigations and perform related work.

Requirements

Five years of varied and extensive experience as a general appraiser of personal property or as a licensed auctioneer with such experience; or a satisfactory equivalent.

Weights

Written, 50; training, experience and personal qualifications, 50.

Superintendent (Cold Storage Plants)

Salary: \$3,120. Fee, \$3. File by March 25.

Duties

Under general supervision to make regular examinations of cold storage plants and commodities in them; superintending incoming and outgoing perishable food products; see that proper cold storage conditions are maintained in all plants; Supervise all employees engaged in the movement of goods and the inspection of them; have full authority over the acceptance or rejection of articles offered for storage and also over the time of withdrawal of such goods within the requirements of the law; direct the keeping of records and make reports.

Requirements

At least five years of practical experience in cold storage work, one year of which must have been in supervisory charge of cold storage plants with duties similar to those described; or a satisfactory equivalent.

Weights

Written, 50; training, experience and general qualifications, 50.

Watershed Inspector, Grade 2

Open only to employees of the Department of Water Supply in the Croton and Catskill divisions. A separate list will be made for each of these divisions. Salary: \$1,800 to \$2,400. Fee, \$1. File by March 25. The writ-

ten test will be held April 16.

Requirements

Open to all employees of the Croton and Catskill divisions in the following titles who have the following service: Labor Class, three years; Automobile Engine-man, one year; Gate Tender, one year.

Scope of exam: to enforce all rules and regulations for protection of water supply; make reports on any property charges, pollution or disease on city land at watershed, check on residents in or visitors to watersheds; perform related inspectional work for proper maintenance and operation.

Weights

Record and seniority, 50; written, 50: A qualifying swimming test of 50 yards will be given.

District Health Officer

This exam is open to any U.S. citizen, and the New York City residence requirements are waived. In announcing the test, the commission points out that there are not enough qualified persons in the city to fill the vacancies which will occur.

(\$4,750). Fee, \$4. File from Feb. 8 to March 21.

Duties

Administrative charge of the activities of the Health Dept. in a health district of about 250,000 population; planning and directing the Health Dept. program in the district, including health education, school hygiene, public health nursing, maternity, and child hygiene; supervising activities for the control over venereal disease, tuberculosis, and acute contagion, and all other phases of public health work in a community of this size; promoting cooperative relations between the Health Dept. and the medical profession, dental profession, and private health and welfare agencies.

Requirements

An M. D. degree and one or more years of graduate training (Continued on Page 8)

Prepare for Your Exams

RENT A

WOODSTOCK TYPEWRITER

for 3 months at a Special Student Rate of \$5.00

Slight charge for delivery outside Manhattan

Woodstock Typewriter Co. 30 Rockefeller Plaza Cl. 5-5550

COLLEGE CLERK

Wednesday, 6:30 P. M.

POSTAL CLERK

Tuesday, 6:30 P. M.

RAND Educational Institute 7 E. 15th St. AL. 4-3094

U. S. GOVERNMENT JOBS

★ Start \$1260 to \$2100 a Year ★

MEN—WOMEN

Prepare now, for New York-Brooklyn and vicinity examinations 52,206 U. S. Government Civil Service Appointments in 1939 Government Year Franklin Institute Dept. D248

Thousands Appointments each year

Full particulars FREE

Call or mail coupon at once. Open Until 9 P.M., Saturday until 6. This may result in your getting a big paid U. S. Government job.

130 W. 42 St. (near B'way) N.Y. Rush to me entirely free of charge (1) a full description of U. S. Government jobs; (2) Free copy of illustrated 32 page book "U. S. Government Positions and How to Get Them"; (3) List of U. S. Government Jobs; (4) Tell me how to qualify for one of these jobs.

Name Address

Use this coupon before you mislay it—write or print plainly

How To Apply For Tests

U. S. citizens may apply to take exams during the period when applications are being received.

For application blanks and further information, write or apply in person to the following offices:

City jobs—96 Duane St., West of Broadway. State jobs—Room 576, 80 Centre St., corner Worth St. Federal jobs—641 Washington St., corner Christopher St.

Fees are charged for City and State exams, but not for Federal exams.

# LICENSE TESTS

(Continued from Page 7)  
ing in a public health institute with an advanced degree in public health. In addition, at least two years' experience as a health officer, or three years' experience in a responsible administrative position in public health of the type which will equip them to be health officers.

### Weights

Written, personal, experience and 3; training, qualification, 4; technical-oral, 3.

### Structural Welder

Trade License

File by March 25.

### Requirements

One and a half years' experience in one or more of the following: (1) on pressure vessels performed under the rules of the American Society of Mechanical Engineers; (2) in a U. S. Navy Yard or other ship-building yard, under rules of the Department of Commerce Code; (3) in the manufacture of heavy machinery under codes of the American Welding Society; (4) structural work for buildings or bridges in fabricating shops or in the field under the American Welding Society Code. Such ex-

perience must have been under strict supervision.

### Fee

The cost of steel plates, filler rods, the use of machines and current, the making of tension tests in connection with inspecting, testing and reporting will be covered by a fee of \$10 for four specimens and \$5 for each additional two specimens. Fees must be paid at the time of filing application.

### License to Install Oil-Burning Equipment

Trade License

Fee, \$5; file by March 25.

### Applications

Give in full all information required on application form and indicate definitely for which type or types of license you are filing; File with application two recently taken photographs, two inches by two inches in size. All statements will be investigated.

### Experience

Candidates must have either three years' experience in the installing of oil burning equipment or a satisfactory equivalent of related experience or training.

versity; or b) three years' public health nursing experience, and a course of public health nursing of four months at a college or university; or c) a satisfactory equivalent. Candidates must know the mechanics of braces, how to measure, fit, and adjust other orthopedic appliances. They must be able to do muscle grading of new and chronic poliomyelitic patients plus a knowledge of muscle re-education. A practical test on these abilities will be given to those who pass the written test. Good physical condition is essential. A driver's license must be shown prior to appointment.

### Public Health Nurse

County service, wherever vacancies occur. (\$1,200-\$1,500). Fee, \$1. Open to non-residents of New York State as well as residents; however, preference in certification will be given to residents. The list will not be used for appointment in Westchester, Cattaraugus, or Suffolk counties.

### Requirements

License to practice as a registered professional nurse in New York State, or eligible for a license. In addition, either a) graduation from a senior high school, or equivalent education, if graduated from a school of nursing after January 1, 1932; if graduated from a school of nursing before 1932, and entering public health nursing for the first time, either 1) three years public health nursing experience; or 2) one year

department of Health. (\$1,200-\$1,300 plus maintenance). Fee, \$2. The list will be used for Anaesthetist.

### Requirements

Graduation from a senior high school, or equivalent education, and graduation from a school of nursing. License to practice as a registered professional nurse in New York State, or eligible for a license. In addition, either a) six months' post-graduate training in anaesthesia and three years full-time paid experience as anaesthetist in a hospital or clinic; or b) six months' post-graduate training in anaesthesia and two years full-time experience as anaesthetist in a hospital or clinic, including six months on thoracic surgical service; or c) four years' full-time paid experience as anaesthetist in a hospital or clinic; or d) a satisfactory equivalent. Experience must have included "open-chest" operations in which differential pressure and endotracheal technique were used.

### Head Tuberculosis Hospital Nurse, Type D (Surgery)

Division of Tuberculosis, Department of Health. (\$1,200-\$1,300 plus maintenance). Fee, \$2. The list will be used for Supervising Surgical Nurse.

### Requirements

Graduation from a senior high school, or equivalent education, and graduation from a school of nursing. License to practice as a registered professional nurse in New York State, or eligible for a license. In addition, either a) three years' experience in pre-operative and post-operative surgical nursing, one year of which was as head nurse of a supervisor in an institution, including six months in tuberculosis surgical nursing involving some thoracic surgery, or a six-month course in thoracic surgical nursing; or b) a satisfactory equivalent.

### Orthopedic Public Health Nurse

Division of Public Health Nursing, Department of Hospitals. (\$1,800-\$2,300). Fee, \$1. Open to non-residents of New York State as well as residents; however, preference in certification will be given to residents.

### Requirements

Graduation from a senior high school, or equivalent education, and graduation from a school of nursing. License to practice as a registered professional nurse in New York State, or eligible for a license. Candidates must have had a course in orthopedic nursing for four months. In addition, either a) two years public health nursing experience and completion of a post-graduate course in public health nursing of one year in residence at a college or uni-

# State Exams Set

### Senior Laboratory Technician (Bacteriology)

Psychiatric Institute and Hospital, Department of Mental Hygiene. (\$1,650-\$2,150). Fee, \$1.

### Requirements

Either a) three years experience in practical laboratory work in bacteriology, or three years graduate study in bacteriology and graduation from college with specialization in chemistry, including courses in organic and inorganic chemistry, qualitative and quantitative analysis, and physics; or b) a satisfactory equivalent. Candidates must have a thorough knowledge of bacteriological laboratory procedures and skill in performance, ability to do special technical laboratory work and to supervise others, and ability to assist in professional scientific research.

### X-Ray Assistant (Therapy)

State Institute for the Study of Malignant Diseases, Department of Health. (\$1,400-\$1,900). Fee, \$1.

### Requirements

Either a) six months experience in operation and maintenance of high voltage x-ray equipment, and graduation from senior high school, plus two years college or technical school work, including 15 credit hours in physics and electricity; or b) a satisfactory equivalent.

### Associate Diagnostic Pathologist

Division of Laboratory and Research, Department of Health. (\$5,200-\$6,450). Fee, \$5. Open to non-residents of New York State as well as residents.

### Requirements

License to practice medicine in New York State, or eligible to enter an exam for such a license. In addition, either a) post-graduate work in pathology and five years subsequent experience in pathological laboratory work, including three in major pathological research; or b) a satisfactory equivalent. Candidates must have a fundamental knowledge of pathology.

Subscribers are requested to inform The Leader of any change of address at least one week in advance.

### A PRIMER OF POLITICS . . .

District Clubs

Rules for Watchers . . .

Welfare Directory . . .

And 15 other Sections

A Guide on How to Use The Government

### LEGAL, POLITICAL and BUSINESS GUIDE

Available at  
CENTRAL BOOK CO. \$2

245 Broadway, N. Y. C. or The Leader Office

Advertisement

# DEAFNESS

Relieved by modern scientific treatments which are both pleasant and painless. No operation necessary. All ailments of the ear, nose and throat, including discharging ears, accumulation of wax, head and ear noises quickly relieved.

Cost of each treatment is \$3.00. Examination and Consultation Free. Hours: 9:00 A.M.-6:00 P.M. daily; Mon. and Wed. until 8:00 P.M. DR. J. B. PRAGER, 313 West 75th St., New York City.

bacteriology, and organic chemistry, and specialized knowledge of surgical pathology; ability to plan research; ability to prepare results of experimental scientific reports; recognized standing in the field.

### Director of State Archives and History

Department of Education. (\$5,200-\$6,450). Fee, \$5.

### Requirements

Either a) five years experience in historical research, shown by publications in American history. Two years must have been in work involving administrative responsibility, preferably in direction and management of historical research projects. Graduation from college, and graduate study and research in American history, and or allied fields, preferably including a Ph.D or its equivalent; or b) a satisfactory equivalent. Candidate must have a thorough knowledge of New York State and special ability in research in this field; ability to lay out and direct work for a historical research staff.

### COUNTY TESTS

(Open only to residents of the respective counties)

### Chautauque County

CASE WORKER, Division of Child Welfare, Department of Public Welfare. (\$1,500-\$1,800). Fee, \$1.

### Requirements

Graduation from a senior high school, or its equivalent. In addition, either a) four years full-time paid experience within the last 10 years in social case work with a public or private social agency, one year of which was with a child welfare agency; or b) a satisfactory equivalent.

(Continued on Page 13)

# S-T-R-E-T-C- YOUR DOLLAR

Purchase from

Joseph P. Dornick INCORPORATED

205 East 42nd Street New York City

MU 6-2344, 2345

Look for the big special on the back page of next week's LEADER

Train for

# SANITATION

and other

## Civil Service Physical Exams

at the TWENTY-THIRD STREET Y.M.C.A.

23rd STREET AND 7th AVENUE

Expert Instruction Free To Members

Large, Fully Equipped Gymnasium

10 Handball Courts

Weight Lifting Room

Wrestling & Boxing Room

Indoor Track Swimming Pool

Private Locker Hot Room

Open 9 A.M. to 10 P.M.

A 10-Story Club Building

Dues and Privilege Fees Quarterly or Annual Basis Make Health Your Hobby

Phone, Write or See WILEY C. CLEMENTS

Membership Secretary Phone Chelsea 3-1984 ASK FOR FREE GUEST PASS

## Pass Highest WITH ARCO APPRENTICE

A course of study that really prepares you for the coming examination. MECHANICAL TRADES \$1.00

COLLEGE CLERK Still the finest book for a thorough preparation. \$1.00

SOCIAL SUPERVISOR A thorough textual exposition. Previous examination questions. 110 pages \$1.50

LAW STENOGRAPHER \$1.50  
POSTAL MANUAL \$1.50  
JR. PROF. ASS'T. \$1.00  
JR. STATISTICIAN \$1.50

ARCO Books are on sale at: Macy's, Gimbel's, Barnes and Noble, Union Book Shop, Municipal Building and ARCO. Phone Orders: EL 5-6031

ARCO CIVIL SERVICE PUBLISHING 480 Lexington Ave., Room 805



# Civil Service MAGAZINE

Tuesday, March 12, 1940

CIVIL SERVICE LEADER FEATURE SECTION

PAGE NINE

## FIREMEN'S PENSIONS

This is the second in a series of articles explaining clearly and simply what the new pension set-up means to New York's firemen. The third appears next week. The Leader is indebted to Eugene B. Schwartz for much of the factual information in these articles.

### Background

In November, 1938, the voters of the State adopted a Constitutional amendment which provided that membership in a pension or retirement system shall become a contract obligation before July 1, 1940. The amendment further provided that the benefits of such pension systems shall not be diminished or impaired.

In the 1939 session of the Legislature, a bill was introduced to set up a standard pension system in every civil jurisdiction of the State. This was the so-called Babcock-Seelye bill which failed of passage, but only after very strenuous efforts on the part of employee organizations.

Representatives of the Police and Fire Departments, fearing the re-introduction and passage of the drastic Babcock-Seelye bill in 1940, began a series of conferences with the Mayor with a view to enacting a local law covering the pension systems of the two departments. As a result of these conferences, which at times became bitter between the Council and the Mayor, the present pension bills were enacted.

The bill as passed is divided into two parts. The first part deals with the pension system as set up for present members of the Department. The second part deals with new members appointed after the effective date of the bill. The bill was signed by the Mayor on February 13, 1940, and under the provisions of sections 16 and 17 of the City Home Rule Law, cannot become effective until at least 45 days after its passage, to wit, on March 29, 1940. No new appointments have been made to either the Fire or Police departments since the passage of the bills. The new appointees will become members of the new actuarial pension system, of which the City will bear 55% of the total cost, and the members will pay 45% of the cost. What the actual premium will be for the new members has not as yet been determined by the actuarial experts; but there is a certainty that it will be much over and may go as high as 10%, depending upon age of the appointee.

PENSIONS are a complicated matter. Every fireman knows that. Every fireman knows, too, that the pension system he lives under is going to affect not only the kind of old age he'll have, but it's going to be pretty important to his pocketbook right now, and for all the years he's able to keep going.

That's why firemen have put up such a fight to hold the best possible pension arrangement they could get. That's why there was such a ruckus, a few weeks ago, when the Commissioner-Chief quit, taking himself a neat full salary for pension, and taking with him a number of employees at more than they would get if they hung on until the new pension set-up goes into effect. McElligott figured it better to retire now, when he could still get himself what he liked, than to wait until the new system clipped his wings. McElligott thought nobody would kick against his method of quitting; it looked like it was slick.

McElligott simply conceived of himself as being two persons: Let's call one J. J.

McElligott, Commissioner. We'll call the other John James McElligott, Chief. Now, J. J. McElligott, Commissioner, has the power to retire men in his department at more than half pay. He happens to like that well-known fireman, John James McElligott, Chief. So he decides, since he's about to resign anyway, to do his friend John James McElligott a good turn: he'll retire the old boy at full pay. Maybe he asks his lawyers about it; maybe not. But if you follow the letter of the law, it looks right and proper.

It would look even more right and proper if a number of the boys were also retired at the same time with more than half pay. Not, of course, full pay; but say, two-thirds and three-quarters pay. Also, if somebody should kick, it's always easier to fight with a pack than alone.

The deed is done. But something's wrong somewhere. A hue and a cry go up all over town. For a few days J. J. McElligott, Commissioner, holds out against the din and the spoutings of the Mayor. Then he slinks back to his post, leaving in the lurch several of the men who had gone out with him.

Why did he go back? What went wrong?

There's one little legal fact which J. J. forgot. A trustee of a fund can't act to benefit himself out of that fund. The legal fiction of two persons residing in one body just wouldn't stand up if it should come to a showdown. And the Mayor was getting ready for the showdown.

### Pension Board

If McElligott had been working under the new pension set-up, the tea-kettle storm could never have occurred. For instead of the Commissioner alone having the say-so about who gets what when, a 12-man Board of Trustees does the job.

The various members of the Board don't have equal voting power. The make-up of the Board and its votes looks like this:

Title	No. of Votes
Fire Commissioner .....	1 1/2
Comptroller .....	1 1/2
Representative appointed by Mayor .....	1 1/2
Treasurer (Dept. of Finance) ..	1 1/2
President, U.F.A. ....	1
Vice-President, U.F.A. ....	1
Treasurer, U.F.A. ....	1
Chairman, Board of Trustees, U.F.A. ....	1
President, Chief Officers' Assn. ...	1/2
President, Captains' Assn. ....	1/2
President, Lieutenants' Assn. ...	1/2
President, Officers' Assn. ....	1/2
Total number of votes .....	12

Looks fair enough, doesn't it? Everybody represented. But let's examine the Board's inner workings.

Every act of the Board must be by resolution; and to be effective, the act must receive a minimum of seven votes.

Now if you will observe the Board's make-up, you will see that the various line organizations of the Fire Department have equal voting power with the non-department members. The total vote of the eight members in the Fire Department is 6; the total vote of the remaining four members, who are appointees of the Mayor, is also 6. Thus, the four non-department members can block a resolution favored by their eight colleagues; that is, 6 votes, could be blocked—or carried—by a single vote of one of the Mayor's appointees. Nobody says this will happen. But who's to say it won't?

Thus, in this new set-up, so far as the powers of the Fire Department representatives are concerned, they are the dog's tail. The tail moves all right, but the dog is the Mayor's group.

The only check on the Board's rule-making power is the Board of Estimate.

### Where the Money Comes From

Where's the money to come from? Well, for one thing, the firemen themselves will pay most of it. If you're slightly bewildered about how this end of it works, here it is in a capsule:

If you want the option of retiring after 20 years of service, then you pay out 6 per cent of your salary into the pension fund.

If you're willing to hang around for 25 years before choosing to retire, then you pay 5 per cent of your salary into the pension fund.

You pay less in the second plan, but you pay it longer.

Not all the money in the pension fund, however, comes from firemen's contributions. Cash comes in, too, from (1) forfeitures, fines and deductions from pay; (2) rewards and gifts; (3) fines and penalties for violations of the fire law; (4) money on hand January 1, 1940; (5) appropriations by the Board of Estimate if all the other cash should be insufficient to meet payments.

### Pension Plans

If a fireman selects the 20-year retirement plan, but finds he's still hearty at the end of that period, and decides to wait until the 25 years are up, he is entitled to:

- a) \$50 additional annual pension for each year completed beyond 20 years;
- b) at the end of the fifth year, beyond 20 years, he may elect to have deductions at 5 per cent instead of the 6 per cent he's been paying. This doesn't reduce his pension payment in any way.

If a fireman selects the 25-year retirement plan and continues in service after the 25 years are up, he is entitled to \$50 additional annual pension beyond the 25th year of service.

The additional pension can't ever exceed \$500. This means that the maximum pension is reached after 30 years of service if you choose the 5 percent plan; after 35 years of service if you choose the 6 per cent plan.

### When You Get Hurt

Substantial pensions are to be available, when the new system goes into effect, for

disability. It hasn't yet been decided what constitutes "total disability." This will be one of the first jobs which the new Board will have to tackle. Firemen should be on the alert when action is taken on this matter.

For total permanent disability received in line of duty, the pension is to be not less than three-quarters of the annual pay.

For partial permanent disability received in line of duty, there are two methods of disposition: (a) the member may be assigned to light duties; (b) he may be retired on his own application at three-quarters pay.

For total permanent disability not induced by actual fire duty (but occurring after 10 years of service), one-half pay.

Partial permanent disability occurring under the same conditions may be disposed of in one of two ways: (a) the member may be assigned to light duties; (b) he may be retired at one-half pay.

For total permanent disability not caused by fire duties (but occurring before 10 years of service), one third pay.

For partial permanent disability under the same conditions, the member may be either assigned to light duties or retired at one-third pay.

Permanent disability, physical or mental, after 20 years of service, calls for one-half pay.

If a man gets kicked out of the Department for delinquency, he can't insist on his pension. However, if "special circumstances" are involved, the Board of Trustees may grant him a pension by a two-thirds vote.

### Pensions to Dependents

Should a fireman die while in service, or after retirement, his immediate dependents—widow, children, parents—are entitled to a pension. The amount of the pension is determined in each case by the Board of Trustees. The annual allowance, however, won't be less than \$600. If a fireman's widow remarries, she ceases to get the pension. It goes to children until they reach 18.

If a fireman is killed in the actual performance of duty, or if he dies as a result of disease or injuries received while on duty, the awards to his dependents are these:

- To the widow, one-half his salary.
- To dependents under 18 years of age, or dependent parents, not more than one-half salary.
- If the widow dies or remarries, the pension goes to the children.

### Loans

A fireman may borrow money from the pension fund, up to 40 per cent of the sum he has already paid in. He must, however, have contributed for at least three years before he is eligible to borrow. And he must be able to repay the sum borrowed, by an additional 10 per cent deduction from his salary, before he is 50 years of age. Another thing: Membership in the pension fund automatically ceases if the member withdraws more than one-quarter of his accumulated cash.

These are the most important provisions of the new pension system. The system imposes a drastic burden on the fireman—the payment of a comparatively large chunk of his salary into the pension fund. But the benefits are quite liberal, as pensions go.

The second part of the pension bill will be discussed in the forthcoming issue. What are your questions? Is any phase of the new pension set-up obscure to you? Write to the Civil Service Leader. We'll be glad to answer all your questions and all your personal pension problems in detail.

### SUBWAY MEN! ATTENTION

Next week's issue of The Leader contains a detailed study of what civil service means to your job—your future—your security. This article is a MUST for every subway worker.

# BATTLE PAGE

## Is the Hatch Act Fair to Civil Service Workers?

Nothing in recent years has caused such a furor in the ranks of civil service employees as has the Hatch Act which Congress put into effect last year. The proponents of the Act claim that it prevents "coercion" of Civil Service employees by political bosses. Opponents of the Act claim that it gags civil liberties. The Leader has asked two authorities, representing opposite views on the question, to battle it out.

### YES, says H. Eliot Kaplan

Executive Secretary  
Civil Service Reform League

**I**S THE Hatch anti-political activity law a gag on the mouths of public employees? Does it take away any of the constitutional rights which they share with all other citizens?

Public employees appear to be divided in their views. It is interesting to note, however, amid all the controversy, that both of the two largest organizations of federal employees—one the independent National Federation of Federal Employees, the other the A.F. of L. affiliated American Federation of Government Employees—have gone on record in favor of the Hatch Law adopted last year, and the amended Hatch bill now pending in Congress. Together these two organizations represent upwards of 300,000 members. The President of the American Federation of Government Employees recently stated:

"In return for the restrictions there are commensurate—perhaps more than commensurate—gains. Government workers are relieved from fear of political pressure, from compulsory political contributions."

#### Kickback

In that word "compulsory" lies one crux of this whole problem of political activity. Employees who argue that they should be free to give "voluntary" service to political organizations and political campaigns emphasize the term "voluntary" just as do the politicians in those states where state employees have been called on "voluntarily" to "kick back" a percentage of their salaries to the party treasury.

For instance, Senator Minton of Indiana, when tackled by Senator Bridges last year about the "Two Percent Club", established for the benefit of Indiana state employees by the Democratic state administration, insisted that the employees had placed upon themselves a "voluntary" obligation to contribute 2 percent of their salaries to the club to help defray the expenses of the Democratic organization. "Not only have the Democrats established such clubs, but the Republicans have followed, and cities in Indiana today which are run by the Republican party have Two Percent Clubs assessing the workers in the cities 2 percent of their salaries," he stated.

Likewise, when the Democratic National Committee hit upon the scheme of persuading federal employees to sell "Roosevelt Nominator tickets" three or four years ago, it was made plain to all suspicious inquirers that no "coercion" was involved. Nor was there "coercion" when the Farmer-Labor party of Minnesota assessed all the state employees 3 per cent.

Even with the highest possible opinion of the disinterestedness and public spirit of civil service employees, it is doubtful whether more than a small number would be willing to pay from \$25 to \$100 for political dinners, or ring door bells or distribute handbills in a political campaign, just out of sheer devotion to their party. Is it not a fact that most of the employees who do these things do so either because they believe this is the way to curry favor with political bosses to get ahead in the public service, or because they fear reprisals if they refuse? Politicians who shout the loudest about "civil rights" and "constitutional prerogatives" are the people who are doing most to restrain the public employee from freely exercising his real civil rights, are the ones who coerce the employees to contribute and ring door bells.

#### Who Opposes the Bill?

It may be asked whether most of the opposition to the Hatch bill does not come from selfishly interested persons—employees who have found playing

politics an easy road to advancement, or who hope to gain favor that way; some leaders of employee organizations who have political ambitions or who fear the resentment of political leaders; and impractical and unexperienced theorists who argue that withdrawal from political campaigning of civil service employees—a group of people picked for their superior intelligence and civic-mindedness—would be a great loss to party politics.

Actually, however, how much of a withdrawal from political activity is involved in the Hatch law? No more than is required of policemen, judges or those in the army and navy; yet we find no



one lifting his voice in defense of the "inalienable right" of these three classes of public employees to play politics. Any member of the civil service is still permitted to belong to a political club; to attend political meetings; to contribute to political organizations; to discuss politics anywhere and with anyone—even over the radio, so long as he does not do it as part of an organized partisan political campaign, or indulge in offensive partisan activity. Classified employees of the federal government have been required to abide by these restrictions for over 25 years.

#### Those Who Pay and Pay

There is another side of this question in which civil service employees should be just as much interested as all other citizens. The public is interested in getting its money's worth in service from the sums it pays out for what is called in the budget "personal service." It expects the employee to do his work well; to give his time and energy to the work he has been hired to do, not to helping the fortunes of political organizations. It expects him to be nonpartisan and impartial. Public salaries come alike out of the pockets of Republicans, Democrats and American Laborites. A Republican business man can hardly be blamed if he is somewhat reluctant to give confidential information to an internal revenue collector or a Labor Relations Board examiner who is notoriously a Democratic party worker; nor can a Democrat be held over-suspicious if he suspects there may be a connection between the unusually high assessment on his property and the fact that the assessor is a Republican ward captain.

Political activity invites political reprisals and public resentment. There is already a growing fear in many quarters that public employees in recent years have grown to have too great an advantage in and influence on elections. As always, the great mass of independent, hard-working members of the civil service have been saddled with blame for the misdeeds of a few politically-minded individuals. Might it not be worth while for the civil service to consider whether a certain amount of self-denial in the field of partisan political action would not be better than forced acceptance of more stringent restrictions such as Great Britain was compelled to adopt?

### Mary Luciel McGorkey says NO

President, New York District  
State, County and Municipal Workers of America (CIO)

**W**HEN the Hatch Law was passed last summer, the head of the U. S. Civil Service Commission stated that the restrictions it imposed were, in actual practice, significant only for the non-civil service federal employees, since the same restrictions had for years applied to those federal employees who were on civil service status.

This statement throws into sharp relief one of the main arguments against such legislation. To put the U. S. Commission's statement another way; the Hatch Law deprived a large body of federal employees of certain previously held political rights, and gave them nothing in



return. They were deprived of their right to be politically active and at the same time not given civil service protection.

In short, they were made even more subservient to the political whims of the higher political appointees. These higher appointees, moreover, who are exempt from the Hatch Law restrictions, are the only ones who ever had the power to indulge in "pernicious political activity"—and they still have it.

The Hatch Law thus did not eliminate dirty politics from the federal service, but actually increased its influence by removing the power of the rank and file employees to resist political manipulations of the political appointees.

#### Here's An Example

The present situation in the Wages-and-Hours enforcement agency is an example. That department, hitherto proceeding according to the merit system although not under the federal civil service, is being upset by pressure from the spoilsmen. The prospect is that many appointive lower-category workers, who have just begun to get the agency operating efficiently and who as a body are committed to the career-service merit system, are on the verge of being ousted or forced to resign in order to make room for spoils appointees.

But these employees cannot raise their voices to inform Congress or the people of the United States as to what is going on. The Hatch Law has gagged them. (It does, however, permit them the alternative of "playing ball" with the spoilsmen at the top.)

The sponsors of this law, by offering vicious legislation under an honorable slogan, such as "clean government," which appeals to all our citizens, have succeeded in hoodwinking many friends of good government who have not taken the trouble to examine how the law works in practice.

#### It's Vague

Another main argument against the Hatch Law, and its extension to the state services which use federal funds, is its vagueness.

The law contains two main restrictions, one against political coercion and fundraising; the other against political activity.

The former provision does not prohibit the high political appointee from exact-

ing "voluntary" political "regularity" and "loyalty" of his subordinates. The latter provision has been variously defined. When Frank Murphy was Attorney General, he declared that the law did not infringe upon the constitutional rights of free speech, etc., of federal workers. This sounded very odd when he turned around and said that federal employees might attend the convention of the Young Democrats, "but not as delegates."

Elinore Herrick, New York Regional Director of the National Labor Relations Board, declined to be chairman of a trade-union radio forum on the topic, "Labor and Politics in 1940," giving as her reason that the Hatch Law forbade it. Earlier this year she declined to give testimony at the budget hearings in Albany, on the ground that the Hatch Law forbade it. In other words, in actual practice, the wording of the law is such as to permit a wide variance of interpretation, and to permit a sharp curtailment of the rights of government workers to express themselves on questions of the day.

#### Then There's Democracy

Which brings us to a much larger aspect of the question. Democracy is on trial before the world. The bone and sinew of our democratic processes are the various departments of our national, state, and local governments. And the bone and sinew of these departments is the army of capable and loyal employees.

In these circumstances what right or sense is there in treating these millions of key workers more and more as quasi-citizens? Their devotion to democracy can be no stronger than the extent to which they are permitted freely to take part in the democratic process. They cannot be expected to be devoted to good government if they are forbidden by law to raise their voices in our legislative chambers in behalf of it. Similarly, they cannot exert their maximum effectiveness in behalf of good government unless they are free to make their influence felt in the political parties.

The rank and file of people who work for a living have always been the backbone of democracy. More than three millions of them work in the various government services. By what logic or right can we tell them that their political activity must be limited to casting a ballot once a year or having a private conversation (and who knows but that such a private conversation, even if held at home with a dozen people, might not be held an infringement of the Hatch Law?) with their friends. It is indeed a serious blow at democracy if these three million voters can have no effective choice in the selection of their own candidates.

The argument that AFL and independent organizations of public employees back the Hatch Law proves nothing except that their leadership is incompetent. As to majority rank-and-file sentiment among government workers, it is of course in the direction of clean government and political independence. In practice the Hatch Law nullifies both clean government and independence.

#### It's a Phony

No, the Hatch Law is phony. Only through an iron-clad civil service career merit system, with tenure, adequate pay, and full promotional opportunity, can government workers be freed from political machines. And government workers are experts in good government. We need them badly as full participants in the political procedures which carry on our living democracy. The Hatch Law, however, creates a great body of quasi-citizens who are held in political serfdom at the mercy of the exempt political overlords.

# How to Get A Civil Service Job

by HOWARD P. JONES  
State Civil Service Commissioner

What happens after you take a Civil Service Exam?  
Why the long wait between exam and appointment?  
A noted authority gives you all the facts.

**A**FTER you have made up your mind to work for the government, have studied for an examination, finally taken the exam—then a disappointment is usually in store—the long waiting period before you know how you came out.

An acquaintance of mine took an examination when she was just out of college and needed a job badly. It was nearly a year before she knew the results of the examination and nearly two years before she received notice of appointment, although that she was high up on the list. This young woman was more fortunate than most, for in the meantime she had obtained another position and was earning, at the time the appointment was offered, nearly twice as much as the government job would have paid.

The wheels of Civil Service move slowly.

So, after you have taken a Civil Service examination, you needn't be alarmed if you don't hear anything from it for awhile. Don't become suspicious and jump to the conclusion that politics is at work and someone else is getting the job instead of you. New techniques of examination and paper-rating, as well as stricter qualifications for entrance, are reducing this waiting period in federal, state and city examinations these days, but it is still much longer than it should be.

## Making the Exam

One thing should be emphasized—throughout the examination process every care is taken to safeguard you. For example, when the examination is prepared, the only person who sees the questions is the person who writes it and the head of the examination division. Even in the mimeographing, the sheets are distributed to the clerks who type the examinations so that no one person works on more than a small part of the examination. When the sheets are assembled, the process is handled in such a way that every set must be accounted for and only the most trusted employees handle the completed tests which are sealed in metal boxes for shipment. A representative of the department, in the presence of a witness, opens the box the morning of the day on which the examination is to be given.

## Rating the Exam

This same care obtains all the way up and down the line. For example, it is a common charge that favoritism has been displayed in the rating of papers. This is literally impossible, since no person who rates an examination knows whose paper he is rating. The papers do not have the names of candidates on them but are simply numbered, the numbers corresponding with the candidates' names which are kept in a confidential file.

Of oral examinations the same thing is true. A complete transcript of the questions and answers is kept on record, and as a rule there is an outside expert of outstanding reputation present, as well as an examiner of the Civil Service Department and stenographer.

The whole Civil Service system is geared to avoid not only political pressure or special influence but even the suspicion of it. It is a common saying among people in personnel work that if the public could actually see the steps that are taken to preserve the integrity of examinations, could actually go through the whole process, step by step, there would be none of the loose talk that is frequently heard about influence rather than merit determining the result.

## "Getting on the List"

But let's assume you have, patiently or

impatiently, gotten by the waiting period—

"Getting on the list" is the next thing that happens to you, if you pass your examination. You will be notified of the grade you made in the examination and your position on the list. Remember that passing an examination does not entitle anyone to a government job. It merely means you are in line for it—if the government needs somebody in this job, the list on which your name appears will be used; if you are "reachable" you may be offered a job.

To understand what is meant by "reachable" you must know something about the "rule of three" which applies in most jurisdictions. This rule gives the appointing officer a choice of one

person out of three, for a single appointment. To illustrate, let us suppose that your name is number three in a list for senior stenographer. There is one stenographic position to be filled. The Civil Service Commission will certify three names to the appointing officer for that one position, and the appointing officer may choose anyone of the three, so that you may get the job even though you are not at the top of the list. If there is more than one appointment to be made from the list, the appointing officer, however, is not allowed to skip two persons for every one he appoints, although this is a common assumption. If he has one hundred clerical appointments to make, the Civil Service Commission will certify one hundred and two names and he can only pass by two out of the total number.

## Three Strikes

A common variation of this rule is a legal provision that when a name has been certified to an appointing officer three times it need no longer be certified to that officer. This rule obtained in the state government until last year when the Civil Service Commission repealed it because of abuse. Consequently in the state and in all the cities in the state which have adopted the state's recommendations, any person who is on a list will have his name certified by the Commission for appointment as long as he is in a reachable position until he is appointed or the list is exhausted.

You can always get up an argument among people interested in Civil Service

by suggesting that the "rule of three" should be abolished. In the New York State Constitutional Convention of 1938 much oratory was devoted to this point, and it is true that in some jurisdictions appointments are made in the order on the list without the appointing officer being given any discretion. This is true, for example, in the police and fire departments in New York City, where for many years appointments have been made in order on the list.

## Comes Appointment

Three cheers!—It's time to celebrate—you have been appointed to a government job! But wait—don't celebrate too uproariously until you have passed your probation period. This is a trial period, sometimes called a working test period, of three or six months, or more, as the case may be. In New York the employee may be dismissed at the end of the probation period by the appointing officer without any statement of reasons. In the federal government this trial period is usually one year and the employee may be dismissed at any time if he proves unsatisfactory, but the appointing officer must give a written statement of the reasons.

If you successfully complete your probation period, you automatically become a permanent employee. And then you really are working for the government!

*The advantages of working for the government and the steps that have been taken in the direction of the career service will be discussed in the next article.*



James T. O'Connell  
80th Precinct



William G. Agnew  
Retired



Caspar Anselmi  
Manhattan Homicide Squad

# HANDSOMEST COP CONTEST

*the judges*

**DOROTHY LAMOUR      GERTRUDE LAWRENCE**  
**COBINA WRIGHT JR.**

Beauty's the word from the police stations.

A very definite move is afoot to prove THE LEADER's contention that beauty as well as brawn hold sway among New York police officers.

Friends of the men—wives—sweethearts—secret admirers—some not so secret—have flooded THE LEADER office with entries in the contest to find the handsomest cop in the State.

The judges—Gertrude Lawrence, Dorothy Lamour, Cobina Wright Jr.—are already preparing for a long huddle to determine the best-looking of all. They admit it's going to be tough.

There's still time to make it tougher for them. The ballot below is ready. Help us in this hunt.

The following have been nominated to date:

- Edward C. Dean, 10th precinct, Manhattan.
- Peter Broughal, Elmsford Barracks, Elmsford, N. Y.
- Cappy Anselmi, Manhattan Homicide Squad.
- Joseph A. Orday, 17th precinct.
- James O'Connell, Grand Avenue Precinct, Brooklyn.
- Eugene L. Dunn, detective, 8th Squad, Manhattan.
- Michael Boland, Traffic E, 20th precinct.
- Frank DiDomenico, 22nd precinct.
- Milton G. Swanson, Traffic Precinct A.
- Leon Jansen, 19th precinct.
- Mark Kobbe, 102nd precinct.
- Harold J. Dunwoody, 43rd precinct.
- Thomas Pritchard, Traffic I.

- Herman E. Hart, State Police, Troop G, Troy.
- Harry Shapiro, New York Aqueduct Police, Elmsford.
- Joseph E. Dickers, Mounted Squad 2, Troop F, Queens.
- Frank M. Mango, 85th precinct.
- Benjamin Bottone, Traffic F.
- Anthony Bottone, Traffic F.
- Arthur Fried, precinct 40.
- Lawrence J. McKearney, Headquarters, Manhattan.
- Michael Doyle, 47th precinct, Bronx.
- Walter McKenney, 190th precinct.
- Charles Nashan, Traffic P, Jamaica, L. I.
- Barney Arluck, 3rd District Traffic.
- Lt. William Riley, Bureau of Records & Supplies.
- Cecil Burke, Mounted Squad.
- Frederick H. Brunks, Shield 11111.
- Saul Weiss, 79th precinct, Brooklyn.
- Gregory O'Connell Jr., 92nd precinct.

- Jimmy McClure, 183rd St. and Wadsworth Station.
- W. Dohrman, 8th precinct.
- Julius Shulman, 44th precinct.
- Walter Messett, 114th precinct.
- Harold Grassman, 66th precinct. "Shield No. 10473".
- Raymond Donovan, 68th precinct, Brooklyn.
- James McCarthy, 43rd St. and 4th Ave. Station, Brooklyn.
- Edward Padoutche, 73rd precinct, Brooklyn.
- Louis J. Calome, Mounted Squad No. 1.
- William G. Agnew, retired, formerly of 48th precinct.
- Abe LaTourette, Piers 2 and 4, West St., Manhattan.
- John Gula, 14th precinct.
- Edward Weiss, 34th precinct.
- Stanley Mitlehner, 23rd precinct.
- Theodore T. Ross, Midtown Squad.

## Your Ballot

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

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

He's .....

of the .....

(Signed) Name .....

Address .....

# STATE

## Civil Service

### News Briefs

By MORTON YARMON

## 1,058 Welfare Workers Must Take Exams

ON three successive Saturdays next October, 1,058 welfare employees in 44 counties throughout the State must compete in exams for the jobs they now hold. The welfare commissioners of these counties were told the news Tuesday night in the ballroom of Albany's Ten Eyck Hotel. They are now breaking it as easily as possible to their employees.

Thus ends the controversy started several weeks ago. Assemblyman James W. Wadsworth set the fur flying when he informed a crowded legislative chamber that U. S. Social Security Funds were held up several days at the beginning of February. The reason: under the law, welfare employees must be chosen by Civil Service in states where Civil Service exists.

New York State admittedly has Civil Service, but it has never been extended to these particular localities. The employees involved—less than 5 per cent of the total in the State—have been chosen by strict standards set by the Department of Social Welfare. No soap, said the federal board. Put these under Civil Service, or New York State loses millions of federal dollars in public assistance grants.

The rules to allow for these exams will be extended on April 1 by the Civil Service Commission. Governor Lehman's okay is expected immediately afterwards. Then the incumbents become provisional employees pending establishment of eligible lists. Permanent appointments will be made by December 31.

The State Commission told the assembled commissioners Tuesday night of its concern for these incumbents. It found its hands tied in all attempts to blanket them in. The only break incumbents get is that they will be admitted to the exams without regard to the requirements. This follows provisions of the Livingston-Wadsworth Act, passed when emergency relief workers were transferred to permanent agencies. All those working continuously after March 1, 1940, are to be covered in this way.

The commissioners themselves breathed more freely when they learned that they, along with their deputies, will be exempted from exams. The meeting was held jointly by the State Civil Service Commission and the State Department of Public Welfare. In time, it coincided with a meeting of the Association of County Welfare Officials.

Within a month, the Civil Service Commission will get in touch with the commissioners. They will receive nomination forms, applications blanks, and instructions how to return payrolls for certification by the Commission. Classification will follow. Then the exams. Meanwhile, employees are told to prepare themselves for the October tests.

The 44 counties covered are Allegheny, Broome, Cattaraugus, Cayuga, Chemung, Chenango, Clinton, Columbia, Cortlandt, Delaware, Dutchess, Essex, Franklin, Fulton, Jefferson, Greene, Hamilton, Herkimer, Genesee, Lewis, Livingston, Madison, Montgomery, Ontario, Orleans, Oswego, Otsego, Putnam, Rockland, St. Lawrence, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Sullivan, Tioga, Tompkins, Warren, Washington, Wayne, Wyoming, and Yates. The town of Union, Broome County, likewise is involved.

## Merit Extension Well on Its Way

When members of the State Commission first learned that the Social Security Board was insisting that those 1,058 welfare jobs go under Civil Service, they

had a ready answer. They told Washington that New York State is now on the brink of the greatest extension of the service in its history. Be patient, they urged in effect, and in about a year these 1,058 and thousands of others will come into Civil Service.

Although the Social Security Board would listen to none of this, the Merit Extension Commission is still going along with its plans. Heading the Commission, set up by the Legislature at its last session, is Professor Emerson D. Fite, who doubles between Vassar College and the meeting room of the Assembly Civil Service Committee, of which he is also chairman.

A month ago, the Legislature passed a law giving the Commission an extra month in which to prepare its report. That month is up on Friday. At a meeting last Wednesday in the State Capitol, the members heard of the work done up to date, then decided to submit a first report to the Legislature on the deadline.

The Commission estimated that a complete survey of the eight typical counties selected by the research staff will be ready in another three months. Public hearings in half a dozen parts of the State will follow. Then the Commission is to retire while it broods over recommendations. These will be handed to the Legislature early in the 1941 session.

In the preliminary report, the Commission will come to only one conclusion—that incumbents should be "blanketed in." That's the conclusion, though, that the present 200,000 employees want to hear over and over again.

The other problems are tough ones. Which of the jobs should be placed in the competitive class? Shall administration be local, or under supervision of a State-wide agency? Shall residence restrictions be imposed?

There are a dozen other sticklers like these. The Commission members are marking time while the statistical work is under way. But they're pondering over them, and getting ideas, and they'll be ready to battle for these ideas when the time comes.

Incidentally, Leader publisher Jerry Finkelstein is public relations director, and contributing editor H. Eliot Kaplan is a member.

## Wanted: New Lists

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

March 15—Schenectady County—County Superintendent of Highways.

March 17—Village of Springville—Patrolman.

March 20—Matteawan State Hospital, Correction—Laundry Observer.

March 20—Division of Laboratories and Research—Senior Sanitary Chemist.

March 20—Albion State School—Superintendent.

## Probation Only 3 Months

A probationary period comes to an end after three months, and removals after that must be accompanied by notice and an opportunity to be heard. The Appellate Division in Albany ruled this last week, in granting a reinstatement application of Mrs. Florence S. Grae. Mrs. Grae was appointed as a Case Supervisor in the Rensselaer County Welfare Department on a temporary basis on May 19, 1937, lost her position a year later.

## Help Wanted

The Albany Civil Service Commission is on the look-out for a new secretary. John F. Roche Jr. just resigned to become confidential attendant in the Appellate Division of the Supreme Court.

## State, Local

### Commissions to Be Pals

Relations between the State Civil Service Commission and local commissions

are to be put on a smoothly-running basis by a bill fathered by Assemblyman Fite, chairman of the Civil Service Committee. The measure would authorize the other services for the local fellows, and other services for the local fellows, and get paid on a regular basis.

Strong approval came this week from the Attorney General. He thinks it would provide something sorely needed.

## Candidates Pay

### Through the Nose

Utica will hold exams for positions in the Police and Fire departments later this month. Candidates have already paid in \$327 to the coffers of the Civil Service Commission for the privilege of competing. This is the first year that Utica is charging a filing fee—it's set at \$2 under a new rule—and the funds are helping to defray the expenses of the Commission. Secretary W. C. Haight revealed this week that \$850 is estimated as the sum of money to come to the Commission during the year from job-hopefuls.

## No More Summonses

Cops in Albany are very much interested in the collection of traffic fines. The way their pension system works, one per cent of the annual salary goes into the retirement fund. To this is added revenue

from traffic fines and from the sales of unclaimed stolen property. If this isn't enough, the city ponies up with the rest.

This is all to change, however. The Common Council is considering a proposal to put all entrants into the Police and Fire forces after June 1 under the State System. Here, the contribution is based on age, but the average is about 3½ per cent. Incumbents will remain under this present system. Nevertheless, they have registered strong opposition to the proposed change. There'll be lots of angry folk before the thing is finished.

## FDR Papers

### Unpopular?

Papers of a president named Franklin D. Roosevelt are to be preserved in a library at Hyde Park, where the president occasionally rests. A Custodian will have to be found for the job, but so far it seems to be tough sledding. The U. S. Civil Service Commission scheduled an exam, and set Feb. 27 as the deadline for filing applications. An insufficient number of candidates showed up, however. Now the filing deadline is Tuesday, March 12.

The tests are to be given in Kingston, Newburgh, Poughkeepsie, and New York, while applications may be obtained from the postmasters of a number of towns surrounding Hyde Park.

## Questions, Please?

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

H. ELIOT KAPLAN

Contributing Editor

## Labor Class Jobs

L. S.—Labor class jobs in the State service are filled by department heads. No exams are given. Positions in the exempt class are usually filled after political recommendation. The State Civil Service Department does not keep any list of laborers for appointment. The State Department has no control over this situation, since labor jobs have been placed in the exempt class by law. A bill now pending, which was introduced by Senator Thomas C. Desmond, proposes that laborers be placed in a special class and that positions be filled by a lottery system similar to the selection of jurors. However, the Desmond bill probably won't pass this session.

## Veteran Status

A. D.—The status of a veteran whose position is abolished is a little complicated. When a position held by a veteran is abolished and a vacancy exists elsewhere in a similar position, the veteran is entitled to a transfer. When no vacancy exists in a similar position, the veteran has no more rights than any other dismissed employee. He goes on a preferred list in the order of his original entrance into the service, the same as non-veterans. Neither disabled veterans nor non-disabled veterans receive any priority in appointment from a preferred list.

## Seasonal Jobs

J. P.—Persons appointed from eligible lists for seasonal jobs in local services under the jurisdiction of the State Commission, such as towns and villages, may be reappointed from season to season without further tests. Such employees may be placed back on the eligible list for recertification or they may be treated as permanent employees who are on leave without pay during the off-season periods. Few departments handle seasonal employment as simply as this.

## Promotion

B. J. K.—No appointments will be made from your list, which is a competitive one, until the promotion list is exhausted. The fact that the competitive list was established first doesn't alter this procedure.

## If You've Been Arrested

S. F.—In applying for a Civil Service job you must list every time you have ever been arrested. The Commissions are more interested in the nature and significance of an arrest, than in the mere fact that a person has been arrested. A frank disclosure of any brushes with the law is the best policy in all cases.

## Maintenance

E. O. D.—A person appointed to a permanent position paid partly with maintenance allowance may be transferred or assigned to a similar position in the same grade with or without maintenance.

## Residence

D. S.—The State Civil Service Commission will be governed by the place of residence from which you apply for an exam in determining the certification by judicial districts and other political subdivisions. The Commission will not accept changes of district residence after the list is established for purposes of certification.

## Reclassification

R. H.—If your position as laborer in the State service has been reclassified as Messenger in the competitive class, you are serving in the competitive class despite any qualifications the Civil Service Commission may have made as to your future status. In the State and municipal services, the commissions may classify positions, but not individuals. The status of incumbents depends on the classification of the positions they hold. A person who is actually filling a competitive job cannot be in the exempt or labor class.

## Appropriate

J. G.—When the Civil Service Commission declares a list appropriate for a position for which it was not originally announced, persons on the list will be certified to the old and the new jobs. When a person is appointed to an appropriate job, and if it is not to a lower grade, he is dropped from the list. If certified to a lower grade position, the appointee's name remains on the list for a higher grade job.

## Health Questions Answered

By O. A. Spier, M.D.

### Blood Pressure

L.M. In answer to your question on how to reduce blood pressure, the best means are by proper control of the diet. Avoid salt in your food, beef, eggs and condiments. Don't permit yourself to get excited. Blood pressure cases can be very tricky; so it is important to have your physician give you a thorough examination.

Blood pressure is the tension of blood in the arteries, which effects many other vessels and organs.



## DESIGN JOBS OPEN

(Continued from Page 13)

warehouses and at terminals in order to make complete inventory report; to participate as a specialist on electrical parts and equipment in important negotiations for settlement of contracts involving inventories; to locate, identify and classify parts of electrical installations; to evaluate the condition of materials inventoried and to collaborate with operators' representatives in reaching a tentative agreement as to the amount and condition of parts and materials; to supervise checkers in identification and listing of electrical equipment and spare parts; to prepare detailed field notes to be used as a basis for pricing materials.

### Requirements

Applicant must have three years of experience in work described under "duties" or the following: 1) as journeyman electrician aboard vessels of at least 5,000 gross ton capacity or in other responsible position on board such a vessel, in which the duties performed included the supervision of, or actual storing, ordering and issuing of, parts, stores, and equipment of the electrical division of the vessel; 2) as stores clerk, stock clerk, or inventory checker with a ship building or marine transportation company in which the duties involved the listing or checking of the electrical parts and equipment of vessels of at least 5,000 gross ton capacity.

### Weights

Applicants will be rated on the extent and quality of their experience on a scale of 100. No written test will be given.

### Chief Tool and Gauge Designer (\$2,600)

### Principal Tool and Gauge Designer (\$2,300)

### Senior Tool and Gauge Designer (\$2,000)

### Tool and Gauge Designer (\$1,800)

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

### Duties

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

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

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

**Tool and Gauge Designers:** To work out original designs for tools, dies, jigs, by rough

sketch and complete drawings in detail; to calculate necessary dimensions not shown on drawings for toolmakers to work to; to plan machine operations and other work necessary in production; to lay out sketches of punches, dies, etc., for developing odd shapes and forms of work; and to perform related work.

### Requirements

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

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

**Senior Tool and Gauge Designer:** Applicants must have had at least five years of mechanical drafting experience including the designing of jigs, tools, fixtures and gauges; or at least three years of mechanical drafting experience in the manufacture of tools, gauges, and fixtures. One year of experience in the supervision of a force of tool and gauge designers, or of a shop force manufacturing such equipment must be shown, which experience may have been included within the six-year period.

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

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

### Museum Curator

Salary: \$2,600. Place of employment: Morristown National Historical Park, National Park Service, Department of Interior, Morristown, New Jersey. This test is open to residents of New York State. File by March 28. Age limit: 53.

### Duties

To identify and catalogue a wide variety of historical objects and relics, principally of the American colonial and Revolutionary War period, including furniture, ceramics, metal ware, firearms, cannon, edged weapons, textiles, manuscripts, and costumes; to clean, store, and preserve the collection; to plan and arrange exhibits of items in the collection; to give lectures or addresses and write articles for publication on various historical objects and relics of the period from the fifteenth to the nineteenth century.

### Requirements

**Education:** Applicants must have a college degree.

**Experience:** Applicants must have at least two years of full-time paid museum experience, including at least one year in immediate charge of a collection of American Colonial and Revolutionary War period historical objects and antiques. Experience, to be qualifying, must have included the identification of items; care and preservation of objects and manuscripts; planning and arranging

of exhibits and displays; cataloging and indexing of items in the collection; and dissemination of information, both verbally and in writing, concerning historical objects or antiques of 17th, 18th, 19th and 20th century America.

### Weights

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

### Technical Expert in Design and Distribution of Educational Publications

#### Open

Office of Education, Federal Security Agency, \$3,800. File by March 18. Vacancies will be filled in Washington, D. C., and in the field. Age limit: 53.

#### Duties

To do interpretative writing and designing of leaflets, articles, and other materials on the contents of research studies in vocational education; to secure the widest possible distribution and use of the results of research and of such reports; to make studies of procedures used by State and local educational systems in educational publicity and recommend improvements; to plan and supervise the work of artists and graph makers; to supervise the lists; and to study and apply modern distribution techniques to the research product of the vocational education division of the Office of Education.

### Requirements

Bachelor's degree (unless appropriate education is substituted). Experience: five years of full-time paid experience in advertising research and in



creating and developing advertising and promotion techniques, methods and media, including or supplemented by two years in designing informational media concerning educational publications, and promoting their distribution. Applicants must be able to make rough layouts or visuals, plan and supervise the work of artists and graph makers. The required experience in connection with educational publications must have included interpretative writing and designing of materials used to increase distribution of publications in education.

**Substitution of experience for education.**—Additional full-time paid successful experience in advertising research and in creating and developing advertising and promotion techniques, methods, and media may be substituted, year for year, for the 4 years of education in college or university of recognized standing specified above.

**Definition of "advertising research."**—Advertising research, as used above, means the study or investigation of media employed to increase the distribution or sale of goods or services and the evaluation of the effectiveness of such media.

Only education or experience acquired prior to the closing date for receipt of applications can be considered for this information. New or additional evidence of qualifications not submitted for consideration in connection with the original rating must be received within 30 days after the notice of rating is mailed to the competitor in order to be considered in connection with an appeal or review of rating.

### Weights

Education, experience and general fitness, 100.

### Specialist in Exhibits

#### Open

Extension Service Department

## Federal Requirements

### Experience

Senior Specialist in Social Group Work.—At least five years of paid experience, at least three years of which must have been in a social group work agency of acceptable standards and at least two years of which must have been in one of the following:

### Duties

With wide latitude for exercise of independent judgment, to act as subject matter contact man between the Agricultural Exhibits Section and the various bureaus of the Department of Agriculture and other Federal Departments; to obtain, analyze, and coordinate subject matter proposed by various bureaus; and to prepare plans for educational exhibits for display at State, national, and international expositions, relating the physical form of the exhibits to the interior architecture of the exposition buildings in which they are to be shown; and where necessary to modify the interior of the buildings.

### Requirements

Applicants must have successfully completed a full four-year course leading to a bachelor's degree in architecture; a minimum five years of professional experience in the planning, designing and assembling of exhibits.

### Weights

Experience and education, 60; design problem, 40.

### Senior Specialist in Social Group Work (\$4,600)

### Specialist in Social Group Work (\$3,800)

### Associate Specialist in Social Group Work (\$3,200)

#### Open

Children's Bureau, Department of Labor. File by March 18. Age limit: 53. Vacancies exist in St. Paul, Minn., and the list will be used to fill others as they occur.

### Duties

To apply the principles and techniques of group work in an experimental study in the prevention and treatment of juvenile delinquency; to formulate policies governing consultation services and research activities in relation to group-work services for children; and to direct consultation to State and local public and private agencies in relation to group work, the grade of the position depending upon the degree of professional responsibility involved.

### Requirements

Candidates must have a Bachelor's degree; they must have completed at least one year of graduate study in an accredited school of social work. The successful completion of at least one course in group work and one course in case work must be shown.

**Substitution of experience for graduate study.**—For the positions of Senior Specialist in Social Group Work and Specialist in Social Group Work applicants may substitute two years of successful experience in addition to that required below in a social group work agency of acceptable standards, under the supervision of a qualified supervisor for one year of graduate study in an accredited school of social work. For the position of Associate Specialist in Social Group Work no substitution of experience for graduate study will be allowed; and for this position the required graduate study must have preceded the qualifying experience.

### Junior Graduate Nurse

#### Open

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

### Duties

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

### Requirements

Completion of a four-year high school course; completion of a course in a recognized nursing school with a residence of two years in a hospital with a daily average of 50 bed patients; registration as a graduate nurse. Those in the final year in nursing school will be accepted if they furnish proof of fulfilling requirements during life of register.

### Sr. Inspector, Ordnance Material (\$2,600)

### Inspector, Ordnance Material (\$2,300)

### Asso. Inspector, Ordnance Material (\$2,000)

### Asst. Inspector, Ordnance Material (\$1,800)

### Junior Inspector, Ordnance Material (\$1,620)

#### Open

Junior and assistant grades. 20-48 years; other grades, 21-55 (Continued on Page 15)

## Popular Buffalo Exams

A series of seven popular competitive exams were opened last week by the Buffalo Civil Service Commission. These tests are open only to residents of Buffalo, N. Y., who have lived in the city continuously for two years. Included in the series are tests for Playleader (male and female); Addressograph Operator; Plumbing Inspector; Water Inspector; Animal Caretaker (Laboratory); and Administrative Assistant (Buffalo Sewer Authority).

Applications for these positions will be received until Thursday, March 14, at the Buffalo Commission's office, 1001 City Hall. The written examinations are scheduled for Wednesday, March 27.

# U. S. Needs Workers

(Continued from Page 14)  
 File by May 22. Ordnance Dept., War Dept.

## Duties

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

## Requirements

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

Applicants for Inspector and Senior Inspector must show specific knowledge of machine tool processes, acquired either in actual mechanical shop practice, in school shop courses, in process inspection on machine components, in tool, gauge, and fixture designing, or related capacity through which the requisite knowledge of shop processes could be acquired; and

experience in planning, organizing, or supervising the work of subordinate inspectors. For Senior Inspector, this experience must have included supervision of other inspectors.

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

## Chief Research and Statistical Service

Office of Education, Federal Security Agency. Salary: \$5,600. Age limit: 53. File by March 25. The qualifications of applicants will be passed upon by a special board composed of Dr. C. F. Klinefelter, Assistant to the Commissioner of Education; Dr. Harold Benjamin, Dean of the College of Education, University of Maryland; and Dr. Nathaniel C. Burhans, Examiner, U. S. Civil Service Commission.

## Duties

To direct the work of the Research and Statistical Service of the Vocational Education Division, Office of Education; to serve as consultant to the Assistant Commissioner for Vocational Education and the chiefs of the vocation education services in each of the following activities: 1) the establishment of objective standards in the evaluation of the results of experimentation and research in the various fields of vocational education, and as guides for the development of functioning training programs; 2) the planning of studies, investigations, and reports required by section 6 of the Vocation Education Act; 3) the collection, statistical treatment, and interpretation of technical data concerning vocational education; and 4) the

preparation of manuscripts intended for publication.

## Requirements

Applicants must have completed a four-year college course and have at least 20 semester hours in the field of education. Additionally (except for certain substitutions), applicants must have a Ph.D. in Education.

Experience: four years of professional research of a responsible character in the field of education or educational statistics, one year of which must have included administrative responsibility in directing a research staff. This experience must have included the editing of test materials, teaching materials, or manuscripts intended for publication. Applicants must have demonstrated ability to use statistical methods in educational research. A publication or report showing this ability must be submitted.

If candidates do not have this experience, they must have the following: four years of college teaching in the field of education or educational statistics, supplemented by high-grade individual research in education or educational statistics. They must also have a year of experience in the direction of preparation of doctoral dissertations, or direction of a research staff, in the field of education or educational statistics. They must have experience in the editing and evaluating of test materials, teaching materials, etc. They must have demonstrated the ability to use statistical methods in educational research.

Applicants may substitute for this experience, year for year, any responsible, professional research experience in the field of education or educational statistics or college teaching in these subjects.

## Weights

Applicants will be judged on the extent and quality of their experience on a scale of 100.

## Storekeeper (Deck)

Salary: \$1182. File by April 2. Place of employment: Army Transport Service, War Department, Brooklyn, N. Y. for duty on transports plying between Brooklyn and Panama, Puerto Rico, San Francisco and Hawaii. This exam will also be held to fill other vacancies in the New York Area. Age limit: 53. Applicants must be in sound physical condition.

## Duties

To be in charge of deck stores on an Army Transport; keep records of their receipt and issue; act as a boatswain in an emergency. The duties require knowledge of mixing paints, splicing wire and manila rope, and sewing canvas; also complete knowledge of the various articles used in the deck department in connection with lifeboards, rigging, tackle, winches, gears, etc.

## Requirements

Applicants must have had at least one year of experience in the deck department at sea during which they must have performed the duties of boatswain or deck storekeeper, having responsibility for the receipt, storage, custody and issue of the various supplies used in the deck department. They must also be certificated lifeboat men and able to produce evidence to that effect.

Applicants must prove they hold: 1) a certificate of service issued by a board of local inspectors; and 2) either a continuous discharge book, or a certificate of identification issued by a shipping commissioner, collector or deputy collector of customs, or United States local inspector of steam vessels before they may be certified for appointment.

## Weights

Applicants will be rated on a written examination on a scale of 100.

## Assistant Mycologist (Soils)

Bureau of Plant Industry, De-

partment of Agriculture. Salary: \$2,500. Age limit: 53. File by March 25. Applicant must be in sound physical condition.

## Duties

Under supervision to isolate, classify, and study the distribution of the fungi of soil and of decomposition in the soil involving collection of samples, the determination of the types of organisms present, coordination of groups of organisms isolated, and the preparation of descriptions of the organisms within various groups.

## Requirements

Applicants must have completed a four-year college course with major study in botany. They must have two years experience in research in the culture of fungi. Additional credits will be given for experience in some group of fungi in the soil. Applicants can substitute for experience, graduate study in mycology.

## Assistant Communications Operator (Air Navigation)

Salary: \$1,620. File by March 18. Place of employment: Region 1. Civil Aeronautics Authority. File at the U. S. Civil Service Commission, 641 Washington St., Manhattan. Age limit: 18 to 50.

## Duties

To stand regular watch for the transmission and reception of radio messages and other communications, and under the general direction of the radio operator in charge, to be responsible for the cleanliness of the field, station and equipment; to assist in the maintenance and operation of the station, including the climbing of towers and poles for the purpose of making repairs; to broadcast weather forecasts and other important information to aircraft and to make weather observations and transmit the same on teletypewriter at a minimum speed of 35 words a minute.

# City Commission's Calendar

## Firemen Stymied

An attempt by the Fire Eligibles Association to have its list declared appropriate for "100 positions" in the Bureau of Combustibles was stalled last week, when the Municipal Civil Service Commission saw no merit in the Association's case. Not only are there no vacancies for the positions, but the examination for Fireman is not similar to that taken by persons holding such jobs in the Bureau of Combustibles, the Commission held.

Other important actions were:

**Instructional Service**  
 1058. A virtual reduction in salaries in the Instructional Service was adopted by the Commission when salary ranges were changed as follows:  
 1st Grade—to but not including \$2,100 (formerly \$2,400).  
 2nd Grade—\$2,100 to but not including \$2,700 (formerly \$3,000).  
 3rd Grade—\$2,700 and over.

**Lyons Law Again**  
 1059. The Lyons Law problem was shifted again this week. The Commission gave to the Comptroller the problem of what to do with hundreds of city workers who have not yet complied with requirements of the law. Previously the matter had been given to President Kern for study.

**Court Clerk**  
 1063. Chief Magistrate Henry H. Curran notified the Commission he was rejecting the Promotion list to Assistant Court Clerk, Grade 3, Magistrates' Court, which was declared appropriate for Court Clerk, Grade 3, in the Magistrates' Courts. The Commission refused to accept the promotion and ordered payrolls of provisionals stopped.

**Sanitation Examiners**  
 1064. Approximately 20 assistant examiners will be hired by the Civil Service Commission to aid in rating the 72,000 Sanitation Man test papers. The examiners will be taken from civil service lists.

**New Titles**  
 1065. Two new positions were created by the Commission. They are Core Drill Operator's Helper, \$1,500 per year, Dept.

of Public Works; and Assistant Maintainer (Office Appliances) at \$1,800 per year, Dept. of Finance. Exams will be ordered for these positions when the Budget Director rules that they may be filled.

**Administrative Service**  
 1067. The Administrative Service acquired five new titles, including four with planning titles. They follow:  
 Assistant City Planner—\$4,000 to but not including \$5,000.  
 Associate City Planner—\$5,000 to but not including \$6,000.  
 City Planning Director—\$6,000 and over.

Junior City Planner—\$3,000 to but not including \$4,000.  
 Superintendent of Land Fills—\$3,000 to but not including \$4,000.

Because the title did not meet the minimum wage of \$3,000 for the Administrative Service, Research Assistant (City Planning) was placed in the Miscellaneous Service. It pays \$2,000 to but not including \$3,000.

**Nurse's Assistant**  
 1071. The preferred list for Nurse's Assistant was certified for Female Elevator Operator jobs in the Board of Education.

**Sanitation Cards**  
 1075. Pending small changes in the proposed form of new medical-physical cards to be used in the Sanitation Man exam, the Commission reserved final decision on ordering the cards. The cards should be ready within ten days.

**Working Out-of-Title**  
 1086. A complaint that an Elevator

Operator and four Laborers in the Municipal Building, Manhattan, are performing duties not appropriate to their titles was filed, and no action was taken. The Commission has previously set a policy which allows a persons to work out-of-title 40 per cent of the time.

**Arrests of Employees**  
 1088. Because the arrests of many employees do not appear on department records, the Commission directed that fingerprints of all candidates for promotion in the city service must be cleared through the Police Dept. Previously, only the records of the departments were checked.

**Promotion Exams**  
 1091. To standardize the procedure of making requests for promotion exams within a department, the Commission ordered that forms be drawn up for the department head to fill out.

**Supervisor Candidates**  
 1094. Certain persons in the Welfare Dept. serving as temporary appointees but who are, in reality, permanent employees, were declared eligible to take the exams for Promotion to Supervisor and Assistant Supervisor.

**Social Investigators**  
 1105. The Board of Child Welfare was granted an additional ten days to make appointments from the Social Investigator certification to fill permanent vacancies. The Board is awaiting the approval of the Budget Director before making appointments.

**Fire Lieutenant Exam**  
 1106. Pending an investigation, the Commission reserved decision on the request of the Fire Department that four 1st Grade Firemen be granted special examinations for promotion to Lieutenant. The men were prevented from taking the regular examination because of injuries received in the performance of duty, the department said. The men are Jacob J. Knobloch, James V. Cassidy, Joseph D. DeLong and John J. Heenan.

**Welfare Laborers**  
 1108. The Dept. of Welfare was ordered to make appointments from a certification of Auto Truck Drivers to replace 20 provisional Laborers assigned as Firemen. The department had previously asked that provisionals continue "until

such time as another appropriate list is certified and eligibles are appointed." The payroll of provisionals was ordered stopped March 31.

**Nurses' Assistant, Matron**  
 1109. The Commission reserved decision on the action of the Dept. of Hospitals in returning a preferred list of Nurses' Assistant, certified as appropriate for Matron. The department asked that an examination be ordered for the department.

**Corporation Counsel**  
 1110. The list for Associate Assistant Corporation Counsel, Grade 4 (Administrative Code) was returned to the Dept. of Welfare, despite the protest of the department that the list was inappropriate for two positions. The Commission declared the list was appropriate for Assistant Counsel, Grade 4 (\$3,000 per year) and Junior Counsel, Grade 3 (\$2,400 per year). A request for one examination for the department also was denied.

**Porters**  
 1111. The Commission will investigate the complaint of the Dept. of Hospitals that the Porters list, which was recertified to fill vacancies in the Welfare Hospital laundries, is not appropriate for the jobs. Decision was reserved.

**Promotion Rights**  
 1113. The right of an employee to transfer from the Board of Transportation to the Board of Education and still retain his promotional rights was denied. The employee is Frank H. Simon.

**Attendant-Messenger**  
 1115. The Commission granted the Dept. of Docks permission to defer action until March 15 in the matter of replacing provisional Airport employees with eligibles from the Attendant-Messenger list.

**Reclassification Progress**  
 1116. The Commission received information from the State Civil Service Commission that the State had approved the city's reclassification of the Bridge Service (Triborough Bridge Authority and the New York City Parkway Authority). The City Commission also was advised that the State had taken no action yet on the resolution reclassifying the Engineering and the Architectural Services, and on other recent resolutions pertaining to reclassification.

**Clerk, Stenotypist Keys**  
 1123. Two tentative keys were amended and approved. They were for Promotion to Clerk, Grade 2, and Promotion to Stenographer and Typewriter, Grade 2.



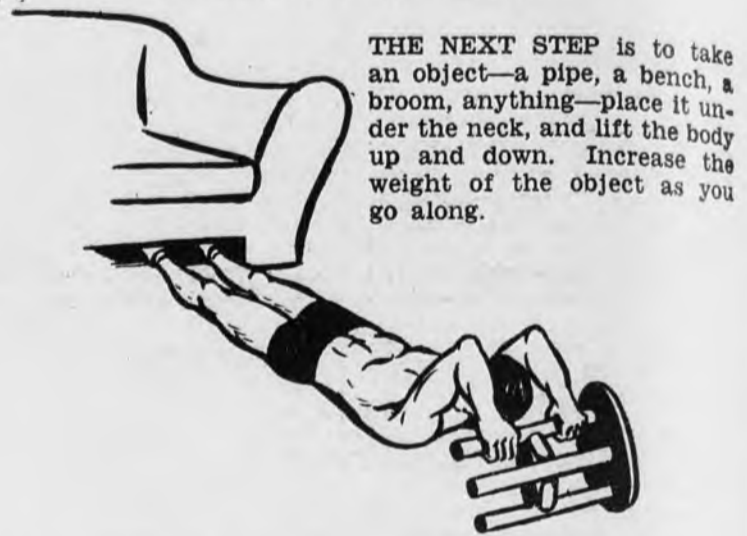




# STREAMLINED HOME TRAINING FOR SANITATION PHYSICAL



HERE is an exercise to help you in strengthening the abdominal muscles. Your feet must be held down. In the illustration above, the model uses a sofa for this purpose. The arms are placed over the head, then the thumbs locked. Raise and lower the body as shown.



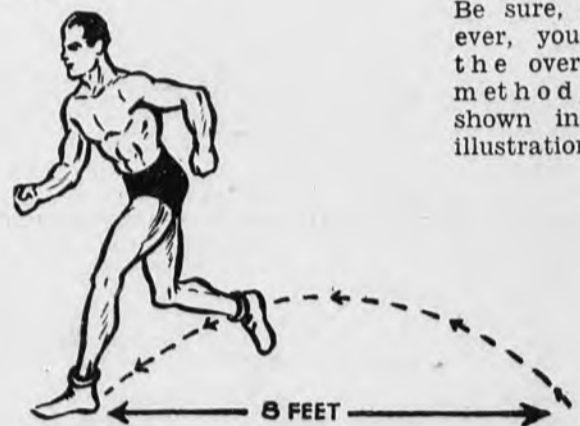
THE NEXT STEP is to take an object—a pipe, a bench, a broom, anything—place it under the neck, and lift the body up and down. Increase the weight of the object as you go along.

TO PREPARE yourself for the 4 foot 6 inch vaulting box jump, get yourself any old box of about that height, and about 10 inches across the top. Place both hands on the top when going over. Don't try to hurdle the vault. Instead, when you come to the top of it, land lightly on your toes, then go over the other side.



THE ENDURANCE test consists of running 150 yards carrying a 50-pound weight in each hand. Start running by carrying as much as is convenient. Increase the weight as your endurance grows. While running, keep the arms straight, the elbows stiff, the shoulders level.

AN EXCELLENT body-builder and a good preparation for going over the 8-foot wall is chinning the bar. Be sure, however, you use the overhand method, as shown in the illustration.



NOW for the broad jump. The distance has been reduced to 8 feet 6 inches. This isn't difficult. Spring high, land on one foot, not on both, and bring the body forward on landing. The forward spring enables you to continue running without loss of speed.



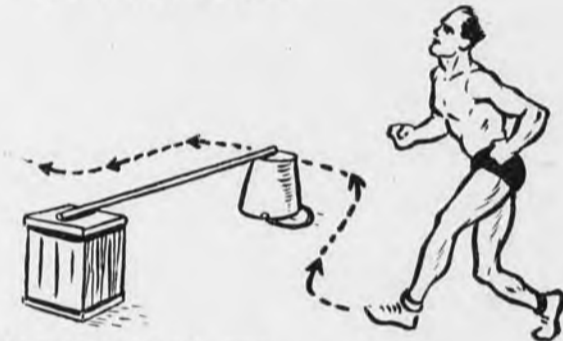
IT'S FUTILE to tell most people not to drink. If you must, then keep it down to a minimum. Beer is especially no good for you. Smoking won't help you, it will only reduce your wind. Taboo is the word for tobacco and drink.



TRAINING FOR STRENGTH—Get two objects—red bricks, anything; raise your arms up and down from the shoulders. Increase the weight of the objects as your muscles harden. This exercise works wonders for shoulder and arm muscles. Five minutes every morning is ample.



REST your palms on the floor, raise the body upward. Keep your knees stiff, and your feet resting on your toes. Raise and lower yourself ten times every morning.



IN ONE PART of the test, you must suddenly reduce your speed to get around a barrier. Make your own barrier—a pole set across any two objects. Run toward it, then swing right or left. Time yourself to see how your speed improves.



YOU SHOULD do a lot of running, a half-mile to a mile every day. You'll get stiff, but don't let that stop you. The way to work out the stiffness is by trotting every day.



GET YOURSELF an ash can, practice lifting it. Increase the weight of it as you get more proficient. Don't try to heave the can over your head. Place one hand underneath, lift it to your knee—then up with it to the shoulder. The can in the exam weighs 120 pounds, but if you can lift that weight, you don't have to stop there.



Prof. Francis Patrick Wall, of the Physical Education Department of New York University, devised the physical exam which Sanitation Men will take sometime this Spring. Prof. Wall describes a variety of exercises designed to help improve the bodies of all who plan to take the Sanitation Physical.



IN THE TEST, you'll have to go over a 3-foot hurdle. Why not make a hurdle of your own? It will help immensely.

# Civil Service LEADER

PUBLISHED WEEKLY

## BULLETIN BOARD

MARCH 12, 1940

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

### Custom Men Set For Dinner

The second annual dinner of the U. S. Customs Samplers of the Port of New York will be held in the Washington Room of the George Washington Hotel, Lexington Ave. and 23rd St., Manhattan, Thursday night, March 28, 1940.

### IRT Men Set Date For Meeting

The next monthly meeting of the Benevolent Committee of the IRT Supervisory and Administrative Employees will be held at the Hotel Capitol, Monday, March 18. At the last monthly meeting held recently a number of important matters were discussed, including the steps that are being taken by the group to protect employees from dismissals after unification. The recent questionnaire which the Municipal Civil Service Commission sent to subway workers was also under discussion.

### St. Patrick's Party

A St. Patrick's Night party is being given Saturday, March 16 by members of the Retired Postal Employees Association. The party will be given in the Association's headquarters at 50 East 9th St. The membership of the Association is made up of retired postal employees from New York, Brooklyn and nearby offices. James Carson is chairman of the Entertainment Committee and Albert Brocker is president of the group.

### Honor Postal Workers

Employees of Post Office Station N, Manhattan, will tender a testimonial dinner to six of their former co-workers April 20 at 7:30 p.m. in the Grand Ballroom, Hotel Empire, 63rd St. and Broadway. The dinner will honor six employees who retired in 1939.

### Postal Party

The Bronx Central Annex Post

Office Mutual Benefit Association will hold its annual Spring get-together Saturday, May 18 at 9 p.m., at the New Terrace Gardens, 181st St. and Boston Road. Proceeds from the affair will go to the Sick Fund. Edward Aumann, 1st vice-president is handling arrangements for the party. Jacob Sonnenschein is the carrier delegate for the delivery section and John P. Kennedy is the delegate for the parcel post carriers.

### Kelly To Be Honored

Deputy County Clerk James A. Kelly will be honored on March 16 with a dance given by the Celtic Circle. The affair will be held at the Towers Hotel, Brooklyn.

### Irish Group Plans Dance

The second annual entertainment and dance of the Irish-American Association of the Department of Sanitation will be held Friday, March 15, at Manhattan Center, West 34th St., Manhattan.

### Messengers To Meet

Abraham Walser, president of the Attendant Messengers Eligible Association announced last week that a meeting will be held at 3 Beekman St. on Friday, March 29 at 8 p.m. Walser urged all members of the group to attend the session which will feature a guest speaker from the SCMWA.

### DPUI CLUB

A general membership meeting of the DPUI Service Three Club will be held on Saturday, March 23 at 1 p.m., 342 Madison Avenue, Manhattan, in Room 1008. Lorraine L. Belovy, corresponding secretary, urged all permanent Clerks, Typists, Stenographers and Telephone Operators in the Department to attend the session.

### Housing Candidates

The Housing Examination Candidates Association will meet at

7:45 on March 13 at Room 32, Labor Temple, 14 St. at Second Ave. Reports of committees created last week will be submitted. It is expected that the association will lodge formal complaints against the Housing examination given on February 24.

### Queens Employees Plan Party

The fifth annual card party and dance, sponsored by the Queens Water Register Association will be held Friday, March 15 at Queensland Hall, 1710 Cornelia St., Ridgewood. Thomas J. Dunston is chairman for the affair.

Other officials and members who are assisting in the arrangements are: Andrew G. Fisher, assistant chairman and George Elsassner, John Heilman, Fred Hetzel, Harry Rosenthal, Robert A. Scalera, John N. Schmid, David Schweisguth, Edward Stader, and Oscar Zinn.

### Porters Group

The next meeting of the Porters Eligible Association will meet at 3 Beekman St., Manhattan, on Friday, March 15 at 8 p.m.

### Military Group Sets Meeting

The Civil Service Military Association will hold a meeting Tuesday night, March 12 in the Pulitzer Building, 63 Park Row, Manhattan. The time has been set for 8:30. Sergeant A. J. Berman, chairman of the association urged all members of the New York National Guard and Naval Militia and former members who have been honorably discharged and are Civil Service employees to attend the session. He also invited others who are on City, State or Federal eligible lists or who contemplate taking Civil Service exams to the meeting.

The association is sponsoring a bill in the State Legislature to give members and former members of the Guard and Naval Militia an extra two percent on competitive and promotion exams.

### Mass Meeting Planned By Postal Groups

The Joint Conference of Affiliated Postal Employees of Greater New York has voted to hold a mass meeting within the next month, probably on April 14. The purpose of the meeting is to gain public support behind the legislative program of the affiliated groups. The Conference represents some 16,000 members. It will attempt at the mass meeting to acquaint the public with the need for a Court of Appeals for Postal and other government employees and with other proposed legislation to strengthen Civil Service.

The committee in charge of arrangements for the mass gathering held a meeting in the New York Letter Carriers Association's offices in the Hotel Capitol on Tuesday, March 7. Emanuel Kushelowitz, vice-president of the Letter Carriers, appointed a number of committees.

The local organizations, affiliated with the American Federation of Labor through their national bodies, are: the New York Letter Carriers Association, Branch 36; National Federation of Post Office Clerks, Local 10, Manhattan and Local 251, Brooklyn; National Association of Post Office and RMS Laborers, Local 1, Manhattan, and Local 39, Brooklyn; and Railway Mail Association, Second Division, New York City.

### Jr. Assessors

An organizational meeting of the Junior Assessor (competitive) Association will be held Tuesday at 8 p.m. in the offices of The Federation of Municipal Employees, 63 Park Row. Morris A. Schneider is acting chairman.

### Federation of Municipal Employees

A regular monthly meeting of delegates of the Federation of Municipal Employees will be held Wednesday, March 13, at 5:30 at 63 Park Row.

### Negro Society

Next meeting of the Negro Benevolent Society, Dept. of Sanitation, will be held at 8 p.m., Wednesday, March 13, at 252 West 138th St., Manhattan.

### Columbia Rally

The Columbia Association of the Brooklyn Post Office will hold a rally Thursday, March 14, at the Rose Grill, 301 Fulton St., Brooklyn. The rally will commemorate the third anniversary of the Association. President Emil Sartori will address the group on the advantages of forming a Grand Council of Columbia Associations, combining the Police, Fire, Sanitation and Post Office units in New York City.

### Park Men Elect

James J. Flanagan was elected president of the Greater New York Park Employees Association, Bronx, at a meeting held last week. Other officials are: Everett Hagbloom, honorary president; William J. Kessel, vice-president; Angelo Rubano, financial secretary; John J. Enson, recording secretary; Selma Bernstein, treasurer; Joseph Hogan, Sergeant-at-arms; Raymond A. Smith, Otto P. Marschner, and James J. Gerard, trustees.

### P. O. Mechanics To Meet

The National Association of Post Office Mechanics, New York Local 58, will meet Friday, March 15 at the Hotel Capitol, 51st St. and 8th Ave. at 8:15 p.m. Orville P. Clark, of Minneapolis, who is national president of the organization, will be present at the meeting.

### Welfare Hospital Chapter Elects

Luke J. Kelly was elected president last week of the newly formed Welfare Hospital chapter of the Pasteur Guild, associated with the Dept. of Hospitals Catholic Organization. The purpose of the organization is to aid the Catholic employees religiously, fraternally and socially.

### CLASSIFIED

#### BUSINESS OPPORTUNITIES

AUTOMATIC VENDING MACHINES, part or full time, good opportunity, immediate income. \$200 required. Penn Vending, 247 West 34th St. LONACRE 5-5842.

#### AUTO TRIP

WANTED—2 companions to share expenses for 2 week Florida trip by car, leaving March 15th or 29th. Also expect to take boat to Havana. Call Abe Cohen, Worth 2-3221—Extension 366.

#### LADIES' FUR COATS FOR SALE

Selling out fur coats, jackets from \$10. Lowest price in history, from manufacturer. Cash, credit. Bobs Fashion Furriers, 257 West 34th (near 8th Ave.); One flight. Open until 7:30 evenings.

Anything you want to know about Civil Service? Come in and inquire of the Civil Service Leader's

#### FREE Information Bureau

It's at 97 Duane Street, just off Broadway, New York City.

# Amusement Parade

By James Clancy Munroe

#### Fight for Life

Some years ago, hard-hitting scientist Paul de Kruif wrote a remarkable book, *Fight for Life*. It was a best-seller, opened the eyes of many a layman to the amazing works of great doctors. With tenderness and care, the U. S. Film Service has taken de Kruif's material, welded it into a movie of remarkable quality. It's a drama of medicine and surgery, giving in 68 minutes the tremendous story of the fight against disease in America. It's well worth your seeing, and you won't easily forget it. Over at the Belmont.

#### Young Tom Edison

Here's a new Mickey Rooney—Mickey as a historical character, as the young Tom Edison engross-

ed with his inventions. In the cast, too, is Fay Bainter, a lady not bad to look at. The story is well-directed, well produced. At the Music Hall.

#### My Little Chickadee

Mae West and W. C. Fields, as

#### RADIO CITY MUSIC HALL

50th Street & 6th Avenue

Thursday, March 14

#### "YOUNG TOM EDISON"

A Metro-Goldwyn-Mayer Picture

ON THE GREAT STAGE

"Glory of Easter," the impressive pageant that has become a Music Hall tradition. Symphony Orchestra.

1st Mezz. Seats Reserved  
Circle 6-4600

perfect a combination as ever appeared together on the screen, perform in an uproariously funny comedy. The two live together as man and wife—almost. At the Roxy.

#### Road to Singapore

Bing Crosby, who sings better every year; Dorothy Lamour, who is sumpin' in sarong or in evening gown; and Bob Hope, lady's man—the three do most of the work in an entertaining, humorous pic. You'll enjoy it at the Paramount.

STARTS WEDNESDAY 8 A.M.

ON SCREEN **PARAMOUNT** TIMES SQUARE  
**BING CROSBY**  
**DOROTHY LAMOUR**  
**BOB HOPE**  
 Road to Singapore  
 IN PERSON  
**TOMMY DORSEY**  
 AND BAND  
**RED SKELTON**  
 Midnite Screen Shows

#### W. C. FIELDS • MAE WEST

#### 'My Little Chickadee'

PLUS A BIG STAGE SHOW

#### ROXY 50th St. 7th AVE.

ANY DAY, ANY SEAT 25c TO 1 P.M.

## Follow the Leader

for 8 months — \$1

### Offer good only this week

Just clip the coupon below and send \$1 in certified money order, check or cash. Limited offer.

Regular Subscription: \$2.00 per year

CIVIL SERVICE LEADER  
97 Duane Street

Gentlemen:

I am enclosing \$1. Please send me THE LEADER every week for the next eight months.

Name (Print Plainly).....

Address .....

# Sanitation Men

## Add 5% or More to Your Score by Training at Home the Schwartz-Caddell Way

### COMPLETE HOME SANITATION PHYSICAL TRAINING COURSE

No Sanitation Man can afford to be without this valuable book, written by Schwartz-Caddell experts. — Here, for the first time in printed form—not mimeographed—is everything you need to know about the coming physical exam.

In this heavily illustrated book you will find:

**Exercises for training the shoulder muscles**

**Exercises for building biceps**

**Instructions for increasing your endurance**

**12 ways to increase your running speed**

**How to lift the 120-pound ash can**

**How to climb over an 8-foot wall**

**How to lift an 80-pound dumb bell**

Short cuts for overcoming the tough second part of the exam—the Agility Test.

Many photographs and drawings show how you should go about your training scientifically.

**THIS BOOK MAY MEAN THE DIFFER-**

**ENCE BETWEEN SUCCESS AND FAILURE ON THE SANITATION PHYSICAL. IT IS A MUST FOR EVERY SANITATION MAN CANDIDATE.**

And because it is so important, Schwartz-Caddell is making the book available to you at the low price of 50c per copy. Only a limited number will be printed. Don't delay.

### Complete Home Sanitation Physical Course

is prepared so that you can carry it with you, read it in your spare moments. It is written in simple, clear language. Everything is explained and illustrated so you can understand it.

USE THIS COUPON FOR YOUR COPY

SCHWARTZ-CADDELL SCHOOL

N. E. Corner 13th Street at 4th Ave.

Please send me a copy of "Complete Home Sanitation Physical Training Course." I enclose 50c (check or money order). Add 1c sales tax and 3c mailing fee.

Name .....

Address .....

## SANITATION MEN: Listen to This!

### CAN YOU SPARE \$1?

You would spend far more than that to find out whether you're in condition to pass the sanitation physical, wouldn't you?

We have devised a method of finding out how good you are for the various parts of the physical exam:

- 1. Coordination
- 2. Strength
- 3. Agility
- 4. Endurance

For here's what you get at the famous modern Schwartz-Caddell gym: 2 full hours of special coaching by expert physical trainers—you will take a complete tryout exam, exactly like the one you'll have to take, clocked and graded—with the percentage you

have scored on each test; learn how to correct your weakness—a list of suggestions for home training.

**THESE SESSIONS BEGIN SUNDAY, MARCH 24. THEY CONTINUE EVERY SUNDAY THEREAFTER UNTIL THE TIME YOU TAKE THE EXAM.**

There are five sessions each Sunday, held at the following hours: In the morning, 10:30. In the afternoon: 12:30, 2:30, 4:30, 6:30.

**In Justice to Yourself, Mr. Sanitation Man, You Can't Afford to Do Without This Trial Exam--Enroll Today!**

*You May Use This Coupon to Enroll*

SCHWARTZ-CADDELL SCHOOL  
N. E. Corner 4th Ave. and 13th Street  
New York City

Gentlemen: Please enroll me for your special physical training session. I enclose \$1 (bill, check, or money order) in full payment.

I can come on the following Sunday (March 24 or any Sunday thereafter until the exam).....

I can come at the following hour: (check) 10:30, 12:30, 2:30, 4:30, 6:30.

NAME .....

ADDRESS .....

CITY .....

## The Schwartz-Caddell School

GYMNASIUM

**60-62 EAST 11th STREET**

(NEAR BROADWAY)

NEW YORK CITY

**Phone GRamercy 5-8830**

Office and Mental Classes: N. E. Corner 4th Ave. and 13th St.

**Phone ALgonquin 4-6169**

