

Deadline Saturday

For N.Y.C. TESTS

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FEDERAL CIVIL SERVICE NEWS

By CHARLES SULLIVAN

PROBE No Curfew

WASHINGTON.—Government gals: don't get too excited. Representative Earl Wilson's proposal that you go to bed every night by ten so you'll be in condition for a hard day at the office the following day hasn't got a chance in the world of being enacted into law. The secret is that former school teacher Wilson, a Republican from an Indiana town of 400, isn't really serious about his curfew proposal.

However, Wilson has the support of many of his colleagues to the claim that Federal workers are inefficient . . . that there are so many employees now that they get in one another's way in Washington, and that Government supervisors are to blame for much of the confusion and congestion in Washington.

But Wilson, who has proposed that the Congress investigate these conditions, hasn't got a chance to get a congressional investigation. He's a Republican, and the Democrat-controlled House isn't going to let a Republican steal glory, if they can help it. However, it's generally believed the probe would be ordered in a minute if the investigation had been suggested by a Democrat.

What's likely to happen, is the revival of the Ellender Committee, a standing Senate committee to investigate the operation of Civil Service. Ellender hasn't held a hearing for nearly 18 months but with the spotlight on Federal workers again you can expect Ellender to get into the spotlight.

Post Office Proposes Overtime Pay; Plan May Affect All Federal Employees

WASHINGTON.—A plan is being studied whereby Federal workers would be paid straight overtime for work of more than 40 hours a week, The LEADER has learned.

The plan originated in the Post Office Department, but it has been adopted by officials in many other agencies.

Post Office officials are still studying the plan. Briefly, they propose that the law be amended to permit the paying of straight pay overtime to its thousands of clerks and carriers and other employees who are not now covered by an overtime pay provision. The Post Office, which must get clearance from the Budget Bureau before a bill to that effect is issued in Congress, believes the shortage of manpower compels it to place most of its employees on a 48-hour work week. In other words, employees would work six days of eight hours.

Straight Overtime Pay

However, the Post Office doesn't propose that the law be amended to require its employees to work a 48-hour week. The 40-hour week law would stand, but a provision would be added to give the local postmaster, on approval of the Post Office Department, authority to extend the hours of P.O. employees. And when hours were worked over 40 the employees would be paid straight time. And not time and a half as Uncle Sam requires private industry to pay.

The reason for the overtime pay provision is only too obvious. If working hours of Government

workers were extended to 48 by law it would be years before the Congress would reduce the hours. On the other hand, the overtime provision could be used with discretion.

Though the Post Office Department is considered a "defense" agency, it has been hard hit by the war, and the worst is yet to come. Business is booming for the department and thousands of additional clerks and carriers will have to be hired to share in the work load and replace employees who have been called up by the Army and the Navy. The Post Office claims that adequate replacements are hard to find.

Like Retirement Act

The department was pleased with the passage of the Ramspeck-Mead retirement act which raised to 70 the automatic retirement head or executive issues a Many Post Office employees had to be retired at 62 and 65 under the old law. The department under the new law also can bring back into the service retired employees and it plans to do just that by the thousands. Postal employees, on the other hand, don't like the new bill at all.

Word soon got around in Washington on the Post Office proposal, and it's the opinion of many persons here that Congress will amend the bill, once they get the chance, to give authority to all war heads to pay their employees straight time for overtime.

The dual purpose of such a bill would be to raise by 20 percent the salary of the Federal employee

who works 48 hours a week, and to conserve manpower by making people already on the job do more work. It would also eliminate the demand for a war "bonus" for civilian workers and it would at last recognize the overtime that's being worked by the "white-collar employees. Uncle Sam's skilled workmen have been drawing overtime pay for months. So have the technical and professional employees of the War, Navy, Maritime Commission and the National Advisory Committee for Aeronautics.

Navy Affected

In Washington, for example, the Navy Department has something like 12,000 white-collar employees. More than 2,000 of these are professional, sub-professional, and technical; and they collect time and a half on the extra eight hours they are compelled to work each week. The department is on a compulsory 48-hour week. But the file clerks, typists, stenographers and the many other clerical employees, whose salaries are much lower in the first place, aren't given a penny for the extra work.

These are problems that must be met and some of the President's closest advisors on personnel matters believe they can best be solved by the straight overtime provision. Of course, discrimination would exist but it is quite likely that the professional and technical employees now being paid time and a half would also be paid straight time under such a plan.

LONG WEEK U.S.E.S. Goes On 44-Hour Week

New York State's 81 United States Employment Service offices are opening a half hour earlier and closing a half hour later daily, in a move to make their labor-exchange facilities more fully available to employers and job-seekers. The new operating hours are 8.30 a. m. to 5.30 p. m. on weekdays, and 8.30 a. m. to 12.30 p. m. on Saturdays.

Richard C. Brockway, director of the U.S.E.S. for New York, said that the 44-hour schedule has been in effect since last week in U.S.E.S. offices throughout the nation. Formerly, the offices operated on the usual federal work week of 39 hours.

TRAINING Course for Women In War College

The War Department is planning to hire women college graduates with degrees in physical education, including courses in human anatomy, physiology and kinesiology. Women selected will be trained at Government expense for a year, but they'll be paid \$1,440 during the training period.

The first six months of the course will be conducted at the Army War College in Washington, D. C. Upon successful completion of the course, the trainees will be placed in Army hospitals for an additional six months' training period.

On graduation from the second training period, the girls will be placed in Army hospitals, public health service hospitals and Veterans Administration institutions throughout the country at salaries of \$1,800.

The first step to get one of these jobs is to apply for the Civil Service test for student physiotherapy aides.

TESTS

Machine Operators Needed Immediately

War Department in Washington is in urgent need of tabulating machine operators, IBM machine operators. The department needs 'em by the score. If you are interested, write to the placement section of the Quartermaster General Corps of the War Department. The section is located in the new Railroad Retirement Board Building, Washington, D. C. The jobs will pay \$1,440.

More Women

WASHINGTON.—It's estimated that 85 percent of the new Government employees now pouring into Washington are women. And new workers are coming to Washington now at the rate of 200 a day. On one day recently—January 20—670 new employees went to work for the War Department. In fact, the War Department took on 4,500 new workers during January for an all-time high record. Within the next 18 months the War Department expects to bring 40,000 additional workers to Washington.

CIVIL SERVICE LEADER
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May a Civil Employee Hold an Outside Job?

By H. ELIOT KAPLAN

They say you just can't hold outside jobs while you're boss is Mr. Civil Service. But this isn't an inflexible rule at all. In fact, it usually isn't even a rule.

Except where expressly prohibited by statute or departmental rule, a public employee may engage in business or hold a job outside the civil service field just as long as this business or job doesn't conflict with his regular civil service job.

For instance there are some statutes affecting specific employment where any outside work or business activity is, to put it mildly, absolutely prohibited. Policemen, firemen, court clerks and attendants, and inspectors in some departments such as the License Department, etc., are restricted by statute or departmental rule.

In each such case, one must be certain to determine whether or not his position falls within the restrictions. If there's no statutory prohibition whatsoever, however, he must merely look to his departmental rules, and, if his department says "o.k.," why, it's just plain o.k.

Of course, these departmental rules must be based on some substantial grounds relating to the nature of the employment. They must not for a minute allow themselves to be whimsical or so arbitrary as to be held by the courts as strictly capricious, and, therefore, illegal.

The Safe Way

You might abide by the departmental rules if there is the slightest doubt. That's the safe way.

Every once in a while a department head or executive issues a "decree" admonishing employees in the civil service that they must not engage in any work outside their State or city job, or that they may not make more money in their own sweet way and on their own sweet time after office hours, or that they may not do so if they earn more than \$1,200 or \$2,000 annually. The temperament or caprice of an ex-

ecutive or department head may have more to do with decisions of this sort than you'd think.

True, there often is some logical reasoning behind such prohibitions. Certainly no one can complain if he is restricted from conducting a business that would reflect upon his city job, or interfere with his city functions, or even conflict with them. Nor may one defend a civil service employee who arrives at work so tired from his outside endeavors that he cannot do a good day's work in his State or city job.

But, to repeat, where is there a general law prohibiting all such practices—at least as far as most departments go?

What is debatable, of course, is whether or not an executive may arbitrarily prohibit employees from working after office hours, or earning extra money on their own time, regardless of the circumstances or relationship of the outside work to his civil service position.

In New York City

All of these facts apply to federal and to State employees. It is my opinion that they should apply to New York City employees, too; but they don't. Here's why. The Mayor has issued an edict against holding down an outside job—and that edict has been upheld in one case that came to the courts. This doesn't mean you must grow brain-fat in your spare time if you work for New York City. It does mean that you should undertake no extra-money task without getting the definite OK of your department head.

School For Bosses

Federal administrators and supervisors are going to school. They are going to study the art of human relations so they'll be better able to handle the employees under them. Between 800 and 900 bosses in Washington will start to school three days a week beginning March 1. The instructors will be Federal officials, who will be instructed themselves by Harry Clarke, industrial consultant. The program is said to have been inspired by the President.

CIVIL SERVICE IN NEW YORK CITY

PAY RAISES

Mayor on Pay Raise: "No Money"

Officials of the Central Trades and Labor Council, AFL, and officials of the State, County, and Municipal Workers, CIO, this week continued to press the Mayor for further conferences to iron out the pay raise controversy. So far, they have heard only this from the man at City Hall: No money.

And the Board of Estimate, which has in its lap a resolution of the City Council asking a raise in pay, just isn't talking.

More Men Accept City's Pay Plan

An increasing number of city workers are accepting the offer of the Comptroller's office of 50 per cent deduction in back pay and full prevailing wage rate from date of determination of the current private industry scale. The LEADER learned this week.

Dock builders, pile driving engineers, steam roller engineers, bridgemen and riveters, from an assortment of union groups, are among those willing to end the long struggle for a satisfactory prevailing pay scale and back pay, and the bulk of them already has signed to that effect, it was learned.

A number of asphalt workers are still contesting the administration's procedure in seeking to set up a prevailing wage rate.

Henry Feinstein, general organizer for the Hod Carriers', Building and Common Laborers' Union of America, AFL, charged that "taking the case into court will merely be delaying the men from getting approximately \$2 additional a day, which could be theirs if a decision were to be reached immediately; what is more, as a result of precedent the city will have its way."

Meanwhile, a committee representing asphalt worker members of the Civil Service Forum is completing a survey to determine wage standards in private asphalt firms and will present this evidence before Assistant Deputy Comptroller Morris Paris.

Subway Men Leaving Jobs

Increasing numbers of experienced transportation workers are leaving their jobs for better paying defense positions because of the continuance of "pay standards that aren't keeping up with the rising cost of living," Isidore Blumberg, representative of the Transport Workers Union, reported this week.

Claiming that the average increase of 8 cents an hour granted transportation workers in some classifications doesn't meet the needs of the department's operational staff, Mr. Blumberg called upon the grievance board now mulling over pay complaints to effect at least a 10 cents an hour minimum boost because "to give less would be offering virtually no increase at all."

He charged that the new 7 per cent pension deduction binding all employees, in addition to the "stringent" double deduction affecting employees who have had to wait to be entered on the rolls for their pension deductions, have largely nullified whatever increases many transportation workers were granted as a result of last September's conferences.

They're Underpaid
"The transportation workers are entirely underpaid in comparison to the rates paid many employees in other city departments as well as in private industry," said Mr. Blumberg, adding "and this fact is imposing a hardship that is gradually becoming unbearable."
Mr. Blumberg estimated hundreds of cases still exist "where outstanding grievances are evident."
He said the inequalities and injustices of current wage levels

Wide Repercussions Seen as Mayor Acts Against Civil Service Commission

Last Thursday night was a peaceful one for the members of New York City's Civil Service Commission.

Commissioner Ferdinand Q. Morton was anticipating a party to be given in his honor the succeeding Tuesday, February 10, celebrating his twentieth year as a member of the civil service body.

Professorial Commissioner Wallace S. Sayre was ruminating over a chapter of a new book he's writing.

And turbulent Paul Kern had no immediate struggle with any of his array of adversaries. He had just lost a court battle with Corporation Counsel William Chanler, but had laid the groundwork to continue that battle. It involved four men remaining in the City Register's Office. That office at the last municipal election had been unified and placed under the merit system. All other employees of the Register's Office had been ousted, by edict of the State Civil Service Commission; but these four had been permitted to remain, with the benediction of the Civil Service Reform Association, and—as it later turned out—of Mayor LaGuardia.

This wasn't very much more than a routine battle to Paul Kern. He issued a blast at the Corporation Counsel for refusing to defend the Commission's position. That blast, couched in violent terms, pointed up again the notably bad public relations of the tall, aggressive Commissioner—public relations which some of Kern's close friends had in the past warned him meant trouble.

On Thursday evening it was



These are the men who head up New York City's Civil Service Commission: Paul J. Kern, Wallace S. Sayre, Ferdinand Q. Morton. All three were suspended last week by Mayor LaGuardia. Morton has been a member of the Commission for twenty years. Kern and Sayre are LaGuardia appointees.

a rather light-hearted Civil Service Commission that left the offices at 299 Broadway.

Then It Happened
But for these three—Kern, Sayre, Morton—Friday morning was a changed world. When they arrived at 299, their offices were guarded by a squadron of men with orders to inspect all papers going to and from offices, who would permit no official paper to leave the building, who questioned all comers concerning their business. This squadron was on 24-hour duty. It consisted of men from the Office of Investigation. And the headman of that office, Commissioner William B. Herlands, himself handed to Paul Kern a notice from the Mayor. The notice, said, in effect: You're suspended, Mr. Kern, you and your two associates. On Monday, you're to appear at City Hall and

explain why you shouldn't be ousted for good.

The blast at Chanler had been the immediate cause of the suspension order.

It was perhaps with no little satisfaction that Herlands presented the suspension notice to Kern, for between these two no love is lost.

To the reporters who flocked around him that day, Kern appeared unusually cheerful. "We'll fight," summed up his reaction to the Mayor's notice. The blond, youngish Commissioner loves a good fight. And there was little doubt, among those who spoke to him, that he would punch hard. He started early, with sarcastic reference to the guard which had been placed around his office.

Over the week-end the adversaries prepared their cases, Mayor

(Continued on page Eighteen)

NEW BILLS

Ellis to Ask New Civil Service Law

Wants Positions Filled at Grades, Salaries Stated

Emil K. Ellis, counsel to the Council Committee Investigating Civil Service, this week denounced as "a form of deception" the practice of advertising exams to certain grades and salaries when "few, if any, positions actually exist at the grade and salary advertised." He intends to press for legislation in Albany on behalf of the committee to rectify this condition, he said.

Pointing out that this system has been a source of much disappointment to many eligibles, Mr. Ellis contended that exams are constantly being held for clerks, stenographers, typists, inspectors and other positions along similar lines without the existence of a budget line.

Mr. Ellis, in a report submitted to the committee, recommends that "these abuses should be ended by limiting examinations to those instances in which a budget line exists and actual or contemplated vacancies exist at the advertised grade and salary." Exams shouldn't be announced, he specified, unless departments request them.

Mr. Ellis said that, if passed, this legislation would eliminate instances wherein an eligible is forced to take a lower grade position at a lower salary after showing himself to have all the qualifications necessary for the job he originally sought.

He insisted the committee's continued existence will depend "upon whatever the committee next decides to do, if anything." He stated that he would ask a fee for his services to the committee.

TESTS

The Deadline Is Saturday

Saturday is the deadline. So if you're going to file for one of the 27 city examinations now open, don't wait. Applications for conductor, telephone operator (women), trackman, promotion to clerk grade two and other city tests must be filed at the Application Bureau of the Municipal Civil Service Commission, 96 Duane Street, by 4 p. m., Saturday, February 14.

There are no educational or experience requirements for conductor or trackman candidates. Conductors must be five feet six inches in height and have at least 20/30 vision in either eye, glasses permitted. The written and physical tests for conductor candidates will carry equal weight. Conductors are appointed at \$.65 per hour and can be advanced to \$.78 per hour.

Although there are no height requirements for trackman, the physical and medical standards are more strict. Trackmen must have perfect vision, 20/20 each eye, no glasses permitted. The physical test for trackman carries a weight of 60, the mental, 40. Trackmen are paid from \$.63 to \$.83 per hour.

The clerk, grade 2, test is open to all city employees in the competitive class who are earning up to \$1,799.99, and who have been employed continuously for one year by the date of the written exam. Grade 2 clerks are paid

"must be ironed out if only that the department may not lose too many of its skilled personnel."
Mr. Blumberg reasoned that "from 50 to 60 per cent of transportation workers didn't even get 10 cents an hour increases" in the last pay adjustment. Many others, he said, didn't get any boost.
Conferences with Mayor LaGuardia in connection with the pay raise issue are continuing, Mr. Blumberg indicated.

\$1,200 to start and receive automatic increments to \$1,799.99. Complete requirements for all 27 tests begin on page 12.

Conductor, Trackman Tests Not So Tough

"The physical examination for conductor will not be so severe as the physical tests for fireman and sanitation man," Paul M. Brennan, director of the Civil Service Commission's physical and medical bureau, informed The LEADER this week.

The number of competitors who pass the written examination will determine the severity of the physical exam, Mr. Brennan indicated. The test itself will be patterned after recent physical tests for fireman and sanitation man in that it will probe strength, endurance and agility, but the requirements will be modified. Where sanitation man and fireman candidates had to lift 80-pound dumbbells in each hand, conductor candidates may only have to lift 60 or 70-pound weights.

The written examination for conductor is scheduled for April 25. The physical requirements will not be officially announced until the written tests are held.

Heavy Men For Trackman
The physical examination for trackman will be designed to test the candidate's strength rather than his ability. Mr. Brennan pointed out that the job of trackman is essentially a heavy man's job. The trackman physical test will carry a weight of 60, compared to the mental of 40. Dates for the mental and physical parts of this exam have not been set as yet.

Saturday is the deadline for conductor and trackman applications. Conductors are paid from \$.65 to \$.78 per hour, trackman from \$.63 to \$.83 per hour.

The LEADER will keep candidates for trackman and conductor fully informed of all matters in their interest.

8 Weeks Remain Before Clerk Test

Clerk, grade 1, candidates have approximately eight weeks to prepare for their examination, according to present plans of the Civil Service Commission. Samuel H. Galston, assistant director of the examining division of the Commission, said that the test will probably be held during Easter week in various schools throughout the five boroughs.

The 31,640 candidates who filed for the clerk test last week will be given a written general intelligence and aptitude test. This examination will be designed to test mental alertness, reasoning abil-

(Continued on Page Nineteen)

WAR In the Armed Forces

- Sanitation men in the armed forces:
- Junior Sanitation: 12.
 - Sanitation Man "B": 77
 - Sanitation Man "C": 33.
 - Auto Mechanic: 1.
 - Battery Constructor: 1.
 - License Fireman: 3.
 - Trac. Operator: 1.
 - Scow Man: 2.
 - Auto Engine Man: 5.
 - Foreman: 1.
 - Asst. Foreman: 1.
 - Investigator: 4.
 - Clerk: (grade 1), 28; (grade two), 6; (grade 3), 2.
- Slightly more than one percent of the uniformed force and slightly more than 14 percent of the clerical force are in the armed forces, to date.

BULLETIN BOARD

NEW YORK CHAPTER, STENOTYPE ASSOCIATION
The New York Chapter of the Stenotype Association will meet at 8:30 p.m., on Lincoln's Birthday, in the Crown Hotel, 133 West 44th Street.

VALENTINE BALL, UNITED FEDERAL WORKERS
One hundred servicemen have been invited to attend the Valentine Victory Ball of the United Federal Workers, C.I.O., Saturday, February 14, at the Hotel Diplomat, 108 West 43rd Street. Featured in the entertainment will be Phil Leeds, well-known Broadway singer, and the Harvest Moon dancers.

CLEANERS' COUNCIL, DEPT. OF WELFARE
Next meeting date of the cleaners' council, Department of Welfare, is Sunday, February 15, because of the six-day week. A report on competitive status negotiations will be given at the meeting. Charles Rindone states that the council is concerned with ob-

taining equal pay for all cleaners. He has advised all cleaners in the Department of Welfare to consult The LEADER for future notices of meetings.

FIRE ELIGIBLES
The Fire Eligibles Association will meet Friday, February 20 at 8:30 p. m. in Washington Irving High School, 16th Street and Irving Place. All eligibles on the list interested in furthering their opportunities for appointment are requested to attend the meeting.

SENIOR EXAMINER ELIGIBLES
The association of eligibles for senior examiner of State expenditures in the State Department of Audit and Control will hold a meeting on Saturday afternoon, February 14 at 3 o'clock in Room 1710, 1440 Broadway, New York City. All eligibles are urged to attend this meeting.

Buy The LEADER every Tuesday.

**City
Civil Service
News Briefs**

LONG WEEK

**AFL Head Calls
6-Day Week 'Fiasco'**

Floyd Stickles, representative of the New York State Employees, Local 61, A.F.L., this week reminded "Butch" LaGuardia that his six-day week idea is now no less than a fiasco.

Said Mr. Stickles:

1. There isn't enough work during the extra half day, or full day, as the case may be, for city employees to keep busy. So, he deduces, the extra time is merely being wasted.

2. The public isn't inclined to take advantage of the extra hours saddled on the back of city workers, either because they find no reason to do so or just aren't interested. Or perhaps they don't believe in the six-day week.

The long week must be fought until it is cancelled, declared Mr. Stickles, who pointed out that municipal workers are persisting in a post card campaign. "We're deluging the Mayor with protests right straight along."

Wants a Conference

Mr. Stickles said his group is seeking another conference with the Mayor to discuss the situation further. Upon which he confided: "Looks like the meeting ought to take place the latter part of this week or the early part of next."

Martin Cooper, president of the Civil Service chapter of the Federation of Architects, Engineers, Chemists and Technicians, CIO, pointed out that almost 5,000 petitions, complaining about the six-day week, have been sent to the Mayor.

Ewart Guinier, president of the New York District, State, County and Municipal Workers of America, stated that almost 2,000 signatures have been obtained for the same purpose.



Postmaster Albert Goldman thanking President Patrick Harnedy of the Patrolmen's Benevolent Association for the \$50,000 defense bond contribution of the PBA. The PBA is one of many Civil Service organizations which are purchasing large quantities of defense bonds. Seen in the photo (left to right): John E. Carton, vice-president of the PBA, Postmaster Goldman and PBA President Harnedy.

Open All Day Thursday, Feb. 12 (Lincoln's Birthday)

**CONDUCTOR
TRACKMAN**

Applications now open. Classes for the above city examinations will form WEDNESDAY, FEBRUARY 11, at 1:15, 6:15 and 8:30 P.M. Physical classes meet twice weekly in our modernly equipped gymnasium.

CLERK PROMOTION, Grade 2

Class forms TUESDAY, FEBRUARY 10, at 6:15 and 8:30 P.M. TUESDAY and THURSDAY thereafter at same hours.

CLERK PROMOTION, Grs. 3 & 4

Class forms WEDNESDAY, FEBRUARY 11, at 6:15 and 8:30 P.M. WEDNESDAY and FRIDAY thereafter at same hours.

**CLERK — GRADE 1
TYPIST — GRADE 1**

MALE & FEMALE

Classes meet TUESDAY and THURSDAY at 1:15, 6:15 and 8:30 P.M. Applications closed.

INVITATION—Anyone interested is invited to attend a class session with a view of observing the type of instruction offered, after which he may enroll if he so desires.

PATROLMAN PREPARATION

Applications for Patrolman are expected to open in March and the examination is expected in May.

SIX FEATURES OF OUR COURSE — 1. Free Medical Examination. 2. Outdoor Running Track on Roof of Gymnasium. 3. Agility Test Equipment. 4. Coordination Machines. 5. Lectures and homestudy material prepared by experienced and expert instructors. 6. Physical and Mental Classes at hours to suit the convenience of the student. Attend a lecture as our guest and take a free physical trial exam.

CARD PUNCH OPERATOR

Applications will be received until further notice for Alphabetic Card Punch Operator. Another test for Numeric Card Punch Operator is expected within the next few months. Our course not only prepares you for Federal and city examinations that are expected in the near future, but also qualifies you for employment in the commercial field. A good typist may efficiently operate a card punch machine after 60 hours of instruction.

STENOGRAPHER, GRADES 2 AND 3 (Prom.)

Mental classes Monday, Tuesday and Thursday at 6:30 p.m. Special classes in Dictation and Typing Wednesday and Friday, 6:30 p.m., at 120 West 42d St., New York City.

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Entrance salary \$2,400 per annum. Classes meet on WEDNESDAY and FRIDAY at 8:30 p.m.

POST OFFICE CLERK-CARRIER — RAILWAY POSTAL CLERK

Classes in preparation for this examination which should be held within the next few months are meeting on MONDAY and FRIDAY of each week at hours to suit the convenience of the student.

INSPECTOR OF ELEVATORS (Gr. 3) — Class meets Friday at 8:30 P.M.

FINGERPRINT TECHNICIAN—Class Now Forming.

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AT ITS MEETING last week, the Civil Service Commission denied the request of five grade 1 clerks in the Law Department to jump a grade and participate in the law assistant, grade 2, promotion test in that department . . . Well, you can't blame the boys for trying. . . In contrast was the decision rendered in favor of the maintainer's helpers in the Independent division of the Board of Transportation. They'll be allowed to take the promotion tests for car maintainer, group E, and air brake maintainer. . . The Commission approved a resolution which would continue in force promotion and preferred lists established before January 1 by the State Civil Service Commission for the former county offices of register. The lists will be used to fill appropriate positions in the new office of the Register of New York City. . . Decision was reserved on a recommendation to canvass the list for medical social work, grade 1, to see if any eligibles would be willing to accept a salary below \$1,500, and if so, how much lower. . . The Commission okayed a recommendation to certify the preferred list for ticket agent, grade 2, (female), for positions as attendant (female) . . . ditto the recommendation to certify the open competitive list for elevator mechanic's helper for jobs as mechanical maintainer, group B, in the New York City Transit system . . . also okayed the recommendation to restore Esta Rein to the eligible list for policewoman for certification to appropriate positions only.

**PENSIONS
Should Draftees
Pay Into Fund?**

The request that civil service draftees continue payments toward their pension fund, was attacked this week by George Torre, president of the Association of Competitive Employees of the Department of Sanitation. At the same time, he called upon the State Legislature to take action on the pay differential bill that calls for the State to make up the difference between the salary paid them while at work and the army scale. "How the New York City Employment Retirement System officials expect draftees to meet these payments is beyond me," Torre remarked. "They are called upon to do their duty as Americans and yet are asked to continue making pension payments which they cannot do. They have the alternative to make up these payments within five years after their return from military duty."

**TRANSIT
New Status Planned
For 57 Lawyers**

A plan to reclassify 57 former IRT and BMT employees performing legal work from the non-competitive to the competitive class was approved by the Civil Service Commission last week. Under this plan the 57 subway lawyers will be placed into the following three existing legal service titles: junior assistant counsel, grade 2, salary \$1,800 up to, but not including, \$2,400 a year; associate assistant counsel, grade 3, salary up to, but not including \$3,000 per annum; and assistant counsel, grade 4, salary \$3,000 and up per annum. The 57 subway lawyers are now employed under the non-competitive title of assistant counsel (railroad); 23 are paid salaries over \$6,000, 12 between \$3,000 and \$6,000 and 22 receive less than \$3,000 a year.

**TRAINING
Art of Becoming
A Policewoman**

"My friends turn up their noses when they hear about anybody wanting to become a policewoman. So I tell 'em I'm just taking a physical culture course," said pretty Dorothy Brierton. She's tallest of twelve selected applicants admitted to the course for prospective policewoman, at City College, and she sat down for her first lesson this week.

Blue-eyed, honey-blond Dorothy, just 18, and five feet, nine inches in height, was determined not to admit her weight. "Say I'm about 150," she smiled.

Dorothy is looking forward to becoming a policewoman because she "thinks it's the duty of women today to help to make up for the shortage of men."

Miss Brierton can't become a policewoman until she's 21, but she's raring to go right now. "Action is what I want," said she. The two-year course, which she started Thursday, will take up most of this waiting period. Then she can always continue her college education (she gets a certificate in public service for the two-year curriculum—which includes history, mathematics and politics—and can go on with her college work, or she can get preferential credit smoothing her path for a Civil Service career, or be certified for appropriate positions.)

A graduate of St. Xavier Academy in Brooklyn, Miss Brierton, who lives at 545 9th Street, that borough, claims that if "anybody belongs in Civil Service, I do." Miss Brierton's uncle, Detective Sylvester Brierton, retired, was bodyguard for the Prince of Wales and for ex-Supreme Court Justice Charles Evans Hughes. Her dad, Lieut. Robert S. Brierton, is on sick leave at present from the Fire Department. Another uncle is Detective Jimmy Brierton, of the 64th precinct in Brooklyn.

Took Rigid Tests

Just as all the other applicants, who were selected by the City College Division of Public Service Training after passing rigid

(Continued on page Eighteen)

CIVIL SERVICE IN NEW YORK STATE

By MORTON YARMON

NEW BILLS *State Senator Asks Extension of Lists For Those Entering Military Service*

Aid Seen for Hospital Attendants

ALBANY.—Three bills of interest to employees in mental hygiene institutions are scheduled for discussion at a public hearing on Wednesday, February 11, in Room 525, State Capitol, before the Assembly Health Committee. They are the only civil service bills thus far slated for public discussion.

The Catenaccio bill (Assembly Intro. 327, Print 330) provides for line-item increases of from \$4 to \$8 per month, for all mental hygiene institution employees. It would be effective July 1, 1943.

The Barrett bill (Assembly Intro. 222, Print 224) provides for transfer of mental hygiene positions into the Feld-Hamilton Law and adds hospital nurses to the present list of sub-professional services.

The Barrett bill (Assembly Intro. 221, Print 223) provides for payment of commutation of \$32 a month for every institution employee living outside the institution, eliminating the present proviso "on account of lack of accommodations in the institution."

State Hospital Raises Possible

ALBANY.—A serious effort is being made by representatives of the Governor's office, the Budget Division, and the legislative leaders to work out salary adjustments for state employees both in and outside the state institutions. It is not improbable that some definite plan will be adopted before the close of this session, the plan itself, or plans, being dependent to some degree upon the result of Republican efforts to cut the executive budget.

There is a general accord among those striving to do something for

ALBANY.—State Senator Seymour Halpern, Queens Republican, chairman of the Senate Committee on Civil Service, has introduced a bill to extend the life of eligible lists for public employees in military service.

The proposal would amend Section 246 of the Military Law providing that persons on eligible lists who have been reached through certification while serving with the military services of the United States Government shall have their name placed on a special list, which shall have a life of four years after the termination of their military services. As presently constituted the law would only allow this special list to remain in existence for one year after the return of the employee from military duty.

the state workers that some relief should be given institutional employees and that some kind of bonus should be allowed all employees in the lower brackets. One proposal now is for a 10 per cent increase or bonus for the lower-paid groups, maybe 5 per cent for those above up to a maximum of \$2,000 or \$2,500 a year.

Pay Increases Deducted

Under the latter scheme, Feld-Hamilton increments would be deducted from the proposed bonus and the bonus itself would be the difference between the Feld-Hamilton increase and the proposed percentage increase. This is tentative, too, whether the bonus payments should be on a cost of living basis or a flat increase from July to July. In any event, any pay rise legislation will be of a temporary nature subject to re-enactment from year to year.

The problem of adjusting the compensation of the 19,000 or 20,000 employees in the state institutions not only as a matter of justice, but to attract and hold workers, is being given paramount consideration. So desperate are the institutions for help that the Civil Service Department, by request, has lowered the age of employees to 16 years. This means putting 16-year-old boys in contact with the insane, although rules of the hospitals exclude any minor under 16 even from visiting such institutions.

An effort will be made to work out a plan for putting the bulk of these employees under Feld-Hamilton classification effective in 1943. In the meantime they may be granted a straight increase of up to \$100 a year with the assurance that beginning in 1943 they will be treated like other state employees with a guarantee of frequent and fixed increments.

Something in the Wind

These are some of the aspects confronting the Democratic and Republican leaders here in and out of the Legislature. There is no politics in this problem and everybody concerned has a real and genuine interest in effecting a remedy through increased income. Just how it can be done is uncertain. But the lower-paid state employees may rest assured that something will be done if humanly possible.

Buy The LEADER every Tuesday.

Foresees Unsettled Period
In discussing his bill, Senator Halpern stated that it is entirely probable that the period immediately following the present war will be unsettled and there may be very few, if any, certifications made through this short period of one year.

"It seems only fair," he declared, "that persons who give up all opportunity for appointment or promotion while in military service be given every opportunity for appointment from a list after they return from military service."

Get 'Average' Rating

The Halpern proposal also provides that persons who leave public employment to serve with the armed forces be given an efficiency rating for the period

of time that they are in the military service the same as their average rating for the three periods immediately preceding such military service. The existing law provides that an employee should receive an efficiency rating the same as he received for the period immediately preceding his military duty.

Explaining this part of his proposal, Senator Halpern said, "It is entirely possible that the period of service prior to the employees' being called to the colors would have caused an unsettled condition in the mind and attitude of the employee which might result in a below normal efficiency rating; therefore, it seems only fair that he receive a rating based on an average of three, rather than the one immediately preceding his military service."

Commissioners Attend 'Lampon'

ALBANY. — A double-barreled event will mark the calendar of the State Civil Service on Wednesday, February 11. The Commission will conduct a regular session during the day, and at night all three members will attend the annual dinner of the State Civil Service Employees Association. One thing they'll see is a group of "stunts" lampooning public officials in and out of the Civil Service.

TESTS

Markets Workers Win Promotion Test

ALBANY — Employees of the Department of Agriculture and Markets scored a victory this week over department heads before the State Civil Service Commission which upheld the contention of the employees for a promotion examination for assistant director of food control.

Department executives had planned to fill the office by an open competitive examination on the theory that "new blood" was required but a survey of eligible aspirants in the offices of the department here and in New York City convinced the Civil Service Commission otherwise.

Some executives in the department held that the position requires less laboratory experience and more ability in the way of "trial procedure," familiarity with legal forms and twists and preparation of appeal papers.

Requirements for the examination—which will be "very liberal"—are now being written. The examination for the position, which pays between \$4,200 and \$5,200, probably will be on February 28 when some other promotion examinations and between 30 and 35 open competitive tests will be conducted.

Attendant Test Attracts 2,500

Looks may be deceiving but it looked this week as if the people filing for the hospital attendant test may yet pull the Department of Mental Hygiene out of an embarrassing hole.

With the deadline for filing set for February 14, it was estimated today by a department official that approximately 2,500 from the metropolitan area have made applications up to the moment. This,

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it was said, is running somewhat ahead of the filing for the test of last December. Until early last week, applications were coming in so slowly that officials were beginning to look toward a certain "bridge to cross when they came to it."

Most of the applicants, to date, have been women. Reason given for the sudden upsurge: absence of minimum age level.

Applications are being accepted at the State Civil Service Commission offices, 80 Center St., Manhattan.

Full requirements appear on page 16.

Small Number File For License Test

Opportunities for candidates in the motor vehicle license examiner test suddenly expanded as it became known the total number of those who filed was far smaller than anticipated. While the exact figures weren't available as The LEADER went to press, it appeared as though the final filing number will be no higher than 9,000, and might not exceed 8,000.

The exam will be held on St. Valentine's Day, February 14. For candidates living in Queens and Staten Island, the place of the exam is Seward Park High School, 350 Grand street, Manhattan. For residents of Manhattan,

Questions and Answers On Federalization

Continued from Preceding Issue
10. Will the State hold scheduled exams?

All examinations which are now scheduled for the Division of Placement and Unemployment Insurance will be held and resulting lists will be used if they are established before July 1, 1942.

11. What is the status of federalized employees who are on promotion lists for unemployment insurance positions?

The State Civil Service Commission has not reached a determination as to whether the federalized employees, who are on promotion lists for employment insurance jobs, will be eligible for promotion without prior reinstatement on the State payroll within one year from the date the transfer to the Federal payroll became effective.

12. Will there be further opportunities for New Yorkers taking Federal tests to get jobs in the Employment Service setup throughout the country?

Employees of the United States Employment Service in New York State will now have the opportunity to transfer to other federalized employment services in other states under the rules and regulations of the United States Civil Service Commission, and the respective Federal departments concerned.

With respect to original appointments from Federal lists, however, the usual State resident

LISTS Greenhaven Prison To Open July 1

ALBANY.—A total of \$809,000 is provided for Greenhaven Prison in the new executive budget. This includes \$372,000 appropriated last year, unused, and now recommended for reappropriation. In explaining the item, Governor Lehman said in his budget message: "It is expected that this institution will open on July 1, 1942. Inmates will be transferred from Great Meadow Prison, where they are housed in a shop building, and from Sing Sing Prison's old cell block. Additional population will be by transfer of new commitments from Sing Sing. The average population for 1942-1943 is estimated at 1,000."

This answers a question which has been bothering many of those on the prison guard list.

Temporary Jobs For Prison Guards

Eligibles on the State Prison Guard list can get immediate temporary jobs in the State service, according to a statement by the Eligibles' Association. None of the details of the jobs has been released except that they are not in prison work. Full details will be available to the eligibles at the next meeting of the eligibles association, scheduled for Thursday evening, February 17, at Jacob Riis House, 48 Henry Street, New York City.

Payroll Examiner Appointments

Here are the latest appointments from the Payroll Examiner list, in New York City: Nos. 54, 159, 160, 165, 168, 170, 172, 178, 179, 181, 183, 184, 185, 190, 191, 194, and 195.

the test will be given at Julia Richman High School, 67th street and 2nd avenue, Manhattan. For residents of Kings County, Erasmus Hall High School, Flatbush avenue near Church avenue, has been assigned. Bronx residents will have their test at the High School of Commerce, 155 West 65th street, Manhattan. Sabbath observers will take the test at Seward Park High School regardless of their residence; and they must be in their seats at 1 o'clock in the afternoon.

restrictions would still be applied.
13. If existing State lists are used for future vacancies, will they be certified according to judicial districts or on a State-wide basis?
So long as existing State lists are used for Federal appointments, such lists will be certified and used in accordance with the present New York Civil Service judicial district and geographic breakdowns within the State.
(To Be Continued)

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This Week's City and State Eligible Lists

City Lists

- PAR MAINTAINER, GROUP A New York City Transit System... Silver, Harris, 85.57

- PROMOTION TO TELEPHONE MAINTAINER Independent Division, New York City Transit System... Hillmeyer, George H., 80.605

- TELEPHONE MAINTAINER New York City Transit System... McQuade, Thomas F., 92.75

- ACTUARIAL ASSISTANT 1 Lieblein, Julius, 85.40

- 17 Orlinoff, Shirley S., 81.45

- State Lists ENGINEER, PUBLIC WELFARE Oneida County—Salary \$1,200

- SEWAGE PLANT CLERK Onondaga County, Public Works Salary, \$1,620

- SENIOR INSURANCE SERVICE INVESTIGATOR, State Insurance Fund—Salary, \$2,800-\$3,550

- CENTRAL INDEX CLERK Public Welfare, Broome County Salary—\$960.

- SENIOR SAFETY SERVICE INSPECTOR, LABOR, N. Y. Office Salary, \$2,100-\$2,600

- 1 Sellar, Wm., 85.47

- SENIOR SAFETY SERVICE INSPECTOR, LABOR, Upstate—Salary, \$2,100-\$2,600

- PROBATION OFFICER Probation Dept., Erie Salary—\$2,100-\$2,600

- 1 O'Neil, Margaret, 81.04

- MILK PROMOTION SUPERVISOR, Dept. Agriculture and Markets. Salary—\$3,225-\$3,975

- MILK PROMOTION AGENT Dept. Agriculture and Markets Salary—\$1,600-\$2,100

- 1 Egan, Harry J., 81.70

- MILK PROMOTION ASSISTANT Dept. of Agriculture and Markets Salary—\$2,600-\$3,225

- 12 Cogswell, Harriet W., 81.80

- PUBLIC HEALTH NURSE County Service Salary—\$1,500-\$1,650

- 1 Deltorto, Carrie, 93.88

- 40 Riley, Anne R., 82.36

Mental Hygiene Notes

By JOHN F. MONTGOMERY Old Scrap, Old Iron A. P. Driscoll, president of Council 323, New York State Hospital Employees' Association, has addressed a letter to Governor Lehman pointing to the huge amount of scrap iron that may be picked up for national defense from discarded parts and ma-

chines at State institutions. In a trip around Willard State Hospital, Driscoll reveals, old rails, a steam traction engine, worn out farm machinery, two ancient F. W. D. trucks of the type used in World War I and various other discarded machinery could be seen in a number of places. Driscoll adds that receptacles should be placed in the employees' buildings so that discarded shaving and toothpaste tubes as well as old newspapers and other defense essentials might be left. "We have got to save every scrap, and get it where it will take a rap at a Nazi or Jap," says he.

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Mrs. Irwin Denny motored to Virginia recently to visit Mrs. Denny's brother, encamped there... Philip Ruggiero spent the other week-end at his Long Island home. No warmer there than in Harlem Valley... Mrs. Rosetta Lynsky also dropped over to Long Island—on business... Harvey Whitson took advantage of a few days of his pass to visit in Beacon (just whom, Harvey?)... Mrs. Signes Mosier went to Lake Champlain for five days' visit with her parents and children... Victor Post, Rhinebeck, has obtained a position in Building 26 at the hospital... Edward Fleming was a recent visitor in Poughkeepsie—business... Wilfred Coiteux spent a pass at his

home in Pawling... Miss Camille Van Merlin has resumed her duties after a siege of illness at her Pawling home... Mrs. Harold Lake visited in Poughkeepsie the other afternoon... Mrs. Mary Armheim, who recently resigned from this hospital, left by motor for Utica, where she'll set up house... Miss Hattie Davis spent several days of her pass at her home in Hopewell Junction. Sounds like a lively place... Gail Waind, Beacon, has taken a position in this hospital. Welcome, Gail.

They were hitched last month... A victory dance was held last week in Hutchings Hall. Alumnae and student nurses were sponsors... Stan Oleny is up and around again... Mary Graber and Joyce Jewell visited classmates in New York City late last week... Stephany Kowal will be a bride shortly... Employees in need of cash for taxes, etc., see the U. S. Credit Union, termed a "friendly friend" by supporters.

WELFARE NEWS

By HENRY TRAVERS

Chitterchatter

Popular mail clerk Mel Chitlari and Joe Serapin and Walter Moir of Commissioner Piccirillo's staff will soon join Uncle Sam's fighting forces... Five clerks from D. O. 46, now in the Army, were given sleeveless, khaki slipover sweaters knitted by five talented young ladies from the same D. O. The soldier boys are Sebastian Bruno, George Langguth, Speridion Mahlstedt, James Murray and Max Wagenberg. The thoughtful little misses are Rosalyn Baraban, Evelyn Rostrand, Frances Goldberger, Marion Carmody and Bertha Van Rooyen. Two male staff members, James Butler and Joseph Riordan, acted as working models... Pauline Miller, stenographer in Special Investigations, is going on a newspaper diet for the next two weeks, pinchhitting for Bill Paschell of Press and Public Relations, who plans to get in some winter sports... Henry Levine of D. O. 5, who is leaving for the Army soon, was given a gala sendoff at a luncheon... Eve Chippin of Resource is recovering from an appendectomy... Gertrude Baskind, secretary to the Administrator of D. O. 5, is speedily recovering from her recent illness... Sid Kaplan, formerly of Special Investigations, visited his many friends in Welfare the other day. Sid is with the HOLC... Uncle Sam is also claiming Sid Lichtman, too, social investigator in Resource... Dave Saffran, clerk in Commissioner Hodson's office, played some handball outdoors in 30-degree weather and reports that repeated rubdowns are best for creaking joints... Annette Taylor, assistant to Mr. Rafter of the Veterans Division, was just presented with a 2-carat sparkler.

Utica State-ments William Gates and Irene Peek are receiving congratulations.

Annette will be married early next month.

Navy Gets 'Em

Marcella Corde of Legal is preparing to see her only brother leave for the Navy as a volunteer... Catherine Close of Legal also has a brother who volunteered for the Navy, and during the past week was assigned to his ship for active duty... Dorothy Galvin of Resource is anxiously awaiting the calling of her brother into active service in the Navy... Anastasia McCarthy of the Children's Division has a son who is already in the Navy in Florida. It is expected that he will be sent to the Naval Academy at Annapolis.

New Welfare Center

A new welfare center has been established for the Borough of Queens. It's 45-18 Court Square, Long Island City.

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DEFENSE NEWS

A SPECIAL SECTION OF THE CIVIL SERVICE LEADER

What Should a Woman Study for Defense?

WOMEN are thinking ever more seriously of getting into defense work. But into what occupation should a woman go?

The Women's Bureau of the U. S. Department of Labor has looked into the expanding opportunities for women in defense. Representatives of the bureau visited factories doing defense work. Below is a resume of what they found. This information should be used as a guide for training.

General Skills Needed by Women in the Defense Industries

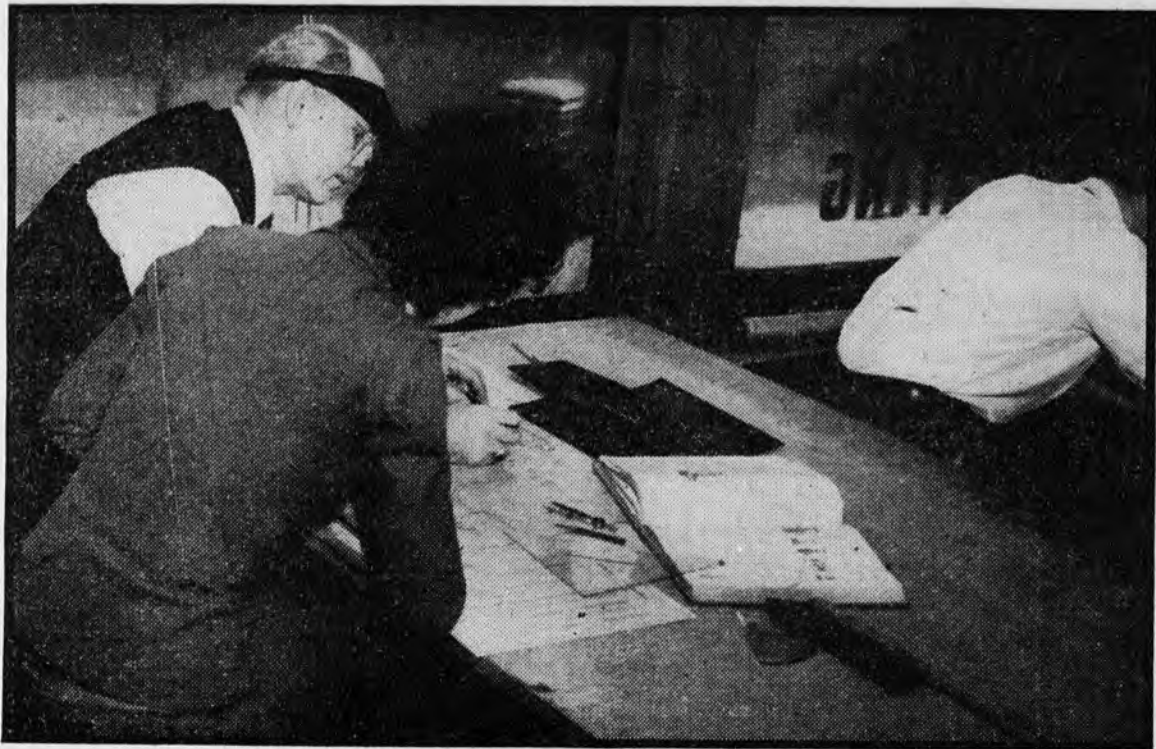
The aircraft, machine tool, instrument, electrical and metal fabricating industries have a considerable number of relatively light operations for which women are adapted. These operations require skills such as the ability to interpret blueprints, the reading of scales, micrometers, calipers, a knowledge of metals and their hardness, the speeds and feeds of cutting tools and a familiarity with shop mathematics as related background information applicable to jobs such as machine operators, inspectors and assemblers.

Machine Operators

Expanding industries report a shortage of operators for machines, and since women are successfully operating milling machines, single, multiple and radial drills, light lathes and chucking machines, boring, reaming, tapping, threading, grinding, buffing machines and punch presses, they should consider machine operator courses.

Welding

Women are employed only to a limited extent as acetylene and electric welders, but when employed their production and skill have been commended. Since the defense industries have many openings for welders, if girls were trained as welders for light work they would be useful to industry and would



Evidence is coming in fast that, as this war continues, women will play an increasing role in war production. The prejudices against hiring women are breaking down — though not as fast as the times demand. The lady so intently observing her instructor, in the photograph, is learning drafting, a coming field for women.

possess a skill which has placement opportunities.

Sheet Metal Work

In the manufacture of the fuselage and wing construction of airplanes, there are reported to be thousands of small light parts of duralumin which are formed with the aid of templates. Boys are being trained for this work, and girls too should look into opportunities to prepare for work of this kind.

Armature, Stator and Coil Winding

Women have been employed extensively for many years in the electrical industries on armature,

stator and coil winding operations. As these industries expand, women will be required to fill the new jobs and their training for this work should be considered.

Optical Grinders, Polishers and Operatives

Firms engaged in the production of optical instruments and equipment have large contracts. The blocking, grinding, polishing, cementing and inspection of lenses were occupations for which women were trained and placed during the World War. In the centers for this industry, women should be afforded training for the skills needed for optical goods production.

With the increasing volume of work, opportunities for production aides as factory clerks develop. Sterographic and bookkeeping training are not needed for such jobs but a knowledge of factory procedures, terminology as to factory jobs, tools, machines, and processes, blueprint specifications, routing of orders, production forms, and so forth should be considered in the training of women clerks.

Tool Room Attendants

Women are occasionally used as tool crib clerks and attendants. For such work a knowledge of

(Continued from Page Seventeen)

Official State Committee Acts to Contest Discrimination in Defense Employment

Andrew C. Doyle, newly-appointed director of field activities for the Committee on Discrimination in Employment of the State Defense Council, made it known this week that, while "appeal and persuasion" will be used to eliminate discriminatory practices, "compulsion will be resorted to as a last attempt" to wipe out unfair hiring in the defense industries.

Mr. Doyle, who has been director of up-State activities of the State Mediation Board, intends to open offices in the near future at 80 Center Street, State Office Building in New York City. He plans to have a group of five engaged in contacting defense industry employers — and possibly labor unions — directly "to sell the idea that discriminatory hiring is basically inconsistent with the principles for which we are fighting today." The Defense Council, acting on the findings of the field staff, is expected to bring pressure to bear on offenders.

Just in case anybody has an idea of storming Mr. Doyle for a job, the fact is the field service staff will be borrowed from among experienced "industrial diplomats" now with State Department of Labor and other State departments. Mr. Doyle himself is on a leave of absence to serve in this setup.

Will Work on Tips

Mr. Doyle revealed that the field staff will function on tips obtained of discriminatory hiring and placing in defense industries, and also on individual detective work by members of the staff.

"I realize we'll run into difficulties," said Mr. Doyle, "but I really think the plans now on hand will prove this is the method to proceed along in order to correct many existing abuses."

Robert Washburn, executive secretary of the Committee on Discrimination in Employment, pointed out that unfair hiring still exists despite the increased need for greater war production. He attributed this to "age-old practices that are hard to erase." Miss Frieda S. Miller, Commissioner of the State Labor Depart-

ment, and chairman of the Committee, appealed to defense employers to realize that no State or federal law forbids the employment of aliens even in defense and war industries, and called for a breakdown in discriminatory hiring that sets up prejudices against Negroes, Jews and people of Italian and German origin, as well as other groups.

The Committee is sponsoring a bill which would make it unlawful for an employment agency to discriminate because of race, creed, color or national origin, against any person seeking employment by a public utility or in a defense industry. It also seeks to open the records of employment agencies.

Defense employers, the Committee pointed out, have been able to evade the provisions of the Mahoney Act through the anonymity afforded by hiring through private employment agencies.

Authority for compelling employers in defense industries to abide by the findings of the committee rests in the Mahoney Act, an amendment to the Civil Rights Act passed last year, making it a misdemeanor to discriminate in defense employment.

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To get a job in defense industry today, you must present either a birth certificate or naturalization papers.

Birth certificates in New York City are under the jurisdiction of the Department of Health. The Department has been working mightily to keep up with the enormous number of requests for birth certificates, and to provide them within the fastest time possible.

The fastest possible time is usually 48 hours.

The trouble is that applicants for defense jobs must frequently have their certificates in less time than that. "Have your birth certificate here by 4:30 tomorrow afternoon—or we can't hold the job open," is a frequent demand of personnel men. Perhaps they mean it, perhaps they don't, but the total effect is to create a rush in the Health Department which "simply cannot be met," according to Goodhue Livingston, secretary of the department. "In supplying a 48-hour service we're doing a better job than nine-tenths of the communities. Men and women who hope to get defense jobs should guard against disappointment and get their certificates in advance."

Where to Get Them

Birth certificates are issued in the various borough offices of the Health Department. Your certificate is in the borough of your birth. Here are their addresses:

- Bronx—1826 Arthur Avenue.
- Brooklyn—295 Flatbush Avenue Extension.
- Queens—148-15 Archer Avenue, Jamaica.
- Richmond—51 Stuyvesant Place, St. George.
- Manhattan—125 Worth Street.

Of course, only if you were born in New York City can you obtain your birth certificate here. If you were born in another State, and hope to land a job in one of the war production industries, get your birth certificate in advance by writing the Registrar of Vital Statistics in the State of your birth. If you are a naturalized citizen, have your citizenship papers available.

"What Can I Do to Help In the Battle of Production?"

CIVIL SERVICE LEADER PRIZE ESSAY CONTEST

A FREE scholarship to one of New York's leading defense training schools will be awarded to five men or women next month in The Civil Service LEADER'S Prize Essay Contest. You can win one of these scholarships by simply writing, in simple English, the answer to the question: "What Can I Do to Help in the Battle of Production?"

The idea of the contest is to get more people thinking of what they can do to help produce the guns and tanks and planes necessary to win the war. Here are the rules:

- (1) Contestants must be over 16 and American citizens.
- (2) Essays should deal with individual problems and ideas. They are not limited in length, but 500 words is appropriate.
- (3) Papers must be submitted before March 15th. The choice of the judges will be final.

The Prizes

Through the courtesy of various defense training schools, prizes have been arranged in the form of full scholarships at these schools. The prize winners will have their choice of scholarships in the order of their placement. The following prize scholarships are now offered. Additional prizes will be announced from time to time as offered.

DELEHANTY INSTITUTE—Choice of course in (1) bench assembly and inspection; (2) aircraft production mechanic; (3) machine tool operator; (4) electric arc welder; (5) secretarial course; (6) various civil service courses.

MANHATTAN TECHNICAL INSTITUTE—Choice of course in (1) drafting; (2) blueprint reading; (3) surveying; (4) mathematics; (5) certain civil service courses.

NEW YORK DRAFTING INSTITUTE—Choice of course in (1) mechanical drafting; (2) ship drafting; (3) aeronautical drafting; (4) architectural drafting.

In addition to the courses, each of the five winners will receive, from the Civil Service LEADER, an engraved medal testifying to the quality of his ideas.

The Judges

The committee of judges consists of the following:

CHARLES POLETTI, Lieutenant-Governor of the State of New York.

RICHARD C. BROCKWAY, New York State Director of the United States Employment Service.

TEX McCRARY, chief editorial writer of the New York Daily Mirror.

The judges will render their decision as soon as possible after the final date for submitting essays. Address essays to Defense Contest Editor, Civil Service LEADER, 97 Duane Street, New York City.

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The following defense positions are available in private industry. If you feel that you can qualify for any of these jobs, telephone the designated interviewer at the local U. S. Employment Service office. Applications from those employed in essential defense industries will not be considered.

Technical

- 10' East 40th Street—LExington 2-0160
- Designers of Structural Steel and Reinforced Concrete**—Must have recent experience on heavy industrial buildings, power plants, bridges, etc. Must have worked for consulting engineering firm or steel fabricators. Experience with architectural or general contracting firm not acceptable. Must be citizen. (Ask for Mr. Pope).
 - Electrical Draftsman**—To work on switchboard, scientific naval instruments and synchronized motor apparatus. Must have two years' recent similar experience. Must be citizen. (Ask for Mr. Alexander).
 - Heating and Ventilator Designer and Draftsman**—Must have at least 3 years' recent experience on commercial or industrial installations. Must be citizen, able to pass physical examination. (Ask for Mr. Alexander).
 - Method Engineer**—To write processes for shop production. Must be familiar with machine shop processes and methods and know steel or aluminum forgings and castings and sheet metal work. Must be citizen. (Ask for Mr. Moore.)
 - Plant Superintendent**—To operate a shell loading plant for small caliber shells. Plant has been tooled up and is ready to go into full production. Must have recent experience in small arms ammunition. Must be citizen. (Ask for Mr. Moore.)
 - Tool Designer**—Recent experience on design of small tools. Must be citizen. (Ask for Mr. Pope).

Industrial

- (87 Madison Avenue, Phone LExington 2-8910)
- Armature Winders**—Experience on AC and DC motors up to 100 h.p. Must be citizens. (Ask for Miss Zimmerman).
 - Assemblers—Female**—Must be experienced on fine mechanical and electrical instruments. Must be citizen under 30 years of age. Able to handle tools. Some blueprint reading preferred. Apply in person. (Ask for Mr. Burnham).
 - Automatic Screw Machine Operator**—Experienced man able to set up and operate—to take charge of department as night foreman. (Ask for Mrs. Rafter.)
 - Blacksmith**—Experience on Ingersoll Rand 1-ton hammer. Must be citizen. (Ask for Mr. Cauldwell).
 - Coil Calibrators**—Experienced making AC bridge measurements and coil adjustments. Apply in person only. (Ask for Mr. Burnham).
 - Coil Winders (Female)**—Experienced on single and multiple wire-winding machines. Apply in person only. (Ask for Mr. Burnham).
 - Enamellers**—Hand painters on novelty jewelry. (Ask for Miss Leshkovich).
 - Exhaust Operators**—Experienced on high voltage in manufacture of air-cooled radio tubes, complicated process sealing, breakdown tests, etc. Apply in person only. (Ask for Mr. Burnham).
 - Flare and Fire Setters**—Job setters experienced in manufacture of radio tubes, to set, adjust and inspect die blocks, seal-in pins, etc. Able to do all work pertaining to making stems. Apply in person only. (Ask for Mr. Burnham).
 - Grinders**—External and internal grinding, Universal machine, precision work. Must have at least five years' similar experience. Must be citizens. (Ask for Miss Rafter).
 - Grinders**—Must know how to set up and operate Cincinnati centerless grinder for work on shafts, bearing rods and roller bearings. Also grinders on surface, internal and external precision work on wide variety of material. Must be first class man. Must be citizen. (Ask for Mr. Dean.)
 - Machinists, Tool and Die Makers**—First class men only. Must be able to work from blueprints, do own planning and set up all machine tools, work to close limits, machine wide variety of material. Will consider non-citizens not employed in defense work. (Ask for Mr. Dean).

- Metal Pattern Maker**—First class man only. Must be citizen. (Ask for Mr. Cauldwell).
- Radio Laboratory Technicians**—Must have heavy manufacturing experience on URF transmitters. Apply in person only. (Ask for Mr. Burnham).
- Radio Wirers (Male or Female)**—Must have transmitter or set manufacturing experience. Apply in person only. (Ask for Mr. Burnham).
- Sheet Metal Workers**—Production experience. Must read blueprints and do layout work. Men with background in radio manufacturing. Must be citizen. (Ask for Mr. Kopf.)
- Tool and Die Makers**—Experienced on jig and fixture work. Combination blanking, forming and small progressive dies. Must be citizens. First class men only. (Ask for Miss Rafter).
- Toolmaker**—First class, to do experimental work in a Queens laboratory. Must be citizen. Prevailing rate of pay. (Ask for Mr. Daughtry).
- Watchmaker**—Must have recent experience in repairing chronographs. No others need apply. Must be citizens. (Ask for Mr. Becker).
- Wirers and Electric Hand Iron Solderers (Female)**—Must be experienced in radio set manufacture or similar field. Apply in person only. (Ask for Mr. Burnham).
- Wood Pattern Makers**—Must have recent experience in foundry work, jobbing shop pattern works or ship yards. Must operate all woodworking machines. Experience on machinery parts. (Ask for Mr. Cauldwell).

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Civil Service LEADER

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Tuesday, February 10, 1942

LaGuardia vs. Kern

THE MAYOR has chosen a specific case to suspend the Civil Service Commission: the case of the four employees remaining in the City Register's Office, whom Kern wants removed. But while the Mayor selected a single case, the rift between City Hall and Civil Service Commission goes much deeper: it is probably grounded in the differing political concepts of Fiorello H. LaGuardia and Paul J. Kern. Nevertheless, under the Mayor's regime, large advances have been made in extending the merit system in New York City. Quite apart from the issues and personalities involved, these advances must not be lost.

Two Big Problems

WHEREVER one speaks with New York City civil service employees these days, the conversation gets around to two subjects: (1) the six-day week; (2) salary raises. The sensitivity on both scores is high. And the city's actions on both matters has thrown morale to a new low.

No one can doubt the loyalty of New York's government workers. They have, over and over again, expressed their willingness to give their time, their effort, and their cash to help win the war. And they were doing it when the 6-day-work-week order came through. They just don't see how the increased work-week helps the war effort. The reasons for increasing the work week have never been explicitly stated. In its actual working out, the 6-day week hasn't been eminently successful.

At the same time, prices are zooming upward; so are salaries in private industry. But every move of city employees to obtain salary increases has met quiet, but subtle resistance.

The City might well examine plans of the federal government (described elsewhere in this issue) to increase the work-week but to pay straight overtime for the extra hours. More than this, conferences between the Mayor and employee representatives to iron out these problems are in order.

Don't

Repeat This!



THE Committee of Fifteen, which wrote that report recommending higher subway fares, is working on another dealing with the "personnel costs"... It will hit the civil service employee hard... Inside story of the Chanler-Kern feud in court last week: a subordinate in the Corporation Counsel's office had written a report favoring Kern's position with respect to the four old employees remaining in the Register's office. When Kern went into court, he wasn't aware that the Corporation Counsel would take a position just opposite... Billy Rose has visited Washington with the idea of opening a night club at the capital, but decided against it... Mass resignations are in the making at several of the State Mental Hygiene institutions.

Defense Items

Despite all the talk about defense plants working 3 shifts a day, less than 20% are operating even on a 2-shift schedule... Shipyards are working their men to the bone overtime, yet government training experts are having the hardest time getting the shipyards to install training programs... Certain racial groups are discriminated against in defense jobs on the ground of "emotional instability"... Experiments indicate that the brightness and contrast of paint colors on machine tools affect accuracy of vision, accident-rate, production rate.

Haste Makes Waste

Don't be in a hurry when you go through the stairway exits half-way between the ends of the long Municipal Building corridors. The doors in that line meet the low railing as they swing open and, if you're rushing, you might topple any number of floors below... Employees of the WPB in Washington have bought their own planes and are learning to fly... The different salaries being paid New York City employees who do the same kind of work will soon hit the public press... How about starting an alumni association of ousted city commissioners?

Merit Men



REED HARRIS can operate a linotype machine, make up a newspaper page, do the production work on a book, write the book, or run a government agency. In fact, Reed Harris has done all these things. Which is pretty good for a 32-year-old lad. Except that this combination of talents once got him an invitation from his college dean to kindly leave the premises, and Reed consequently hasn't a degree from Columbia. This little story concerns Reed's activities as editor of the Columbia "Spectator." Reed, probably influenced by that greatest of journalistic muckrakers, Lincoln Steffans, ran lively, hard-hitting editorial campaigns in his paper. For example: he railed against graft in the dining hall; he ferreted out tales of subsidized football men; he showed up the phoniness of intelligence tests by having professors take them (the pros flunked); he "reviewed" the stores around the college.

Such activities aren't designed to make one beloved of the alumni; so, less than two months before diploma time, Reed was on his way out.

They asked him to come back, but it was already too late to make up the lost time, so Reed just stayed out.

Heads OGR

He doesn't look like a muckraker. Tall, handsome, graying, Reed is no longer a muckraker. He's an ear for the White House; and he heads up one of the most smoothly-functioning of all federal agencies in his U. S. Information Service, at 521 Fifth Avenue.

What sort of matters does he gather for the White House? Suppose a housing program is in the offing. It's Harris' job to see what groups are already functioning in housing, what friction might develop by the entrance of a new agency, what political considerations must be taken into account. "A whole program might be bogged down by some official's wife who feels she's been slighted in her seating position at a banquet." All of these factors, big and small, Harris must gather and condense into a workable report. He's made a survey of civilian defense for the OCD. For the Army he's conducted a study of its public relations.

Questioning-Answering Agency

For the general public, the U. S. Information Service answers factual questions about government services, regulations, and activities. The busy office on the 11th floor at 521 Fifth Avenue is staffed by 16 people.

Vital statistics about Reed Harris: Married, one child—male. Went to work at 15 for a country weekly, operating the linotype. After college, took a job on the New York Journal, shifted to advertising. Has written several books: "King Football," "Eating and Sleeping Throughout the U. S." In early thirties, went to Washington to edit two mags for Federal Emergency Relief. Next stop WPA administrative assistant. Became Director of National Economic Council of New York. From there, took over as New York State Director for the Office of Government Reports.

QUESTION, PLEASE

Eligible List Can't Be Extended

A.G.: The attendant-messenger eligible list expired on December 20, 1941. The Civil Service Commission cannot extend an eligible list beyond a period of four years, except by direction of the State Legislature. There is no way by which you can be appointed to a vacancy as attendant messenger as a result of having been on that list.

Name Off the List

D.I.: You may request the Civil Service Commission to remove your name from the eligible list for maintainer's helper, group 15, until such time as you are able to accept appointment as a maintainer's helper from this list. The removal of your name from the list for an indefinite period of time is discretionary with the Civil Service Commission. Because of your employment as a machinist in the Navy Yard, the Commission most likely will grant you this request. When you finally decide to accept an appointment as a maintainer's helper in the Board of Transportation the Navy Department cannot refuse to release you.

Mathematics

E.T.: In order to get 70 percent on the particular section of your promotion examination containing 80 questions, you were required to answer 56 correctly.

Clerk Tests

M.H.: The examination for clerk, grade 1, is a test conducted by the Municipal Civil Service Commission for employment in New York City departments and agencies. The examination for junior clerk was conducted by the New York State Civil Service Commission for employment in New York State departments and agencies. If you take the New York City test and fail, your filing fee of \$50 will not be re-

turned. It is too soon to estimate your chances for appointment as a result of your taking either of these examinations.

If You Plan to Join Merchant Marine

A. W.: The special military regulations of the Municipal Civil Service Commission do not apply to the Merchant Marine. However, when you are reached for certification on the fireman list, you may request the Commission to remove your name from the list until such time as you are willing to accept a certification. Of course, your eligibility for certification and appointment will only extend for the regular four year life of the list. If you were appointed a fireman, you would have to resign from the Fire Department, in order to accept a position in the Merchant Marine.

Inasmuch as merchant marine cadets are members of the Naval Reserve, one solution to your problem might be for you to become a merchant marine cadet now and then enlist in, or be called to, active duty with the U. S. Navy before Dec. 8, 1945, the date on which the fireman list expires. As an enlisted man in the Navy, you would be entitled to a place on the special military list, provided that your number would have been reached for appointment before the list expired.

Teaching Indians

C. L.: Write to Mr. John Collier, Commissioner of Indian Affairs, Department of the Interior, Washington, D. C., for information concerning the opportunities for teachers in the Indian schools. Also, write to the U. S. Civil Service Commission, Washington, D. C. Ask them to keep your name on file for an application for teacher of Indian Affairs. The Civil Service Commission will send you an application as soon as one is announced.

Letters

The LEADER invites all readers to write in upon any Civil Service subject. Letters receive the careful attention of the editors. Those of general interest will be printed. Letters which appear in these columns may be answered by readers with other points of view. All letters should be signed, but names will be kept confidential if requested.

A Suggestion To City Employees

Sirs: This letter is being addressed to city employees otherwise eligible to take the promotion examination to Clerk Grade 2, but who will not have the year of continuous service by June 6.

At the time of the last examination the Commission likewise set one year of service as a minimum requirement. However, after requests and petitions from employees and employee organizations the Commission reduced this to a six months minimum.

There is no reason why this should not be done for this examination too. It is suggested that all those in the above category:

1. File now. (If the application is finally rejected the application fee will be returned).
2. Write a personal letter requesting the Commission to reduce the period to six months.
3. Ask their employee associa-

tions to send petitions requesting same signed by all their members. M. R.

Payless Sundays for Sanitation Men

Sirs: I wonder why they always pick on sanitation men. We're always having our Sunday pay taken away from us. We work just as hard as any other Civil Service employee, even harder — in rain, snow, cold and heat.

It's bad enough to meet the sky-high prices, and it's difficult to make ends meet. Help us get our raises or at least our Sunday pay. You cannot pay the landlord or buy foodstuffs with time off.

CONSTANT READER.

We agree that the edict rescinding Sunday pay was a most backward action. Morale in the Sanitation Department has certainly been hard hit.—Ed.

War Dept. Employee Complains

Sirs: We are supposed to be classified laborers but are unclassified. Why do we get the "run around" on our raises and overtime? We work 7 days per week at the salary of \$1,320 per annum. The Navy Department receives raises and pay for overtime, but what about the Army? I am employed by the Quartermaster Corps, Brooklyn. Men quit every week. What will happen when summer comes and jobs are more plentiful? There won't be a man left in the Army Base. The situation has become critical and the morale of men is low. We cannot make ends meet and live decently what with the rising costs of food and rent.

Most of us have been here for quite some time. But when a few men who are here only a short time receive a rating ahead of us there, something is drastically wrong. It doesn't do any good to kick. M. B.

STUDY AIDS

For License Examiner

will occasionally be asked to examine applicants who have a physical defect and determine whether or not the defect is of a character to require special apparatus to drive a motor vehicle safely. If the applicant can drive safely with such apparatus, state that fact in the road test report and recommend that a restricted license be issued. If, however, it's not safe to let the applicant operate a motor vehicle with special apparatus, the applicant should be rejected and the road test permit marked "physical defect." The examiner is to make a written report to the supervising motor ve-

hicle examiner informing him of the issuing office, the name and address of the applicant and the office in which the permit was filed as well as the pending number of the applicant.

A person who is deaf may be granted a license provided he passes a rigid test and the vehicle is equipped with a mirror arranged in such a manner as to afford a full view of the road in the rear and on the sides of the vehicle. On passing an applicant of this type, the examiner is to mark the examination permit "restricted to operate with mirror," upon which such restriction will be stamped across the face of the license by the issuing office.

If an individual afflicted with defective hearing happens to hear well with the aid of a hearing device, passes the test, and is operating a motor vehicle equipped with a mirror arranged to afford a full view of the road in the rear and on the sides, he may be granted a license. On passing such an applicant, the examiner

is to mark the permit "restricted to operate with use of hearing device and full vision mirror," and such restricted license will then be issued.

If an examiner has reason to believe the applicant is a mental de-

linquent or an epileptic, he is to refer to procedure. The same holds good in cases of serious physical disability; he is to be required to pass two road examinations, each by a different examiner.

PROVERB PROBLEMS

Improving Your Reasoning

The tenth of a series of articles on proper preparation for Civil Service examinations.

By Gertrude B. Slavin, B.S., M.A., and Alvin Slavin, B.A., M.A.

Proverb problems in civil service examinations are another method of testing a candidate's ability to think clearly. These problems indicate to civil service examiners the extent of your ability to cope with new situations, and demonstrates your ability to follow directions. We recommend that you apply yourself to learning how to analyze proverbs, discover their original connotation, and interpret them with regard to specific situations.

A typical proverb question in a civil service examination may read thus:

Example: One swallow does not make a summer.

- (A) An hour in the morning is worth two in the evening.
- (B) All things that are sharp are short.
- (C) One tree does not make a forest.
- (D) There is no summer but it has a winter.
- (E) The longest night will have an end.

The candidate will find it easiest to answer such proverbs by translating them into his own language—this is done mentally. For example, one may interpret the above proverb to mean that one incident of good fortune does not insure success; or, that a few good books do not make a library. Particularly, this proverb means that a single element does not necessarily indicate an entire grouping or generalization. Therefore, of the alternatives enumerated above, (C) is naturally the best answer.

In this type of question, the candidate is warned against selecting a choice which may have the identical subject matter as the proverb. For example, in the proverb, "When Two Ride on a Horse, One Must Sit Behind," one of the choices given is, "Always in the Saddle But Never On One's Way." Clearly, while both the proverb and the choice refer to riding, the thought of both are different in meaning. Proverb questions always list choices which have similar subject matter as the proverb. The candidate must learn to discard such obvious traps.

In answering proverb questions, keep these general guides in mind:

1. Read the proverb carefully, and interpret its meaning into your own words.
2. Beware of alternatives which have a similar subject matter as the proverb itself but differ in essential meaning.
3. Select the alternative which best interprets the meaning of the proverb given.

Test your ability on the following proverb questions selected from the recent State examinations for Clerk, Typist, and Stenographer.

EXERCISE XV

1. Look before you leap.

Of the following, this proverb means most nearly:

- (A) Speedy rise, speedy fall.
- (B) There's many a slip 'twixt the cup and the lip.
- (C) He who hesitates is lost.
- (D) Waste not, want not.
- (E) Measure thrice before you cut once.

2. "Not to break" is better than "to mend."

- (A) An unwanted thing is dear at any price.
- (B) An ounce of prevention is worth a pound of cure.
- (C) A good saver is a good server.
- (D) There's no smoke without fire.
- (E) A young man idle, an old man needy.

3. Faint heart never won fair lady.

- (A) A rolling stone gathers no moss.
- (B) Discretion is the better part of valor.
- (C) Boldly ventured is half won.
- (D) As a tree falls, so must it lie.
- (E) Win at first and lose at last.

4. When two ride on a horse, one must sit behind.

- (A) Two kings can't rule in one kingdom.
- (B) Always in the saddle but never on one's way.
- (C) Two are company, three are none.
- (D) Two heads are better than one.
- (E) Four eyes see more than two.

5. A mouse in time may bite in two a cable.

- (A) Give him a finger and he will seize your hand.
- (B) Time destroys all things.
- (C) Patience and perseverance accomplish all things.
- (D) Time is a file that wears and makes no noise.
- (E) It is a long lane that has no turning.

6. A bad workman quarrels with his tools.

- (A) He that always complains is never pitied.
- (B) A tree is known by its fruit.
- (C) Jack of all trades and master of none.
- (D) The heron blames the water because he cannot swim.
- (E) A good critic is a bad worker.

7. The well-fed child says to the hungry child, "Keep good cheer."

- (A) We can all endure the misfortunes of others.
- (B) It is good to have companions in misery.
- (C) Everyone thinks his cross the heaviest.
- (D) Every man must bear his own burdens.
- (E) It is an ill wind that blows no man good.

8. Ashes fly in the face of him who throws them.

- (A) A burnt child dreads the fire.
- (B) A curse will not strike out an eye unless the fist go with it.
- (C) A borrowed loan should come laughing home.
- (D) Don't bite the hand that feeds you.
- (E) Curses come home to roost.

9. Those who dance are thought mad by those who don't hear the music.

- (A) Every man takes his pleasure where he finds it.
- (B) For mad words, deaf ears.
- (C) Don't find fault with what you don't understand.
- (D) Those who dance must pay the piper.
- (E) Music hath charms to soothe the savage beast.

10. Distant firewood is good firewood.

- (A) Forbidden fruit is sweet.
- (B) The higher the tree, the sweeter the plum.
- (C) The fire which warms us at a distance will burn us when near.
- (D) Friends agree best at a distance.
- (E) The early bird catches the worm.

Here are the answers to last week's exercise:

Exercise XIV: 1-3; 2-5; 3-2; 4-1; 5-5; 6-5; 7-2; 8-4; 9-3; 10-5.

The answer to Exercise IX, omitted a few weeks ago, is D.

In response to many requests for the inclusion of more exercises in our articles, we shall devote our eleventh article in next week's issue of The LEADER to review questions on all the subjects we have discussed so far in this series. There will be question on vocabulary, grammar, spelling, punctuation, syllabication, reading, analogies, proverbs, syllogisms. Follow The LEADER for the answers to this week's exercise.

Last-Minute Study Books: License Examiner Test

Books for study for the New York State examination for motor vehicle license examiner are available at the Municipal Reference Library, Room 2230, Municipal Building, Manhattan. Titles suggested in addition to the State Vehicle and Traffic Law and the Drivers Manual are the following:

Dull, Charles E.—Safety first—and last.

Jackson, Dennis H.—Stop the slaughter.

Mayor-Daxlanden, H., and Alfred Russell—Traffic snarl.

Page, Victor W.—Prevention of automobile accidents.

Sherman, Ray W.—If you're going to drive fast.

Welday, Roy A.—Your automobile and you.

Whitney, Albert W.—Man and the motor car.

Both Arco Publishers and Civil Service LEADER have prepared special study manuals for this forthcoming examination. The Library is open from 9 to 5 on weekdays and from 9 to 1 on Saturdays.

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Examination Requirements

How to Apply for a Test

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

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

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

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

U. S. citizens only may file for exams and only during period when applications are being received.

Fees are charged for city and State exams, not for federal.

Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment.

Applicants for State jobs must have been New York State residents for one year.

Salary: Presently paid \$9.50 per day, prevailing rate. Vacancies: 2 in the Department of Sanitation.

Duties

To make angle irons, bridle irons, tools, automobile parts, or similar pieces of equipment, either by hand or steam hammer, or related work as required. To repair iron parts of fire engines, trucks, hose wagons, automobiles, carts, sweepers, sprinklers and other vehicles; to perform such other work as may properly be required of blacksmiths. Age: Not over 45 on the date of appointment. This position requires extraordinary physical ability.

Requirements

At least five years of experience along the lines outlined under duties.

Subjects and Weights

Written, weight 40; Practical, weight 40; Physical, weight 20. The practical test may include the testing of the candidates' knowledge and ability by an actual work sample or by detailed questioning of the candidate concerning experience and knowledge, or by a combination of such tests, or by other tests of competency. The Commission will also establish a supplementary list for industrial instructor in this trade in the following manner: Whenever the needs of the service require, the Commission will canvass the eligible list for Blacksmith, for those persons who desire to be certified for industrial instructor. Such persons will receive a qualifying test designed to ascertain their ability to teach this trade and those who pass will be placed upon a supplementary list in the order of their original general average.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. In addition, candidates must pass in four tests: Weight lift, pectoral squeeze, abdominal muscle lift and ladder climb. Fee: \$2.00. Applications: File by February 14.

Bus Maintainer—Group B BMT Division, New York City Transit System

Amended Notice
Candidates who filed under the advertisement of December 9 to December 29, 1941, need not file again. With the holding of this exam, a promotion examination will be held. The eligible list resulting from such promotion examination will be used first to fill vacancies. Salary: 75 cents to 90 cents an hour. Vacancies: 107 at present. Others occur from time to time.

Duties

To maintain or repair the electrical, mechanical, hydraulic and pneumatic equipment of buses and other automotive vehicles.

Requirements

At least three years' recent satisfactory experience as a mechanic in the maintenance and repair of buses or other automotive vehicles as described under "Duties," or a satisfactory equivalent. This experience must have been in the capacity of a full time mechanic and NOT incidental or occasional experience in connection with other work. Full time formal education in an accredited trade or technical school of a nature to fit these requirements will be accepted on a year for year basis. Candidates must possess a New York State Chauffeur's License.

Subjects and Weights

Written test, weight 40; Practical, weight 40; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. **Medical and Physical Requirements**
No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility. Fee: \$1.00. Applications: File by February 14.

Conductor

New York Transit System (All Divisions)

With the holding of this examination, promotion examinations will be held. The eligible lists resulting from such promotion examinations will be used first to fill vacancies. The list established from this examination will be certified as appropriate for the positions of Street Car Operator and Railroad Clerk. Eligible accepting appointment to an appropriate position will be withheld from further certifications for a period of one year from the date of appointment. Salary: 65 cents to 75 cents an hour, at present. Vacancies: 64 in the BMT Division, 50 in the IND Division and 40 in the IRT Division, at present. All appointed from previous lists for Conductor. Hundreds of vacancies expected in the titles of Conductor and Street Car Operator during the life of this list.

Duties

To be responsible for the safety, regularity and proper care of trains, in accordance with the rules, regulations and special instructions governing the employees in operation; when assigned as conductor of trains, to take charge of trains; when assigned to secondary position of trains, to assist conductor in charge in the performance of his duties; when assigned to stations, to handle passengers, assist in the safe dispatch of trains, watch exit gates, patrol stations and perform special duties for the protection of passengers; when assigned to yard or work-train service, to operate hand-throw switches, assist in making couplings, serve as flagman; turn in lost property; make detailed reports of unusual occurrences.

Requirements

Not less than 5 feet 6 inches in height (bare feet). Minimum age, 21. This position is one of the principal means of entrance to a railroad career service in the New

York City Transit System. There will be active opportunities for promotion. Although railroad experience is desirable, it is not required. The most important attributes which will be required for this position are an aptitude for the type of work listed under "Duties," evidence of an ability to learn, and physical strength and agility.

Subjects and Weights

Written, weight 50; Physical, weight 50. The passing grade will be set in accordance with the needs of the service.

Medical and Physical Requirements

Candidates may be rejected for any disease, injury or abnormality, which in the opinion of the medical examiner tends to impair health or usefulness, such as: hernia, defects of the heart or lungs, impaired hearing in either ear, defective color vision, vision of less than 20/30 in either eye (eye glasses allowed). The competitive physical test will be designed to test the candidate's strength and agility. Fee: \$1.00. Applications: File by February 14.

Director of the Division of Building Management and Procurement

Salary: \$3,500 per annum, subject to budget. Vacancies: 1 in Department of Welfare.

Duties

To administer the Division of Building Management and Procurement of the Department of Welfare, including the administrative supervision of its 500 employees.

Requirements

Graduation from senior high school. Candidates must have had within the past 10 years, in a large governmental or private organization, 6 years full time paid experience of a character to qualify candidates for the duties of the position; 4 years of full time college technical training in building management, engineering, or architecture may be substituted year for year for the above experience. At least 2 years' experience must have been in an administrative capacity involving responsibility for the procurement and management of buildings; or the layout of office space; or the requisitioning, control, budgeting and distribution of office supplies, equipment or services, or a satisfactory equivalent. Experience in a city department as a chief clerk dealing with the Department of Purchase, the Budget Director and the Board of Estimate, or experience as an office manager with wide discretionary authority in a large real estate organization is of the type desired.

Subjects and Weights

Written test, weight 30; Training, experience and personal qualifications, weight 70. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary. The passing grade will be set in accordance with the needs of the service.

Fee: \$2.00. Applications: File by February 14.

Foreman, Furniture Maintainer

Salary: \$2,200 up to but not including \$2,600 per annum. Vacancies: At present 1 in the Board of Education and 1 in the Dept. of Public Works.

Duties

To be in immediate charge of work of all forces engaged in the installation, maintenance and repair of all types of furniture.

Requirements

At least 10 years of recent satisfactory practical experience as a carpenter or cabinet maker, or as a journeyman in the manufacture or repair of furniture for wholesale furniture houses, department stores, large hotels, large public institutions, at least 2 years of which must include responsible supervision of a considerable number of employees, or the equivalent; ability to prepare data for plans and reports, to estimate costs, to recommend repairs or other disposi-

tion of furniture; familiarity with the paints and varnishes used in the manufacture, repair and maintenance of furniture, the need for such paints and their proper application. The supervisory experience required must have been of a permanent nature. Mere relieving or substituting or acting as assistant supervisor will not qualify the applicant. The supervisory experience specified in advertisement must show that the applicant had full charge of and responsibility for the work of other employees, the planning of the work, its inspection and satisfactory completion.

Subjects and Weights

Written test, weight 50; Training, experience and personal qualifications, weight 50. Admission to this examination, or any part of it, conditionally or pending subsequent determination of qualifications does not imply that the candidate possesses the minimum qualifications required for the position or is entitled to a passing rating on the experience part of the examination. If the experience interview, held after the written or other parts of examination, discloses that the candidate lacks the requisite experience or education, he may be disqualified or given less than a passing rating for experience. Fee: \$2.00. Applications: File by February 14.

Junior Civil Engineer

Amended Notice
Candidates who filed under the advertisement of December 9 to December 29, 1941 need not file again. Salary: \$2,160 up to but not including \$3,120 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Occur from time to time.

Duties

To perform elementary civil engineering work in the investigation or development of civil engineering projects the design, lay-out, construction, inspection, testing, operation, or maintenance of civil engineering works or equipment for tunnels, bridges, schools, public buildings, highways, sewers, rapid transit railroads, etc.; or in scientific civil engineering research; keep records and make reports.

Requirements

An engineering degree (June, 1942 graduates are eligible); or graduation from a four-year day high school and eight years' satisfactory practical experience in civil engineering; or a satisfactory equivalent; general knowledge of the fundamental principles of civil engineering, of physics and mathematics; ability to prepare field notes or data for plans and reports; ability to use drafting instruments, instruments of precision and mathematical tables.

Subjects and Weights

Written test, weight 80; Training, experience and personal qualifications, weight 20. Training, experience and personal qualifications will be rated after an examination

(Continued on Page Thirteen)

City Tests

Audit Manager

Salary: \$6,000. Vacancies: 1 in the Emergency Revenue Division.

Duties

To have direct supervision and responsible charge of the accountants, junior accountants, bookkeepers; formulate and put into effective operation all audit procedures and policies necessary to conduct a proper and efficient audit and examination of the books and accounts of all persons required to file returns pursuant to the City's Emergency Revenue Tax Laws;

make decisions with reference to all audit problems arising in the Department; confer with taxpayers; coordinate the activities of the various Audit Units.

Requirements

The incumbent of this position must be equipped by training and experience to direct the activities of a staff of auditors and office assistants of approximately 180 engaged in the administration of the audit functions of the Emergency Revenue Division. Candidates must possess a certificate as a Certified Public Accountant of the State of New York, with at least 15 years' experience in auditing and accounting, including at least 10 years' experience with a large business or governmental organization or with independent certified public accountants or as a Certified Public Accountant conducting his own business. Appropriate college and graduate training may be substituted for the required experience on a year for year basis, except that every candidate must have had 10 years of accounting experience of a character and magnitude to qualify the candidate to manage the Emergency Revenue Division staff as described under "Duties."

Subjects and Weights

Training, experience and personal qualifications, weight 100. Training, experience and personal qualifications will be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigations as may be deemed necessary to determine the extent to which such experience has qualified the candidate for the position sought. Such oral interview will be designed to probe the essential factors of technical competence and administrative ability necessary for the efficient performance of the duties of the position. Fee: \$5.00. Applications: File by February 14.

Blacksmith

This list may also be used for industrial instructor in this trade.

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U.S. ARMS

M. A. Dunning cartoon courtesy of Austin (Tex) Statesman

(Continued from Page Twelve)

of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary. The passing grade will be set in accordance with the needs for the service. Fee: \$2.00. Applications: File by February 14.

Mechanical Engineer (Salvage)

Salary: \$4,200 up to but not including \$6,000 per annum. Appointments may be made from the list to a lower grade. Vacancies: 1 at \$4,000 in the Department of Purchase.

Duties

To have charge in connection with the salvage or sale of obsolete or worn-out equipment, such as automotive equipment, machinery, office equipment, etc.; also waste materials and ferrous such as ferrous and non-ferrous metals, rubber products, building and construction materials; keep records and make reports; perform related work.

Requirements

An engineering graduate plus at least six years' diversified practical production work in the skilled trades, preferably including one or more of the following: automotive equipment, metallurgical products, furniture or office equipment; three years of this time must have been in responsible charge of operations or the equivalent of these requirements. Candidates must be capable of determining whether salvaged articles have further service life and whether the cost of reconditioning is commensurate with future value. A knowledge of market conditions and commodity prices is desired to assure full value to the City.

Subjects and Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary. The passing grade will be set in accordance with the needs of the service. Fee: \$4.00. Applications: File by February 14.

Senior Accountant (Methods)

Salary: \$3,000 up. Vacancies: Four positions of provisional administrative assistants in the Comptroller's office are to be filled from this list. The salaries presently being paid are \$3,000, \$4,000 (2), and \$4,200.

Duties

To devise methods of recording, reporting and accounting in the several departments.

Requirements

Not less than 10 years of experience in accounting with a large governmental or business organization, or in auditing with a firm of public accountants. Not less than 5 years of this experience must have been in a supervisory capacity or as a senior accountant, and not less than 2 years of the required experience must have been in the responsible formulation and installation of accounting systems or methods and procedures, or in the analysis of accounting operations. Appropriate training at the college and graduate level may be substituted for the above required experience on a year for year basis, ex-

cept that in every case candidates must have had the 5 years of required supervisory or senior experience including the required 2 years' specialized experience in accounting systems or methods.

Subjects and Weights

Written, weight 40; Training, experience and personal qualifications, weight 60. Training, experience and personal qualifications may be rated after an examination of the candidates' application and after an oral interview or such other inquiry or investigation as may be deemed necessary. The passing grade will be set in accordance with the needs of the service. Fee: \$3.00. Applications: File by Feb. 14.

Telephone Operator, Grade 1 (Women)

Salary: \$1,200 up to but not including \$1,800 per annum. Appointments may be made at salaries below \$1,200 per annum. Vacancies: Occur from time to time.

Duties

To operate a telephone switchboard; keep records of telephone calls; perform clerical and other incidental work.

Requirements

Applicants must be high school graduates and have had at least one year full time experience as telephone attendant or operator with operating telephone companies, public utilities or large industrial, commercial or governmental organizations or an additional year of education.

Subjects and Weights

Written, weight 40; Experience, weight 60. Qualifying practical tests will be given to those who pass the written test as the needs of the service require. Fee: \$1.00. Applications: File by February 14.

Trackman

New York City Transit System (All Divisions)

Salary: 63 cents to 83 cents an hour, at present. Vacancies: 44 in the BMT Division and 7 in the IND Division, at present, 199 appointed from last list. Several hundred vacancies expected during the life of this list.

Duties

To maintain tangent and curved track, special track and roadway, in subway, surface and elevated service, rails.

Requirements

Although track experience is desirable it is not required. This position involves heavy manual labor and the examination will require a very high degree of strength and a considerable amount of agility.

Subjects and Weights

Physical, weight 60; Written, weight 40. The passing grade will be set in accordance with the needs of the service.

Medical and Physical Requirements

Candidates may be rejected for any disease, injury or abnormality, which in the opinion of the medical examiner tends to impair health or usefulness, such as: hernia, defects of the heart or lungs, impaired hearing in either ear, defective color vision, vision of less than 20/20 both eyes together, (no eye glasses allowed), blindness in either eye. The competitive physical test will be designed to test the candidate's strength and agility. Fee: \$1.00. Applications: File by February 14.

Promotion to Assistant Station Supervisor

This examination is open only to employees of the IRT and BMT Division of the New York City Transit System. Separate divisional lists for the IRT and BMT Divisions will be established from this examination. A list for the IND Division is already in existence. The list established for each division will be used first to fill vacancies in that division. If the number of eligibles on a divisional list is insufficient to fill the vacancies in that division, the other two divisional lists may be combined and certified as appropriate. Salary: \$1,800 to and including \$2,400 per annum. Vacancies: 7 in the BMT Division, and 3 in the IRT Division, at present. Others occur from time to time. Date of test: The written examination will be held June 27, 1942.

Requirements

Open to all permanent male employees now serving in the titles of Railroad Clerk, and Collecting Agent, who have served continuously at least one year in the title or titles (or in an equivalent title or titles) in the IRT or BMT Divisions on the date of the written test, and who are otherwise eligible.

Duties

To assist the Station Supervisors in the work of the Station Section, including the following details: make investigations and reports, arrange for the proper manning of stations, supervise and assign station personnel, make inspections and take appropriate action on condition of stations and station equipment; supervise receipt and collection of revenue; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Subjects and Weights

Record and Seniority, weight 50, 70 per cent required; Written, weight 30, 75 per cent required; Practical-Oral, Weight 20, 75 per cent required. The practical-oral test will include the following factors: experience, technical competence and judgment.

Medical and Physical Requirements

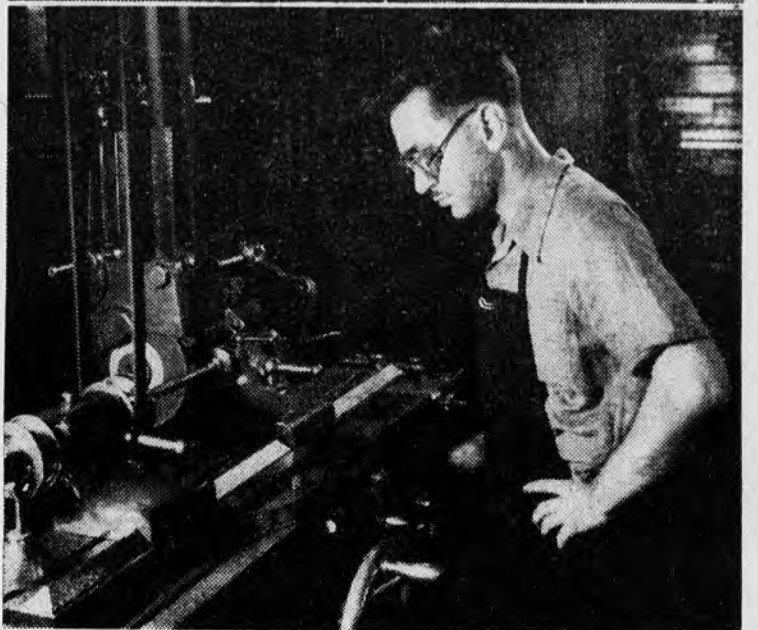
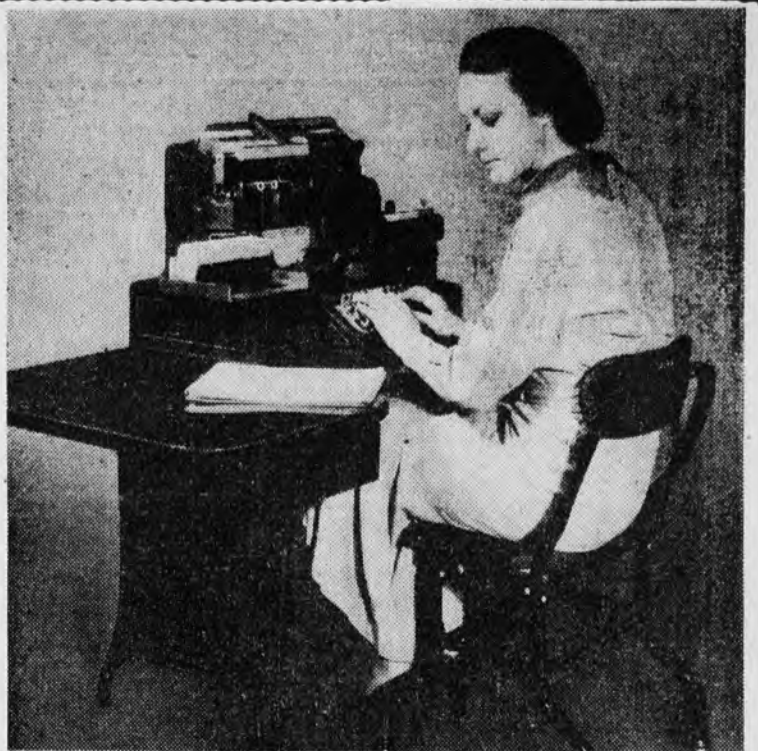
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment. Fee: \$1.00. Applications: File by February 14.

Promotion to Assistant Train Dispatcher

This examination is open only to employees of the IRT and BMT. Separate divisional lists for the IRT and BMT Divisions will be established from this examination. A list for the IND Division is already

(Continued on Page Fourteen)

A Govt. Job Is Waiting For You!



Let Us Help You Find It!

Read this story completely. It may be a turning point in your life.

Today, there are more civil service jobs open than at any time in the history of civil service. These jobs cover more occupations than ever before. It's easier to get into government service today than it was a year ago... Magnificent Training opportunities for persons who wish

to prepare to enter defense industry may be yours for the taking.

WE WILL HELP YOU FIND THE JOB OR THE TRAINING THAT BEST SUITS YOU!

And this service is absolutely FREE to you with a regular \$2 subscription to The LEADER.

HERE'S HOW THE JOB-FINDING SERVICE WORKS

You register with us in person, by phone, or by mail. Then, for a period of one year, we check your name against every exam—city, state, or U. S.—that comes up, and make every effort to keep you informed of exams which we think you should take. And that isn't all.

HERE'S WHAT THE JOB-FINDING SERVICE GIVES YOU

A PERSONAL INTERVIEW
A record of your training and experience is kept in our files.

VOCATIONAL GUIDANCE
The Vocational Guidance Service will serve you when you have a problem or question about civil service which you want answered.

TRAINING
If you're looking for training, we'll bring to your attention, from time to time, such training opportunities as may be helpful to you.

JOBS OPEN
Exams which open in the City, State or Federal Government Service, and some defense openings in industry, for which we think you qualify, will be personally brought to your attention by mail. We try to make this service as complete as we can.

HOW TO PREPARE
Proper study methods will be indicated to help you pass the test for which you file, if you wish.

ELIGIBLES AND EMPLOYEES
We endeavor to answer all questions relating to lists, transfers, promotion exams, etc.

The Vocational Guidance Service is of special interest to those persons who haven't a very clear picture of the steps which must be taken to get a government job. If you can't come in for a personal interview, we'll conduct it by mail. For eligibles and employees, the Vocational Guidance Service answers queries in relation to lists, department, working conditions, transfer possibilities, promotion exams, etc.

REMEMBER! UNLESS YOU KNOW WHEN TO FILE AND FOR WHAT, YOU ARE GROPING IN THE DARK. LET US GUIDE YOU TOWARD THAT CIVIL SERVICE JOB IMMEDIATELY! BY TELLING YOU WHETHER OR NOT YOU ARE ELIGIBLE FOR WHAT JOB, WE ARE SOLVING YOUR PROBLEMS AND AT NO COST TO YOU!

CLIP THIS COUPON NOW!

Civil Service LEADER

97 Duane Street, N. Y. C.

Enclosed is \$2.00 to cover cost of annual subscription to The LEADER and the Vocational Guidance Service. Send no training and experience blanks immediately.

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Check here if this is a renewal of your subscription.

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LEGAL NOTICE

CERTIFICATE PURSUANT TO PARTNERSHIP LAW Section 91 I. The name of the partnership is KOLMER-MARCUS...

Mayor vs. Civil Service Body

(Continued from Page Three) LaGuardia had made broad accusations of insubordination and falsehoods...

gating the Civil Service Commission, to accept the Committee's anti-Kern report.

Big Issues Seen

The issues involved are important. At one point between Friday and Monday, Kern was prepared to go to the Mayor's home...

Background

Back of the ouster was a growing coolness between the two men. Originally strong friends—Kern had started as law secretary to LaGuardia...

Police Groups Try To Heal Breach

"Unity is necessary." "It's smart to be friendly." Once again members of the Police Department are trying to heal the breach...

LEGAL NOTICE

GUDE WINMILL & CO.—NOTICE is hereby given of the filing and recording in the office of the Clerk of New York County...

Here's the Background

Why should two such amiable men be involved in a squabble? It all goes back to Monday, January 16, when the police Pension Fund...

Friends of Harnedy insist that he is protecting the rights of all the patrolmen on the force.

Friends of Mahoney think it was good political strategy for him to vote with the Mayor.

Bill is Prepared

Meanwhile, preparations are being made to pass bill through the State Legislature granting salary increases to policemen.

TRAINING

deferred last month, is returnable in Special Term, Supreme Court, Part One, on the following day.

Pay Increase Bill Would Help

Note to the Mayor and members of the force: One solution to the problem would certainly be the passage of a pay increase bill...

(Continued from Page Five) physical and mental requirements, Miss Brierton hasn't any fears for what the job may hold.

New Courses Open To NYC Employees

Two new in service courses for municipal civil service employees were made available last week.

partment of Water Supply, Gas and Electricity in co-operation with the American Red Cross.

VALENTINE VICTORY BALL SPONSORED BY NEW YORK REGIONAL COUNCIL UNITED FEDERAL WORKERS OF AMERICA, C.I.O. Saturday, February 14, 1942 HOTEL DIPLOMAT, 108 West 43d St., N. Y.



LEADING SHOWS OF THE WEEK MUSICAL

Featuring Henry Sylvern's Orchestra and Vocalists Monday Through Saturday 10:00 A.M.—Musicolorama

SPORTS Don Dunphy, Popular Sportscaster Keeps Sports Fans Posted on Latest Events 6:15 P.M.—Monday Through Saturday—Sports News

NEWS 1:00 P.M.—"Copydesk"—Monday Through Friday News Commentators—Maurice C. Dreicer and Senator Phelps Phelps

Scheduled Newscasts—Monday Through Saturday 8:30, 8:55 and 9:45 A.M.—12 Noon, 2, 3, 5 and 7 P.M. Sunday 10:00 A.M.—12 Noon, 4:30 P.M. and 5:30 P.M.

1000 "On Your Dial" Buy The LEADER every Tuesday.

DRYSDALE & CO.—Notice is hereby given that a certificate of limited partnership of Drysdale & Co. was filed and recorded in the office of the County Clerk of the County of New York...

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STATE OF NEW YORK DEPARTMENT OF STATE I DO HEREBY CERTIFY that a certificate of dissolution of LAKOVITZ, BERMAN & STEIGMAN, INC. has been filed in this department...

Liquor License NOTICE is hereby given that License No. RE. 8191 has been issued to the undersigned to sell liquor at retail in a restaurant under the alcoholic Beverage Control Law...

TESTS

(Continued from Page Three)

ity, vocabulary, spelling, arithmetic, capacity to follow written directions, elementary office practice and knowledge of civic affairs.

Typing Test for Typists

The 16,640 typist candidates won't take a written test. They will be examined only on their ability to type. In order to pass this test the key-pounders will be required to bang away at the rate of 40 words a minute.

Free Lectures: Women in Defense

Clarence D. Chamberlain, famous Trans-Atlantic Flyer and Aircraft Designer is conducting a school in defense work for both men and women. In conjunction with his teaching, he is conducting a series of lectures and movies showing women in defense work.

Dental Assistants

Courses are being offered for dental assistants by the Dental Assistants Training Institute, 11 West 42nd Street, Manhattan, where men and women are being taught how to help to preserve the practice of the dentist who is drafted.

Radio Courses For Men and Women

Of particular importance are a group of defense training courses opened by the New York Y. M. C. A. Schools, 5 West 63rd Street.

One of these courses, training Special Radio Technicians, was set up in response to a demand for it on the part of men who want to obtain a knowledge of radio before entering military service.

New Show at Monte Carlo

Guy Martin's new revue at the Monte Carlo, which opens tomorrow, features the comedy dance team, Diane and Michael; Janice D. Dotko, toe and acrobatic dancer; Nena Montes, Spanish dancer, and Pierre Beaucaire, Belgian tenor; and a line of six lovelies in song and dance routines.

Vacation—Travel

MIAMI BEACH—All expense tours (except meals). De Luxe streamline round trip fare, 8 days, \$67.35 up. Hotel—Sight-seeing tours—taxi. American Hotel & Resort Bureau, 1457 Broadway. CH. 4-1482.

Restaurants

"ASK THOSE WHO EAT HERE" The Old Reliable Greenstein's Dairy & Vegetarian RESTAURANT We Serve a Full Course DeLuxe Dinner from 4 P.M. to 8 P.M.—55c

MAMA RITZ KOSHER Dairy and Vegetarian Restaurant Serving Civil Service Employees for 23 Years De Luxe Dinner 5 to 8 P.M.—55c

Amusement Parade

By Joseph Burstin

Movie of the Week

A picture not to be missed came last week to Radio City Music Hall. It's "Woman of the Year," with a new Katharine Hepburn and a new Spencer Tracy. Katy plays "Woman of the Year," with a delicacy and understanding of her role.

Sacha Guitry's "9 Bachelors" at World Theatre

The last film comedy completed by Sacha Guitry before the war, "9 Bachelors" (Ils Etalent Neuf Celibataires), which has since been banned by the Nazi censor in Paris, is at the World Theatre.

Written and directed by Sacha Guitry, this satirical comedy features an imposing array of distinguished French stage and screen players headed by Guitry himself and including Elvire Popesco, Genevieve Guitry (the fourth Mme. Sacha Guitry), Marguerite

Nite Life

Bill Berge, instrumentalist, joins Ira Spector's orchestra this evening, at the CHATEAU MODERNE.

Enric Madriguera, rumba maestro at the BELTMORE Bowman Room, this week has added his 200th set of maracas and castanets to his collection, believed to be one of the largest in the world.

The dusky rhythm boys—and gal, lovely husky-voiced "Dee" Williams—celebrate a year's anniversary in Brooklyn's "Bit of Bermuda" on February 15. A special anniversary show is being readied for that week, including the outstanding favorites of the year: Dee's presentation of "Jenny"; Yank Porter's "Izzat You, Saffronia?"; Bill Dillard's well-loved singing of "Old Man River"; and Dave Martin, the pianist-maestro himself, beguiling the ivories with the Tschaiakowsky "Concerto."

Tommy Lyman, tenor at the MAISON PIERRE, is featuring this week a medley of all the Buy A Bond songs thus far written in connection with the current campaign.

Some new faces added to the Revue at the ALOHA CLUB, Hawaiian Spot on Church Avenue, Brooklyn, are Cy Reeves, comedian and m.c., songstress Georgette Starr, tenor Lee Rus-

Movie Shorts

"Davy Crockett," story of the hero who died during the siege of the Alamo, has been scheduled by Warner Bros. for early production as a Technicolor special, with Dennis Morgan starred. The original screen play is by U. S. Carington. Morgan's newest picture is "Captains of the Clouds," the story of the Royal Canadian Air Force due soon at the Strand. . . . Grant Mitchell, Ann Revere and George Lessey have been signed by Warner Bros. for featured roles in "The Gay Sisters." Barbara Stanwyck, George Brent, Geraldine Fitzgerald and Nancy Coleman head the cast. . . . William Lundigan, who made his bow for Metro in "The Bugle Sounds" and who shares high honors in the newest Hardy entertainment, will split the leading roles of "Sunday Punch" with Jean Rogers, the blonde whirlwind newcomer of "Design For Scandal." The story of "Sunday Punch" deals with a boarding house for prizefighters and it is



FRANKIE MASTERS and his orchestra head the stage show at the New York Strand this week.

Moreno, Betty Stockfield, Max Dearly, Saturnin Fabre, Aimos and Victor Boucher. The music is by Adolphe Borchard and "9 Bachelors" has been provided with complete dialogue titles in English.

sell, and tapster Janette Lane. Tin-Pan Alley's sing stylists Paul and Florrie Cunningham, heads the new floor show at BUTLER'S TAP ROOM with The Rexers, Rose Moran and Betty Kayne featured.

Joe E. Lewis remains the Star of the Proceedings at COPACABANA, where Monte Proser has assembled a large and exciting roster, including Walter Long, Betty Jane Smith and Carol Dexter.

Billy De Wolfe, heading the show at the VERSAILLES, is being courted by Hollywood. . . .



JUNE BENTLEY Singer at the VILLAGE BARN

expected to be one of the new season's lusty laugh-getters. . . . Norma Shearer and designer Kalloch are now at work designing an elaborate wardrobe this star will wear in "Her Cardboard Lover," in which Robert Taylor will share starring honors. Miss Shearer has just completed "We Were Dancing" with Melvyn Douglas. . . . Dolores Del Rio will make her bow as a leading member of the Orson Welles Mercury Players in RKO Radio's "Journey Into Fear." She will be seen as an adagio dancer playing in second-rate cafes. Opposite her is Joseph Cotten who, with Welles, wrote the screen play. . . . "George Washington Slept Here," the George S. Kaufman-Moss Hart Broadway hit, will be the second starring production for Jack Beney under the Warner Bros. Banner. . . . Warner Bros. have emerged as the successful bidders for the screen rights to "Edge of Darkness," new novel by William Woods. . . . Clifford Odets, Broadway playwright, will do the screenplay of "Rhapsody In Blue," based on the life and music of George Gershwin. . . .

Stage News

Marion Gering, currently directing "Plan M," which is due in New York the week of February 16, will put "Our First Murder," a dramatization by Robert Presnell of a novel by Torrey Chandler, into rehearsal early in March. He will produce as well as direct the play. . . . Rita Angel (Mrs. Tony Canzoneri) has been signed by Tommy Lanyon and Tex Weiner for "Bangtails," the racing farce by Henry Misrock and Sol Rosen. . . . Day Tuttle and Harold Bromley have engaged Roy Hargrave to direct "The Life of Reilly," the William Roose comedy. . . . Tex Weiner, who is producing "Bangtails" with Tommy Lanyon, has just completed a drama called "Passage to Courage," which the firm will do after the Henry Misrock-Sol Rosen farce. . . . Gilbert Miller's "Head of a City" arrives at the Henry Miller Theatre tomorrow. . . . "Arsenic and Old Lace" will play its 450th performance at Fulton, tonight. . . . June Allyson, featured in "Best Foot Forward," is back at the Barrymore after an illness. . . . Eddie Dowling, has placed a new venture titled "Life, Laughter and Tears" into rehearsal. . . . A revival of Sir James M. Barrie's "A Kiss For Cinderella," starring Luise Rainer, is in the offing.

Blue Barron Repeats at Strand

Blue Barron, Hotel Edison band leader, will be the fourth orchestra leader in four years to have been booked for four weeks at the New York Strand. Paul Whiteman, Jimmy Dorsey and

Columbia Pictures Acquires Rights to "The American Way"

"The American Way," Kaufman and Hart's Broadway stage hit, has been acquired by Columbia. Plans are under way to make the film version of this successful patriotic play one of the most important productions ever scheduled in Hollywood.

George Stevens will direct and produce "The American Way" as his next Columbia vehicle. To give the work fitting importance, he will have one of the year's highest budgets, assuring top quality in every department. Sidney Buchman, ace Columbia scenarist, has been assigned to the script.

Movies

Radio City Music Hall 50th STREET and 6th AVENUE SPENCER TRACY KATHARINE HEPBURN WOMAN OF THE YEAR A Metro-Goldwyn-Mayer Picture ON THE GREAT STAGE: "WORDS AND MUSIC" By Cole Porter Leonidoff's gay, colorful new revue, with Rockettes, Corps de Ballet, Glee Club, Symphony Orchestra, direction of Erno Rapee. First Mezz. Seats Reserved. CL. 6-4000

OPENS FRI., FEB. 13 JAMES CAGNEY And the ROYAL CANADIAN AIR FORCE in CAPTAINS of the CLOUDS IN TECHNICOLOR A WARNER BROS. HIT IN PERSON BLUE BARRON AND HIS ORCHESTRA STRAND Broadway & 6th St.

LEADER'S BEST PLACES TO DINE AND DANCE

(Village Barn), 52 W. 8th St. ST. 9-8840 JUNE BENTLEY MUSIC HALL BOYS presenting 3 GAY BLADES HOME of the HOBBY HORSE RACES Join in the Fun with Square Dances & Musical Chairs 10 Star Acts. 3 Shows Nightly. Dinner from \$1.25

CHATEAU MODERNE | Finest Luncheon, Special Cocktails 42 E. 50TH ST. • ELdorado 5-9136 DINNERS — SUPPERS ENTERTAINMENT—Gabriel, Your Host.

"SMILING" LOU TAYLOR * CINDERELLA 82 West 3rd St. (In The Village) Jean Allen, Paula Norton, Zeldia Leeds, Estrelitta, Joan Dare, Vilma Rafael

GREENWICH VILLAGE INN FIVE ARRANGEMENTS for Banquets & Office Parties SHERIDAN SQUARE CH. 2-6165 SPECIAL INDUCEMENTS TO ORGANIZATIONS THAT CAN USE OUR FACILITIES ON SUNDAYS.

NUT CLUB 99-7th AVE. SOUTH * NUT-SEY FAGAN—GLAMOR GALS * 3 SHOWS NITELY—DELICIOUS DINNER \$1.25 * Our New Host - Bernard Bernardi

TONY PASTOR'S Jackie Farrell, M.C. — Pat Rossi Helen Rogers—Dorothy Manners 3RD ST. AT 6TH AVE. • Dinner 6-10 P.M., \$1. Wingy Carpenter's Or.G.R. 3-8839

ZIMMERMAN'S HUNGARIA Famous for its Food. DINNER FROM \$1. Lively 55-Minute Show Nightly at 7:30, 10:30, 12:30. Gypsy and Dance Orchestras. Continuous Music and Dancing from 6 P. M. to Closing. No Cover, No Min. LONGacre 3-0115 AMERICAN-HUNGARIAN 163 W. 46th St., East of Broadway

New York City Hotels

\$10 PER WEEK, beautiful outside single room with private bath, radio, Simmons Beautyrest mattress, all rooms both tub and shower. A 24-story fireproof hotel with every comfort, convenience and luxury at moderate rates. Ten minutes to Times Square, one short block to subway and bus lines. Broadway street cars pass our door. Daily rates: \$2 single, private bath; \$3 double, private bath. Weekly: double with private bath, \$12.50. Singles with connecting bath, \$8.50 Per Wk. A new hotel. Phone SU. 7-1900. SPECIAL MONTHLY RATES HOTEL MANHATTAN TOWERS BROADWAY AT 76th ST., NEW YORK

TESTS

Clerk Promotion Open to Many

One of the largest filings for the clerk, grade 2, promotion test in the history of the Civil Service Commission is expected as a result of the widened eligibility requirements. For the first time this test is open to all persons "in the competitive class," whose salaries range up to \$1,800 per year.

No restriction is made as to the services in which the employees may be working, as long as they are in the competitive class. Employees in the sanitation service, such as junior sanitation men, for example, may apply to take the clerk, grade 2 test. Any employee in the ungraded service, provided he is in the competitive class and earning less than \$1,800 per year, is also eligible for the exam.

The filing period for this test ends at 4 p.m. Saturday, February 14. Good, solid study material can be found in this week's issue of the LEADER on page 11.

PROMOTION

Propose to Enlarge Opportunities

A public hearing will be held at 3 p. m., Thursday, February 12, Lincoln's Birthday, in the offices of the Civil Service Commission, 299 Broadway, on a proposed amendment to the civil service rules to widen the promotion opportunities for city employees. The change proposed by the Commission would make employees who have served only six months eligible to take promotion tests. The amendment would affect employees in the following services: clerical, ferry, inspection, legal, prison, attendance, and medical.

The amendment, if adopted by the Municipal Civil Service Commission, okayed by the Mayor, and then adopted by the State Civil Service Commission, would revolutionize the chances for advancement for almost 25,000 city employees.

Clerical Force Affected
Most affected by the proposed amendment would be the 15,000 or more clerical employees. Employees in the second grade of this service must work at least two years in the title in order to be eligible for a grade 3 promotion test. Grade 3 clerks must have served three years before they can take a promotion to grade 4 test. As these tests are held infrequently, the majority of the city's white collar employees have only a limited opportunity for advancement.

Under the proposed change, the Civil Service Commission would retain the right to fix longer periods of service for promotion if such longer periods would best serve the public interest.

The proposed amendment to Rule V, Section X of the Civil Service Commission's rules, replacing paragraphs 6, 7, 8, 9, 10, 11, and 12, reads as follows:

"Eligibility for promotion shall be limited to permanent employees who have served in the eligible title or titles for not less than six consecutive months immediately preceding the examination in the department, office, or institution for which the examination is held, provided that nothing herein contained shall prevent the Commission from fixing longer periods of service for promotion, when such longer periods may best serve the public interest."

over 100 of the eligibles certified to him by the Civil Service Commission from three lists, sheriff, city marshal and p. d. (special) number 3.

It is expected that approximately 55 deputies will be appointed at basic salaries of \$1,800 per year. Although the position of deputy sheriff is now in the ungraded service, Sheriff McCloskey will move to have official steps taken to place this title in the graded service. If this is done, deputy sheriffs will receive annual increments of \$120 per year for five years, until they are paid the maximum of \$2,399.99 a year.

The duties of a deputy sheriff are the same as those of the sheriff, i. e., "to serve and execute process."

Sailing, Sailing

Forty-five able seaman eligibles will be offered berths on the good ships comprising the Department of Sanitation's fleet some time this week. The jobs pay \$1,500 a year and there is nothing to the rumor that the waters navigated by Carey's sailors are submarine-infested.

Oh, yes! The highest lad reached on this certification was 800. All told, there are 946 eligibles on the list which doesn't expire until April 23, 1943.

Clerk Twos For Clerk Ones

Sixty eligibles on the clerk, grade two, list were certified by the Civil Service Commission during the past week. The names of 38 women on the list were sent over to the office of the borough president of Richmond to fill vacancies as attendant, female. The names of 22 eligibles were forwarded to the Health Department as appropriate for grade one jobs at \$840 a year.

The highest eligible certified for the female attendant positions was the gal who stands 1,449 on the list; 5,147 was the highest number reached for the Health Department certification.

Civil Service employees should follow **The LEADER** regularly. Every week **The LEADER** contains special articles dealing with forthcoming and current tests.

BUDGET

400 Less Men For Sanitation

It's a melancholy budget for the coming year which the Sanitation Department is submitting. It indicates that the important work of keeping the city clean will have to be done by 400 less men.

The officials of the Sanitation Department haven't liked to send in such a budget. And they feel that even this is likely to be slashed.

Highlights of the Sanitation budget:

Eighty-eight additional junior sanitation men were requested in its proposed 1942-43 budget of \$31,953,360.30 submitted this week to Budget Director Kenneth Dayton.

The new budget represents an increase of \$621,708.70 over the current budget of \$31,331,651.53. Mandatory increments for 146 employees on July 1, 1942, amounting to \$5,639.80, are given by the department as one reason for the increase.

Pension Fund

Other reasons for the budget boost are the mandatory contribution to the D.S.C. pension fund of 434,000, the increased cost in gasoline, motor oil and tires, adding up to \$323,000, the general rise in prices of equipment and storage space totalling \$45,000, the general increase in the cost of living demanding \$95,000 more for other than Personal Service, and a request for \$253,600 for sick pay compensation as well as \$86,000 for Sunday time.

In submitting the budget, the department pointed out that a saving of approximately \$89,000 has been affected by the decrease of 73 positions in the mechanical codes as well as the decrease in the accruals in the codes for operating costs amounting to \$725,000.

In requesting the 88 additional junior sanitation men positions—the cost of which is estimated at \$132,000—the department agreed to the elimination of vacancies in the clerical, investigator, auto engineman and laborers' lines.

There are nearly 600 vacancies in the department at present and close to 1,000 are expected by August.

Cotton Lisle 6x1 Rib Hose

OF WEARTWIST YARN, WITH 2-PLY BODY AND 4-THREAD HEEL AND TOE

5 PAIRS FOR 1.39



ALSO ON SALE AT
Macy's
PARKCHESTER

Most 6x1 rib cotton socks around this price are made of ordinary single yarns. But not Macy's! Ours have a 2-ply body and foot plus an extra 3-ply durable heel and toe—all of famous "Weartwist"

yarn! Result: Months of extra wear! Black, brown, green, navy, maroon, gray and white in regular or elastic top ankle styles. Sizes 10, 10½, 11, 11½, 12 and 13. Bargain tables 34 and 37. Street Floor.

MAIL AND PHONE ORDERS FILLED ON 5 OR MORE PAIRS. LA 4-6000

HOW TO BUY HOSE AND MAKE THEM LAST:

Now more than ever you want to get the most for your money. Macy's Bureau of Standards says: "When buying hose, look for reinforcements at toes and heels, and examine for smooth, even, firmly twisted yarns. As for laundering—wash in water at wrist temperature, use a good, mild soap, and be sure to rinse well in clear, cold water."

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Please send me the following cotton lisle hose at 5 for 1.39

| Quantity | Color | Regular Style | Anklet Style | Size |
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| City _____ State _____ | | | | |
| D. A. No. _____ Am't Encl. _____ C. O. D. _____ | | | | |

*Our large volume of cash sales—the small profit per transaction—are the foundation of our endeavor to have the prices of our merchandise reflect a six per cent saving for cash, except on price-fixed merchandise.

THE LAW

Cops Win Salary Victory

Members of the Police Department this week were sure they had come a long way toward gaining statutory protection for their salaries.

Justice Denis O'Leary Cohalan's decision that probationary patrolmen are entitled to payment at the rate of \$2,000 per year not only has brought broad smiles to 18 new patrolmen who had much at stake in the decision but to every uniformed member of the department, according to the general feeling among police throughout the city.

It was regarded that the decision is a victory, too, for the 300 patrolmen appointed June 5, 1940, as well as for the 400 patrolmen appointed since June 5, 1940. When the latter group's action for a \$400 pay differential is begun, a stipulation may be entered into to waive the trial of their issues and make their case depend on the outcome of the city's appeal—that seems almost certain to be made—of Justice Cohalan's decision.

The final outcome will determine whether or not future patrolmen be paid at the rate of \$2,000 during their probationary period, or at the rate of \$1,200, or even less, as fixed by the Board of Estimate.

LISTS

Deputy Sheriff Appointments Soon

Appointments to deputy sheriff will be made in the very near future, possibly in the early part of next week. As **The LEADER** went to press, Sheriff John J. McCloskey, Jr. had interviewed

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