



Civil Service LEADER

Vol. 1. No. 21

New York, February 6, 1940

Complete
**SOCIAL
INVESTIGATOR
LIST**

See page 15

Price Five Cents

Wage Slash Coming! On City, State Jobs!

Feld-Hamilton Law In Danger

Stories on Pages 2 and 3

filing
opens **College Clerk,
Steno, Driller,
Many Other New City Exams**

Filing opens this week for the February series of exams provided by the Municipal Civil Service Commission. Eighteen tests are included (10 open competitive, 7 promotions, one trade license). Full requirements start on page 8, and are followed by details of all State and federal exams, including Stenographers, Telephone Operators and Graduate Nurses.

30,000 U. S. Employees Face Dismissal

Congress is expected to start consideration of the important Ramspeck bill (extending Civil Service to some 30,000 exempt federal employees) this week. At least 30,000 are expected to fail the non-competitive exam to be given incumbents. For full details see "On the U. S. Civil Service Front," by Charles Sullivan, on page 5.

Job Insurance for Civil Service Workers

Despite the well-known security which Civil Service provides, there are numerous cases of unemployment, from such causes as formation of new agencies and abolition of old ones. A resolution to investigate the possibilities of unemployment insurance for such workers reached the State Legislature last week. Story on page 2.

**Picture Feature: DAY IN THE LIFE
OF A SOCIAL INVESTIGATOR**

See page 11

Public Pay Tax Irks LaGuardia

Mayor LaGuardia is skeptical about the legality of the Federal Public Salary Tax, passed last year, which calls for income taxes from all government employees. He waits for the day when it will be tested in the courts, yet feels it "not only necessary but proper" that government agencies co-operate.

In a letter sent last week, the Mayor tells city employees to pay under protest, gives department heads the correct notation which will protect their workers. It reads:

"All information returns accompanying this summary are filed by the City of New York as employer with the Commissioner of Internal Revenue under protest and with the reservation of all rights on the ground that the Public Salary Tax Act of 1939 is unconstitutional and invalid in its purported application to the City of New York and its officers and employees."

Employers must list names and address of all employees who received \$1,000 or more since Dec. 31, 1938, forward them to Washington by Feb. 15.

Income Tax News From Albany

ALBANY, Feb. 5.—Two federal Auditors will be on hand Thursday and Friday, February 8 and 9, to aid State employees who have difficulty in filling out federal Income Tax blanks. They will be in Room 2, State Office Bldg., Albany, from 9 a.m. to noon, and from 1 p.m. to 4:30 each day.

DPUI Workers Pay Funds To Unemployed, Get None Themselves; Senate May Act

Some 4,500 employees of the Division of Placement and Unemployment Insurance (DPUI) prepare checks for New York State's unemployed to tide them over until they find new jobs. The DPUI itself has been a great scene of unemployment since its creation three years ago. Yet the government refuses to allow these unemployed to get insurance when they lose jobs; the theory is that other benefits given government employees make up for this lack.

O'Dwyer Granted Exempt Employees

Brooklyn District Attorney William O'Dwyer's request for exempt and non-competitive employees was accepted Thursday by the State Civil Service Commission.

In the group are six Assistant District Attorneys, to be exempt, and two Law Stenographers, one Confidential Clerk, and one Indictment Clerk, non-competitive.

This week State Senator William F. Condon, Yonkers Republican, aimed to change this. He introduced a resolution into the Legislature urging creation of a joint committee (three Senators, four Assemblymen) to study ways and means of making unemployment insurance available for Civil Service employees.

DPUI figures show that many of its employees have lost their jobs. Not so long ago, as many as 2,500 employees were in temporary posts. The annual peak period comes April 1, when as many as 500 employees are taken on for a three-month period; they receive on the average of \$3.50 a day.

The same problem exists in the

Motor Vehicles Bureau, the Income Tax Division, and other offices which are busy during certain periods of the year. Also, when new divisions form, temporary employees are hired, only to be replaced later on. Condon's resolution also mentioned unemployment resulting from "abolition of departments, bureaus, and agencies."

The resolution puts New York State on the spot, says that it was "among the first to adopt legislation under which the workers of the State might share in the benefits of unemployment insurance."

Condon calls for an appropriation of \$5,000, asks a report to the Legislature by Feb. 1, 1941, with suggestions for legislation to carry out its recommendations.

FIREMAN—PATROLMAN

The present list for Fireman expires December 15, 1941. All of the eligibles on the present Patrolman List should be appointed before that time. Consequently, both examinations should be held in 1941.

Because of the keen competition and type of examination, few can prepare properly in less than 18 months.

Prepare for these attractive positions where 80 to 90% of the personnel of the Police Department from the Chief Inspector to the newest rookie prepared. Ask any member of either department and be guided by his advice.

PHYSICAL and MENTAL CLASSES meet daily at hours to suit the convenience of the student.

SANITATION MAN

SPECIAL FOUR WEEKS' MENTAL COURSE, and PHYSICAL PREPARATION until called for the test, which may be six months to one year.

STATE PRISON GUARD

Entrance salary \$1800 per annum with mandatory salary increases. Examination expected soon!

COLLEGE CLERK

Applications now being issued—close Feb. 27. Excellent opportunity for College Graduates and Seniors to enter the city service.

STRUCTURE MAINTAINER

Examination in the Independent City Subway System for which applications have closed.

JR. PROFESSIONAL ASSISTANT

Excellent opportunity for college graduates and seniors.

CITY STATE AND FEDERAL TESTS—APPLICATIONS NOW BEING ISSUED

Safety Service Inspector

Jr. and Sr. Stenographer

Telephone Operator

Jr. and Sr. Typist

Stenographer (Law) Gr. 2

Driller

Court Stenographer

Marine Stoker

Post Office Clerk-Carrier

PREPARE NOW! Applications will be issued later! Because of the type of examination and keen competition, months of specialized training are necessary for success.

Railway Postal Clerk

First Grade Clerk

Steno. & Typewriter, Gr. 2

Telephone Operator (Fem.)

CITY EXAMINATIONS — APPLICATIONS HAVE BEEN FILED

ELEVATOR MECHANIC

ELEVATOR MECHANIC'S HELPER

CARPENTER

STEAMFITTER

ELECTRICAL INSPECTOR

•

PARK FOREMAN

•

ASSISTANT SUPERVISOR

STATIONARY ENGINEER

•

ADMINISTRATIVE ASST.

•

MANAGEMENT ASSISTANT

MATHEMATICS (Elementary and Advanced). Special classes form Tuesday, February 6, at 10:30 a.m., 1:30, 5:30, 7:30 and 9:00 p.m.

LICENSE COURSES

STATIONARY — FIREMAN — ELECTRICIAN
FUEL OIL BURNER OPERATOR — REFRIGERATION
OIL BURNER EQUIPMENT INSTALLATION — MASTER PLUMBER
AIR CONDITIONING — DIESEL MECHANICS — WELDING
COMPTOMETRY — MONROE CALCULATOR
BURROUGHS ADDING MACHINE — FINGERPRINTING
SWITCHBOARD OPERATOR — RECEPTIONIST

VOCATIONAL COURSES

3 Convenient Branches—120 W. 42nd St., Manhattan—90-14 Sutphin Blvd., Jamaica, L. I.—24 Bradford Pl., Newark, N. J.

SECRETARIAL COURSES

We offer those who are unable to attend classes because of residence or working hours, thorough correspondence courses for the examinations listed above.

FREE MEDICAL EXAMINATION

Persons interested in PATROLMAN, FIREMAN, SANITATION MAN, POST OFFICE CLERK, CARRIER and other examinations requiring a medical examination, are invited to call any day or evening at our Medical Department and be examined by one of our physicians without obligation.

Council Pondering Cut in Increments

Civil Service employees in New York City anxiously await word from the City Council on the Earle-Baldwin bill to amend the mandatory increment law, but fear the worst. The bill is before the Committee on Civil Employees, may come to the entire Council Tuesday, Feb. 6, at 1 p.m.

The bill would start increments on July 1, have them end at \$60 below the maximum in a grade. It circumvents the Wexler and Denehy decisions on the increment law, long attacked by Mayor LaGuardia. These decisions ruled that: 1) increments start on the anniversary of entrance into the service; 2) they come to within one cent of the maximum in the grade. These increments affect all those entering the service at \$1,800 and below (some 50,000 employees).

Last year the Democratic majority buried a similar bill; silence on the part of Councilmen strengthens the belief that this year the bill is destined to pass. Employees fear a post-election agreement between LaGuardia forces and the Democrats.

First Bill Passed

First Civil Service passage of the 1940 session came last week when the Council approved a resolution of Councilman Burke which requests department heads to grant leaves of absence with pay to employees attending State and national conventions of veteran organizations.

The Council's Committee on Civil Employees was burdened with two additional matters last Tuesday: a bill requiring publication of temporary and provisional employees in competitive and labor classes in the City Record; a resolution urging the Civil Service Commission to amend its rules relating to Hospital Department dietitians.

Another resolution called on the State Legislature to pass the recent Wicks bill permitting only Civil Service architects and engineers on city projects.

Engineer Test Set By U. S. Commission

The U. S. Civil Service Commission will hold an examination for Engineer on Tuesday, Feb. 13, it was announced yesterday. The test will be held at 641 Washington St.

Delay 5 City Exams To Make Way for Sanitation Test

Five examinations have been postponed by the Municipal Civil Service Commission to make way for the Sanitation test on March 2. This will be the biggest exam the commission has ever held and it will require 25 schools, 50 morning and afternoon sessions, and 2,500 monitors to handle the 87,000 candidates.

The commission announced yesterday that, since most of its staff is now at work preparing for the Sanitation test, several others had to be put off until a later date. The Administrative Assistant (Welfare) exam will be given March 9; Assistant Supervisor (Welfare), March 16; Junior Administrative Assistant (Housing), March 9; Junior Administrative Assistant (Welfare), March 9; Supervisor (Welfare), March 16.

The qualifying written test for Sanitation jobs is expected to last only an hour, but it will probably be difficult.

Kaplan Heads Finnish Relief Fund Committee

H. Eliot Kaplan, contributing editor of THE LEADER, has just been appointed chairman of the Civil Service Committee for Finnish Relief by former president Herbert Hoover. Among other members of the committee are Charles A. Brind, president of the Association of State Civil Service Employees, and Luther C. Steward, president of the National Federation of Federal Employees. Local committees for the relief fund will be established throughout the country.

They're Tops On Investigator List



Bernard Berger
No. 2. Passed former test, placed 255. Took present exam for "protection," instructing retarded children. Now teaching Biology.



Ruth Lippman
No. 10. She's been teaching English to adults and C.C.N.Y. topnotchers.



Harold K. Berger
No. 4. One of the many instructing retarded children.



Clara Phillips
No. 3. A Hunter College student, took last exam Social Investigator exam, C.C.N.Y. at 20. Now working for "protection."



Daniel H. Neubourg
No. 8. He flunked the last Social Investigator exam, C.C.N.Y. at 20. Now working for "protection."



Leon Geoffrey
No. 9. Took a B.S. at C.C.N.Y. at 20. Now working for "protection."

State Employees Gird to Rescue Increment Law

State Civil Service employees have alternately rejoiced and mourned during recent months, as prospects for salary increments in 1940-41 have risen and fallen.

Today they prepare for a giant outcry next Monday, when a public hearing on the State budget is held in Albany. They plan to pit voices and numbers against taxpayer groups who consider salary increments a luxury, demand their suspension for the second year.

Assurances were given the State workers last fall that the Feld-Hamilton law would be enforced this year: \$1,500,000 in salary raises would be theirs. They gladly noted that Governor Lehman included the increments in his budget request on Jan. 22. Newspaper reports of taxpayers up in arms have since, however, caused gloom in the ranks of the State's workers.

Leading the battle on Monday will be the Association of State Civil Service Employees, representing 32,000 workers in departments throughout the State. The Feld-Hamilton law was sponsored by the Association in 1937. Members saw the increments paid in 1938, suspended in 1939, had high hopes up to recently for 1940.

CIO Will Attend

A delegation is also promised by officials of the State, County and Municipal Workers of America (CIO). Other affiliates of the CIO also have been contacted, plan to lend their voice.

The Feld-Hamilton law was a direct result of the Griffenhagen Legislative Commission's survey in 1932. This found that State salaries were chaotic. The new law provides the same salary for employees doing identical jobs, says that salaries shall advance in five annual steps until they reach the grade maximum.

Playground Directors To Seek Parks Jobs

A final campaign to add 150 playground directors and 13 assistant supervisors of recreation in the Parks Dept. during 1940 and 1941 will be launched at a meeting of the Playground Directors Eligibles Assn., Thursday night, February 8, at 3 Beekman St., Manhattan.

Anything you want to know about Civil Service? Come in and inquire at the Civil Service Leader's FREE Information Bureau. It's at 97 Duane Street, just off Broadway, New York City.

Pension Problems to Be Argued At City Hall by Embryo Cops

City Hall, scene of hearings on the police and fire pension bills two weeks ago, will witness another hearing Thursday morning at 9 a.m. Mayor LaGuardia, final barrier before passage of the bills, will listen to what the public has to say.

Taxpayer groups are again expected to record their opposition, while the Patrolmen Eligibles Assn., representing the 1,427 men on the Police list, will probably call for further amendments. The eligibles meet Tuesday, Feb. 6, at 8:30 o'clock at Washington Irving High School, 16th St. and Irving Pl., will listen to Inspector Patrick J. Daly, president of the Captains and Inspectors Endowment Assn.

Playground Directors

The pension bills seek to have present Policemen and Firemen pay 5 or 6 percent toward their pensions, depending on whether they retire after 25 or 20 years. New entrants are to pay on an actuarial sound basis (contributions from the city don't exceed 55 percent); the rates are yet to be announced. Today Policemen contribute 2 percent, Firemen give nothing.

Vote Unanimous

The pension bills passed the City Council and Board of Estimate in a hectic week. Action by the Council was unanimous, but not until Mayor LaGuardia vehemently rejected the Democratic plan to earmark the pension funds. The Estimate Board voted on Thursday.

Taxpayer groups, led by Henry J. Amy of the Citizens Budget Commission, maintain that the city will be way over its debt limit by July 1 unless the Babcock-Seelye bills pass in Albany. The Babcock-Seelye bills

provide for a \$300,000,000 serial bond issue, to cover payment of pensions to all present members of the two departments. City officials say that only \$10,000,000 a year is added to the debt limit.

Keys for Fire Lt., Jr. Statistician Exams

Candidates for the recent tests for Junior Statistician and Fire Lieutenant have until Feb. 20 to file objections to the tentative keys, just published. Complaints must be accompanied by written proof, according to the Municipal Civil Service Commission. The keys:

Junior Statistician; Promotion to Junior Statistician

- (1) C (2) D (3) A (4) A (5) A (6) A (7) C (8) A (9) B (10) B (11) B (12) C, D (13) A (14) D (15) B (16) C (17) D (18) D (19) C (20) C (21) D (22) B (23) B (24) A (25) B (26) A (27) D (28) C (29) C (30) B (31) D (32) C (33) D (34) D (35) B (36) C (37) C (38) A (39) A (40) D (41) D (42) B (43) C (44) B (45) B (46) B (47) C (48) C (49) B (50) C (51) A (52) C (53) C (54) C (55) C (56) B (57) C (58) A (59) D (60) A (61) C (62) B (63) D (64) B (65) A (66) D (67) B (68) D (69) A, C, K (92) C, D, G (93) C, I, K (94) D, G, L

Promotion to Fire Lieutenant, Part I.

- (1) B (2) A (3) D (4) D (5) D (6) A (7) C (8) C (9) C (10) A (11) B (12) B (13) B (14) A (15) B (16) C (17) D (18) B (19) C (20) B (21) B (22) D (23) C (24) A (25) A (26) B (27) D (28) A (29) C (30) D (31) C (32) B (33) Stricken out (34) C (35) D (36) C (37) C (38) B (39) C (40) B (41) B (42) A (43) B (44) D (45) A (46) D (47) C (48) B or C (49) B (50) A (51) D (52) C (53) D (54) C (55) D (56) C (57) C (58) A (59) C (60) B (61) C (62) B (63) C (64) C (65) B (66) D (67) A (68) D (69) B (70) A (71) B (72) C (73) A (74) B (75) A (76) A (77) B (78) A (79) A (80) D (81) D (82) B (83) C (84) B (85) C (86) D (87) D (88) D (89) C (90) A (91) A (92) D (93) D (94) B (95) B (96) A (97) C (98) C (99) D (100) A

THAT PROBATION 'PROBLEM AGAIN

Both the State Civil Service Commission and Attorney General John J. Bennett, Jr., ruled this week on the matter of an exam to fill the \$6,000 Chief Probation Officer vacancy in Kings County. And the controversy—should that exam be city-wide or for Brooklyn residents only?—seems as far from solution as ever.

Meeting in Albany on Thursday, the Commission unanimously adopted a resolution that the exam be city-wide. Next day the test itself was formally announced, to be included in the March 9 series. (Requirements on page 13.)

Bennett, in a lengthy opinion, stated that the Commission has permission to hold a city-wide exam. Then he overturned the apple cart by saying that he is doubtful as to whether the Commission must give preference to residence of Kings County in certifying the list.

Bennett suggested that the Commission seek legislative wisdom on the matter. "This would obviate any possible future litigation," he suggested. If the Commission fails to

seek clarification by the Legislature, a real court tangle looms.

The courts of Kings County have been very much in on the matter thus far. The Probation office has long been under a cloud, and the judges fanned the fire when they sought to have the Chief Probation Officer post filled by a promotional exam. Bennett's opinion was sought when the Civil Service Commission objected, called for city-wide test.

Last Thursday, the Commission made public its reasons for wanting the exam on a city-wide basis. They are: 1) it is according to sound personnel procedure; 2) the Chief Probation Officer is paid by funds of the city; 3) cost will be reduced, as a city-wide list will be available to appointments in the other counties as well.

Court Gives Estimate Board Right to Abolish Positions

Twenty-one former employees of the Motor Vehicle Division of the Queens County Clerk's Office were denied any rights to reinstatement by a decision handed down in the Supreme Court last week in the case of Lange vs. McGoldrick.

In denying the employees the right to reinstatement, Justice Charles B. McLaughlin also ruled that the Board of Estimate has the clear-cut right to abolish po-

sitions when it decides they are no longer necessary.

"This court," said McLaughlin, "can find no legal basis upon which this motion (for reinstatement) may be granted. A holding in favor of the petitioners would result in the retention on the public payroll of superfluous and unnecessary employees."

Can Stop Funds

"There is no doubt that if new positions were necessary the Board of Estimate could modify the existing budget . . . so as to make appropriations for any positions created after the adoption of the budget. So, too, it may modify the existing 1939-40 budget by eliminating appropriations for positions which have been rendered unnecessary as the result of legislation enacted subsequent to the adoption of the budget."

The petitioners, whose positions became unnecessary when the duties of the Motor Vehicle Bureau of the County Clerk's Office were transferred to the Commissioner of Motor Vehicles, contended in their arguments that jobs could be abolished only at the time the Board of Estimate adopted a budget.

Park Group Meets

The Bronx Council, 273, of the Greater New York Employees Assn., held a regular monthly meeting Friday, Feb. 2, in the Bronx County Court House, 161st St. and Walton Ave.

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Advertising Rates on Application

Tuesday, February 6, 1940

Don't Kill Salary Increments!

THE Civil Service employees of New York State have an enviable opportunity to prove that they really work for the people of the State. Incidentally, they will be helping themselves at the same time.

Next Monday—Lincoln's Birthday—hearings on the proposed State budget will be held in Albany.

Ever since Governor Lehman set forth his opinions on what the budget should look like, taxpayer groups—many of them phony paper organizations—have informed the public that they will be at the Capitol with axes well sharpened. So loud has been their outcry State officials are already in retreat.

The Civil Service workers of the State must answer this outcry.

Their interests are very much at stake. The Feld-Hamilton salary increments, won after long years of hard struggle, were suspended at the last session. Allow them to be suspended two years in a row, and a bad precedent will be well established.

Salaries will be subject to legislative whim.

Civil Service employees must tell the budget-makers that they won't stand for discrimination. Salary increments are written into the law of the State. Why—and this why must echo up and down Capitol Hill—why must justifiable rights be callously attacked on the say-so of selfish interests?

The taxpayer's policy is a short-sighted one, best defined as that of wanting the cake and eating it, too.

The people must choose carefully between the alternatives, not allow themselves to be stampeded by high-salaried lobbyists.

The Civil Service employee is best prepared to tell what happens when budgets are pared to the bone. They know of the heartbreak when schools are closed, hospitals shut down, relief ended.

Tell this to the taxpayers Monday. Tell it to the people. Tell it to the legislators. Then let them choose.

Roundabout Wage Cut

ON another front, the "economy" battle is being waged in a more roundabout way. Mrs. Genevieve B. Earle and Joseph Clark Baldwin have introduced into the New York City Council a bill which, on the face of it, merely amends the mandatory increment law. Yet we can't find a single Civil Service employee who doesn't realize that this is a wage cut.

So far the employees have no such direct way of expressing their outraged feelings as a public hearing. But the mail-boxes of the Councilmen—particularly those of the Committee on Civil Employees—are still open to the public.

Let them have it!

Foolish Economy

IN a report that should have made even a story-book Senator sit up and take notice, the U. S. Civil Service Commission last month painted a dark picture of the jam it was in for lack of funds and personnel. In almost every important phase of its work, the commission said that it was months behind. Some examination papers have been gathering dust for as long as eight months.

In presenting this report, the commission requested Congress to increase its appropriation this year by \$1,800,000 to a total of \$5,500,000. This is small for such an important agency, agency of government.

But apparently some Senators don't think so, for last week a Senate sub-committee lopped off \$200,000 from the funds the House voted for the Commission late last month. At the same time the committee added a little item of \$75,000 to the Maritime budget.

If economy is needed, well and good. But to effect economies by taking a paltry \$200,000 from an agency that is so badly understaffed is poor statesmanship.



Merit Men

"...I appreciate the opportunity to work in the Fire Department. . . ."

SANFORD GOLDBERG

SANFORD GOLDBERG likes being a Fireman better than anything else—even better than being one of the world's great runners. He's attended over 200 burnings, but his enthusiasm is still that of a little boy chasing after the clanging engines.

Sanford isn't such a big boy. He's 24, and could pass for less. His 150 pounds and medium height look almost puny in his uniform.

Merit Man Goldberg's first fire was a four-alarm affair, in the cellar of a large Brooklyn factory. Down a long ramp, Sanford and his fellows dragged the heavy hose. They found themselves waist-deep in water, with waves of dense hot smoke stifling their breathing. Thirty minutes of this was all young Goldberg could take.

He says: "I thought I knew a lot when I went to college, but I learned more that night and discovered there were important things I didn't know. I'm only just beginning to learn."

He went to Brooklyn College for three years, leaving

to accept a job in the Fire Department. That job came when his family needed help desperately.

The communal spirit is strong in Sanford. At an early age he evidenced a decided religious predilection. His religious training is thorough. He's been a Sunday school teacher, has won many prizes as a religious scholar.

The curious combination of attributes that make up Sanford Goldberg's personality remind one of a man—the quiet scholar, the man of God, the all-around man of action. His interests and his activities are amazingly versatile. By profession a fireman, he loves to attend the opera; is interested in science (he almost became a chemist); runs because he's good at it and because he loves it. In the hurly-burly of making a living, "Sandy" has sold shoes, developed into a pretty fair house painter, and assisted a dentist in straightening teeth.

"Sandy" might never have become a runner if he hadn't wandered into the wrong classroom one day. The boys were discussing athletic uniforms, and had bright red ones on display. And though Sandy was missing a science class, he remained to find out what it was all about. That day he ran his first race. The following Saturday, he was entered in an official 2½-mile race, and came in second. Since then, he's broken records constantly. He holds the championship in the Class B Metropolitan Intercollegiates. In 1937, he became Junior National ½-mile champ. Last year he came in second in the 1,000-yard Senior National contest. In June, 1939, he took the Senior Metropolitan championship, a title previously held by the great Olympic runner Glenn Cunningham. Several weeks ago he won The LEADER trophy in the Metropolitan Track and Field Championships.

When Sanford took his physical exam for the fireman job, his grade was 99.5. Perfect in weight lifting and other feats of strength, he lost a half point because the examiner said his legs weren't quite strong enough!

letters

\$3.85 Too Little For Cops

Sirs: I am enclosing a copy of a letter I sent to the Board of Estimate. I would appreciate it if you would reprint the letter.

"I am taking the liberty of writing to you concerning a situation which is very unfair to the Police and Firemen appointed on and after July 1, 1939. I am referring to the ridiculously low salary paid to them during the probationary period of six months. The salary, as you already know, is \$1,200 a year, \$23.07 a week, or \$3.85 a day. Imagine! \$3.85 a day to start off as one of New York City's Finest. Truthfully now, isn't it absurd?

"To date, Firemen Finley and Hanley have given their lives, serving the public for such a paltry sum. God knows how, but Firemen Hanley had to support a wife and three small children on this pay. To think that the Mayor is a great champion for doing away with slum conditions, so that children can be brought up right.

"Yes, it is true that the first six months are the hardest, but why make them miserable?

"The Mayor has done a lot to improve conditions in this great city. He has fought tooth and nail to keep the wage scale up in private industry. Why has he made an about face and so drastically lowered the entrance salary of one of the most dangerous jobs in the city?

"The people have the interest of their Police and Firemen

at heart, as they have already shown in the past by voting for pay raises and the three-platoon system.

"The Mayor can restore the original salary if he wants to be fair. You, too, have that power. You could reimburse the men who have received the \$1,200 and pay the newcomers \$2,000. If you are afraid to take the responsibility, how about putting the question before the voters during the next election?"

AN ELIGIBLE

Subway Crime Jobs

Sirs: In the January 30th issue of THE LEADER, the Police-women's Eligible Association made known its intention of requesting jobs for its members in the IRT and BMT to deal with crime in the subways. They seem to feel that they alone are competent to deal with masher, pocketbook snatchers, etc. In refutation of this, I point to the excellent record of the Independent System whose police force consists of men recruited from the former Police list.

Therefore, it seems to me that the logical candidates for these jobs should be members of the Special Patrolman's list whose members had to pass the severest written and physical Police examination ever given.

Best wishes for the continued success of your excellent paper.

AN ELIGIBLE



JOHN DEGRAFF, ASCSE counsel, is working on a bill for Congress to eliminate duplicate income taxes to federal and State treasuries ... Chivalry: Members of the Patrolman, P. D. Special list think that any jobs of protecting women from subway molesters belong to them... Agnes Murphy, sec'y to Paul Kern, plans to tread the matrimonial path late next Fall... According to the Civil Service Bulletin (p. 507, January issue), the NYC Commission's examiners are "notoriously honest"... George Chardt and Arthur Golden, patrolmen attached to the Ralph Ave. station, gave the stork first aid last week in bringing an eight-pound male heir to a Brooklyn housewife...

cal club out in New Mexico is having its financial troubles... Too many of the members had to quit because of the Senator's brain-child... The Civil Liberties Union is weighing a direct attack on all the Hatch acts—big and little... on the ground that civil liberties of Civil Service employees are at stake... The Union is hereby referred to the editorial entitled "Hatching Bad Eggs" in last week's Leader...

Not many more than 40,000 will eventually take the Sanitation Man physical... The NYC Commission is working on a short-bulb ration... The Dept. of Water Supply, Gas and Electricity must supply all bulbs... and is taking its time about replacing bad ones... Members of the Wilmington, Del., police force live on a street called Safety Row... But it didn't save them from becoming the collective victims of some slick burglary men... Candidate for chief salesman of Civil Service: State Commissioner

Howard P. Jones... who lives in pullmans and planes these days, to tell whosoever will listen about the merits of the merit system... Census Bureau: the 1930 nose-count uncovered 189 full-blooded Indians living in Brooklyn...

Mayor Draws Back

Mayor LaGuardia is preparing for his annual budgetary retreat... Following hearings before the Budget Director, six days usually elapse prior to printing of the executive budget... During that time Fiorello stays in the Budget Director's office... completely incommunicado... He's out to everyone... and returns to his Fifth Ave. home only to sleep... This year the annual festival is scheduled for April 1... The Mayor, incidentally, is really one of us... Technically, it turns out, everyone who works for the city belongs in the Civil Service...

One of the top men on the Social Investigator list gave a course for his competitors... and proudly boasts that 65 percent of his pupils made the list... DPUI officials are working on a plan to end temporary appointments... An announcement should be forthcoming in about two weeks... Plants just don't thrive on Paul Kern's desk... Commissioner Moses had to send him another replacement last week... Got any ideas for the Legislature?... Send them on to "There Ought to Be a Law," N.Y. Legislative Service, 299 Broadway.

Kaplan Makes Record

Senator Hatch read into last week's Congressional Record a piece on "Political Privileges in Public Office," from the pen of Leader contributing editor H. Eliot Kaplan... Meanwhile, it turns out that Hatch's own politi-

Question, Please?

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

H. Eliot Kaplan

Contributing Editor

P. P.—Regardless of the salary for which a position is originally announced, the salary paid upon appointment may be considerably lower. And it is the salary of a position which determines its grade. This whole subject of salaries and grades is somewhat confusing. For example, in some cases employees may be promoted to a higher position, but at a lower salary. In answer to your other question—you remain eligible for promotion only so long as your eligible list remains in existence. After it expires, you must take another promotion test to get the salary of the higher grade. The disparities in salaries of many positions can't be blamed on the Civil Service Commissions, since the budget directors decide salaries.

Sound Hearing

S. C. M.—What degree of loss of hearing disqualifies one from appointment depends on the nature of the position. No person with minor loss of hearing will be rejected for most Civil Service positions. However, for jobs as Policeman, Fireman, Guard, etc., sound hearing is required.

Arrest Record

M. W. M.—If you have ever been arrested, no matter for what, you should tell the Civil Service Commission. Even if you were arrested and the complaint was dismissed, you should notify the commission. The commission is as much concerned with your truthfulness as it is with the arrest itself. The commission may ignore an arrest, but it will consider the failure to report one seriously.

Laborers Promotion

J. B.—Laborers in New York City are eligible for promotion to certain competitive positions, especially in the lower-rank jobs. Laborers, in reply to your specific question, are eligible for promotion to Assistant Gardener.

Declining Jobs

J. L.—An eligible on a State Civil Service list who doesn't want a job outside New York City may decline appointment elsewhere without hurting his chances of later appointment. He won't, however, be certified again for a job until one is available in

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



complaint corner

This is to bring to the attention of the Civil Service public the abuse of money allotted to Janitors and others responsible for the care of grounds and buildings in the Board of Education and Hospitals. These Janitors or Custodians are allotted money to employ, at slum salaries, men to take care of the buildings and grounds. These men are not Civil Service workers, and they are actually taking away hundreds of Civil Service jobs, such as Gardeners, Assistant Gardeners, Attendants, Porters, etc., who are on the city's Civil Service lists and waiting for employment.

This should be stopped, for these people are doing work for which Civil Service lists exist.

Is it up to the Mayor or City Council or the State Legislature to stop this abuse of Civil Service, which has been going on now for more than a quarter of a century. Such an action would be the key-stone of Civil Service progress if passed by the City Council or the Legislature. It is essential that these Boss Tweed tactics be stopped.

HORTICULTURE WORKER.

Ed. Note: THE LEADER and the City Commission agree in that this "indirect employment system" or contract

system should be abolished. There are at present bills in the legislature which would provide for the transfer of Porters, Cleaners and Laborers in the Board of Education to a Civil Service status, and the future employment of these workers from Civil Service lists. THE LEADER will urge the passage of such legislation and believes all civil service workers should support these measures.

Clash in Exam Dates

There is a little difficulty which I want to point out. I understand that the test for Sanitation Man (qualifying) comes out on March 2. Also, the test for Office Appliance Operator (Multigraph) comes on the same day. If one has to take a test for both, he evidently has a conflict.

M. S.

New York City. If he changes his mind later and is willing to take a job anywhere in the State, he can notify the commission and it will certify him for any vacancy which turns up.

Rating Papers

G. T. K.—The method of rating exam papers is entirely in the hands of the Civil Service Commission.

Temporary Jobs

E. C. L.—Though you have declined to accept a temporary appointment, your name remains on the eligible list for permanent appointment. If you decide now to take a temporary job you should notify the Civil Service Commission.

Color-Blindness

S. H.—The color test to which you refer is the eye test for color-blindness. This is similar for all positions which require a color test—Policeman, Fireman, Sanitation Man, etc.

Citizenship

A. H.—You may prove your citizenship through your father's naturalization papers. If his original certificate is lost, you may submit secondary proof of your citizenship. No copy of any certificate of naturalization may be made, nor will the Civil Service Commission accept any copy. Original citizenship papers will be returned as soon as the commission has examined them.

Hilsenrad Case

R. B.—The Hilsenrad case, involving the issue of temporary employment in the Civil Service, was argued in the Appellate Division in

Albany last week. Decision expected in March.

Census Jobs

L. K.—Census enumerators for the field service of the U. S. Census Bureau aren't selected from Civil Service lists. Frankly, these appointments are made on a patronage basis.

Misspelling

F. S.—If your name on your citizenship papers is spelled differently from the way it is on your employer's record card or your social security card, you probably will be called by the Civil Service Commission to prove that you are the actual person whose name appears in the citizenship certification. This, however, should not be difficult.

Promotion Tests

D. Y. B.—Unless it is otherwise indicated in the announcement, employees with one year's service are eligible for State promotion tests, if they are in the competitive class. Employees in the exempt or non-competitive classes cannot take promotion exams. The period of service for eligibility doesn't have to have been confined solely to any one department. The total continuous service is what counts.

Probation

S. Z. P.—If you have a job as a Clerk, and are appointed to a Stenographer's position in the same department from another list, you will have to serve a probationary period in your new job. Your seniority in the service, however, will date from your appointment as a Clerk.

Police Politics

W. L. S.—Policemen and Firemen by law are prohibited from engaging in any political activity or making contributions to political campaigns or parties. This restraint on their political activity was in effect long before the adoption of the new City Charter.

Subway Record

J. J.—If your record with the BMT has been good you will not be disqualified from transfer to the city service when unification occurs, despite your discharge from another job previously.

Physical Exam

D. B.—Fire eligibles who have already taken a physical exam will not have to take another when they are certified for appointment. But after they are appointed the Fire Department's medical staff will give its own physical test.

Age Limit

W. B.—A Police eligible who passes the age limit set by the original test will not lose his chances for appointment during the life of the list.



DON'T LET HIM IN!

ON THE U.S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

WASHINGTON, Feb. 5.—The long awaited consideration of the Ramspeck bill to extend civil service to 250,000 or 300,000 exempt federal employees, has "reasonable assurance" of beginning this week, probably Thursday.

This was the statement made last week by Congressman Robert Ramspeck (Dem., Ga.).

Ramspeck, chairman of the House Civil Service Committee, emphasized that the legislation has received an amazingly large degree of support "in the backwoods."

Fun on the Floor

Preliminary skirmishing on the Ramspeck bill began last week, when the famous Representative T. V. Smith (Dem., Ill.), made his maiden speech in support of the measure. Smith, a former professor of philosophy, sent the House into gales of laughter by the most deft bit of kidding on the House floor for many months.

Quoting the platforms of both political parties in favor of merit system extension, Smith declared the issue was the only one on which both Democrats and Republicans agreed and hence the most popular issue in the Congress.

"The parties compete with each other," Smith slyly reminded, "not as to its (Civil Service extension) merits, but as to the speed of its enactment...They spur each other, sideways, only in their haste each to be the first to do it."

Ramspeck admits that the most difficult phase of the battle will be in the House. Senate approval two years ago of the first, and later defeated, reorganization bill included support of a measure substantially the same as the pending legislation.

No Unmixed Blessing

Ramspeck admitted, however, that passage of his bill will not be an unmixed blessing to every incumbent of a position now exempt. Each must take a non-competitive examination before he is given classified status. Past history with such examinations shows that from 10 to 18 percent of incumbents who take them fail to secure a passing mark.

Under terms of the bill, those who fail may be continued in their employment for only six months. On this basis, from 30,000 to 50,000 federal employees now exempt will probably lose their jobs if the legislation is passed.

The more comforting corollary, however, is that there will be that many vacancies to be filled by persons who have already secured federal Civil Service status for original appointment.

Back to Life

The small, but vitally important Council of Personnel Administration, will probably be brought back to life after it tasted of the grave.

The \$50,000 appropriation for the Council was cut in half by the House Appropriations Committee. It was eliminated entirely by the House itself. Last week, the Senate Appropriations Committee restored \$25,000 for the Council, but gave the money to the Civil Service Commission.

The result is that the Council will continue as an organization, but will operate under the Commission's wing. There is a general understanding that this provision will be agreed to by the Senate, and later, by the House when the appropriation bill goes into conference.

Members of the Council—mainly Government personnel officers—were so fearful the organization would be killed that they are well content with the solution, even though it is not ideal.

The feeling is that the Council should operate outside the Commission, to assure the independence of its thought. But at this point the question was between no operation at all, or the present solution.

The Council is engaged on work of great direct importance to all federal workers—the establishment of a uniform system of appeals, more simplified examinations, a more adequate Government-wide promotion-from-within system, employment stability, efficiency ratings and many other subjects.

SCHOOL NEWS

General Science Test Set for Junior Highs

An exam for licenses to teach General Science in the junior high schools was announced this week by the Board of Examiners. Feb. 15 is set as the final date for filing, and the test itself will be held some time in March. Age limits are 20-41.

Experience requirements call for

- 1) one year teaching in grades above 6B; or 2) three years' teaching in elementary schools, one above 4B; or 3) five years' teaching in elementary schools; or 4) three years' experience as laboratory assistant in a high school or college.

By Sept. 9, applicants must have a bachelor's degree (or equivalent), 12 semester hours in education courses, and 18 semester hours in science courses.

Vacant

Two junior high schools (No. 40, Manhattan; No. 136, Brooklyn) are without principals. The Board of Superintendents aims to fill these posts, has called for application from men and women. These are due at the office of the Associate Superintendent in Charge of Personnel by Tuesday, Feb. 13.

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CLERK, Grade 1, \$840. Dept. of Welfare, 902 Broadway. Transfer to Bronx.

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district office, Dept. of Welfare. Box 57.

CLERK, Grade 1, \$840. Five-day week in Manhattan. Transfer to night job (4 p.m. onwards) beginning February, 1940. Box 73.

CLERK, Grade 1, \$840. Dept. of Welfare. District Office 81. Transfer to night shift. Box 64.

CLERK, Grade 1, \$960. Dept. of Welfare, Old Age Assistance Division, 902 Broadway. Transfer to any other division in Dept. of Welfare, or to any other department. Box 70.

CLERK, Grade 1, \$960. Dept. of Finance, Lower Manhattan. Transfer to any department, Jamaica, L. I., day work. Box 76.

CLERK, Grade 1, \$960. Dept. of Law, Brooklyn, 9 a.m.-5 p.m. Transfer to Dept. of Hospitals or other department with hours from 5 p.m.-1 a.m. preferably in Manhattan. Box 79.

CLERK, Grade 2, \$1,200. Dept. of Welfare, 902 Broadway, Man. Transfer to other city department in Manhattan. Box 98.

CLERK, Grade 1, \$840. Dept. of Hospitals, Jamaica, L. I. Hours: 4 p.m. to 12 midnight. Transfer to day work in any other department. Box 86.

CLERK, Grade 1, \$840. Dept. of Welfare. Staten Is. Transfer to same or different department in Manhattan or Bronx. Would accept night work, from 5 p.m. Box 95.

CLERK, Grade 1, \$840. Family Court, Brooklyn. Hours: 9 a.m.-4:30 p.m., till noon on alternate Saturdays. Transfer to eight shift (4 p.m.-midnight) any department. Brooklyn or Manhattan. Box 94.

CLERK, Grade 2, \$1,200. Dept. of Welfare. District Office 21, E. 103rd St., Man. Near subway, elevated, and bus lines. Transfer to other department, preferably in Manhattan. Box 92.

CLERK, Grade 2, \$1,200. Dept. of Welfare. Transfer to any other city department in any borough. Night work acceptable. Box 50.

CLERK, Grade 2, \$1,200. Dept. of Welfare, Division of Shelter Care in lower Manhattan. Transfer to night work. Box 51.

CLERK, Grade 2, \$1,200. Dept. of Welfare, Home Relief Division, Henry and Rutgers Sts. Transfer to same or other department in Brooklyn. Box 62.

CLERK, Grade 2, \$1,200. Dept. of Welfare. District office 79, 269 Madison Ave., Brooklyn. Transfer to any other department for night work beginning Feb. 1. Box 63.

CLERK, Grade 2, \$1,200. Dept. of Welfare, Home Relief Division, District Office 28, 124th St. and Lenox Ave., Man. Transfers (2) to Brooklyn or lower Manhattan. Box 55.

CLERK, Grade 2, \$1,200. Dept. of Welfare, District office 33, 1 W. 139th St. Transfer to same or another department in Brooklyn or lower Manhattan, preferably near BMT subway, or "el" lines. Box 67.

CUSTOMS GUARD, \$1,920. Employed in New York City, opportunity for advancement to Customs Inspector. Transfer to any federal position in New York City. Box 96.

JUNIOR ACCOUNTANT, \$1,800. Dept. of Finance. Hours: 5 p.m.-11 p.m. Transfer to day work. Box 91.

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JUNIOR STENOGRAPHER, \$1,200. Dept. of Public Works, Division of Highways, Babylon, N. Y. Transfer to Brooklyn or Manhattan. Box 84.

LABORER, \$5.50 a day. Supply, Manhattan. Transfer to same or other department in the Bronx. Box 75.

LABORER, \$5.50 a day. Central Park. Transfer to Parks Dept. preferably Coney Island. Box 80.

LABORER, \$1,600. P.O. Dept. K, 211 E. 87th St., Man. Rotating shifts, day off for work every third Sat. Transfer to Guard, Customs service. Box 81.

LABORER, \$5.50 a day. Working in Brooklyn. Parks Dept. Queens. Box 83.

LAUNDRY WORKER, Labor Class, III. Bellevue Hospital. Transfer to Bronx. Box 85.

PLAYGROUND DIRECTOR, Parks Dept. Triboro 66F. Astoria, 10 a.m.-5 p.m., six days a week. Transfer to playground, Manhattan or Bronx. Box 82.

P.O. LABORER, \$1,600. G.P.O. Transfer to any federal post paying \$1,500 minimum. Box 83.

STENOGRAPHER AND TYPEWRITER Grade 2, \$1,200. Board of Transportation (Construction Division), 240 Hudson St., Man. Transfer to another department in Bronx or Manhattan. Box 68.

STENOGRAPHER AND TYPEWRITER Grade 2, Office of President of Boroughs of Brooklyn. Transfer to similar position in Manhattan. Box 52.

STENOGRAPHER AND TYPEWRITER Grade 2, \$1,440. Health Dept., Worth St. Transfer to any borough. Prefer non-medical work in any department other than Health or Hospitals. Would accept \$1,200. Box 78.

STENOGRAPHER AND TYPEWRITER Grade 2, \$1,740 (\$1,795.50). Board of Transportation (Construction Division), 250 Hudson St., Man. Transfer at same salary to department in Jamaica or Richmond Hill. Box 65.

STENOGRAPHER AND TYPEWRITER Grade 2, \$1,200. Dept. of Welfare, professional service, Grade 2, \$1,200. National Bureau of Standards, Dept. of Commerce, Washington, D. C. Transfer to New York City. Box 71.

UNDER PHYSICAL SCIENCE AND PROFESSIONAL SERVICE, Grade 2, \$1,200. Material Laboratory, Brooklyn Navy Yard. Also has clerical staff. Transfer to Washington, D. C. Box 6.

WRINGER, Bellevue Hospital. No. 100 on Washer list. Transfer to a Bronx city hospital. Box 72.

X-RAY TECHNICIAN, \$143 a month without maintenance, State Dept. of Health, Mt. Morris Tuberculosis Hospital, Mt. Morris N. Y. Allowed one meal a day Transfer to Beacon, N. Y., or New York City. Box 84.

Medic Tests Off Six exams were cancelled this week by the Municipal Civil Service Commission. Provisionals in the posts, they reasoned, could be filled by appropriate lists. The cancellations were for Assistant Pathologist, Physician, Grade 4 (Part Time); Physician (Social Hygiene); Radiation Therapist; Deputy Medical Superintendents, Grade 3; Chief Police Surgeon.

Science Lists Scanned For Chemists

The Municipal Civil Service Commission is on the lookout for appropriate lists from which to find replacements for provisionals now making chemical studies on steel used in the Independent Subway system. The Junior Chemist list is one of those under consideration.

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City Commission's Calendar

Can't Read? Give 'Em Time

Remediable is the word for illiteracy. At least that is the opinion of a number of candidates who failed the literacy test for Laboratory Helper (Women). Certain that they can soon eliminate the defect, they have appealed to the Municipal Civil Service Commission for a re-examination.

At its weekly meeting last Thursday, the Commission reserved decision on the request, decided to give it more study.

Other important items on the calendar, with the dispositions in bold face, follow:

509. Proposed amendment of the competitive class by including in Part 27—the Identification Service—the following title: Junior Fingerprint Technician, to but not including \$1,800; and by changing the line Fingerprint Technician, to but not including \$2,400, to read, Fingerprint Technician, \$1,800 to but not including \$2,400. **Reserved.**

511. Question of whether the Cashier, Grade 3, list might be certified for Clerk, Grade 1, up to its expiration. **Reserved.**

512. Question of publishing the names of the passing candidates on the Motion Picture Operators' License test. **Publish List.**

514. Request of the Office of the Comptroller to hold an examination for Methods Man. **Reserved.**

515. Communication from the Commissioner of Markets—to approve certification of the Policewoman list for the position of Inspector (Female), Dept. of Markets. **Certify List.**

526. Cancel orders for the following examinations: Assistant Pathologist; Physician, Grade 4 (Part Time); Physician (Social Hygiene); Radiation Therapist; Deputy Medical Superintendent, Grade 3; Chief Police Surgeon. **Cancel Lists.**

539. Approve service ratings for the following departments for the periods indicated: Period ending Nov. 15, 1938, Dept. of Welfare; period ending May 15, 1939, Office of the President, Borough of Queens, Dept. of Sanitation. **Approved.**

546. Report on request of Hilda C. Baker that the list for Senior Supervisor, Grade 4 (Medical Social Worker), Home Relief Division, be certified as appropriate for Supervisor, Grade 3 (Medical Social Worker). **Approved.**

550. Recommending appropriate eligible lists which should be certified to replace provisionals serving under 12 titles as of Dec., 1939. **Approved for 11.**

553. Advising that the list for Nurse's Assistant is appropriate to fill the position of Attendant, Grade 1, in the Dept. of Welfare (Municipal Lodging House). **Approved.**

554. Recommending that no service rating credit be granted for courses at the Summer Institute for Social Progress to be given during the month of July at Wellesley, Mass. **Approved.**

557. A request to be advised whether appointments made from certifications dated Dec. 19 and Dec. 22, 1939, for Cleaner at La Guardia Field (from appropriate list of Porter) should be accepted inasmuch as declinations were not received from all the eligibles who were ahead of those appointed on the list. **Reserved.**

563. Dept. of Welfare. Requesting permission to extend appointments to replace provisional Cleaners in that department to be effective as of Feb. 1, 1940, such replacement being necessary due to the fact that the Court of Appeals has denied motion for leave to appeal in the Cox, Schendel and Braithwaite cases. **Approved.**

566. Dept. of Hospitals. Request for ex-

tension of 15 days in which to dispose of certification dated Jan. 11, 1940, for the position of Laundry Worker (Male) at \$780 without maintenance or \$540 with maintenance. **Approved.**

573. Hunter College. Request to approve employment of 31 Clerks for a period of 15 days between Jan. 15 and March 1 at the rate of 50 cents per hour. **Approved.**

575. Dept. of Welfare. Returning certification dated Jan. 23, 1940, of the preferred lists of Clerk, Grade 3 and 4, as appropriate for Unit Manager; requesting that the list for Junior Accountant at \$1,800 be certified to fill these vacancies. **Approved.**

578. Board of Transportation. Containing copy of letter sent by that Board to S. L. Becker, Chief Engineer, Boiler Inspection Division, and the Board of Examiners, Board of Buildings, dated June 10, 1937, in reply to complaint that unlicensed men are performing the work of Crane Engineman (Electric) in the Car Shops, and stating that such crane operators are not subject to the legal requirements. **Filed.**

582. Municipal Engineers of the City of New York, 29 W. 39th St. Advising that at a meeting of the Board of Directors of that society held on Jan. 22, 1940, a resolution was unanimously adopted expressing unqualified endorsement of the proposed engineering reclassification and strongly urging the State Dept. of Civil Service to approve the reclassifications. **Noted and approved.**

585. Approve action in certifying on Jan. 24 to the department the preferred list of Nurse's Assistant (containing two names) as appropriate to fill the position of Attendant (Female) (nine existing vacancies); requesting whether the lists for Patrolwoman and Playground Director (Women) which have been declared appropriate for temporary service as Attendant (Female) may also be certified as appropriate for permanent work. **Approved.**

Administration of Unemployment Insurance in New York

By MILTON O. LOYSEN

EXECUTIVE DIRECTOR

DIVISION OF PLACEMENT AND UNEMPLOYMENT INSURANCE
NEW YORK STATE DEPARTMENT OF LABOR

This is the fourth of a series of five articles on Unemployment Insurance, presented in conjunction with coming tests for positions in the Division of Placement and Unemployment Insurance.

TO ENFORCE the provisions of the New York State Unemployment Insurance Law, which became effective July 1, 1935, a Division of Unemployment Insurance was created within the Department of Labor under the jurisdiction of the Industrial Commissioner. The New York State Employment Service, in continuous operation since 1915, and this Division were merged January 1, 1936, to form the Division of Placement and Unemployment Insurance. The main administrative office is located in Albany with a sub-office in New York City. For general administrative purposes the State has been divided into nine districts, but all contacts with applicants for employment and unemployment insurance are handled by 90 local employment offices which are augmented by itinerant service in rural areas.

Under the Social Security Act, contributions paid by employers under a State law cannot be used for administrative expenses, but solely for payment of benefits. Funds for the administration of the Employment Service and the Unemployment Insurance Law are received from two sources; the Federal Treasury through grants approved by the Social Security Board under the Social Security Act and the Wagner-Peyser Act, and appropriations made by the New York State Legislature.

The main functions of the Division are to collect contributions from employers subject to the law, to register workers for employment and to place them in jobs whenever possible, and to pay insurance benefits to qualified persons when unemployed. The Industrial Commissioner, under the authority vested in her by the law, may issue rules and regulations applicable to employers and employees to supplement the law and to aid in the enforcement of its provisions.

THREE OPERATING BUREAUS

For purposes of administration there have been set up under the Industrial Commissioner an Executive Director of the Division, and the organization has been divided into three operating bureaus and eight staff and service units with separate and distinct functions.

The Placement Bureau, known in the field as the New York State Employment Service, handles two major operations: First, it serves as an exchange where applicants for work can apply and where employers seeking workers can register their job openings so that the needs of one group can be brought to the attention and matched with the requirements of the other. Second, it serves, through the widespread network of local offices, as the contact point for making applications for unemployment insurance and for the servicing of continued claims for benefits. In general, the requirements imposed on an applicant in order to make him eligible for unemployment insurance benefits include, besides, the responsibility for prompt registration, capability of work when offered by the Employment Service. In carrying out this responsibility, the local office collaborates with the Claims Bureau. The system by which applicants are paid benefits through the local office is

known as the "pay order system." Under this procedure the local office authorizes weekly benefit payments as claimants certify to continued unemployment, providing they are otherwise eligible and have met all requirements.

The Employment Service has a Clearance Unit responsible for the dissemination of information regarding the demand for and supply of labor between the different offices within the State system and cooperates with similar systems of other States. This unit also advises local offices on promotion programs and prepares seasonal calendars for use of the local offices in their contacts with employers. One of the functions of an employment service is to assist physically handicapped and young and inexperienced persons facing difficult adjustments. For this purpose, and also to serve World War veterans, specialized interviewers are assigned to many of the local offices.

COLLECTS CONTRIBUTIONS

Another operating bureau of the Division is the Tax and Wage Records Bureau. This Bureau receives and collects employer contributions, receives payroll reports from employers, and sets up individual employee wage records for later use by the Claims Bureau. For these purposes it is organized into four main sections. The Employer Contribution Sections receives current contributions on a quarterly basis and maintains employer ledgers relating to tax liability and payments. The number of registered employers now approximates 127,000.

The Employee Records Section prepares the individual earnings records of insured workers from information included in the quarterly payroll reports. Records are now maintained for over 4,100,000 wage-earners.

The Field Audit Section makes routine audits of payroll records of employers and special audits of the payroll records of delinquent and bankrupt employers. It also checks the earnings of individual employees in cases where amounts are in doubt or in dispute. Violations of the Unemployment Insurance Law revealed through special investigations conducted by field auditors are reported to the Bureau of Legal Affairs for prosecution.

The Field Audit Section also assists employers in determining their responsibility under the law and instructs them in the preparation of required reports.

The Collection Section collects unpaid contributions from delinquent employers after all routine processes have failed to obtain results.

PROCESSES ALL CLAIMS

The third operating bureau, namely the Claims Bureau, is responsible for the processing of all original and continued claims for benefits received from local employment offices, for certifying allowable claims to the State Comptroller for payment, and giving technical advice and assistance to local offices with respect to all unemployment insurance operations conducted in the field. The Claims Bureau is organized into three main sections, as follows: The Regular Claims Section, which receives original and continued claims for benefits, searches employee wage records to determine eligibility, prepares and issues statements of earnings, computes benefit rates, prepares and sends to the Department of Audit and control benefit ledgers for all eligible

claimants, prepares benefit checks upon local office authorization and forwards these to the Department of Audit and Control for audit and for subsequent transmittal to the Department of Taxation and Finance for payment; the Irregular Claims Section, which processes claims that for various reasons require adjustment and cannot be processed completely under routine procedure until certain missing information is obtained or additional facts have been established; the Field Office Section, which through field representatives provides the liaison between the Claims Bureau and the insurance staffs of local offices of the State Employment Service and is responsible for technical assistance to these offices in insurance matters, gives special service to residents of other States who may be eligible for benefits from New York State, and conducts a service on complaints and special inquiries received at the headquarters of the Claims Bureau.

There are the following administrative units:

The Planning Unit assists the Executive Director in the long-range planning of the work of this Division, in determining policies and procedures, and unifying and coordinating the Division's plans and activities.

CONTACTS CIVIL SERVICE

The Personnel Unit is responsible for all contacts of the division with the State Civil Service Commission, for all internal personnel problems, selection, reassignment and evaluation of personnel under rules and regulations of the Civil Service Commission, dealings with employee organizations and other related activities.

A Training Unit serves the division by developing training devices and materials for the use of bureau heads and supervisors and handles induction of new employees.

Office Administration is responsible for all internal housekeeping of the division, such as proper control and maintenance, equipment purchases, supplies, incoming and outgoing mail, filing and general stenographic and typing services.

The Administrative Finance Unit is responsible for budget planning and preparation, the accounting of all funds and control over all administrative expenditures.

The Bureau of Legal Affairs, under the direction of an Assistant Attorney General, advises the Industrial Commissioner and the administration on legal questions, particularly an interpretation of the Unemployment Insurance Law, and in addition represents the commissioner and the division in all litigation.

LIST OF REFERENCES

Annual Report, Industrial Commissioner, 1938, New York State Department of Labor.

Third Annual Report, U. S. Social Security Board.

Problems and Procedures of Unemployment Compensation in the States, Walter Matscheck and Raymond C. Atkinson.

Planning and Administration of Unemployment Compensation in the United States, Bryce M. Stewart.

Administering Unemployment Compensation: A Comparison and a Critique, R. Clyde White.

This article will be concluded in next week's LEADER, when Mr. Loysen will discuss further the Administration of Unemployment Insurance in New York. Next week, too, Irving D. Neustein, member of the Unemployment Insurance Appeal Board, discusses "Hearings and Appeals Under Unemployment Insurance."



Examination Requirements



List College Clerk In New City Series

An exam for College Clerk heads the list of 18 new tests which have just been opened by the Municipal Civil Service Commission. Applicants can file for these tests at 96 Duane St. Full official requirements for these tests follow:

OPEN CLERK, GRADE 2 (Board of Higher Education)

(\$1,200 to \$1,800.) Fee, \$1. File by Feb. 27. The eligible list may be used for appropriate jobs at lower salaries.

Duties

To serve as secretary of a department, or group of departments, in a college; take dictation and prepare typewritten transcripts; assist the chairman in the administration of the department; answer routine inquiries of students in regard to the work of the department; to perform, in a registrar's office or a business office of a college, clerical tasks involving some degree of responsibility; keep records of a confidential nature.

Requirements

A college degree. Students who will be graduated in June, 1940, are eligible.

Weights

Written, 10.

Qualifying Tests

As vacancies occur, qualifying exams will be given to eligibles, as follows:

A qualifying oral test will be given to all candidates before certification. This will be designed to appraise such factors as speech, manner, and judgment, required in daily contact with students in a public institution of higher education.

For certification to positions of departmental secretary and others involving stenography and typing, a further qualifying exam will be given. Appropriate material will be dictated for five minutes at the rate of 120 words a minute, and 30 minutes will be allowed for transcription of the notes. Stenotype machines will be permitted.

ACCOMPANIST

(\$1,800-\$2,400). One vacancy at WNYC. Fee, \$1. File by Feb. 27.

Duties

To accompany radio artists on the piano at auditions and on the air; act as soloist and standby pianist; assist in arranging music for dramatization.

Requirements

Five years' experience as an accompanist in the concert, stage or radio fields. A piano diploma from a music school will be accepted in lieu of two years' experience. Additional credit will be given for ability to play the pipe organ or similar instruments.

Weights

Written, 3; practical, 5; training, experience and personal qualifications, 2.

ADMINISTRATIVE ASST.

Dept. of Welfare. (\$4,000 to \$5,000.) Fee, \$4. File by Feb. 20. This is a reannouncement from a former series. Those who filed last Fall do not have to apply again.

Separate lists will be established for Administrative Management and Procedures, Fiscal Management, Public Relations, and Staff Relations.

Duties

To assist in the administration of a bureau or division of the Dept. of Welfare; plan and be responsible for the administrative work; represent the bureau in inter-departmental relationships; aid the commissioner and his deputies in the development of departmental policies and procedures.

Requirements

Candidates must have: a bachel-

elor's degree, or equivalent training; four years' responsible work experience in a governmental agency or a large business or industrial organization in positions requiring administrative ability such as that of a secretary of a governmental agency, office manager or similar positions. Credit will be given for graduate study in the fields of public administration, business administration, and accounting, management, social work, etc. But at least two years' administrative experience will be required in all cases.

All city employees in the competitive class earning not less than \$3,000, who have three years' service, are eligible.

Weights

Written, 3; training, experience and personal qualifications, 7.

COURT STENOGRAPHER

This list will be certified for all grades of Reporting Stenographer. At the same time that the competitive exam is given, a departmental promotion exam will also be held. Those who become eligible after the promotion test will be given jobs first. (Salary: Usually \$2,400. However, appointments to positions as Reporting Stenographer, Grade 3, will be made at salaries ranging from \$1,800 to \$2,400.) File by Feb. 27. Fee, \$3.

Duties

To report and transcribe testimony given in court, at meetings, investigations and public hearings of city departments or officials, and to do other stenographic and typewriting work.

Requirements

Senior high school education or the equivalent. Stenotype machines will be permitted, but the use of such machines must be indicated on the application. Candidates must furnish their notebooks, pen, ink, and typewriters.

Weights

Written, 2; practical, 8.

Practical Test

A passage of 750 words will be dictated at the rate of 150 words a minute, but will not be transcribed. The transcription exercises will consist of: 1) an opening of 150 words per minute for three minutes (one voice); 2) testimony of 175 words per minute for five minutes (four voices); 3) testimony of 200 words a minute for three minutes (four voices); charge of 175 words a minute for five minutes (one voice).

Candidates will have to transcribe from their notes at the rate of 25 words a minute.

DISTRICT HEALTH OFFICER

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

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

Duties

Administrative charge of the activities of the Health Dept. in a health district of about 250,000 population; planning and directing the Health Dept. program in the district, including health education, school hygiene, public health nursing, maternity, and

child hygiene; supervising activities for the control over venereal disease, tuberculosis, and acute contagion, and all other phases of public health work in a community of this size; promoting cooperative relations between the Health Dept. and the medical profession, dental profession, and private health and welfare agencies.

Requirements

An M. D. degree and one or more years of graduate training in a public health institute with an advanced degree in public health. In addition, at least two years' experience as a health officer, or three years' experience in a responsible administrative position in public health of the type which will equip them to be health officers.

Weights

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

DRILLER

(\$1,800). Age limit: 50. Fee \$1. File by Feb. 27.

Duties

To operate diamond drill outfitts for the purpose of investigating sub-aqueous and sub-surface conditions to determine what kind of foundation may be required; blast when required; and related work.

Requirements

A blaster's license at the time of certification. The exam will involve test borings in deep holes for the investigation of subsoil conditions for foundation work and river and harbor work.

Weights

Written, 3; practical, 5; physical, 2.

JUNIOR ADMINISTRATIVE ASSISTANT (Dept. of Welfare)

Separate lists will be established for administrative management and procedures, fiscal management, public relations and staff relations. This exam is being reannounced from a previous series; those who filed before need not file again.

(\$3,000-\$4,000.) Fee \$3. File by Feb. 20.

Duties

To assist in the administration of a division of the Dept. of Welfare; be responsible for administrative details work; represent the division in inter-office relationships; aid the administrative assistant in the development of divisional policies and procedures and act for him in his absence.

Requirements

A bachelor's degree and two years of progressively responsible work within the past five in a governmental agency or in a large business or industrial organization, in positions requiring supervisory ability such as office manager or positions of a similar nature, or a satisfactory equivalent combination of education and experience.

All competitive city employees who earn more than \$2,400 and who have served three years will be eligible for this exam, regardless of their education or experience. Credit will also be given for graduate study in the fields of public administration, business administration and accounting, management, social work, and related fields, but at least one year's supervisory experience will be required.

To be eligible to compete in the specialties — fiscal management, public relations, staff relations—

candidates must have had the two years experience specified or its administrative equivalent in the specialty selected. Graduate study may be substituted for one year of such experience.

Weights

Written, 5; training, experience and personal qualifications, 5.

MARINE STOKER (Fire Dept.)

(\$7 a day.) 10 vacancies. Age limit: 40. Fee, \$2. File by Feb. 27.

Duties

To maintain the proper pressure under oil burning or coal burning boilers, and, when necessary, to do such cleaning and painting work as is required to keep the boilers and boiler room and bilges in proper condition; to see that the proper quantity of water is pumped into the boilers and that the proper amount of fuel is stored in coal bunkers and oil tanks.

Weights

Written, 3; practical, 5; physical, 2.

Medical and Physical Requirements

Dumbbell lift, two hands, 60 to 100 pounds; pectoral squeeze; abdominal muscle lift, 15 to 35 pounds; hand over hand ladder climb; far vision 20/40, both eyes together; otherwise sound health.

RADIO DRAMATIC ASSISTANT

(\$1,800 to \$2,400.) Fee, \$1. File by Feb. 27.

Duties

To write radio dramatic scripts; adapt material for radio dramatic presentation; cast and direct radio dramatic performances; under supervision to conduct dramatic auditions.

Requirements

A bachelor's degree; and two

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HOUSING

NO BOOK covers the subject of housing so completely as the special number of Survey Graphic for February, just off press. One hundred pages of facts, maps, charts, cartoons. Among the nineteen contributors who tell you what you want to know about housing are Secretary Henry A. Wallace, Edith Elmer Wood, Carl Feiss, Charles Abrams, Lewis Mumford, Harold S. Buttenheim, Jacob Crane and Catherine Bauer.

Eleanor Roosevelt calls it "an extremely good number." The New York Times writes it "shows comprehensively the need, the difficulties, the evils, the achievements and the hopes in American home building."

Survey Graphic is not generally available on newsstands. For your copy send 40 cents at once to Department L, Survey Graphic, 112 East 19th Street, New York City.

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scription for only \$1.00.

Notarization required for applications
for College Clerk, Administrative
Assistant, Stenographer, etc.

years' experience in the work outlined under duties.

Weights
Written, 6; training, experience and personal qualifications, 4.

**SENIOR ACCOUNTANT
(Auditor of Housing Construction)**

(\$4,000.) One vacancy in the N. Y. C. Housing Authority. File by Feb. 27. Fee, \$3.

Duties
Supervision of field auditors and bookkeepers; installation of cost control; requisitioning of all advance loans from New York City, New York State Superintendent of Housing and U. S. Housing Authority; preparation of development cost reports; preparation of manual of instructions to general and sub-contractors and field auditors.

Requirements
Not less than 10 years' experience in accounting, five of which must have been full-time experience in building construction cost accounting work on projects equivalent in magnitude to the projects under the control of N.Y.C. Housing Authority, or a satisfactory equivalent. Candidates must be familiar with the

(Continued on Page 9)

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Many Titles Eligible For Engineer Test

(Continued from Page 8)

requirements for the preparation of requisition for funds to meet the needs of construction contract payments. The Housing Authority is now engaged in the supervision and control of housing projects costing over \$50,000,000.

Weights

Written, 5; training, experience and personal qualifications, 5.

STENOGRAPHER (LAW), GRADE 2

(\$1,200 to \$1,800). Appointments expected at \$1,500. File by Feb. 27. Fee, \$1. Vacancies occur from time to time in the Law Dept.

Duties

To take dictation; prepare type-written transcripts; fill out legal forms; and related work.

Requirements

A high school education and three years' experience as a stenographer in a law office, or a satisfactory equivalent. In lieu of experience a college or law school degree will be accepted.

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

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CIVIL SERVICE LEADER
PIPE CAULKER

Open only to employees in the Dept. of Water Supply. (Salary usually \$7 a day). 11 vacancies at present, others expected. Age limit: 50. Date of the written exam: March 27. Fee, \$2. File by Feb. 28.

Duties

To lay and to caulk cast iron bell and spigot water mains; center and set pipes, elbows, crosses, valves and plugs; yarn, melt, lead and caulk by hand or by pneumatic caulking hammer and tools.

RESIDENT PHYSICIAN, GRADE 3
(Dept. of Correction)

Open only to employees of the Dept. of Correction. Certification will also be made from the eligible list to fill vacancies in Grade 2.

\$2,400-\$3,000). Fee, \$2. File by Feb. 28. Date of written exam: March 26.

Duties

Care and supervision of inmates and patients in the various institutions of the Dept. of Correction.

Requirements

Six months' service as Resident Physician in the Dept. of Correction; license to practice medicine in New York State at the time of certification.

Scope of Exam

The written and technical-oral will include the subjects of medicine, surgery, neurology, and genito-urinary diseases, with particular reference to those conditions which are frequently encountered in the hospitals and penal institutions of the Dept. of Correction.

STATIONARY ENGINEER
(City-Wide)

This exam is being reannounced from a previous series. Those who filed before need not apply again. (\$9 a day). Fee, \$2. File by Feb. 20. Date of written test: March 13. Current vacancies: Three in the Dept. of Sanitation; five in the Dept. of Hospitals; one in the Police Dept.

Requirements

Open to licensed Firemen, Oilers, Water Tenders, Asphalt Steam Roller Engineers, Locomotive Engineers, Crane Enginemen (Steam), Pile Driving Engineers, Marine Engineers, Chief Marine Engineers, Marine Oilers, Marine Stokers, Marine Stokers (Oil Burning), Marine Firemen, Inspectors of Boilers, Boiler-makers, Foreman Boilmakers, Steamfitters, Foreman Steamfitters, Junior Mechanical Draftsmen (all sub-titles and all grades).

Draftsmen (all sub-titles and all grades), Assistant Mechanical Engineers (all sub-titles and all grades), Electricians, Electricians (Powerhouse); Airport Electricians, Inspectors of Light and Power (all grades); Electrical Inspectors (all grades); Dynamo Engineers, Crane Enginemen (Electric), Junior Electrical Engineers (all sub-titles and all grades); Assistant Electrical Engineers (all sub-titles and all grades), Mechanical Draftsmen (Electric) (all sub-titles and all grades); Electrical Draftsmen (all sub-titles and all grades); Power Maintainers, Power Operators, Assistant Supervisors of Power, Foreman (Power), Power Dispatchers, Relay Maintainers, Car Maintainers, Group E; Coal Passers, Car Maintainers (Electric); Janitors (Custodian); Lift Span Operators, Machinists, Maintainers' Helpers, Groups B and D; Maintenance Men, Mechanical Maintainers; Stationary Engineers; Handymen, Firemen, Maintenance Helpers, Group A, Ventilation and Drainage Maintainers, who have had the following experience: Five years' recent experience in the operation of high-pressure steam or high tension electric power plants; or two years experience and an engineering degree; or two years of such experience and three years' experience as a journeyman machinist, boilermaker, steamfitter or electrician.

Employees with titles other than those listed who have been performing work of a similar character may apply within 10 days for the exam. Some certifications will require a New York City Stationary Engineer's license. Employees in the competitive class must have six months' service in their present department and one year in their present title. Labor class em-

How to Apply for Tests

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

Promotions tests are open only to those already in service.

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

City jobs—96 Duane St., West of Broadway.

State jobs—Room 576, 80 Centre St., corner Worth St.

Federal jobs—641 Washington St., corner Christopher St.

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

Applicants for City jobs must have been residents of the City for three years at time of appointment. This does not apply to jobs in the Board of Higher Education, Board of Transportation, Board of Water Supply, Education Dept., Municipal Civil Service Commission, N. Y. C. Housing Authority, N. Y. C. Parkway Authority, N. Y. C. Tunnel Authority, and Triborough Bridge Authority. U. S. citizens may apply for positions in these departments, but must become residents of the State before receiving appointment.

Type of License

Class A—Installation of any type of oil burning equipment for use of oils above No. 4.

Class B—Installation of equipment for use of oils from No. 1 to No. 4 inclusive.

Requirements

Section C19-22.1 of the Administrative Code of the City of New York requires: "Every applicant for a certificate of license to install oil-burning equipment shall give a bond to the city conditioned for the payment of any loss or damage suffered by any person by reason of failure to install such equipment in accordance with the rules of the board of standards and appeals relating to oil-burners. Each such bond shall be in the penal sum of two thousand five hundred dollars and shall be approved by the comptroller as to sufficiency of the sureties."

Applicants who file for this examination are not required to post this bond until they have established their eligibility for a license by qualifying in this examination conducted by this Commission. Applicants must have a bona fide residence or business address in New York City.

Examination

The examination will consist of a written test and a technical examination. The written test will be designed to test the applicant's familiarity with the law, rules and regulations established for the proper and legal installation of various kinds of oil-burning equipment, with the various methods and problems of installation, with the principles and parts of all related equipment and with the care that should be exercised by both the installer in the course of his work and the occupant when the latter assumes the operation. The technical test will be given to those who pass the written part to determine technical competence.

BLOOD-SKIN
(City-Wide)

(Salary usually \$11.20 a day).

Fee, \$3. File by Feb. 28. Age limit: 50.

Duties

To do general steam pipe work, boiler and pump connections; lay out from drawings or sketches and do any general work in connection with installing or requiring permanent or temporary air, steam or water piping.

Requirements

Open to Steamfitter's Helpers with six months' experience; and to Instructor (Steamfitting) with six months' experience.

Medical and Physical Requirements

A competitive physical test, based on the duties of the position, will be given. It will consist of dumbbell lift, two hands, 60 to 100 pounds; pectoral squeeze; abdominal muscle lift, 15 to 35 pounds; hand over hand ladder climb. Candidates must be in sound physical condition.

SUPERVISOR, GRADE 3

This is a reannouncement from a previous series and those who filed before need not file again. Candidates must have six months of supervisory experience, included in the two years of Social Case Work, instead of one year as previously announced. File by Feb. 20.

**TRADE LICENSE
LICENSE TO INSTALL OIL-BURNING EQUIPMENT**

(License A and B)

Fee, \$5; file by Feb. 28.

Applications

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

Experience

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

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Stenos, Typists Wanted for U. S. Posts

Tests for male Stenographers and Typists are among the dozens of the U. S. Civil Service Commission now open. Full requirements for all of these follow:

SENIOR STENOGRAPHER (\$1,620)

JUNIOR STENOGRAPHER (\$1,440)

SENIOR TYPIST (\$1,440)

JUNIOR TYPIST (\$1,260)

Open to men only. For appointment in Washington, D. C. Open to New York residents. File by Feb. 12. Age limits: 18-53. Applicants must be in sound physical condition.

Candidates who pass the tests may be placed on one, two, three, or four of the eligible registers for the different grades.

Requirements

Applicants must be citizens of the United States and residents for at least one year in the State from which they file.

Ratings Required

In the entire Stenographer examination and in the entire Typist examination all competitors must attain average percentages of at least 70, including military preference credit, if any.

Junior Typist — (a) In the general test, nonpreference competitors must attain ratings of at least 70; competitors granted military preference, ratings of at least 65, excluding preference credit; and competitors granted disability preference, ratings of at least 60, excluding preference credit. (b) In the subject of copying from plain copy non-preference competitors must attain ratings of at least 60 in speed and 60 in accuracy, and a weighted average of 70 in speed and accuracy; competitors granted military preference, ratings of at least 55 in speed and 55 in accuracy, and a weighted average of 65 in speed and accuracy, excluding preference credit; and competitors granted disability preference, ratings of at least 50 in speed and 50 in accuracy, and a weighted average of 60 in speed and accuracy, excluding preference credit. (c) In the subject of copying from rough draft, non-preference competitors must attain ratings of at least 70; competitors granted military preference, ratings of at least 65, excluding preference credit; and competitors granted disability preference, ratings of at least 60, excluding preference credit.

Senior Typist — Competitors must meet the minimum standards required of Junior Typist in the separate subjects of the examination and, in addition, must attain in the entire Typist examination, as rated for Senior, average percentages of at least 70, including military preference credit, if any.

Junior and Senior Stenographer — (a) The subject of junior stenography will not be rated unless the competitor qualifies as Junior Typist. Competitors will not be rated eligible as Senior Stenographer unless they qualify as Senior Typist. (b) In the subject of stenography, at the required rate of speed, nonpreference competitors must attain ratings of at least 70; competitors granted military preference, ratings of at least 65, excluding preference credit; and competitors granted disability preference, ratings of at least 60, excluding preference credit.

Weights

Copying from plain copy (typewriting) typist, 30; stenographer 15; copying from rough draft (typewriting), typist, 30; stenographer, 15; general test, typist, 40; stenographer, 20; stenography (required of stenographic competitors only), 50.

For Senior Stenographer, the dictation will be at the rate of 120 words a minute, for Junior Stenographer, at the rate of 96 words a minute. Any system of taking notes is acceptable, provided the notes are furnished to the examiner at the end of the exam.

TELEPHONE OPERATOR

(\$1,260). For appointment in Washington, D. C. File by Feb.



12. Age limit: 18-53. Applicants must be in sound physical condition.

Duties

Under general supervision, to operate a nonmultiple or multiple telephone switchboard, and to perform related work as assigned.

Requirements

Candidates must show that within the last five years they have had six months of full-time paid experience as Telephone Operator in a large central office, or at least one year of full-time paid experience as Telephone Operator in a branch exchange where there are at least 100 lines. Only experience acquired before February 15, 1940, will be considered.

Weights

Special tests, 6; experience and fitness, 4.

ASSO. AERONAUTICAL INSPECTOR (\$4,500)

ASSIST. AERONAUTICAL INSPECTOR (\$3,500)

Civil Aeronautics Authority. File by Feb. 12. Age limits: for Associate Aeronautical Inspector, 24-40; for Assistant Aeronautical Inspector, 24-35. Applicants must be in sound physical condition.

Duties

To examine applicants for pilot's certificate of competency and mechanic's certificate of competency, and to examine ground instructors for such certificates; this includes examination of the qualifications of applicants for renewal of all airmen's certificates of competency and the renewal of 65 in speed and accuracy, excluding preference credit; and competitors granted disability preference, ratings of at least 50 in speed and 50 in accuracy, and a weighted average of 60 in speed and accuracy, excluding preference credit.

(c) In the subject of copying from rough draft, non-preference competitors must attain ratings of at least 70; competitors granted military preference, ratings of at least 65, excluding preference credit; and competitors granted disability preference, ratings of at least 60, excluding preference credit.

The duties of the inspector positions deal directly with the safety of human life in transportation by air, and are exacting and responsible in the extreme. Inspectors are required whose technical qualifications, as well as moral character and general fitness, are beyond question, and who will promote the interests of and reflect credit upon the Civil Aeronautics Authority. Applicants whose experience or personal qualifications are found, upon confidential inquiry, not to be such as would contribute toward the establishment and maintenance of an inspection staff of high standard, will not be given an eligible rating in this examination.

Requirements

(a) They must possess a valid commercial pilot's certificate of

competency for not less than two aircraft weight and engine classifications, except that graduates of the Army, Navy, or Marine Corps flying schools who have the designation of airplane pilot or naval aviator, on extended active duty with such services, and who otherwise qualified for these positions, may enter this examination and upon receiving an eligible rating may be appointed subject to obtaining the necessary pilot's certificate within 30 days from date of appointment. Appointees who fail to obtain their certificates within 30 days will be separated from the service. (b) They must have maintained a satisfactory record as pilot under the regulations issued by the Civil Aeronautics Authority and its predecessor agencies, or under the regulations of the Army, Navy, or Marine Corps, and their records as pilots must show satisfactory progression and recognized ability. (c) They must have maintained a reputation for good moral character and temperamental stability.

Additional Requirements — Associate Aeronautical Inspector

They must show a minimum of 2,000 hours of properly substantiated solo flying time, of which at least 300 hours must have been acquired in actual student instruction in at least two classes of aircraft within the most recent three years and of which at least 300 solo flying hours must have been acquired within the most recent two years. The 300 solo flying hours required within the most recent two years may have been acquired concurrently with the other qualifications specified in this paragraph.

Assistant Aeronautical Inspector

— They must show that they have had a minimum of 1,000 hours of properly substantiated solo flying time, of which a minimum of 300 solo flying hours must have been acquired within the most recent two years in at least two classes of aircraft.

Only experience acquired prior to the closing date for receipt of applications specified in (b) at the head of this announcement can be considered for this examination. New or additional evidence of qualifications not submitted for consideration in connection with the original rating must be received within 30 days after the notice of rating is mailed to the competitor in order to be considered in connection with an appeal or review of rating, except that such period of time will be extended to three months for applicants residing in Alaska, Hawaii, or other points outside the continental limits of the United States.

Weights
General test, 4; experience and fitness, 6.

ELECTRICAL MECHANIC (Floor Scrubbing and Polishing Machines)

(\$1,860). Federal Works Agency, Public Buildings Administration. File by Feb. 19. Age limits: 20-48. Applicants must be in sound physical condition.

Duties

Under general supervision, to repair and maintain in efficient operating condition, electric power scrubbing machines, floor polishing machines, and vacuum cleaners of various makes.

Requirements

Applicants must show that they have had the experience specified in (a), (b), (c), or (d)—(a) Four years of experience in the assembly, or in the repair, maintenance, and adjustment of electrically operated scrubbing machines, and other electrically operated floor treatment machines.

(b) Completion of a four-year apprenticeship as electrician, including or supplemented by at least two years of experience in the assembly, or in the repair, maintenance, and adjustment of electrically operated scrubbing machines, and other electrically operated floor treatment machines. (c) Four years of practical experience in the electrical trade, the substantial equivalent of a completed apprenticeship in the trade, including or supplemented by at least two years of experience in the assembly, or in the repair, maintenance and adjustment of electrically operated

scrubbing machines, and other electrically operated floor treatment machines. (d) A four-year combination of experience prescribed in (a), (b), or (c), including at least two years of experience in the assembly or in the repair, maintenance, and adjustment of electrically operated scrubbing machines, and other electrically operated floor treatment machines.

Weights

Candidates will be rated entirely on the basis of their experience and fitness to do the required work.

X-RAY CRYSTALLOGRAPHER

United States Geological Survey, Dept. of Interior. (\$2,600). File by Feb. 26. Age limit: 53. Applicants must be in sound physical condition.

Duties

To devise and arrange equipment for the production of X-Rays for the study of mineral structure by means of X-Ray diffraction; to make powder, rotation, and Laue photographs; to obtain patterns with an X-Ray goniometer; to make the calculations that are necessary in order to deduce the lattice structure of minerals.

Requirements

Candidates must have completed a full four-year college course and obtained a bachelor's degree with major study in physics, chemistry, geology, or engineering. Additional credit will be allowed for successfully completed courses in mineralogy, crystallography and related subjects.

Candidates must also have additional experience or education indicated in one of the following: a) two years of experience in scientific or investigative work involving the production and study of X-Ray diffraction patterns, at least one year of which involved the calculation of lattice structure from diffraction patterns; or b) two years of post-graduate study in physics, chemistry, or mineralogy, or crystallography, at least one year of which involved the calculation of lattice structure from X-Ray diffraction patterns; or c) a satisfactory equivalent combination of experience and training.

Weights

Competitors will be rated entirely on their education, experience, and fitness.

JUNIOR GRADUATE NURSE

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

Duties

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

Requirements

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

***SR. INSPECTOR, ORDNANCE MATERIAL (\$2,600)**

***INSPECTOR, ORDNANCE MATERIAL (\$2,300)**

***ASSO. INSPECTOR, ORDNANCE MATERIAL (\$2,000)**

***ASST. INSPECTOR, ORDNANCE MATERIAL (\$1,800)**

***JUNIOR INSPECTOR, ORDNANCE MATERIAL (\$1,620)**

Junior and assistant grades, 20-48 years; other grades, 21-55 years. File by May 22. Ordnance Dept., War Dept.

Duties

Inspect and test, at contact or plants, varied raw metallic materials, mechanical parts, castings, assemblies, and components for ordnance materials, to determine compliance with an acceptability under specifications; prepare in-



spection reports; related work Duties for the varying grades differ in degree of responsibility. In Inspector and Senior Inspector grade, duties involve planning, organizing, and supervising work of subordinate inspectors.

Requirements

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

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

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

NAVY YARD JOBS

The following jobs are open at the Brooklyn Navy Yard: Angle-smith, Heavy Fires; Anglesmith, Other Fires; Blacksmith, Heavy Fires; Blacksmith, Other Fires; Boatbuilder; Boilermaker; Chippie and Caulker, Iron; Copper-smith; Cutter or Burner; Die Sinker; Driller, Pneumatic; Flange Turner; Frame Bender; Holder-on; Loftsmen; Molder; Pipe-coverer and Insulator; Puncher and Shearer; Riveter; Rivet Heater; Sailmaker; Saw Filer and Sheet Metal Worker.

Commission Mulls Over Title Examiner Appeal

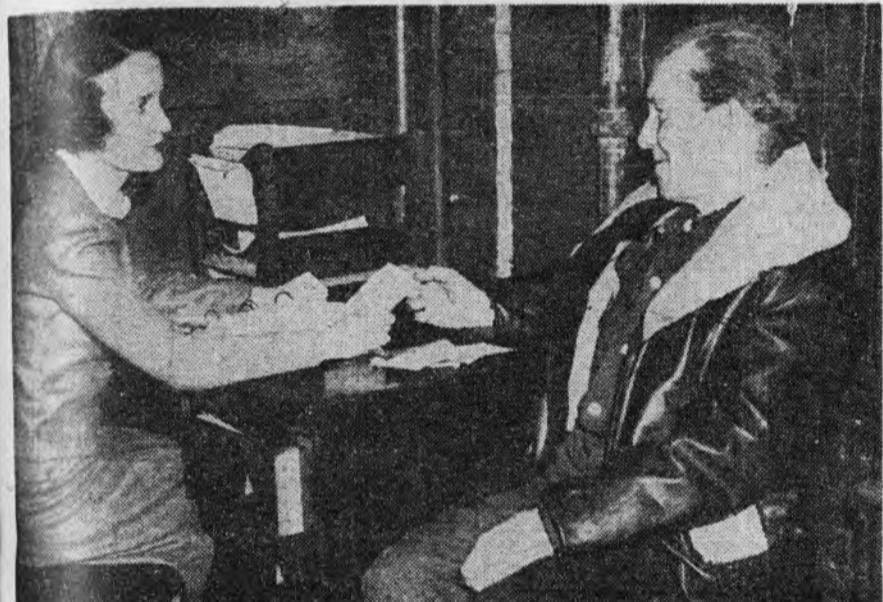
Appeals from the tentative key for the recent Title Examiner test are being considered by the Municipal Civil Service Commission. Results won't come for some months yet, so the Commission voted Thursday to continue the services of ten temporary examiners until April 30. They're working on the transit unification plan, investigating titles of the Interborough Rapid Transit Co. and Manhattan Transit Co.

WHO'S NEW YORK'S HANDSOMEST COP?

See Next Week's Issue
of the Leader for Full Details



1 Selected as the typical social Investigator, Miss Margaret Moore comes to her District Office at 9 in the morning. The building in which she works is old, dingy, drafty.



2 Miss Moore interviews a client. A good part of her day is taken up with interviewing those who apply for relief. Home relief people have their own terms for their activities. One who obtains relief is a "client." An investigation is known as "interpreting" welfare procedure. In this illustration, Miss Moore is speaking with her client "in reception." He is providing data which will aid her in responding to his needs. A large part of her day is taken up with this work.



3 An important service of every home relief office is rendered by the occupational division. A thorough survey is made of the client's various abilities, and whenever possible he is sent to the WPA for a job. It has become common to refer to people on relief as "unemployables." Commissioner of Welfare William Hodson objects strongly to the word—he feels it is decidedly incorrect. These people can work—if the proper jobs are available for them.

day in the life of a SOCIAL INVESTIGATOR

Handling America's Tragedy—Unemployment—With Delicacy and Tact, the Social Investigator Performs a Task of Great Social Importance. Here Is the Story of Her Ordinary Work-Day



5 In a typical relief home, Miss Moore talks with husband and wife while the children look on wonderingly. Note the poverty of the home. Most of the clients manage to retain their good cheer, and the friendliest relationship exists between client and investigator. To the poor, the investigator is counselor, adviser and frequently confessor. It is her job to determine the acceptability of the applicants for relief, to provide clients with medical attention and clothing, to help them find jobs. Miss Moore's case load consists of approximately 65 relief homes; occasionally it reaches 70. The investigator is rarely able to visit her clients more than once a month. For her work she receives from \$1,500 to \$1,800 a year, may take periodic examinations for advancement to a supervisory position in the Bureau.



6 Into the dictaphone goes Miss Moore's resume of her day's work. The dictation is later transcribed by a stenographer, and recorded on a host of records. There are as many as 200 of these, and they take a good part of the investigator's time.

7 Now, nearing day's end, Miss Moore goes into conference with her supervisor and other investigators. She has such conferences with the occupational interviewer, with the medical social worker, with the resource consultant. Every phase of her own work, of her clients' needs, all unusual problems, are taken up with the supervisor. Decisions are arrived at jointly. The supervisory system of the Home Relief Bureau works, for the most part, smoothly and efficiently.



Deadline Friday for Many State Tests

Filing closes next Friday, February 9, for the written tests included in the series of 35, recently opened by the State Civil Service Commission. March 1 is last date to file for the unwritten exams.

The written tests have been set for Saturday, March 2, while those unwritten will be given some time after that date.

Full requirements follow:

ASSISTANT CANCER LARYNGOLOGIST

Division of Cancer Control, Dept. of Health. (\$3,120-\$3,870.) Fee, \$3. Appointment expected at the State Institute for the Study of Malignant Disease, Buffalo. File by Feb. 9.

Duties

Under supervision, to be responsible for the medical care and treatment in the State Institute for the Study of Malignant Disease of patients suffering from diseases of the head, neck and thorax; to make physical examinations on all new patients in this group, and to follow up on old patients; to assist in special examinations of the oral cavity, antrum, accessory sinuses; to assist in laryngoscopies, bronchoscopies, and oesophagoscopies; and to do related work as required.

Requirements

Candidates must be licensed to practice medicine in New York State or be eligible to enter the examination for such license. In addition, they must meet the requirements of one of the following lettered groups: Either (a) one year of satisfactory experience as interne in an approved general hospital subsequent to graduation from medical school, and either (1) one year as senior interne or resident in the eye, ear, nose and throat service of a large hospital, or (2) one year of satisfactory post-graduate training in laryngology, or (b) a satisfactory equivalent combination of the foregoing experience and education. Candidates must have a knowledge of the physics of radium and x-ray, and of tumor pathology.

Weights

Written, 5; training, experience and general qualifications, 5.

ASSISTANT OFFICE APPLIANCE OPERATOR (Multigraph)

State and county departments and institutions. (\$1,200-\$1,700.) Fee, \$1. File by Feb. 9.

Duties

Under immediate supervision, to operate a multigraph machine on office work of some difficulty calling for limited judgment and responsibility; and to do related work as required. Examples: Operating a multigraph machine in the duplicating of all types of office forms, charts, and other material; making minor operating repairs and adjustments to multigraph machines; keeping records of supplies and materials required and used; in some cases, in addition to the multigraph work, handling mail and express matter and having charge of office supplies and equipment.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) four years of satisfactory office experience, of which one year must have been in the operation of a multigraph machine; or (b) two years of satisfactory experience in operating a multigraph machine; or (c) one year of satisfactory experience in operating a multigraph machine, and graduation from a standard senior high school; or (d) a satisfactory equivalent combination of the foregoing experience and education. Candidates should have a knowledge of general office practices as related to duplicating machine work, as well as specific knowledge of the operation of a multigraph machine.

Weights

Written, 7; training, experience and general qualifications, 3.

ASSISTANT VALUATION ENGINEER

Dept. of Public Service. (\$3,120-\$3,870.) Fee, \$3. File by Feb. 9.

Duties

Under direction, to do engineering work in connection with en-



gineering investigations and appraisals of public utility projects and properties, for valuation or determination of actual cost in connection with capitalization or rate cases, or establishment of property records; and to do related work as required. Examples: Making or checking inventories; making field inspections to determine use or condition of property; analyzing books and records relating to utility property.

Requirements

Candidates must have had five years of satisfactory responsible engineering experience in public utility valuation, design, construction, maintenance, or operation, of which two and one-half years must have been in the valuation of electric (power and light), gas, or water utilities or of similar properties, of which one year must have been within the last five years. Technical education will receive credit in proportion to its value in lieu of experience, graduation from a four year engineering course for which a degree is granted being credited as two years of the required general experience. Candidates lacking the required two and one-half years of valuation experience may substitute two years of either design, construction, or operating experience upon one or more of the above specified public utilities for each year of valuation experience lacking, provided that this experience involved the preparation of estimates of cost of construction, but they must have had at least one and one-half years of the required valuation experience. Candidates must have a general knowledge of the provisions regarding plant accounts of the uniform system of accounts for gas, electric, or water utilities. College transcript not required.

Weights

Written, 4; training, experience and general qualifications, 6.

ASSOCIATE ACTUARY

Division of Savings Bank Insurance, State Insurance Dept. (\$4,500-\$5,500.) Fee, \$4. File by Feb. 9.

Duties

Under general direction, to perform professional actuarial work of especial difficulty and responsibility requiring the exercise of superior independent judgment; and to do related work as required. Examples: Preparing rates of premiums, policy forms, record forms, application forms, bookkeeping methods formulae for mortality experience and for central guaranty fund of Savings Bank Life Insurance; assisting in the preparation of underwriting rules; preparing the method of unification of mortality experience; preparing data and formulae for general insurance guaranty fund.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) seven years of satisfactory experience in professional actuarial work, of which one year must have been in work of considerable difficulty and responsibility requiring a high degree of judgment in applying general or specific actuarial principles, and graduation from a recognized college or university from a four year course for which a bachelor's degree is granted; or (b) six years of satisfactory experience as described under (a), including the one year of specialization in application of actuarial principles, and graduation from a recognized college or university from a four year course for which a bachelor's degree is granted with specialization in mathematics, including courses in actuarial science; or (c) a satisfactory equivalent combination of the foregoing experience and education.

Candidates should have a knowledge of general office practices as related to duplicating machine work, as well as specific knowledge of the operation of a multigraph machine.

Weights

Written, 7; training, experience and general qualifications, 3.

ASSISTANT VALUATION ENGINEER

Dept. of Public Service. (\$3,120-\$3,870.) Fee, \$3. File by Feb. 9.

Duties

Under direction, to do engineering work in connection with en-

education. College transcript required.

Weights

Written, 4; training, experience and general qualifications, 6.

CHIEF AUDITOR OF PRINTING

Dept. of Audit and Control. (\$4,000-\$5,000.) Fee, \$3. File by Feb. 9.

Duties

Under general direction, to take charge of the work of auditing all bills for State printing, advertising, radio programs, and public stenographic work; to prepare for the printer the copy for the Comptroller's annual report; to inspect printing plants at State institutions; and to do related work as required.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) seven years of satisfactory experience in a printing office or as a practical printer, of which four years must have been in responsible charge of estimating or controlling printing orders, and graduation from a standard senior high school; or (b) four years of the specialized supervisory experience as described under (a), and graduation from a recognized college or university from a four-year course for which a bachelor's degree is granted in accounting; or (c) a satisfactory equivalent combination of the foregoing experience and education. College transcript not required.

Weights

Written, 4; training, experience and general qualifications, 6.

DISTRICT RANGER

Department of Conservation. (Appointments expected at \$2,600.) Fee, \$2. Age limit: 45. Preferred age: 30. File by Feb. 9.

Duties

Under general direction, to supervise all forest fire control activities within a specified district; and to do related work as required. Examples: Organizing and directing the activities of fire detection and suppression forces; enforcing conservation laws relating to lands and forests, including forest fires; preparing reports and payrolls; supervising mapping, reforestation and surveying of State-owned land; constructing and supervising recreational facilities in forest preserves.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) three years of satisfactory experience as a forest ranger or observer, or as an inspector, superintendent, junior forester or foreman in a C. C. C. camp, and graduation from a recognized college or university with a degree in forestry. (A diploma from a one-year course in a State Ranger School will be accepted in lieu of the required degree in forestry); or (b) a satisfactory equivalent combination of the foregoing training, experience and education. Candidates must be free from physical defects, especially all defects of vision and hearing, and must be physically proportioned within the range of accepted standards. A rigid physical and medical examination, including tests for eyesight, hearing, agility and strength, may be required. College or Ranger School transcript required.

Weights

Written, 4; training, experience and general qualifications, 6.

FOREMAN OF INDUSTRIES

Wallkill Prison, Dept. of Correction. (\$2,400-\$3,000.) Fee, \$2. File by Feb. 9.

Duties

Under general direction, to assume responsible charge of the industrial department of a State penal institution, including the supervision of production in the manufacture of furniture and other articles for State use; and to do related work as required. Examples: Establishing and main-

taining contacts with customers relating to the use of institution industrial products; supervising the instruction of inmates in the institution industrial shops; ordering raw materials and supplies; supervising the accounts and records relating to purchases, sales and production; preparing reports as required.

Requirements

Candidates must have had seven years of satisfactory practical experience in cabinet making or the manufacture of furniture, of which three years must have been in the supervision of a number of other mechanics. Experience in supervising or instructing inmates in correctional or welfare institution industrial work is desirable. Candidates must be thoroughly familiar with the various processes involved in the manufacture of furniture and with modern production and marketing methods.

Weights

Written, 4; training, experience and general qualifications, 6.

INTERPRETER

(Yiddish, Italian, Spanish, and German)

Supreme Court, First Judicial District. (Salary varies; appointments expected at \$3,750.) Fee, \$3. This test is open only to residents of New York and Bronx Counties. File by Feb. 9.

Duties

Under direction, to interpret Yiddish, Italian, Spanish and German into English and vice versa; to translate correspondence and legal documents in the foregoing languages, and to do related work as required.

Requirements

Candidates must be able to read, write, speak fluently and interpret Yiddish, Italian, Spanish, German and their dialects, and must have a knowledge of legal phraseology.

Weights

Examination consisting of translation from English to Yiddish and from Yiddish to English, 2; translation from English to Italian and from Italian to English, 2; translation from English to Spanish and from Spanish to English, 1; translation from English to German and from German to English, 1; training, experience and general qualifications, 4.

JUNIOR LABORATORY TECHNICIAN

Division of Laboratories and Research, Dept. of Health. (\$1,150-\$1,650.) Fee, 50 cents. File by Feb. 9.

Duties

Under supervision, to do routine technical laboratory work; to assist in specialized or advanced technical processes in the biological sciences; in some cases to instruct and supervise an assistant in the details of such work; and to do related work as required.

Requirements

Candidates must meet the requirements of one of the following lettered groups: Either (a) one year of satisfactory experience in an approved laboratory including technical work in bacteriology, and education equivalent to that represented by either (1) graduation from a recognized college or university from a four-year course for which a bachelor's degree is granted, with specialization in the biological sciences, including courses in biology, inorganic and organic chemistry and, preferably, bacteriology; or (2) completion of the requirements for entrance to medical school as established in the standards of the Board of Regents; or (b) a satisfactory equivalent combination of the foregoing experience and education. Training and experience in pharmacy will not be considered as satisfactory specialization in the biological sciences and laboratory work in bacteriology. Candidates must have a knowledge of laboratory procedures and skill in their performance; ability to assume growing responsibility; ability to write clear and correct English. College transcript required.

Weights

Written, 5; training, experience and general qualifications, 5.



PRINCIPAL EXAMINER OF METHODS & PROCEDURE

State Insurance Fund, Dept. of Labor. (Usual salary range, \$5,200-\$6,450; appointment expected at minimum, but may be made at less). Fee, \$5. File by Feb. 9.

Duties

Under direction, to establish scientific and practical methods of operation and to set standards of production and achievement; to investigate, analyze and study methods and procedures with a view toward increasing the efficiency in the operation of the State Fund; under direction, to co-ordinate the activities of all departments of the State Fund; to plan for, to recommend and to supervise the organization, including the reorganization, of functional departments and district offices and to make recommendations for the improvement of production and methods; to engage in active and constant re-

(Continued on Page 13)

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2. DO OTHERS ENVY YOUR COMPLEXION?

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THE STATE OF NEW YORK

Look better, feel better,
DRINK FRESH MILK!

Filing Ends March 1 For State Exams

(Continued from page 12)

search in connection with methods, procedures and forms used with a view to preventing duplication, waste, inefficiency and lag, and to develop procedures which will meet the test of scientific management; to develop measures designed to insure efficient and economical administration; to develop a general service unit which will handle complaints of policyholders, claimants, the public and State Fund executives and also to make service calls on assureds, to render reports on findings, and to make recommendations thereon; to develop courses in training for supervisors and rank and file employees; and to do related work as required.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) 13 years of satisfactory full-time paid business experience, of which six years must have been in a responsible supervisory capacity in the formulation and installation of methods and procedures, preferably in workmen's compensation insurance work; or (b) nine years of satisfactory full-time paid business experience, including six years of specialized experience as described under (a), and graduation from a recognized college or university from a four-year course for which a bachelor's degree is granted; or (c) a satisfactory equivalent combination of the foregoing experience and education. Candidates must have a thorough knowledge of the functions of business research, planning and the scientific methods of modern business management. They must be familiar with workmen's compensation insurance principles and practices and must possess executive ability of high caliber, superior judgment, resourcefulness and a good personality. College transcript not required.

Weights

Written, 4; training, experience and general qualifications, 6.

PUBLIC HEALTH NURSE

Division of Public Health Nursing, Dept. of Health. (Usual salary range, \$1,800-\$2,300; appointment expected at minimum, but may be made at less). Fee, \$1. File by Feb. 9.

This exam is open to residents and non-residents of New York State, but preference will be given to the former. The list will be used also to fill vacancies in Westchester County.

Duties

Under general supervision, to do professional nursing work in the promotion and conduct of clinics, conferences, consultations, home visits and demonstrations of approved methods of care in homes, at clinics and family and other group conferences and courses; and to do related work as required.

Requirements

Candidates must be graduates of a nurse training school registered by the State Education Department and must be registered professional nurses in this State or eligible for such registration. They must be graduates of a standard senior high school or have equivalent education. In addition, they must meet the requirements of one of the following groups: Either (a) two years of adequate public health nursing experience under approved supervision and satisfactory completion of a post-graduate course in public health nursing of at least one academic year in residence at a recognized college or university; or (b) three years of satisfactory public health nursing experience under approved supervision and satisfactory completion of a course in public health nursing consisting of four months at a recognized college or university; or (c) six years of satisfactory public health nursing experience, of which two years must have been in a supervisory capacity; or (d) a satisfactory equivalent combination of the foregoing experience and training. A thorough knowledge of the principles and practices of public health nursing is essential. Transcript of col-



lege education beyond nurse training school required.

Weights

Written, 4; training, experience and general qualifications, 6.

SAFETY SERVICE INSPECTOR

State Insurance Fund, Dept. of Labor. (Usual salary range, \$1,800-\$2,300; appointment expected at minimum, but may be made at less). Fee, \$1. File by Feb. 9. Appointment expected in New York office.

Duties

Under supervision, to develop and describe the operations of policyholders with respect to the processes of manufacture, the product handled and the existing physical conditions of the plant as required under the provisions of the Workmen's Compensation Law and the Rating Plans of the Compensation Insurance Rating Board; to develop and report unusual or extra-hazardous coverage conditions and elements related to the operation, payroll and employment exposure, sub-standard or hazardous machine conditions and any other important factors which may affect or relate to the coverage to be extended, the classification and rates to be established and the premium to be charged; to report all conditions which affect the underwriting of the risk; to inspect industrial plants and contracting operations to ascertain and report conditions relative to accident prevention and assist employers to prevent industrial accidents by mechanical safeguarding and establishment of safe practices; and to do related work as required.

Requirements

Candidates must have had six years of satisfactory experience in factories or mercantile establishments, of which three years must have been either (a) as a journeyman in one or more trades involving the operation of power-driven machinery, or (b) either as a foreman or full-time safety supervisor in a manufacturing plant or on contracts for heavy construction work. Technical education will receive credit in proportion to its value in lieu of experience, graduation from a four-year engineering course for which a degree is granted being credited as two years of the required general experience. Candidates must be familiar with the Workmen's Compensation Insurance Rating Board Standards and Rating Plan as applying to mechanical guarding and with the inspection and safety educational methods in use by industry and compensation insurance carriers. As considerable physical and mental vigor is needed for the work of safety service inspection, candidates must be physically strong and active and free from any defect or deformity that would have a tendency to incapacitate them, especially all defects of vision and hearing. College transcript not required.

Weights

Written, 4; training, experience and general qualifications, 6.

PUBLIC HEALTH NURSE

Division of Public Health Nursing, Dept. of Health. (Usual salary range, \$1,800-\$2,300; appointment expected at minimum, but may be made at less). Fee, \$1. File by Feb. 9.

This exam is open to residents and non-residents of New York State, but preference will be given to the former. The list will be used also to fill vacancies in Westchester County.

Duties

Under general supervision, to do professional nursing work in the promotion and conduct of clinics, conferences, consultations, home visits and demonstrations of approved methods of care in homes, at clinics and family and other group conferences and courses; and to do related work as required.

Requirements

Candidates must be graduates of a nurse training school registered by the State Education Department and must be registered professional nurses in this State or eligible for such registration. They must be graduates of a standard senior high school or have equivalent education. In addition, they must meet the requirements of one of the following groups: Either (a) two years of adequate public health nursing experience under approved supervision and satisfactory completion of a post-graduate course in public health nursing of at least one academic year in residence at a recognized college or university; or (b) three years of satisfactory public health nursing experience under approved supervision and satisfactory completion of a course in public health nursing consisting of four months at a recognized college or university; or (c) six years of satisfactory public health nursing experience, of which two years must have been in a supervisory capacity; or (d) a satisfactory equivalent combination of the foregoing experience and training. A thorough knowledge of the principles and practices of public health nursing is essential. Transcript of col-

Weights

Written, 4; training, experience and general qualifications, 6. A physical examination may be required.

UNWRITTEN TESTS**FOREMAN**

(Blister Rust Control)

Bureau of Forest Pest Control, Conservation Dept. (\$4.24-\$5.20 a day). Fee, 50 cents. File by March 1.

Duties

Under general supervision, with from three to seven or more laborers, to carry out and direct blister rust control operations in the protection of white pine from white pine blister rust; and to do related work as required.

Requirements

Candidates must have had three seasons (since April 1, 1929) of satisfactory experience in blister rust control work. Candidates

CIVIL SERVICE LEADER

must be familiar with the life history of white pine blister rust, and with the characteristics of the different types in New York State. Candidates must be physically able to perform the duties of the position, and should be able to interpret field maps and prepare legible reports.

Note: For the purposes of this examination, five months of full time experience is equivalent to one season.

SENIOR TUBERCULOSIS HOSPITAL PHYSICIAN (Surgery)

Division of Tuberculosis, Dept. of Health. (Usual salary range \$4,000-\$5,000; appointment expected at minimum, but may be made at less). Fee, \$3. File by March 1. Appointment expected at New York State Hospital for Incipient Tuberculosis, Ray Brook.

Duties

Under direction to render general surgical services of a high degree of professional responsibility in a tuberculosis hospital; to consult with other staff physicians relative to the care and treatment of surgical cases; to assist at, or under supervision, to perform thoracic or other operations; and to do related work as required.

Requirements

Candidates must be graduates of a medical school of recognized standing, must be licensed to practice medicine in New York State or eligible to enter the examination for such license. They must have served one year's internship in a general hospital. In addition, they must meet the qualifications of one of the following groups: Either (a) four years of satisfactory experience in surgery or one of the surgical specialties, of which two years must have been as a full-time surgical resident in hospitals approved by the American Medical Assn. for such residency in surgery or one of the surgical specialties; or (b) a satisfactory equivalent combination of the foregoing experience and additional medical education. In rating training, experience, and general qualifications, credit will be granted for graduate study in tuberculosis; resident medical or surgical service in a tuberculosis hospital or sanatorium; and for residence in thoracic surgery approved by the American Medical Assn.

Weights

Written, 4; training, experience and general qualifications, 6.

SENIOR TUBERCULOSIS ROENTENOLOGIST

Division of Tuberculosis, Dept. of Health. (Usual salary range \$4,000-\$5,000; appointment expected at minimum, but may be made at less). Fee, \$3. File by March 1. Appointment expected at New York State Hospital for Incipient Tuberculosis, Ray Brook.

Duties

Under general direction, to be in responsible charge of the x-ray department, including the mechanical operation and maintenance of all x-ray and dark room equipment and supplies, the x-ray and dark room technique used, and the expert interpretation of x-ray films and recording of the data; to take histories, and do initial and periodic examinations of patients; to make and supervise the making of fluoroscopic examinations, especially of the chest and of G. L. and G. U. systems with the use of dyes and opaque mediums; to do clinic work; to teach x-ray technique and interpretation to technicians, medical students, and physicians; to do research work in the field of roentgenology; and to do related work as required.

Requirements

Candidates must be graduates of a medical school of recognized standing and must be licensed to practice medicine in New York State or eligible to enter the examination for such license. They must have served one year's internship in a general hospital. In addition, they must meet the requirements of one of the following groups: Either (a) four years of satisfactory experience in tuberculosis work, as a member of the resident staff of a tuberculosis hospital or sanatorium of at least 200 bed capacity, of which two years must have been in a responsible position in the x-ray department of such a hospital or sanatorium; or (b) a satisfactory equivalent combination of the foregoing experience and training. A thorough knowledge of the principles and practices of public health nursing and good physical condition are essential. Transcript of col-

Chief Probation Officer**CHIEF PROBATION OFFICER**

(Usual salary \$5,000-\$8,500; vacancy in Kings County at \$6,000.)

Age: 21-55. Fee, \$5. File by Feb. 23. Written will be held March 9. Probation Dept., County Court.

The eligible list will be used when such positions are to be filled from open competitive eligible lists in Bronx, Queens, Richmond, Kings, and New York Counties. The exam is open to residents of these counties.

Duties

Under general direction, to assist in the formulation of the policies of the Probation Dept. of the County Court, and to be responsible for procedures and systems for the effective application of such policies in the work of the department; and to do related work as required. Examples: Defining the duties and responsibilities of the personnel and planning and directing their work; administering the work and carrying out policies of the department; studying the needs of the probation system of the court and, when necessary, making recommendations to the judges for its improvement; interpreting the work of the Probation Dept. to the community; developing and maintaining cooperative relationships with social agencies in the community.

Requirements

Candidates must be graduates of a standard senior high school or have equivalent education. In addition, they must meet the re-

quirements of one of the following groups: (a) graduation from a recognized college or university from a course for which a bachelor's degree is granted, with courses in the social sciences, and five years of satisfactory full-time paid experience in social work with a social agency adhering to acceptable standards, of which two years must have been in a responsible executive or administrative capacity; or (b) a satisfactory equivalent combination of the foregoing education and experience. Satisfactory full-time training with supervised field work in an approved school of social work may be substituted for the general social work experience on the basis of year for year, but candidates in every case must have had the required two years of executive or administrative experience. Candidates must have demonstrated executive ability and professional leadership, and must be able to take active part in a community program for the prevention of delinquency and general improvement of community conditions. The law provides that probation officers must be physically, mentally, and morally fitted for probation work, and they must be selected because of definite qualifications as to character, ability, and training, and primarily with respect to their capacity for rightly influencing human behavior. A physical examination may be required.

Weights

Written, 4; training, experience, and general qualifications, 6.



equivalent combination of the foregoing education, training, and experience. Candidates must have a high degree of skill in x-ray technique and interpretation, and a thorough knowledge of the theory and practice of x-ray examination, including fluoroscopic.

Weights

Written, 4; training, experience and general qualifications, 6.

FOREMAN**Shoe Manufacturing Dept.**

Sing Sing Prison, Dept. of Correction. (Usual salary range \$2,100-\$2,600; appointment expected at minimum, but may be made at less). Fee, \$2. File by March 1.

Duties

Under general direction, to have responsible charge of a shop for the manufacture of shoes on a production basis, in a state penal institution; to be generally responsible, with the aid of two or three assistants, for the production of approximately 450 pairs of shoes per working day; to write up complete specifications for the purchase of all leathers and findings; to prepare bills of material representing the costs involved in the manufacture of shoes and slippers; and to do related work as required. Examples: Planning, directing, and overseeing the work of employees and inmates in the manufacture of shoes and other footwear; supervising the operation and maintenance of all shoe machinery equipment; making check inspection on shoes produced; keeping production records and inventories; requisitioning materials and supplies.

Requirements

Candidates must have had six years of satisfactory shoe manufacturing experience, of which three years must have been in the supervision of a number of other employees in either the cutting, fitting, lasting, bottoming, or finishing of shoes. Candidates must have a thorough knowledge of the processes of manufacture of men's and women's Goodyear, McKay, and soft-sole leather slippers and the making of model upper patterns; ability to lay out work for others, to direct and control them in their work, and to get them to work together effectively. Experience in the manufacture of leather work gloves is desirable but not necessary. As an aid in determining eligibility and evaluating training and experience, a practical qualifying test, or interview, or both, may be held at a date later than March 2.

Written County Tests**JUNIOR CLERK****Suffolk County**

(Salary varies; appointment expected in Dept. of Public Welfare at \$780.) Fee, 50 cents. File by Feb. 9.

Open only to residents of Suffolk County.

Duties

Under immediate supervision, to do simple routine office work requiring care and accuracy in detail, but not involving any considerable degree of independent judgment; and to do related work as required. Examples: Checking prescribed items against each other; making and verifying extensions and footings; posting entries to books of account or other records; examining returns in forms to see that blanks are filed; filing, keeping records; directing callers; operating calculating, or other office machines; opening and distributing mail; filling in forms.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) two years of satisfactory office experience; or (b) completion of two years of a standard senior high school course; or (c) a satisfactory equivalent combination of the foregoing experience and education.

Weights

Written, 7; training, experience and general qualifications, 3.

JUNIOR ENGINEERING AID**Suffolk County**

Office of County Superintendent of Highways. (Salary varies; appointment expected at \$1,620.) Fee, \$1. File by Feb. 9.

Open only to residents of Suffolk County.

Duties

Under supervision, to assist in engineering work by performing the simpler technical tasks and manual work in office or field; and to do related work as required. Examples: Acting as rodman or chainman on survey parties and doing general work as a surveyor's assistant; making simple computation; plotting and checking field notes; checking materials of construction.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) five years of satisfactory experience in surveying, drafting, or inspection on highway construction; or (b) graduation from a recognized college or university from a four-year day course for which a degree is granted in Civil Engineering; or (c) a satisfactory equivalent

(Continued on page 14)

County Exams Set

(Continued from page 13)

lent combination of the foregoing experience and education. College transcript not required.

Weights

Written, 6; training, experience and general qualifications, 4.

Each candidate should bring a standard civil engineer's handbook pertaining to the duties of the position as described above for his own use in the examination.

PUBLIC HEALTH NURSE Suffolk County

(\$2,100-\$2,640, which includes traveling expenses.) Fee, \$2. File by Feb. 9. Two appointments expected.

Duties

Under general supervision, to do professional nursing work in the promotion and conduct of clinics and conferences; to arrange consultations; to make home visits; to demonstrate approved methods of care in homes, at clinics, and in family and other group conferences and courses; and to do related work as required in school nursing, communicable disease, tuberculosis, and venereal disease control.

Requirements

Candidates must be graduate of a nurse training school registered by the State Education Department and must be registered professional nurses in this state or eligible for such registration. They must be graduates of a standard senior high school or have equivalent education. In addition, they must meet the requirements of one of the following groups: Either (a) two years of satisfactory public health nursing experience under approved supervision, of which one year must have been in generalized public health nursing in a rural area, and completion of a course in public health nursing totaling 16 credit hours in a recognized university; or (b) completion of a graduate course in public health nursing consisting of one academic year in a recognized university; or (c) a satisfactory equivalent combination of the foregoing experience and education. A thorough knowledge of the principles and practices of public health nursing, and good physical condition are essential. Transcript of college education beyond nurse training school required.

Weights

Written, 4; training, experience, and general qualifications, 6.

Persons appointed from this list must have a New York State Automobile Operator's License.

ASSISTANT DIRECTOR OF NURSING

Psychiatric Division

Grasslands Hospital, Dept. of Public Welfare, Westchester County. (Usual salary range \$1,920-\$2,400, with deduction for maintenance; appointment expected at \$1,470 and maintenance.) Fee, \$1. File by Feb. 9.

Open to residents of any county in New York State, but preference will be given to residents of Westchester County.

Duties

Under direction of the Director of Nursing Service, Grasslands Hospital, to be in charge of and responsible for detailed nursing care of the patients in the Psychiatric Institute; to instruct the student nurses assigned to this service; and to do related work as required. Examples: Assigning work to and supervising and checking the work of subordinate employees; assigning nurses to ward service; seeing that doctors' orders are carried out; making rounds and inspection of wards and consulting nurses regarding their work; inspecting equipment; handling personnel problems; making required nursing reports; planning and directing the teaching program of student nurses assigned to this service.

Requirements

Candidates must be graduates of a nurse training school registered by the State Education Department and must be registered professional nurses in this state or eligible for such registration. In addition they must have had three years or recent, full-time, satisfactory supervisory nursing experience, of which two years



must have been in a psychiatric hospital or institution for mental defectives or epileptics, of not less than fifty beds, or in a psychiatric division of a general hospital having in such division not less than fifty beds.

Weights

Written, 4; training, experience and general qualifications, 6.

RESIDENT PHYSICIAN (Psychiatry)

Dept. of Public Welfare, Westchester County. (Salary up to \$2,400 and individual maintenance; one appointment expected at \$2,010 and individual maintenance.) Fee, \$1. File by Feb. 9.

Open to residents of any county in New York State, but preference will be given to residents of Westchester County.

Duties

Under the supervision and direction of the Chief Psychiatrist of Grasslands Hospital, to perform responsible work in diagnosis, treatment, and disposition of patients on the psychiatric service; to assist in consultations and otherwise coordinate with services of the general hospital; to do some out-patient clinic work; to make mental and physical examinations of patients; and to do related work as required.

Requirements

Candidates must be graduates of a medical school registered by the State Education Dept. at the time of graduation, must be licensed to practice medicine in New York State or eligible to enter the examination for such license, and must be certified as qualified examiners in lunacy or eligible for such certification. They must have had two years of satisfactory experience in approved hospitals as interne or resident or assistant physician (of which one year must have been on an approved psychiatric service of at least 50 beds); skill in making diagnosis and prescribing treatment; thorough knowledge of accepted medical procedures; good address; accuracy; initiative. It is desirable that candidates have experience in any of the following fields: Neurology, neurophysiology; comparative biology; neuropathology; child guidance; psychoanalysis and other psychiatric specialties.

Weights

Written, 3; training, experience and general qualifications, 7.

RIGHT OF WAY ENGINEER

Board of Acquisition and Contracts, Dept. of Public Works, Westchester County. (Appointment expected at \$3,500). Fee, \$3. File by Feb. 9.

Duties

Under general supervision, to negotiate for the purchase by the county of lands or easements required for highway, sewer, or other public purposes; and to do related work as required. Examples: Title searching; tax searching; preparing estimates of the value of land or buildings to be acquired and conferring with appraisers relative to them; preparing individual and collective reports of parcels to be acquired; examining and interpreting construction drawings incidental to the improvement for which the land is required; preparing contracts and agreements relative to demolition, moving, or alteration of buildings and structures; supervising all land surveys, leveling, and topographical surveys; compiling maps and computations incidental to the above surveys; orientating into a common meridian of abutting and diversified plats or surveys of sub-divisions, farms, streets, lots, or other land sub-divisions; setting and locating existing and proposed monuments; attending hearings and meetings relative to the work of the Bureau of Acquisition and Contracts.

Requirements

Candidates must be licensed to practice as a Land Surveyor in the State of New York on the date of filing application. In addition, they must have had five years of satisfactory experience in land surveying, heavy engi-

nering construction work such as highways, bridges, sewers, large buildings, etc., and right of way work, of which six months must have been on right of way negotiations and acquisition, and completion of two years of a four-year civil engineering course at a recognized college or university. College transcript not required.

Weights

Written, 5; training, experience and general qualifications, 5.

Each candidate should bring suitable civil engineering books pertaining to the surveying duties of the position as described above for his own use in the examination.

The following exams are open only to residents of the counties in which the posts are located. File by Feb. 9.

PROBATION OFFICER Clinton County

(Salary varies; appointment expected at \$1,500). Fee, \$1. Age limits: 21-55.

X-RAY AND LABORATORY TECHNICIAN

Jefferson County

(Salary varies; appointment expected at Jefferson County Sanitarium at \$900 and maintenance). Fee, \$1.

COURT ATTENDANT

Monroe County

(Usual salary range \$2,100-\$2,640; appointment expected at \$2,250). Fee, \$2.

JUNIOR STENOGRAPHER

Monroe County

(Salary varies; appointment expected in Dept. of Public Welfare at \$1,080, and in Iola Sanitarium at \$960 and maintenance). Fee, 50 cents.

ASSISTANT SEARCHER

Niagara County

County Clerk's Office. (Salary varies; appointment expected at \$1,248). Fee, \$1.

BILLING CLERK

Niagara County

Dept. of Public Welfare. (Appointment expected at \$80 a month). Fee, 50 cents.

BOOKKEEPER

Onondaga County

Auditor's Office. (Usual salary range \$2,101-\$2,640; appointment expected at \$2,400). Fee, \$2.

BOOKKEEPING MACHINE OPERATOR

Onondaga County

Dept. of Public Welfare. (Salary varies; appointments expected at \$920). Fee, 50 cents.

LEGAL AID

Onondaga County

Dept. of Public Welfare. (Salary varies; appointment expected at \$3,300). Fee, \$3.

ASSIST. STENOGRAPHER

Orange County

(Usual salary range \$900 to \$1,400; appointment expected at minimum in Alcoholic Beverage Control Board). Fee, 50 cents.

JUNIOR STENOGRAPHER

Ulster County

(Salary varies; appointment expected in Dept. of Public Welfare at \$720). Fee, 50 cents.

Residents of City of Kingston excluded.

Unwritten County Test OVERSEER

Albany County

Dept. of Public Welfare. (Salary varies; appointment expected at \$1,400 and maintenance). Fee, \$2. File by March 1. Appointment expected at Ann Lee Home.

Open only to residents of Albany County.

Duties

Under supervision, to have charge of a county home and hospital during the night; and to do related work as required. Ex-

APPOINTMENT POSSIBILITIES

Eligible Lists Certified to City Agencies During Week Ended

Jan. 30, 1940

Title	Last Number Certified
Accountant, Grade 2.....	125*
Alienist (Psychiatrist), Grade 4.....	13
Architectural Draftsman, Grade 4.....	17*
Assistant Gardener.....	168*
Assistant Engineer, Grade 4 (for appropriate appointment).....	45
Assistant Engineer, Grade 4 (city-wide) (promotion) (for appropriate appointment).....	45
Assistant Inspector of Combustibles, Grade 3, Fire Department (promotion).....	45
Assistant Supervisor, Grade 2.....	5
Attendant-Messenger, Grade 1.....	547*
Auto Machinist.....	604*
Auto Truck Driver (for appropriate appointment).....	6
Battalion Chief, Fire Department (Promotion).....	26,374
Bookkeeper, Grade 1 (men).....	43
Bridgeman and Riveter (for indefinite appointment).....	199
Captain, Fire Department (Promotion).....	169
Cashier, Grade 3.....	35*
Cement Mason.....	3*
Clerk, Grade 1 (Men).....	2,854
Clerk, Grade 2 (for appointment at \$840).....	2,035*
Clerk, Grade 4 (all existing promotion lists).....	77*
Clerk, Grade 5 (all existing promotion lists).....	117
Conductor, Board of Transportation (promotion).....	117
Court Attendant.....	117
Elevator Operator.....	117
Fireman, Fire Department.....	3,173*
Gardener.....	88*
Inspector of Fire Prevention, Grade 3, Fire Department (promotion).....	4a
Inspector of Foods, Grade 2.....	73*
Inspector of Masonry and Carpentry, Grade 3.....	15*
Inspector of Plumbing, Grade 3 (for appropriate appointment).....	26*
Junior Engineer (Civil) Grade 3.....	74
Junior Engineer (Electrical) Grade 3.....	87
Junior Engineer (Mechanical) Grade 3.....	30
Laboratory Assistant (Bacteriology).....	90
Laboratory Assistant (General).....	20
Law Clerk, Grade 2—Law Examiner, Grade 2.....	22*
Mechanical Draftsman, Grade 4 (for appropriate appointment).....	24
Medical Inspector (Obstetrics), Grade 1.....	2*
Medical Inspector (Pediatrics), Grade 1.....	23*
Medical Inspector (Tuberculosis), Grade 1 (for appropriate appointment).....	27*
Medical Inspector (Venereal Disease), Grade 1 (for appropriate appointment).....	44*
Pharmacist.....	27*
Pilot, Fire Department (Promotion).....	7
Playground Director (Men).....	139*
Playground Director (Women).....	100*
Policewoman.....	23*
Porter (Men).....	625
Printer.....	4*
Probation Officer, Domestic Relations Court.....	46
Public Health Nurse, Grade 1.....	177*
Special Patrolman (for appointment at \$1,200).....	313*
Station Agent.....	810*
Stenographer and Typewriter, Grade 2.....	922*
Stenographer and Typewriter, Grade 3, President of Richmond (Promotion).....	1
Supervisor, Grade 3 (for appropriate appointment).....	119*
Supervisor of Markets, Weights and Measures.....	34a*
Telephone Operator.....	303*
Temporary Title Examiner, Grade 2.....	147*
Truck Repairman.....	30
Typewriting Copyist, Grade 2 (for appropriate appointment).....	80
Watchman-Attendant, Grade 1.....	534*

This chart tabulates all open competitive lists of 100 names or more from which certifications were made recently. The right-hand column gives the number of the latest person certified. Starred numbers refer to the last one appointed from eligible list.



amples: Supervising night employees, arranging for emergency admission of public patients to local hospitals; answering telephone; making minor repairs to the mechanical and electrical systems of the building.

Requirements

Candidates must meet the requirements of one of the following groups: Either (a) five years of satisfactory full-time business experience, of which two years must have been either with (1) a public welfare organization involving the investigation of the finances of relief clients and the keeping of accounts, records and statistical data in connection therewith, or (2) a life insurance company in work involving a thorough knowledge of industrial and ordinary life insurance policies, and in investigation and adjustment of life insurance claims, or (3) a bank involving the application of a knowledge of mortgages, real estate, insurance and financial risks generally, or (4) a real estate firm involving title searching and investigation of mortgage risks from the standpoint of both credit and security, or (5) a general business firm involving a combination of any or all of the four preceding types of experience of equal difficulty and responsibility; or (b) three years of satisfactory full-time business experience including the two years of specialized experience as described under (a), and graduation from a standard senior high school; or (c) a satisfactory equivalent combination of the foregoing experience and education.

Weights

Written, 5; training, experience and general qualifications, 5.

COMPLETE SOCIAL INVESTIGATOR LIST

Following is the complete list of Social Investigator eligibles. Of the 2,734 names, approximately 500 will shortly be appointed to jobs in the Department of Welfare, replacing provisionals. Most of those on the list are college graduates, all have passed an exam conceded to be one of the most difficult ever given by the Civil Service Commission.

1. Mayer, Judith; 81.82.
 2. Berger, Bernard; 90.17.
 3. Phillips, Clara; 89.79.
 4. Berger, Harold K.; 88.67.
 5. Stein, Daniel; 88.52.
 6. Podell, Samuel; 88.29.
 7. Bradley, J. Romaine; 87.88.
 8. Neubourg, D. H.; 87.69.
 9. Geoffrey, Leon; 87.32.
 10. Lippman, Ruth; 87.28.
 11. Rubenstein, L.; 87.13.
 12. Trobe, Adele S.; 87.13.
 13. Lehman, Vera B.; 87.09.
 14. Johnston, Mary A.; 87.09.
 15. Pincus, Gustave; 87.05.
 16. Noel, Mary; 87.02.
 17. Glick, Nathan; 86.83.
 18. Schooler, Samuel; 86.83.
 19. Young, Nat; 86.83.
 20. Moses, Doris R.; 86.83.
 21. Ghyselin, Charles; 86.75.
 22. Magid, Solomon; 86.68.
 23. Low, Seth; 86.57.
 24. Burlock, Joseph; 86.27.
 25. Schurman, Bernard; 86.27.
 26. Zauderer, Jerome; 86.23.
 27. Jones, Ida; 86.23.
 28. Wilson, Helen; 86.19.
 29. Levine, Solomon; 86.15.
 30. Elkin, Julius; 85.97.
 31. Fischman, Wm.; 85.97.
 32. Kampf, Ruth; 85.93.
 33. Leavy, Morton L.; 85.82.
 34. Lipschitz, Harry; 85.82.
 35. Goldstein, Milton; 85.78.
 36. Hoffman, Nathan; 85.78.
 37. Silver, Solomon; 85.67.
 38. Schaul, Martin W.; 85.63.
 39. Davidson, Sam; 85.48.
 40. Overs, Robert P.; 85.44.
 41. Kresh, Joseph; 85.44.
 42. Weingart, R. A.; 85.44.
 43. Yobias, Mervyn; 85.44.
 44. Salant, Morris; 85.36.
 45. Tellem, Kalman; 85.33.
 46. Raylesberg, D. D.; 85.33.
 47. Kelman, Aaron; 85.22.
 48. Gelfand, Philip; 85.22.
 49. Neslav, Leon S.; 85.22.
 50. Selling, Nettie; 85.22.
 51. Flax, Uriel; 85.22.
 52. Hoffman, George; 85.18.
 53. Loewenstein, M. A.; 85.14.
 54. Biggs, Jessie; 85.14.
 55. Robinson, C. L.; 84.88.
 56. Schnitzer, Max; 84.88.
 57. Reuben, Edwin P.; 84.88.
 58. Silverman, Emil; 84.84.
 59. Balsam, Sidney; 84.84.
 60. Allen, Robert M.; 84.80.
 61. Zverin, Frederick; 84.73.
 62. Levinson, P. R.; 84.73.
 63. Schwartz, Gladys; 84.73.
 64. Newman, Joseph; 84.73.
 65. Messer, Seymour; 84.69.
 66. Seldin, Edith; 84.69.
 67. Clarke, Mary; 84.61.
 68. Summer, Leonard; 84.58.
 69. Leirtan, Meyer; 84.54.
 70. Greider, Wm.; 84.54.
 71. Glackman, Rose; 84.50.
 72. Schulman, Mary; 84.46.
 73. Norris, Elsie E.; 84.46.
 74. Zbar, Paul; 84.46.
 75. Banks, Kathleen; 84.46.
 76. Brill, Leon; 84.43.
 77. Gollin, Irving; 84.39.
 78. Sheer, Rhea; 84.39.
 79. McLaughlin, K. F.; 84.39.
 80. Gold, Sadie G.; 84.39.
 81. Israel, Bessie; 84.35.
 82. Piratenky, S.; 84.35.
 83. Rips, H. Grace; 84.35.
 84. Hanley, Wm. E.; 84.35.
 85. Stein, Samuel; 84.28.
 86. Strasser, A.; 84.28.
 87. Miller, Leo; 84.28.
 88. Klein, Wm. H.; 84.24.
 89. Feldman, Joseph; 84.24.
 90. Posner, Jacob; 84.24.
 91. Finegold, William; 84.24.
 92. Lifshitz, Abraham; 84.24.
 93. Gorlick, Solomon; 84.24.
 94. Lipschutz, Joel; 84.24.
 95. Gluck, S. L.; 84.24.
 96. Prival, Jean G.; 84.24.
 97. Hirsch, Sidney; 84.13.
 98. Gold, Sara H.; 84.09.
 99. Schneider, Leo; 83.98.
 100. Schechter, M. M.; 83.98.
 101. Spiro, Joseph L.; 83.98.
 102. Kalotkin, N.; 83.98.
 103. Appelman, Bessie; 83.94.
 104. Faust, Martin; 83.94.
 105. Schwartz, Fannie; 83.90.
 106. Rafal, Marvin; 83.83.
 107. Welsh, Mary C.; 83.83.
111. Carlin, Benson; 83.79.
 112. Hofstein, Sol; 83.79.
 113. Bolles, Ruth K.; 83.79.
 114. Stein, Monroe; 83.79.
 115. Golding, Benjamin; 83.79.
 116. Weiss, Philip; 83.75.
 117. Mollin, Lena; 83.75.
 118. Whalen, John J.; 83.75.
 119. Seretean, Rhoda; 83.68.
 120. Mazur, Max; 83.68.
 121. Danziger, David; 83.68.
 122. Goldenberg, F.; 83.68.
 123. Rosenbaum, B.; 83.68.
 124. Shultz, B. E.; 83.68.
 125. Goldstein, Isabel; 83.68.
 126. Langholtz, Ray; 83.64.
 127. Eberlin, Helen; 83.64.
 128. Gross, Bella; 83.60.
 129. Tenenbaum, H. H.; 83.53.
 130. Glouberman, Isaac; 83.53.
 131. Kaufman, M.; 83.53.
 132. Bernstein, David; 83.49.
 133. Shaycoff, M. F.; 83.49.
 134. Parnass, Simon; 83.49.
 135. Cox, Jeanne; 83.49.
 136. Berger, S. I.; 83.49.
 137. Olnick, Lawrence; 83.45.
 138. Slutsky, A. A.; 83.45.
 139. Desposito, Alfred; 83.45.
 140. Saperstein, D.; 83.45.
 141. Rein, Toby; 83.34.
 142. Israel, Hyman A.; 83.34.
 143. Feldman, Jerome; 83.34.
 144. Newhouse, Clara; 82.29.
 145. Rosenthal, Perez; 82.29.
 146. Rackow, Bernard; 82.23.
 147. Palevsky, U. Y.; 83.23.
 148. Katz, Jacob J.; 83.23.
 149. Goldenweiser, A. R.; 83.23.
 150. Frumerman, H.; 83.23.
 151. Epstein, Benjamin; 83.19.
 152. Bishop, George R.; 83.19.
 153. Silber, Max; 83.19.
 154. Semkowitz, Alfred; 83.19.
 155. Kotler, Benjamin; 83.19.
 156. Braverman, A. S.; 83.19.
 157. Walzer, H. B.; 83.19.
 158. Boroff, David; 83.19.
 159. Colbert, Henry; 83.19.
 160. Zirin, Sidney; 83.19.
 161. Irving, John W.; 83.19.
 162. Wolfe, Estelle; 83.19.
 163. Kahn, Charles L.; 83.19.
 164. Weinberg, R. O.; 83.19.
 165. Kanofsky, D.; 83.19.
 166. Heller, Shirley M.; 83.19.
 167. Cohen, Aaron B.; 83.19.
 168. Fefferman, Arthur; 83.19.
 169. Feinstein, M. D.; 83.19.
 170. Loeb, Eleanor S.; 83.19.
 171. Tarail, T. T.; 83.15.
 172. Weiss, Benjamin H.; 83.15.
 173. Rosenberg, S. E.; 83.15.
 174. Katz, Saul L.; 83.15.
 175. Porter, Percival M.; 83.11.
 176. Fishtein, Oscar; 83.11.
 177. Greenberg, Martin; 83.08.
 178. Weiss, Regina C.; 83.04.
 179. Schaefer, Sam; 83.00.
 180. Macleod, Wm. C.; 83.00.
 181. Schapira, Ella; 82.96.
 182. Tomasch, S. K.; 82.96.
 183. O'Brien, Helen S.; 82.96.
 184. Merkin, Hermann; 82.96.
 185. Rogow, Philip; 82.93.
 186. Shienbloom, C.; 82.93.
 187. Kantrowitz, S.; 82.93.
 188. Abraham, George; 82.93.
 189. Seidman, Abraham; 82.93.
 190. Lipsky, Mortimer; 82.93.
 191. Epstein, Irving; 82.93.
 192. Brown, Julius; 82.93.
 193. Friedman, I. D.; 82.93.
 194. Berg, Renee; 82.89.
 195. Chesler, Rubin; 82.89.
 196. Kamener, Norman; 82.85.
 197. Shore, Harold M.; 82.85.
 198. Levine, Henry; 82.81.
 199. Pantzer, M. E.; 82.81.
 200. Berkley, Louis; 82.81.
 201. Bonime, Helen C.; 82.78.
 202. McMurdo, E. R.; 82.74.
 203. Walsh, G. E.; 82.74.
 204. White, Edward S.; 82.74.
 205. Zangler, E. L.; 82.74.
 206. Margules, Sylvia; 82.74.
 207. Cooper, Isidore; 82.74.
 208. Meader, John; 82.74.
 209. McHugh, Irene; 82.74.
 210. Alter, Joseph; 82.74.
 211. Breslau, A. M.; 82.70.
 212. Rosenberg, Wm.; 82.70.
 213. Schoenbaum, Leo; 82.7.
 214. Feit, Charles; 82.70.
 215. Cantor, Chesna; 82.63.
 216. Mulcay, Wm. D.; 82.63.
 217. Gelfand, Abraham; 82.6.
 218. Montross, Anita G.; 82.6.
 219. Kaplitzky, Grace; 82.63.
 220. Mallov, Samuel; 82.63.
 221. Kleinman, Helen; 82.63.
 222. Goldsmith, A. O.; 82.63.
 223. Berkowitz, Bernard; 82.
224. Hudesman, Nancy; 82.63.
 225. Breines, Nettie; 82.63.
 226. Shaloun, S. A.; 82.63.
 227. Wineman, Sidney; 82.63.
 228. Jacobowitz, Marcus; 82.63.
 229. Metzger, Minnie; 82.63.
 230. Griss, Seymour; 82.63.
 231. Kahn, Alfred J.; 82.63.
 232. Nechemias, Milton; 82.63.
 233. Hausman, H. J.; 82.63.
 234. Lathrop, D. E.; 82.63.
 235. Daly, Patricia E.; 82.63.
 236. Lokshin, Helen; 82.59.
 237. Dillenberg, W. J.; 82.59.
 238. Levinson, Joseph; 82.59.
 239. Brenner, Sidney; 82.55.
 240. Glogover, Florence; 82.55.
 241. Halliwell, H. E.; 82.55.
 242. Kuznetz, Samuel; 82.55.
 243. Anthony, Maxine; 82.55.
 244. Santora, Louise A.; 82.55.
 245. Molbert, Mildred; 82.51.
 246. Savage, Aaron; 82.44.
 247. Hymans, M. C.; 82.44.
 248. Eckstein, Esther; 82.44.
 249. Presberg, Shirley; 82.44.
 250. Levton, Harry; 82.44.
 251. Monowitz, Celia; 82.44.
 252. Gutman, Rose; 82.44.
 253. Geisler, A. H.; 82.44.
 254. Moskowitz, L. S.; 82.44.
 255. Rosenstiel, Leon; 82.44.
 256. Elgart, Charles; 82.44.
 257. Epstein, Joshua; 82.40.
 258. Rothman, Beatrice; 82.40.
 259. Soldester, Morris; 82.40.
 260. Samuelson, S.; 82.40.
 261. Schachter, B.; 82.36.
 262. Alexander, A.; 82.36.
 263. Feldman, Jerome; 82.36.
 264. Newhouse, Clara; 82.29.
 265. Barnes, Frances L.; 82.29.
 266. Wolin, Roslyn F.; 82.29.
 267. Srulevitz, Nathan; 82.29.
 268. Berlin, Sylvia; 82.29.
 269. Weissman, Dorothy; 82.29.
 270. Silver, Gussie A.; 82.29.
 271. Rosenthal, Perez; 82.29.
 272. Mutchnick, Adele; 82.29.
 273. Waltuch, Moe; 82.25.
 274. Crystal, Pearl; 82.25.
 275. Pepe, Ralph M.; 82.25.
 276. Gewandter, M.; 82.14.
 277. Abramson, Ralph; 82.14.
 278. Jackman, Lolita; 82.14.
 279. Rosenblatt, Roslyn; 82.14.
 280. Miller, M. J.; 82.14.
 281. Feuer, C. R.; 82.14.
 282. Stern, Joshua; 82.14.
 283. Tropp, Emanuel; 82.14.
 284. Sherburne, R. E.; 82.14.
 285. Siegel, Samuel; 82.14.
 286. Levine, Jacob; 82.14.
 287. Richet, Herbert G.; 82.14.
 288. Berger, M. G.; 82.14.
 289. Mindell, Florence; 82.14.
 290. Diano, George; 82.14.
 291. Gittelson, Naomi; 82.14.
 292. Leffert, Bertram K.; 82.14.
 293. Josephberg, Ruth; 82.14.
 294. Fisher, Rose; 82.14.
 295. Reisman, Irene; 82.14.
 296. Platek, Bella; 82.14.
 297. Gladstern, Hedda; 82.14.
 298. Weinberg, Edgar; 82.14.
 299. Geffner, Sol; 82.14.
 300. Stein, Herman; 82.14.
 301. Miller, Shirley L.; 82.14.
 302. Levine, Lillian M.; 82.14.
 303. Pinco, Joyce A.; 82.14.
 304. Proskey, Ruth C.; 82.14.
 305. Kreiner, Etta; 82.14.
 306. Berson, Abe M.; 82.14.
 307. Epstein, Zina; 82.14.
 308. Weinstein, Lillian; 82.14.
 309. Solomon, Bernard; 82.10.
 310. Antopolsky, Isidore; 82.10.
 311. Avruck, Ethel; 82.10.
 312. Kravz, Harold; 82.10.
 313. Green, Daniel; 82.10.
 314. De Lain, Joseph; 82.06.
 315. Fitzgerald, J.; 82.06.
 316. Beller, Leonard; 82.06.
 317. Farrell, Joseph G.; 81.99.
 318. Primoff, E. S.; 81.99.
 319. Lerner, Melvin; 81.99.
 320. Axel, Harold A.; 81.99.
 321. Kahn, Paul; 81.99.
 322. Prichet, William; 81.95.
 323. Hammerman, D.; 81.95.
 324. Mason, Bernard; 81.95.
 325. Rosenblum, L. I.; 81.95.
 326. Nadelman, H. L.; 81.95.
 327. Aron, Paul W.; 81.95.
 328. Klein, Claire; 81.95.
 329. Segel, Albert M.; 81.91.
 330. Cerra, Vincent T.; 81.87.
 331. Lieberman, Julius; 81.87.
 332. Uger, Frieda; 81.84.
 333. Zlatchin, P. J.; 81.84.
 334. Spivack, H. D.; 81.80.
 335. Bartheld, V. C.; 81.80.
 336. McDonald, T., Jr.; 81.81.
 337. Mizl, Daniel; 81.91.
 338. Simkousky, M. F.; 81.80.
 339. Kohlein, Mary; 81.81.
 340. Draskin, Meyer; 81.80.
 341. Goldblom, E.; 81.80.
 342. Eliach, Ezekiel; 81.24.
 343. Brodsky, Irving; 81.24.
 344. Weiss, A. S.; 81.24.
 345. Feit, P.; 81.24.
 346. Eksel, Edward; 81.24.
 347. Delman, Louis; 81.24.
 348. Milkman, L.; 81.24.
 349. Thygeson, M.; 81.24.
 350. Feit, P.; 81.24.
 351. Anderson, Bertram; 81.20.
 352. Lenus, Joseph; 81.20.
 353. Gold, Milton J.; 81.20.
 354. Salten, D. G.; 81.20.
 355. Wachter, F.; 81.20.
356. Joseph, Aaron R.; 81.20.
 357. Berman, Louis; 81.20.
 358. Shklear, Eva; 81.20.
 359. Dermody, Helen E.; 81.20.
 360. Schweiger, Mildred; 81.20.
 361. Schimmel, Alfred; 81.20.
 362. Kuchinsky, Philip R.; 81.20.
 363. Tingley, Helen; 81.20.
 364. Levine, Leona; 81.20.
 365. Aubrey, Lillian; 81.20.
 366. Rosenblatt, Salo; 81.20.
 367. Koslan, Lenore; 81.16.
 368. Kirmayer, Samuel; 81.09.
 369. Daccurso, S. V.; 81.09.
 370. Pinsker, Sidney; 81.09.
 371. Genberg, Joseph; 81.09.
 372. Cohen, Jacob X.; 8

Municipal Certifications

MON., JAN. 29, 1940

ELEVATOR OPERATOR (competitive list); prom. 12-9-36; for Elevator Operator, Dept. of Public Works; one at \$1,200; probable permanent; 115, Paul R. Cocoran, 82-40; 116, James R. Pettit, 82-40; 117, Thomas M. Crawford, 82-40.

INSPECTOR OF FIRE PREVENTION (promotion) Gr. 3 (Fire Dept.); prom. 2-13-36; for Inspector of Fire Prevention Gr. 3, Fire Dept.; all boroughs; eight at \$2,400; probable permanent—1, William J. Gallagher, 86-00; 2, George W. Walters, 84-12; 3, Joseph H. McGovern, 81-66; 3a, Peter J. McLoughlin, 80-75; 3b, Howard F. Tyson, 79-83; 3c, James A. J. Macaulay, 79-75; 4, Edward J. Nilan, 78-66; 4a, George Wright, 76-75.

LICENSED FIREMAN (preferred list); for Licensed Fireman, Dept. of Water Supply, Gas & Elec., Brooklyn Watershed; one at \$7 per day; indefinite—George Zappe; Warren E. Doty; Robert I. Grant; James J. Mulligan.

MARINE STOKER (preferred list); for Licensed Fireman, Dept. of Water Supply, Gas and Elec., Brooklyn Watershed; one at \$7 per day; indefinite (four on Preferred Licensed Fireman list certified ahead of this)—Joseph A. Dunigan; John Faiman; John Bennett; James F. Brown; William Wabst; Robert G. Klee; Anthony Lemich.

ASST. INSPECTOR OF COMBUSTIBLES (promotion) Gr. 3; prom. 3-4-36; for Inspector of Combustibles Gr. 3, Fire Dept., all bor-

oughs; three at \$2,400; probable permanent—3, Jacob I. Schreier, 82-33; 5, Joseph J. Barbuto, 80-50.

CLERK (competitive list) Gr. 1 (male); prom. 5-1-36; for Clerk Gr. 1 (male), Dept. of Finance, all boroughs; 12 at \$840; indefinite, may exceed six months and is, therefore, considered probable permanent—134, Morris Soson, 86-50; 1795, Saul Chawkins, 85-50; 2335, Saul Siskind, 83-50; 2337, Ernest Walker, 83-00; 2954, Joseph A. Pataky, 82-50.

CLERK (competitive list) Gr. 2; prom. 2-15-39; appropriate; for Clerk Gr. 1 (male), Dept. of Finance, all boroughs; 12 at \$840; indefinite, may exceed six months and is, therefore, considered probable permanent (five on Clerk Gr. 1 competitive list certified ahead of this)—46a, Edward Rossomondo, 91-75; 420, Isadore Bogen, 89-10; 621, Aaron Saloff, 88-50; 963, Bernard J. Traynor, 87-55; 1013a, Saul Moskowitz, 87-44; 1082a, Murray Jacobs, 87-30; 1230, Arthur L. McCaffrey, 86-99; 1231a, Albert R. Rosendale, 86-99; 1340, Victor J. Perlmuter, 86-80; 1409a, Oscar M. Levinsky, 86-68; 1483, Stanley J. Isaacs, 86-55; 1494a, Frank J. Boehmer, 86-53; 1523, Jerome K. Soffer, 86-45; 1572a, Joseph Berneman, 86-38; 1613, Peter J. Simonelli, 86-31; 1775a, Seymour Eisenstein, 86-04; 1777a, Richard G. Baumann, 86-03; 2035a, Jack Sesansky, 85-62.

BATTERY CONSTRUCTOR (preferred list); appropriate; for Batterymen, Fire Dept.; \$7.07 per day; probable permanent (name to be considered before the name

certified on Jan. 18)—Frank L. Kiegler.

JR. ENGR. (competitive list) (Civil) Gr. 3; prom. 8-2-39; for Engineering Asst. Gr. 3, Dept. of Docks; \$2,160; probable permanent—74, Louis H. Metzger, 82-15.

JR. ENGR. (competitive list) (Civil) Gr. 3; prom. 8-2-39; for Engineering Asst. Gr. 3, NYC Tunnel Authority; \$2,160; probable permanent—74, Louis H. Metzger, 82-15.

JR. ENGR. (competitive list) (Civil) Gr. 3; prom. 8-2-39; for Engineering Asst. Gr. 3, Dept. of Public Works; \$2,160; probable permanent—74, Louis H. Metzger, 82-15.

CLERK GR. 4 (promotion); prom. 1-29-36; for Clerk Gr. 4; \$2,400; probable permanent; the following certifications are merely promotions, made for the purposes of increasing salaries of incumbents in the various departments:

College of City of New York—1, Charles Melowsky, 79-91.

Bureau of Highways and Sewers, Acting Borough Pres. of Brooklyn—1, Alice Anderson, 83-88.

Bureau of Accountancy, Div. of Disbursements, Office of Comptroller—1, William Meyers, 85-58; 2, Martin J. Fox, 85-53.

Bureau of City Collection, Office of Comptroller—1, David London, 84-30.

Real Estate Division, Office of Comptroller — 2, Vincent Scotte, 78-58.

Bureau of Law Adjustment, Office of Comptroller—3, Mack B. Goldstein, 79-56.

Bureau of Audit, Div. of Auditors and Examiner, Office of

Comptroller—1, Walker Ludwig, 80-55.

Dept. of Markets—6, Catherine M. Zeiner, 86-86.

Law Dept.—2, James B. Mulry, 81-40.

Bureau of Water Register (Brooklyn), Dept. of Water Supply, Gas and Elec.—1, Albert Lazarus, 83-58.

Bureau of Water Register (Brooklyn), Dept. of Water Supply, Gas and Elec.—1, Irving Kasofsky, 87-43; 2, Salvatore Sissano, 83-71; 3, Abraham Shapiro, 82-93; 4, Henry Levy, 82-80.

Bureau of Water Register (Bronx), Dept. of Water Supply, Gas and Elec.—1, Moses Robins, 84-25; 2, William F. Ryan, 83-15.

Bureau of Gas and Elec. (Manhattan), Dept. of Water Supply, Gas and Elec.—Mildred V. Goetzee, 85-20.

Bureau of Gas and Elec. (Brooklyn), Dept. of Water Supply, Gas and Elec.—2, Edward T. Brady, 83-75.

Bureau of Attendance, Dept. of Education—1, Alice Fay, 83-86.

Bureau of Finance, Dept. of Education—1, Mary E. O'Brien, 84-23.

Bureau of Supplies, Dept. of Education—1, Patrick J. O'Donohue, 85-50; 2, Emil Meyer, 84-48.

Construction Div., Bd. of Transportation—3, Fred L. Warburton, 84-71; 4, Martin Lubell, 84-15; 5, Benjamin Katz, 83-54.

Municipal Court of City of New York — 1, William A. Buggin, 84-98; 2, Dennis V. Mulligan, 84-36.

CLERK GR. 5 (promotion); prom. 1-29-36; for Clerk Gr. 5; \$3,000; probable permanent; the following certifications are merely promotions, made for the purposes of increasing salaries of incumbents in the various departments:

Dept. of Finance—1, Julius B. Goodhart, 83-40; 2, Gertrude Lucas, 79-93.

Bureau of Municipal Investigation & Statistics, Office of the Comptroller—1, Herman A. Fried, 80-20.

Bureau of Accountancy, Central

Division, Office of the Comptroller—1, Hyman Margulies, 88-13; 2, Henry E. Johnson, 83-06.

Municipal Court of City of New York—1, Henry Kaufman, 83-13; 2, Anthony J. Fiorella, 80-40.

Domestic Relations Court—1, Frances E. Lyons, 82-25.

Div. of Construction & Design, Pres. of Borough of Manhattan—1, Agnes M. Angell, 87-90; 2, Anna M. Douglas, 83-41.

Dept. of Docks—4, Robert Fry, 80-75.

Bd. of Assessors — 1, Milton Strack, 83-93.

Bureau of Attendance, Dept. of Education—1, Robert J. P. Mallon, 82-61.

Bureau of Plant Operation, Dept. of Education—1, Louis F. SanGenito, 82-60.

Office of the Secretary, Dept. of Education — 1, Barbara Achtel, 84-76.

Office of Supt. of Schools, Dept. 81-31; 4, Henry S. Coshburn, 80-95.

Bureau of Supplies, Dept. of Education—1, Hans Spann, 87-45;

2, Philip J. Stassi, 82-35; 3, John J. Tobin, Jr., 81-91.

Dept. of Health—3, Nathan Newman, 84-09; 4, William Sheinberg, 83-75; 5, Henry Licht, 83-40; 6, Joseph J. H. Amato, 82-55.

Construction Div., Bd. of Transportation—2, Frank W. Sattler, 84-05; 3, Abraham Levey, 80-25.

Bureau of Ferries, Dept. of Docks—1, Thomas F. Coffey, 78-08.

Dept. of Housing & Buildings—1, Joseph Liebgall, 86-75; 2, Anna M. Eichhorn, 84-92; 3, Patrick J. Flanagan, 83-56.

Bureau of Accounts and Pensions, Fire Dept.—1, Anna Sobel, 82-18.

Bureau of Fire Extinguishment, Fire Dept.—James L. Glennon, 85-45.

Bureau of Fire, Div. of Fire Prevention, Fire Dept.—1, Joseph G. Monahan, 85-45.

Dept. of Hospitals—1, Adele H. Bernstein, 82-36; 2, Simon Hillman, 81-40.

(Continued on page 19)

Social Investigator List

(Continued from Page 17)

- 2310, Mann, R. M.; 76-47.
- 2311, Ovedovitz, L. C.; 76-47.
- 2312, Eder, Charlotte; 76-47.
- 2313, Frank, H. C.; 76-47.
- 2314, Rose, Martin; 76-47.
- 2315, Kobrin, E. F.; 76-47.
- 2316, Goldberg, Harold; 76-47.
- 2317, Fialkoff, Louis; 76-47.
- 2318, Whelan, M. I.; 76-47.
- 2319, Herman, Abraham; 76-47.
- 2320, Strauss, Anne; 76-47.
- 2321, Buccinna, T. M.; 76-47.
- 2322, Frishkoff, P.; 76-47.
- 2323, Gallerstein, Edgar; 76-47.
- 2324, Robinson, E. C.; 76-47.
- 2325, Storich, A. J.; 76-47.
- 2326, Paro, Florence C.; 76-47.
- 2327, Cooperman, Philip; 76-47.
- 2328, Perlmuter, H.; 76-47.
- 2329, Keeler, W. M.; 76-47.
- 2330, Diamond, A. E.; 76-47.
- 2331, Barget, L. M.; 76-47.
- 2332, Wallfisch, Nathan; 76-47.
- 2333, Goldstein, Nathan; 76-47.
- 2334, Fenner, Helen; 76-47.
- 2335, Gelles, Jeanette; 76-47.
- 2336, Gisles, Philip; 76-47.
- 2337, Reidy, D. J.; 76-47.
- 2338, Neugeborn, Louis; 76-47.
- 2339, Zeffert, B. M.; 76-47.
- 2340, Tarshis, Frances; 76-47.
- 2341, Levine, Henry; 76-47.
- 2342, Teicher, Arthur; 76-47.
- 2343, Cornfeld, L. M.; 76-47.
- 2344, Wagner, Joseph L.; 76-47.
- 2345, Wishner, Joseph L.; 76-47.
- 2346, Deutsch, Florence; 76-47.
- 2347, Reisner, Martin; 76-47.
- 2348, McNally V. F.; 76-47.
- 2349, Schneider, Ruth L.; 76-47.
- 2350, Tarshis, Frances; 76-47.
- 2351, Levy, Shirley C.; 76-47.
- 2352, Piccione, Jr., Jos.; 76-47.
- 2353, Lieder, Milton; 76-47.
- 2354, Gidden, Ruth; 76-47.
- 2355, Darevsky, Sarah; 76-47.
- 2356, Clurman, M. P.; 76-47.
- 2357, Stern, Saul E.; 76-47.
- 2358, Bellfert, Helen; 76-47.
- 2359, Rubinzahl, Hyman; 76-47.
- 2360, Rubin, Seyril S.; 76-47.
- 2361, Silfen, Samuel; 76-47.
- 2362, Mueller, Emma C.; 76-47.
- 2363, Jasper, Morris B.; 76-47.
- 2364, Tamler, Lillian; 76-47.
- 2365, Margiloff, Miriam; 76-47.
- 2366, Gordon, Samuel J.; 76-47.
- 2367, Gunsberg, Leonard; 76-47.
- 2368, Levy, Shirley C.; 76-47.
- 2369, Aptaker, Bessie M.; 76-47.
- 2370, Perelman, Pearl; 76-47.
- 2371, Polakoff, Samuel; 76-47.
- 2372, Price, Martha; 76-47.
- 2373, Shapo, Myrtle; 76-47.
- 2374, Elkes, Albert; 76-47.
- 2375, Jaffee, Dorothy; 76-47.
- 2376, Zeller, Harriet; 76-47.
- 2377, Blau, Gladys S.; 76-47.
- 2378, Berman, Ruth L.; 76-47.
- 2379, Lucas, Anna; 76-47.
- 2380, Pfeffer, Harold; 76-47.
- 2381, Kassack, Nathan; 76-47.
- 2382, Tuomey, John J.; 76-47.
- 2383, Heller, Evelyn; 76-47.
- 2384, Schein, Sylvia; 76-47.
- 2385, Meisner, Milton P.; 76-47.
- 2386, Cohen, Hyman; 76-47.
- 2387, Mittelman, Wm.; 76-47.
- 2388, Rabinowitz, Emma; 76-47.
- 2389, Price, Oscar; 76-47.
- 2390, Rodsky, Rita; 76-47.
- 2391, Timen, Grace S.; 76-47.
- 2474, Littoff, Esther; 76-36.
- 2475, Chodar, B. H.; 76-36.
- 2476, Hurwitz, Rose; 76-36.
- 2477, Brill, Sylvia; 76-36.
- 2478, Gotthelf, M. F.; 76-36.
- 2479, Gladstone, G.; 76-36.
- 2480, Wilson, Eglantine; 76-36.
- 2481, Cohen, Minnie; 76-36.
- 2482, Nadel, Eliah M.; 76-21.
- 2483, Cohn, Beatrice; 76-21.
- 2484, Bookbinder, Albert; 76-21.
- 2485, Levinson, Mabel; 76-21.
- 2486, Novick, Julius; 76-21.
- 2487, Sidrer, Charles; 76-21.
- 2488, Sivin, Lenore; 76-21.
- 2489, Goldspiel, Julius; 76-21.
- 2490, Schoffmann, I.; 76-21.
- 2491, Parker, Mollie W.; 76-21.
- 2492, Regis, W. C.; 76-21.
- 2493, Silverman, H.; 76-21.
- 2494, Cares, Sarah; 76-21.
- 2495, Gassner, Julius; 76-21.
- 2496, Dossick, Sarah B.; 76-21.
- 2497, Kaplow, Rhoda; 76-21.
- 2498, Karpe, Blanche; 76-21.
- 2499, Silverman, B.; 76-21.
- 2500, Koch, M. S., Jr.; 76-21.
- 2501, Weinstein, E.; 76-21.
- 2502, Rogers, M. B.; 76-21.
- 2503, Schwedel, Jean; 76-21.
- 2504, Koenigsberg, M.; 76-21.
- 2505, Axel, David; 76-21.
- 2506, Shandelman, M.; 76-21.
- 2507, Breines, Irving; 76-21.
- 2508, Bloom, Robert D.; 76-21.
- 2509, Lisanti, Carmela; 76-21.
- 2510, Licause, A. C.; 76-21.
- 2511, Bunker, E.; 76-21.
- 2512, Jackel, Arthur; 76-21.
- 2513, Y

Municipal Certifications

(Continued from page 18)

Bureau of Chief Engr., Water Supply (Manhattan), Dept. of Water Supply, Gas and Elec.—1, Charles Huij, 8495.

Bureau of Chief Engr., Water Supply (Queens), Dept. of Water Supply, Gas and Elec.—1, Jacob Schreiber, 8191.

General Administration, Pres. Borough of Queens—7, James J. Dawson, 8505.

Public Buildings and Offices, Pres. Borough of Queens—1, Julius W. Donohue, 8163.

Former Dept. of Plant and Structures, Dept. of Public Works—2, Elizabeth O'Donnell, 8185.

Engineering Bureau, Office of Borough Pres. of Bronx—1, Daniel Haggerty, 8210.

Taxes & Assessors, Tax Dept.—3, Cyril E. Larkin, 8158.

Police Dept.—1, John H. Quinn, 8669.

TUES., JAN. 30, 1940

BRIDGEMAN and RIVETER: prom. 1-10-40; for Bridgeman and Riveter, Pres. Borough of Manhattan, Manhattan; one at \$13.20 per day; indefinite, may exceed six months and is, therefore, considered probable permanent—1, John H. Knutson, 90.80; 2, John E. Dunn, 90.10; 3, Daniel M. Molloy, 88.90; 4, Robert Williams, 87.95; 5, Emerson B. LeCount, 87.40; 6, Ernest F. White, 87.29; 7, William Morrison, 87.00; 8, Reginald M. Awad, 86.45; 9, James Taylor, 86.35; 10, Geo. L. Gunderson, 86.05; 12, Albert Waller, 85.15; 13, Ernest B. Stanton, 85.00; 14, Thos. J. McElhinney, 84.90; 15, Wm. A. Tracy, 84.60; 16, Harry W. Kruger, 83.95; 18, Uno Laukkannen, 83.65; 19, Wm. V. Erickson, 83.50; 22, Chas. L. Schmidt, 82.90.

CLERK (competitive list) Gr. 1 (male); prom. 5-1-36; for Clerk Gr. 1, NYC Housing Authority, Manhattan; one at \$840; probable permanent—1354, Morris Sonson, 86.50; 1480, Gerald A. Fitzgerald, 86.00; 1795, Saul Chawkins, 85.50; 2827, Thomas H. Leonard, 83.00; 2837, Ernest Walker, 83.00; 2954, Joseph A. Pataky, 82.50.

CLERK (competitive list) Gr. 1 (male); prom. 5-1-36; for Clerk Gr. 1, Dept. of Health, Manhattan; one at \$840; probable permanent to be paid from Social Security funds, no annual increments—1354, Morris Sonson, 86.50; 1480, Gerald A. Fitzgerald, 86.00; 1795, Saul Chawkins, 85.50; 2827, Thomas H. Leonard, 83.00; 2837, Ernest Walker, 83.00; 2954, Joseph A. Pataky, 82.50.

CLERK (competitive list) Gr. 1 (male); prom. 5-1-36; for Clerk Gr. 1, Dept. of Health, Manhattan; one at \$840; probable permanent to be paid from Social Security funds, no annual increments—1354, Morris Sonson, 86.50; 1480, Gerald A. Fitzgerald, 86.00; 1795, Saul Chawkins, 85.50; 2827, Thomas H. Leonard, 83.00; 2837, Ernest Walker, 83.00; 2954, Joseph A. Pataky, 82.50.

CLERK (competitive list) Gr. 1 (male); prom. 5-1-36; for Clerk Gr. 1, Dept. of Health, Manhattan; one at \$840; probable permanent to be paid from Social Security funds, no annual increments—1354, Morris Sonson, 86.50; 1480, Gerald A. Fitzgerald, 86.00; 1795, Saul Chawkins, 85.50; 2827, Thomas H. Leonard, 83.00; 2837, Ernest Walker, 83.00; 2954, Joseph A. Pataky, 82.50.

ASST. ENGR. (promotion) Gr. 4 (city-wide); prom. 1-11-39; appropriate for Engineering Inspector Gr. 4; Board of Water Supply, outside city; \$3,120; probable permanent—12, Walter Crapo, 80.00; 45, Murray L. White, 77.92.

ASST. ENGR. (competitive list) Gr. 4; prom. 3-8-39; appropriate for Engineering Inspector Gr. 4; Board of Water Supply, outside city; \$3,120; probable permanent—12, Walter Crapo, 80.00; 45, Murray L. White, 77.92.

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CIVIL SERVICE LEADER

Amusement

By BEN R. SCHNEIDER

Rialto Roundup

The cast of the recently departed "Yodel Boy" can forget about going on tour—all the sets have been transferred to a warehouse...Murray Korman, the Broadway photographer, reveals that Brenda Frazier visited his atelier and posed for 55 different shots...Milton Berle, vacationing in the southland, resumes his "See My Lawyer" role next Monday...An intimate of Grace Moore reports that she won't allow her secretary to talk to her until she's had her lunch...Montgomery Ford has signed Harry Lowe and K. Deel for "A Passenger to Bali," starring Walter Huston and slated for an early March opening...With a medico in attendance backstage at the Met. last week, Maria Gambarelli, the premiere danseuse, performed her routines despite a temperature of 102.

On three successive evenings Dorothy Lamour, sans sarong, dropped into La Conga, each time with another swain. The trio were Wynn Rockamara, Frank Freeman, Jr., and Dan Topping...Chester Erskine has started rehearsals of Allan Wood's new farce, "The Weak Link," with the cast lined up except for the ingenue lead...Louis Prima and his augmented band of 15 opened at Brooklyn Roseland Saturday night and will give the boro a sample of his Gleeby Rhythm, whatever that is...The current Radio Guide contains Sammy Kaye's reply to Artie Shaw's blast against the music moguls...Auriol Lee has been added to the Dwight Deere Wiman payroll. She'll direct John van Druten's "Leave Her to Heaven," in which cinema star Rut Chatterton will appear.

Openings: Dorothy Thompson's and Fritz Kortner's "Another Sun," under the Cheryl Crawford sponsorship, premieres Feb. 20 at the National Theatre...Two for the Show comes into the Booth Theatre tomorrow (Wednesday) night.

For the Finnish Relief Fund: All this week the Lunts in "The Taming of the Shrew," at the Alvin...A

* THEATRE
* MOVIES
* GAY SPOTS

Parade



Fernandel, French comedian of *Harvest*, is bewildered by his treatment at the hands of gendarmes.

Feb. 14 matinee for "Du Barry Was a Lady," at the 46th St. Theatre... "Pins and Needles" at the Windsor, Feb. 18, and "Time of Your Life" at the Guild same evening.

At the Film Houses

"The Fighting 69th," at the Strand... "The Shop Around the Corner," at the Music Hall... "Little Old New York," at the Roxy... Today and tomorrow, "Cafe Hostess" and "Jeepers Creepers," at the following Loew's theatres: Commodore, Delancey, Ingwood, Orpheum, Sheridan, Victoria... Starts tomorrow (Wednesday), "Geronimo," at the Paramount... "Skeleton on Horseback," at the Belmont... "The Great Victor Herbert," at Loew's State... Starts tomorrow (Wednesday), "Congo Maisie," at the Criterion... "Wuthering Heights," at the Ascot... "The Blue Bird," at the Hollywood... "The Grapes of Wrath," at the Rivoli... "Louise," in French, at the Little Carnegie... "Harvest," a' the World... "Gone with the Wind," at the Astor, Capitol and Loew's Metropolitan.

Flicker Flashes

M-G-M has purchased the screen rights to Louis Bromfield's "A Night in Bombay," and has issued a contract to Jane Drummond, a pretty Chicago actress... The American premiere of the Gallic film, "The Baker's Wife," takes place on Feb. 26 at the World Theatre... Ten-year-old Ruth Tobey will portray the Rebecca Gibbs character in the "Our Town" screen version... Monogram's forthcoming thrill-chiller, "The Crime of Dr. Orloff," has been changed to "The Human Monster."

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U. S. Exam For Radio Inspector

Nassau County Opens Six New Tests for Health Jobs

Filing for six open competitive exams, paying up to \$5,200 a year, opens today for residents of Nassau County. The positions, for both men and women, are under the Dept. of Health. Applications will be received until Feb. 23 and the examination is scheduled for March 2. Candidates must have lived in Nassau County one year on the day of examination. Applications are issued at the Bar Building, Mineola, New York.

Legion Post to Hold Annual Military Ball

The fourth annual military ball of the Interborough Post No. 1172, of the American Legion, will be held Saturday, February 10, at the Hotel Edison, 47th St., West of Broadway.

The Interborough Post is composed of World War veterans employed by the I.R.T. Sidney H. Bingham is commander of the Post, and Joseph J. Gallanger is chairman of the Annual Ball Committee.

This year's ball, according to Commander Bingham, is being held to raise funds for the Post's welfare, rehabilitation and Americanism programs, including assistance to legionnaires who are unemployed or in ill-health. Special emphasis also will be given to work among children through cooperation with the Sons of the Legion and similar junior auxiliary units.

The Interborough Post also is planning a dinner dance on April 6 to raise funds for the American Legion Mountain Camp at Tupper Lake, N. Y., and on June 16 it will stage a field day on a larger scale than in former years at the Tri-Borough Stadium on Randall's Island.

For the latter event plans are being made for cooperation with the Police Athletic League, the Public School Athletic League, the Catholic Youth Organization and the Y. M. C. A. There will be special events for the Sons of the Legion squadrons and junior units.

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MILK SANITARIAN (\$2,400)

SANITARY INSPECTOR (\$1,800)

PUBLIC HEALTH NURSE (\$1,800)

Two competitive examinations for Radio Inspector and Assistant Radio Inspector have just been announced by the U. S. Civil Service Commission. The positions pay \$2,600 and \$2,000 respectively. Applicants can file for these tests until March 4, at the Federal Building, 641 Washington St., Manhattan. An age limit of 45 has been set for the exams. A full description of these positions, eligibility requirements and other information follows:

FEDERATION WILL INSTALL OFFICERS FRIDAY, FEB. 9

A mass installation of officials of the Federation of Municipal Employees will be held Friday, Feb. 9, at 8 p. m. at Gordon's Restaurant, 2 Lafayette St., it was announced yesterday by president Henry Feinstein.

Among the prominent city and State officials who have been invited to attend are: Councilman Joseph T. Sharkey, David Marcus, first Deputy Commissioner of Correction; Senator Phelps Phelps, Paul J. Kern, president of the Municipal Civil Service Commission; Wallace S. Sayre, Civil Service Commissioner; Borough President Stanley Isaacs and Senator Daniel Gutman.

Seek Five-Day Week In Albany Labor Bill

The five-day week and the extension of the expiration date of City eligible lists were proposed this week when a batch of 27 Civil Service bills were introduced into the legislature at Albany.

The five-day week, for all in the Civil Service except Policemen, Firemen, Sweepers and Drivers in the Dept. of Sanitation and institutional employees, is sponsored by the State Federation of Labor.

The proposal to extend the eligible lists applies only to New York City lists which are due to expire "between the effective date of this provision and July 1, 1940." Similarly, another bill would extend one

year the eligible list for fourth and fifth grade clerks.

Other bills which have caused comment in legislative circles are:

A proposal to force the replacement of provisionals after four months by prohibiting the payment of salaries after that period.

A plan, conceived and presented by Senator Thomas C. Desmond, to choose applicants for the labor class jobs in New York City by public lottery.

A proposal to prohibit reducing the salary of a competitive class employee below the minimum of his salary grade, or the amount of his appointment salary.

A provision in the Civil Service law making a person eligible to reinstatement if he has served at least ten years in the competitive service and has not reached the retirement age.

A plan which would relieve persons promoted to vacancies in the competitive class from serving any probationary period.

Duties

The position of Radio Inspector is primarily connected with the enforcement of the Communications Act of 1934. These duties will include the inspection of radio equipment on ships, aircraft, and at various land stations. Radio Inspectors must carry between 30 and 40 pounds of testing and measuring equipment; make frequency runs, harmonic analyses; and field intensity measurements; examine radio operators; write technical reports; and similar work. In general the duties of the Assistant Radio Inspector will be to aid the Radio Inspector in these duties.

Requirements

Applicants must have a bachelor's degree in electrical or communications engineering. For Radio Inspector, they must have at least one year's experience in a technical work connected with installing, testing, maintaining, and operation of radio transmitters of 100 watts or more. If candidates do not have a college degree, they can substitute, year for year, any radio experience they have had. However, for both positions, one year or its equivalent in technical experience will be required.

In addition to these requirements, candidates for Radio Inspector must hold a first-class radio-telegraph operator's license, or must be able to transmit and receive plain text in the International Morse Code at the rate of 25 words a minute by the end of their probationary period.

Office Workers Elect

New officials and members of the executive committee of the Association of Civil Service Office Workers of the Borough of Manhattan were elected at a meeting held last Thursday in the Municipal Building.

Lawrence A. McNally was elected president. Other officials are: Mary O. M. Sullivan, vice-president; Charles A. Lagatutta, treasurer, and Anna M. Kelly, secretary. Members of the executive committee are Sabina R. Sinnott, Bertha C. Lauer, Joseph F. Ahearn, Irene Tarduogni and Thomas P. Golden.

President McNally appointed the following committee chairmen: Edward Berry, membership; Agnes M. Angell, publicity; George McVey, sick and visiting; Christian Luhmann, entertainment; George Godfrey, fact-finding.

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

JR. PROFESSIONAL ASSISTANT

Lectures: General Test, Thursday, 6:45; Legal Asst., Monday, 7:30; Jr. Chemist, Monday, 6:45; Jr. Statistician, Wednesday, 6:00; Jr. Biologist, Tuesday, 6:45; Jr. Public Welfare Asst., Monday, 8:15; Jr. Administrative Tech., Tuesday, 6:00; Jr. Engineer, Tuesday, 8:15; Jr. Information Asst., Monday, 6:00; Jr. Meteorologist and other options. Also special classes for those who cannot attend regular classes. Last Exam (1939) MONDELL STUDENT passed as high as 99.53.

CITY EXAMS—Electrical Insp., Jr. Administrative Asst., (Welfare), Housing Manager, Carpenter, Steamfitter, Rammer, Senior Accountant (Auditing and Housing Control), Supt. (Asphalt Plant) Driller, Marine Stoker, Jr. Administrative Asst. (Finance), (Housing), Clerk, Pipe Caulker, Jr. Arch., Draftsman, Gr. I, Engineer (Sanitary), Foreman Plumber, Planning Exams, Mech. Drafts, (Heat and Vent.), Subway Exams, Sanitation Man, Bookkeeper-Accountant, College Clerk, Park Foreman.

FEDERAL EXAMS—Editorial Clerk, Jr. Engineer, Engineering Drafts, Asst. Insp., Radio Inspector.

STATE EXAMS—Jr. Economist, U. I. Claims Examiner, Exam. of Methods and Procedures, Asst. Valuation Eng., Safety Service Inspector, Asst. Office Appliance Operator (Multigraph), Asst. Actuary, Statistical Clerk, Claims Referee, Clerk.

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Holy Name Society To Hold Communion

The second annual Communion Breakfast of the Department of Public Works Holy Name Society will be held May 5 at the Hotel Roosevelt, 45th St. and Madison Ave., Manhattan.

The men who attend the Breakfast will receive Holy Communion at 9 o'clock Mass at St. Patrick's Cathedral. Afterwards, they will march in a body to the Hotel Roosevelt.

The committee in charge of the Breakfast consists of James P. chairman; Joseph Perroni, Charles Brown and Francis X. Foley, vice-chairman. Edward P. Green and Paul W. Corbett are in charge of the sale of tickets, and Giblin will handle publicity.

Other officers of the Society are Lawrence J. O'Connor, President; Andrew Brice, vice-president; Edward P. Green, secretary; John Walker, treasurer; Paul W. Corbett, financial secretary; Edward R. Marshall, and Joseph M. Giblin, executive member.

The Reverend Joseph F. Flanagan, Administrator of St. Patrick's Cathedral, is the Moderator of the Society.

Engineers Convene

The fifth annual convention of the New York State Association of Highway Engineers will be held in Rochester on March 28 to 30, it was announced yesterday by Paul W. Ryan.

The convention headquarters will be in the Hotel Seneca. Business sessions will open on the afternoon of the 28th. That night the annual banquet will take place. Business sessions will continue on the following two days.

Howard E. Smith, District Engineer of the New York State Highway District No. 4, is honorary chairman of the convention. Assisting him in preparations for the fair are five members of the executive committee: G. W. Ryan, F. Facer, P. L. Ryan, J. P. Larsen, and P. H. Wright.

Asst. Engineers Will Discuss Legislation

State legislation will be discussed at a meeting of the Association of Assistant Engineers, Grade 4, at 8 p.m. Wednesday. The association will meet at the Brooklyn Engineers Club, 117 Remsen St., Brooklyn.

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