# Civil Service

America's Largest Weekly for Public Employees

Vol. XV - No. 16 Tuesday, December 29, 1953

Price Ten Cents

# **Prison Guards Vote Legislative** Program

P O DRAWER 135 See Page 3 CAPITOL STATION

#### EDITORIAL

## Things to Remember **About Salary**

There have been two formal negotiation meetings between representatives of the State Administration and of the Civil Service Employees Association on salary. So far, the negotiations have involved mainly an exchange of information and an examination of the facts. The employees are seeking two things: a freeze-in of the emergency bonus, so that it becomes part of base pay; and an increase of 12 per cent in the salary levels.

The employees have built their case so carefully that it is virtually unassailable. The Administration must look upon that case with sympathy and understanding, particularly in view of the fact that there has been no over-all pay increase in two years; and even the increase which came two years ago was hardly adequate. Some evidence is at hand that the Administration does look with favor upon a pay increase; in fact, the usual signs, hints and oracles would indicate that an upward salary adjustment is coming. But the effect of it could be vitiated if the 'Administration tries to make a "tough" deal. The enlightened approach this year is to meet the employees' requirements-and the truth is that the employee representatives have been relatively modest in their requests.

#### Inequities Exist

It is hard to know at this time what form a pay raise will take. Many inequities have developed over the years, and these require correction. A study being conducted by the State Civil Service Department will presumably show the way for correcting those inequities. But whether or not that study is implemented by the coming fiscal year, the pay needs of the employees should be adequately met.

#### Bonus Must Be Covered in

As for the cost-of-living bonus, there no longer exists any valid reason for continuing it; it should be covered in. The presence of a salary divided into two parts is an anomaly; it makes for employee insecurity, and helps the Administration not at all. Such a device is not tolerated in private industry. New York City's government has recently covered its emergency bonus as part of base pay. The State should obviously do the same, thus removing a source of worry and an obstacle to good morale.

#### Deeply-Felt Need

How deeply-felt is the need for pay adjustments was seen when delegates of institutional employees met in Albany in emergency session to consider the proposal of an optional 40-hour week at straight pay for those who would care to have such a work-week. (The present optional work-week is 48 hours in institutions.) The delegates, almost with a single voice, rejected the proposal. They simply could not view with anything but distaste a proposal which might negatively affect the take-home pay of any employee. The only plan which was acceptable provided that the number of hours worked be reduced to 40, but that the pay continue at the 48-hour level. The employees can't afford to work for less, however desperately they desire the 40-hour week.

The intensity of feeling generated at the meeting has but one meaning: it reveals how inadequate institutional wages are; and of course the same is true of other than institutional employees. The demonstration, precisely because it was so emotional, is a circumstance and a fact that the Administration must note.

#### A Word of Advice

Public employees traditionally-and sadly-bring up the rear when the cost-of-living rises and employees in private industry are having their wage scales improved. The best advice than can be given a conscientious administration is this: work with, not against, the employees, in seeking a wage solution that will be fair, decent, will



Comptroller J. Raymond McGovern (left) and Brigadier Emil Nelson of the Salvation Army inspect dolls dressed by Department of Audit and Control employees in an annual project. Included are 66 dressed by the employees of the Retirement System and 64 by the Division of Employment members.

# Mahoney Group Aloof To 'Rule of 3' in State APPointments; Battle On

ALBANY, Dec. 28 - The famed system are not synonymous, and eligible must be chosen out of three names submitted, is challenged in the staff report of the Mahoney Commission. The legislative group wants to see much more leeway given to appointing officers — a view which is likely to meet strong employee resistence.

#### The Recommendation

The report carries its recommendation in these words:

"It is . . . suggested that the Civil Service Commission consider for certain key positions the certification of more than three eligibles when it is satisfied that the needs of the service require it. The 'rule of three' and the merit | merit system.

"one-in-three" rule, by which one for certain key higher scientific, eligible must be chosen out of professional and technical positions the merit and fitness principles might better be served by giving appointing officers a broader choice of highly qualified eligibles than the rule of three allows. The discretion vested by law in the Commission should be used when the need is clear.

#### Objections Noted

Employee representatives state that they fear this would open the floodgates to favoritism and discrimination; that the "rule of three" protects not only the em-ployee but the State as well; and that it is the very essence of the

studied Federal civil service, a plan was suggested whereby the eligibles would be rated in groupings which would represent tenpoint differences. All those earning 90-100 would be in one group; 80-90 in the second group; 79-80 in the third group. The appoint-ment officer could choose among any of the eligibles in the top group, subject only to the limitation that the veterans in that group would ge first choice. When the eligibles in the top group had all been canvassed, he would then go the second group; and finally, down to the third group.

Opposition to the Hoover plan (Continued on Page 16)



assure employee satisfaction, work efficiency, and enable recruitment of the highest type of personnel for every post.

At the membership drive dinner of the Oneida County chapter, C S E A, are shown, from E. Olin, chapter president; Annabelle Sarnie, "Miss CSEA, Oneida County"; Steve Circh, publicity director, and Joseph E. Feily, 1st vice president, C S E A.

# 8 More NYC Agencies Put in "Security" Class

been included by the State Civil Service Commission as "security" ones. They are the Department of Welfare, the Department of Housing and Buildings, the offices of the Borough Presidents of Man-hattan, Brooklyn, Bronx, Queens and Richmond and the Depart-ment of Air Pollution Control.

Previously designed as "secur-Previously designed as "security" agencies, under the requirement of State law that the State Commission make the decision, were the following 18 NYC agencies: Health, Civil Service, Investigation, Mayor's Office, Police, Fire, Radio Station WNYC, Board of Water Supply, Depart-

ment of Water Supply, Gas and Electricity, Public Works, Marine and Aviation, Markets, NYC Transit Authority, Transit Authority, Transit Authority, City Sheriff, Budget Bureau, Triborough Bridge and Tunnel Authority, and Civil Defense. Thus the total is now 26.

Hearing on a petition by M. Perlman, counsel for the petitioner said that the questionneits.

Hearing on a petition by M. Kenneth Boss, Brooklyn taxpayer, Kenneth Boss, Brooklyn taxpayer, to halt the circulation of the questionnaire intended for the 40,000 employees of the 26 departments, was adjourned in New York County Supreme Court by Justice Matthew M. Levy. The City agreed to the adjournment after the court said it would hold the hearing at once unless the City agreed to the issuance of a stay.

M. Perlman, counsel for the peti-tioner, said that the questionnaire created havoc among the city employees and put them in a position of committing possible perjury with questions going back to the

day of their birth.

The forms contain twelve questions, and are to be filled out in cases of future appointments, re-instatements, transfers and pro-motions in the City departments classified as security agencies un-



The State Insurance Fund and Metropolitan Armories teams comprise half of the NYC Division, Metropolitan Conference Bowling League. Competitors are, standing, from left, B. Profeta, C. Mallia, captain of the State Fund team, and League secretary; Al Greenberg, League chairman; A. Lefkowitz, B. McClain, H. Clark, captain of the Armory team; J. Giardina, J. Novelli, E. Bratten and J. Cassidy. In foreground, M. Flamholtz.

## Key Answers

JUNIOR BACTERIOLOGIST

(Open-Competitive and Promotion)

(Held Saturday, December 12)

(Held Saturday, December 12)

1, D; 2, C; 3, B; 4, A; 5, B; 6, C;

7, B; 8, C; 9, C; 10 C; 11, A; 12, B;

13, D; 14, C; 15, B; 16, C; 17, C;

18, A; 19, A; 20, B; 21, A; 22 A;

23, B; 24, D; 25, C.

26, B; 27, C; 28, D; 29 A; 30, C;

31, D; 32, A; 33, C; 34, D; 35, B;

36 C; 37, D; 38, C; 39, D; 40, A;

41 D; 42, A; 43, B; 44, A; 45, C;

46, E; 47, C; 48, B; 49, D; 50, A,

51, D; 52, B; 53, D; 54, C; 55, C;

56, B; 57, A; 58, D; 59, B; 60 C;

61 C; 62, D; 63, A; 64, B; 65, D;

66, A; 67, D; 68, A; 69, A; 70, C;

71 D; 72, E; 73, F; 74, A; 75, C,

76, H; 77, B; 78, K; 79, L; 80, I;

81, A; 82, B; 83, D; 84, A; 85, D;

86, A; 87, B; 88, C; 89, C; 90, A;

91, D; 92, C; 93, E; 94, A; 95, A;

96, F; 97, B; 98, F; 99, E; 100, C,

101, E; 102, F; 103, E; 104, A;

109, B; 110, B; 111, B; 112, C;

113, D; 114, D; 115, A; 116, D; 117, C; 118, A; 119, B; 120, D.

Last day to protest to the NYC

Civil Service Commission, 299

Last day to protest to the NYC Civil Service Commission, 299 Broadway, New York 7, N. Y. is Monday, January 4.

INSPECTOR OF WATER CON-SUMPTION, GRADE 3 (Prom.) (Held Saturday, December 2)

1, D; 2, D; 3, D; 4, B; 5, C; 6, B; 7, A; 8, B; 9, A; 10 A; 11 B; 12, D; 13, D; 14, C; 15, A; 16, C; 17,

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Subscription Price \$3.00 Per Year. Individual copies, 10c.

C; 18, C; 19, C; 20, B; 21, A; 22, A; 23, D; 24, B; 25, A.
26, A; 27, D; 28, C; 29, C; 30, A; 31, C; 32, D; 33, B; 34, B; 35, B; 36, C; 37, A; 38, D; 39, A; 40, A; 41, D; 42, A; 43, A; 44, A; 45, C; 46, C; 47, B; 48, B; 49, D; 50, A.

46, C; 47, B; 48, B; 49, D; 50, A.
51, D; 52, A; 53, B; 54, C; 55, D;
56, B; 57, A; 58, A; 59, D; 60, B;
61, B; 62, C; 63, C; 64, B; 65, C;
66, D; 67, D; 68, B; 69, C; 70, D;
71, B; 72, D; 73, B; 74, C; 75, A.
76, B; 77, D; 78, A; 79, B; 80, D;
81, C; 82, C; 83, A; 84, A; 85, C;
86, B; 87, D; 88, D; 89, A; 90, C;
91, A; 92, D; 93, A; 94, C; 95, C;
96, D; 97, D; 98, C; 99, C; 100, B.
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Monday, January 4.
INSPECTOR OF WATER CON-

INSPECTOR OF WATER CON-SUMPTION, GRADE 4 (Prom.) (Held Saturday, December 12)

1, D; 2, D; 3, D; 4, B; 5, C; 6, B; 7, A; 8, B; 9, A; 10, A; 11, B; 12, D; 13, D; 14, C; 15, A; 16, C; 17, C; 18, C; 19, C; 20, B; 21, A; 22,

D; 13, D; 14, C; 15, A; 16, C; 17, C; 18, C; 19, C; 20, B; 21, A; 22, A; 23, D; 24, B; 25, A, 26, A; 27, D; 28, C; 29, C; 30, A; 31, C; 32, D; 33, B; 34, B; 35, B; 36, C; 37, A; 38, D; 39, A; 40, A; 41, D; 42, A; 43, A; 44, A; 45, C; 46, C; 47, B; 48, B; 49, D; 50, A, 51, D; 52, A; 53, B; 54, C; 55, D; 56, B; 57, A; 58, A; 59, D; 60, B; 61, B; 62, C; 63, C; 64, B; 65, C; 66, D; 67, D; 68, B; 69, C; 70, D; 71, B; 72, D; 73, B; 74, C; 75, A, 76, B; 77, D; 78, A; 79, B; 80, D, Last day to file protests with the NYC Civil Service Commission, 299 Broadway, New York 7, N, Y, is Monday, January 4, ASSISTANT GARDENER

ASSISTANT GARDENER

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1. C; 2. W; 3. W; 4. W; 5. C;

6. W; 7. C; 8. C; 9. W; 10. C; 11.
C; 12. W; 13. W; 14. C; 15. W;

16. C; 17. C; 18. W; 19. C; 20. C;

21 W; -22, W; 23. W; 24. W; 25. W.

26. C; 27. C; 28. W; 29. W; 30.
C; 31. W; 32. C; 33. C; 34. C; 35.
C; 36. C; 37. W; 38. W; 39. W;

40. W; 41. C; 42. W; 43. W; 44.
W; 45. C; 46. W; 47. C; 48. W; 49.
C; 50. W.

51. W; 52. C; 53. C; 54. W; 55.
C; 56. W; 57. C; 58. C; 59. W; 60.
C; 61. C; 62. W; 63. W; 64. W;

UFO GETS GIFT OF BOOKS ON FIRE COMPANIES

Harold V. Smith, president of The Home Insurance Company of NYC, has presented copies of "As You Pass By," by Kenneth
H. Dunshee, to the Uniformed
Fire Officers Association. The
book, about Old New York and its
fire companies, will be delivered

65, C; 66, C; 67, W; 68, W; 69, W; 70, W; 71, C; 72, C; 73, C; 74, W; 75, W.
76, W; 77, C; 78, C; 79, C; 80, C; 81, W; 82, W; 83, W; 84, C; 85, C; 86, W; 87, C; 88, C; 89, C; 90, W; 91, C; 92, C; 93, W; 94, W; 95, C; 96, C; 97, C; 98, C; 99, W; 100, W.
There were 555 candidates in

## State Aides Get Time Off Afternoon December 31

ALBANY, Dec. 28 - Governor, Thomas B. Dewey's office has announced that State departments will be closed on Saturday, Jan-uary-2, just as they were (with the exception of vital services) on Saturday, December 26.

In addition, department heads ave been authorized to reduce operations to a minimum "consistent with public convenience and necessity" on Thursday, December 31. The same directive had been issued covering Thursday, December 24.

made to institutional employees, John F. Powers, president of the Civil Service Employees Association, sought clarification, because the exacting duties in institutions require that 24-hour service be rendered to patients and inmates.

Mr. Powers was assured that directives would be sent to each institution granting one-half day off before Christmas and before New Year's Day, or eight hours' compensatory time off in lieu thereof, where employees could not be relieved.

## **Evening Training Courses** Start in Albany on Jan. 11

ALBANY, Dec. 28 — Eight evening training courses will be offered at Albany High School, befered at Albany High School, beginning the week of January 11, ginning the week of January 11, by the State Civil Service Department in cooperation with the Albany Board of Education. The courses, which are open to all interested persons, form the second term of the department's Albany evening training program. Registration will be held in the lobby of the State Office Building, Albany, on Tuesday, January 5.

Albany, on Tuesday, January 5, and Wednesday, January 6, from 11 A.M. to 2 P.M.

Classes will meet from 7 P.M. to 9 P.M. The class in fundamentals of supervision, recommended for supervisors who have not tak-en any course in supervision, will meet Tuesday and Thursday even any course in supervision, will tension 1140.
Certificates of achievement will be awarded to State employees who successfully complete any of the courses. nings. All other classes will meet one evening a week.

tory psychology (part statistics I (part 2). Other Courses

A class in group leadership and a clerical refresher course will be held Tuesday evenings. A person-nel practices class is scheduled for

Thursday evenings.

Two classes in reading speed and comprehension will be conducted, one Tuesday and the other Thursday evenings.

Thursday evenings.

The department's Training Division will arrange, if possible, for other courses, if at least 15 persons request a specific course. Further information may be obtained by telephoning the Training Division, Albany 3-5511, extension 1140.

## Stricken Rochester Fireman Aided by NYC Fire Officers

Christmas has been made a bit a week's visit with her son, a merrier this year for an upstate surgical patient at the Univer-fireman, injured in the line of sity Hospital. Mr. Hauck was induty, because of the compassion of the NYC Uniformed Fire Officers Association. The UFOA has brought the mother of Walter Hauck, of Rochester, to NYC for New York 3, N. Y.

## NYC Postal Clerks Put Plea For Raise Before Eisenhowes

Post Office Clerks, has appealed to President Eisenhower for Administration support of measures to alleviate the financial plight of postal clerks. Mr. Handman cited the fact that 75 per cent of the clerks must hold an-

Ephraim Handman, president of other job, or have their wives Local 10, New York Federation of work, to meet the rising cost of Post Office Clerks, has appealindebted by \$500 more than they were last year, he added.
Support of the bill for an \$800

There were 555 candidates in the exam, held Saturday, December 19. Last day to file protests with the NYC Civil Service Commission, 299 Broadway, New York 7, N. Y., is Saturday, January 9.

SUPERVISING SEAMSTRESS

The title of supervising seamstress at Roswell Park Memorial Institute, State Department of Health, has been placed in the non-competitive class by the State Civil Service Commission.



Appraising more than 200 pair of mittens, 150 headbands and tasselled caps, this group of State Health Department gals gaze on the fruit of their labor in the Knitting Bee to make Christmas presents for the underprivileged children of the Brady Maternity Home, Albany Home for Children and St. Margaret's Home in Albany. "Operations Knitting" is the dreamchild of Betty Slick, a senior account clerk in the Health Department. From left, Mrs. Kay Early, Mrs. Barbara Kinch, Mary Heinz, Dr. Hollis Ingraham, Deputy Commissioner of Health; Mrs. Harriet Springer, Peggy Stock and Betty Slick, chairman.

Salary Research Analyst, Civil Service Employees Association

THERE ARE four basic job evaluation methods. A fifth may be my combination of the four others. The list: 1, the ranking system.; 1, job classification; 3, the point system; 4, the factor comparison system; 5, the combination.

Let us see what are the difference and the values, too,

But first let's agree on the terminology. What is meant here by bob evaluation is not a service record or merit rating. Such factors have to do with the work record of individual employees. What we are considering is the job.

In State service, allocation and classification are synonymous

#### Systems Described

In actual practice in private industry generally there is a combination of systems and a method is tailor-made to fit the particular problem that confronts management,

The descriptions below are necessarily simplified. Any two techmicians may have different concepts and describe them differently.

The Ranking System.-Here jobs are arranged from high to low m pay scales like cards in a playing card deck. Then, the jobs are analyzed by the division or department ranked in order of their importance or value to the organization. Job specifications or descriptions may or may not be used. After the departmental rankings have been made these are combined into overall organizational ranking. From this organizational ranking it is possible to determine the number of groups or grades of jobs that exist in the organization and to more effectively administer the personnel system in effect.

This system is not usually used because it is too crude although night work satisfactorily in a small organization. Incidentally, the ranking may be done by existing pay levels rather than value of the job.

The Point System .- This method has probably had the widest application of any of the job evaluation systems and in recent years has made rapid headway in industrial usage although in this writer's knowledge there are only a few "pure" point systems used. Under the points system factors such as education, responsibility for product (significance of bad judgment), responsibility for safety of others, working conditions, mental effort required, degree of public contact and others are predetermined as factors that are common in all jobs to be valued which comprise all of the factors that make up the total duties and responsibilities of the job. Schedules of points are then assigned for the various factors. For, example, one point might be assigned for required education of grammar school, two points for high school education, three points for high school graduation, etc. The range of points values for the job components may then be weighted for value. If widely divergent occupational groups are to be included more than one set of factors may be used.

After the points have been selected and properly weighted a committee, that usually includes both management and employees sits down and assign points for each of the factors in each of the positions to be evaluated. After this has been done the points are totalled for each of the jobs and converted into a dollar wage, and usually for only certain key jobs in the structure. Often it is found that regardless of the amount of care in the selection of factors and evaluation of them that the total points assigned some jobs "just don't make sense." These jobs that may have included peculiar characteristics that do not lend themselves to point system evaluation are then adjusted to correspond to the "facts of life."

To completely discount the value of the system just described because of these "adjustments" ignores the other valuable features. All methods require "adjustments."

The Factor Comparison System-This method of job evaluation is known by a variety of designations such as the job comparison system or the key job system. It is a refinement of the point system, in its essence. More emphasis is placed on "bench mark" jobs in the evaluation and there is a difference in the application of the factors since the various factors are usually assigned a dollar value as contrasted to a point value before evaluation.

In actual practice most companies develop a "tailor made" (Continued on Page 15)

# Prison Guard Program for 1954 Is '25-40-\$5200'

The following survey of the sit-uation of New York State Prison Guards was prepared by Jack Solod, of Woodbourne Prison. Mr. Solod is publicity chairman of the

Correction Conference. The N. Y. State Prison Guard has for many years pushed for 25 year retirement at half pay. Many law enforcement agencies and prison guards have retirement plans after 20 years, but in New York State the retirement for guards has lagged behind. The following shows minimum retirement age and minimum years' service in comparable jurisdictions:

Federal prison guard, 41; 20. NYC Police, 41; 20, New Jersey Prison Guard, 46;

N. Y. State Police, 41; 20. N. Y. State Prison Guard, 55;

We find that the N. Y. State Prison Guard entering State service at 21 years of age must work a minimum of 34 years before he is eligible for retirement. This points up the glaring weakness of present system. A 25-year retire-ment plan at half pay is a very conservative and modest objec-

For the past 25 years the 40-hour week has been recognized all over the country as the work week. Many industries have cut the work week to 35 hours per week. New York State Prison Guards work 48 hours per week, must work seven days before getting one day class by the off. This is not in keeping with Commission,

Thanks for Greetings

To the thousands of employees and officials -Federal and local - who have sent season's greetings to The LEADER staff and to me per-sonally, may I say: "Thanks," Every card is treasured, and to each of you I return my warmest greetings, my deepest wish that your 1953 hopes may be-come 1954 fulfillments.

MAXWELL LEHMAN, Editor

the so-called advanced liberal larecognition of the greatest

State in the Union.
What the Survey Showed
In 1951 New York State conducted a wage survey of prison guards salary throughout the country. It showed that New York guards salary compared very fa-vorably with the salaries paid Prison Guards all over the country. Of course it did not take into consideration the fact that the New York Sate qualifications for guard were the highest in the country, that New York has the most efficient and competent prison personnel in America and are entitled to higher pay. In the past two years, we find that pri-

#### FOREMEN CLASSIFIED

Maintenance foremen in units of the State University have been placed in the non-competitive class by the State Civil Service

throughout country have increased an average of 17½ and in some instances as high as 45%! In New York State it has increased 6% since 1951. What Other States Do

The State of New Jersey prison pay has for many years been from \$800 to \$1,000 less than paid in N. Y. State because of the difference in the type of personnel and qualifications set for the job. If qualifications set for the job. If you want a better man you must expect to pay higher wages. New Jersey guards now get more pay than the New York State guards, and a 25-year retirement plan besides!

The State of California has a higher pay scale for prison guards. In NYC with no educational qualifications or experience are necessary for prison guard, NYC guard receives \$563 more per year. After deduction for pension, year. After deduction for pension, taxes, uniforms, automobile expenses which is a necessity with a State Prison Guard the pay is so low that in a recent statewide exam only 459 filed for the job, resulting in a list of 104 names.

The State cannot find the experienced men necessary to main.

perienced men necessary to maintain the high efficiency in our prison service, at the present salary level. We ask Gov. Thomas E. Devey in his message to the State Legislature to recommend adoption of our program calling for "25-40—\$5,200" to assure a steady flow of competent men in the prison service of New York



Members of the N Y C chapter and Psychiatric Institute chapter bowling teams are battling State Fundites and armorers for tophonors in the NYC Division of the Metropolitan Conference Bowling League now in its first season of competition. Standing, from left, Al Greenberg, chairman of the bowling league; C. Gulliver, L. Meighan, J. Manger, J. Duffy, captain of the NYC team; H. Schroll, Psychiatric Institute captain, J. Porpora, C. Thomas, E. Fragiaicomo and C. Hagesmier. Seated, J. Luicci.



The State Board of Equalization and Assessment, a unit of turkey dinner. From left, seated, Mary Carney, Naomi Natchthe Tax Department chapter, CSEA held its annual Christmas arian, Shirley Bress, and Josephine Deitz. Standing, Raymond party at the Palm Garden Restaurant in Albany. Fifty guests

8. Stack, Director of Special Francise Valuation; Helen Saunttended. Dancing and social games were enjoyed afor a attended. Dancing and social games were enjoyed afer a

#### KEY ANSWERS

TENTATIVE (Open-Competitive and Promotion)

1, A; 2, C; 3, B; 4, B; 5, D; 6, A; 7, D; 8, D; 9, B; 10, D; 11, C; 12, C; 13, B; 14, A; 15, A; 16, D; 17, D; 18, A; 19, D; 20, B; 21, E; 22, H; 23, J; 24, K; 25, C.

26 D; 27, L; 28, M; 29, B; 30, A; 31, S; 32, D; 33, B; 34, T; 35, B; 36, X; 37, C; 38, K; 39, M; 40, H; 41, A; 42, C; 43, B; 44, A; 45, A; 41, A; 42, C; 43, B; 44, A; 45, A; 46, D; 47, D; 48, A; 49, D; 50, C

51, D; 52, A; 53, D; 54, C; 55, C; 56, E; 57, J; 58, H; 59, B; 60, K; 61, D; 62, B; 63, C; 64, B; 65, D; 66, C; 67, A; 68, B; 69, C; 70, D; 71, A; 72, C; 73, B; 74, D; 75, A

76. D; 77. A; 78. A; 79. D; 80. C; 81. D; 82. A; 83. D; 84. C; 85. C; 86. B; 87. D; 88. C; 89. B; 90. D; 91 C; 92. C; 93. B; 94. D; 95. C; 96 A; 97. C; 98. D; 99. B; 100. C.

Last day to file protests with the NYC Civil Service Commission, 299
Broadway, New York 7, N. Y., is
Saturday, January 9. There were
two promotion and 448 opencompetitive candidates in the
exam, held December 19.

# **New State Civil Service Head to Have More Power** Than Any Predecessor

Oscar M. Taylor, named last Friday as head of the reorganized State Civil Service Commission, has had long experience in dealing with per-sonnel problems and with employee organization. He takes office February 1. First reaction to the an-nounced appointment was evident in these questions heard in employee

and in civil service circles:

Does he care about the merit system? Will he be sympathetic to the needs of employees? Since his career has been in private industry, will he chafe under civil service laws and rules—and perhaps try to by-

He Is Welcomed Since little was known of Mr. Tay hor's background and attitudes, the general impression was: "Let's welcome him-work with him, and see how things go."

Under the civil service reorganization bill passed in 1953, Mr. Taylor will have much wider powers than any civil service official has had up till now. He will be a mem-ber of Governor Dewey's cabinet; and he will be able to make decisions which heretofore required action by the entire Civil Service Commission.

Leaves \$60,000 Job Mr. Taylor comes from a \$60,000-a-year post as executive vice presint and a director of the New York Telephone Company. His total pay as a State official, including salary and expenses, will come to about \$20,000. The New York Telephone Company will, apparently, pay him his pension in addition.

Two Vacancies
The Governor has two additional positions to fill on the Civil Service Commission, since the terms of Louise C. Gerry, Buffalo Republican, and Alexander A. Falk, New York Democrat, have both expired. Miss Gerry will not be re-appointed, according to all reports; Mr. Falk is

There is much speculation about what will happen in the event that a new administration takes office after the November 1954 elections. Since the president of the Civil Service Commission serves at the pleasure of the Governor, Mr. Tay-lor's position could conceivably be of short duration.

likely to be named for another term.

#### Dewey Lauds Him

In announcing the appointment, Governor Dewey said it would prove "a boon to the State government, as an employer, and to the 80,000 employees." He added: "I am confident the merit system will be vastly improved and extended under Mr. Taylor .

The Governor's office also lauded the outgoing president, J. Edward Conway, as a "valued member of the administration." It is assumed in political circles that another post It is assumed will be found for Judge Conway.

Taylor's Vital Statistics Mr. Taylor was born in Kansas City, Mo., on Jan. 25, 1890. At the age of sixteen he was employed by the Missouri & Kansas Telephone Co. as a cable-splicer's helper and

JAMES HARRISON NAMED TO CSEA CHARTER COMMITTEE

ALBANY, Dec. 28 - James Harrison, of Montgomery County. has been named to the charter committee of the Civil Service Employees Association, Mr. Harrison was named by the board of directors to replace Philip White, of St. Lawrence County, who re-

By 1922 he had advanced to the post of chief personnel officer for the Northwestern Bell Telephone Co. at Omaha, Neb., and three years later joined the staff of the American Telephone & Telegraph Co. in New York City, where he became assistant vice-president in the per-sonnel department.

In 1941 he went to the New York

ALBANY, Dec. 28 — 63-year old continued working for telephone Telephone Co. as chief personnel car M. Taylor, named last Friday companies thereafter. officer and vice president. Three years later he was elected a director and appointed vice president in charge of operations and in October, 1952, became executive vice president. He is also a director of the Companion Life Insurance Co. and a member of the board of trustees of the Jackson Laboratories.

His home is at 12 E. 86th St. His daughter, Mrs. Joseph R. Raymer jr., lives in St. Paul, Minn.

## NYC Votes 11 More Tests

The NYC Civil Service Com-mission has ordered five openand six promotion exams, Filing dates and require-ments have not yet been deter-mined. The exams:

#### Open-Competitive

Assistant electrical engineer (railroad signals).

Core drill, operator. Core drill operator's helper. Engineer-assessor (railro (gas) (structural) (utility) (tele-phone).

Junior geologist.

Promotion Analyst (city planning), City Planning Commission. Assistant city planner, City Planning Commission.

Cashier, grade 4, Office of the

Chief parole officer, Parole Commission.

Civil engineer (sanitary), Public Works. drill operator, Public Core

Works. As soon as filing dates are an-nounced, The LEADER will publish them.

NYC PROMOTION 7091. BUDGET EXAMINER (Prom.), Bureau of the Budget, \$4,021 and over. Requirements: Six months as junior budget examiner, methods analyst, junior methods analyst, clerk, grade 4 or 5; accountant, senior account-ant, investigator (basic pay over \$3,421). Fee \$4. (Wednesday, December 30).

# New Specifications For State Positions

The following continues the publication of the State's new speci-fications of job titles and duties. COOK SERIES

Kitchen Helper, Labor Grade 1. Assistant Cook, Grade 2. Cook, Grade 6.

Head Cook, Grade 10. Food Service Manager, Grade

Food Service Instructor, Grade Food Service Advisor, Grade 25.

These employees are engaged in the preparation of meals for pa-tients, inmates, and employees of State hospitals, prisons, and other agencies.

Supervisory employees in the Cook Series plan menus, but posi-tions responsible for dietary planning and special diets for the physically ill in an institution or department are classified in the Dietetics and Nutrition Series, 3105. The position of kitchenkeeper, in charge of food preparation at prisons, is described in the Prison Guard Series, 8700. Posttions which work full time in bakeries, coffee roasting, canning plants, or meat cutting departments are classified in appropriate special titles (see Baker Series, 3201 and Miscellaneous Food Food Production and Service 3202) but, particularly in smaller institutions, employees in the Cook Series may do some baking,

canning, and meat cutting. Kitchen helper does ual work in food preparation and service under close direction from a cook or other supervisor: washes pots, pans, and dishes; scrubs floors, cleans stoves and sinks, cleans kitchens and dining rooms; washes, pares, and pre-pares fruit and vegetables for cooking; loads food trucks and delivers food to dining rooms and wards; may serve individual portions; may supervise working patients or inmates in such tasks; may occasionally substitute for assistant cooks and do simple cooking under close supervision. Kitchen helper is allocated to Labor Grade 1 and no examination is required.

Assistant cook, grade 2 does general cooking, usually supervision from a cook or head cook: prepares and cooks meat, fish, poultry, soups, vegetables, cereals, desserts, salads, and other food; supervises helpers in routine kitchen and food service tasks and in maintaining sanitary conditions in the kitchen, may do some baking or canning; substi-tutes for cooks. Assistant cooks may be in charge of small kit-chens in cottages, staff residences, or other places serving less than 75 persons per meal. Qualifications: One year of experience in large-scale food preparation.

kitchen serving an average of less than 500 persons per meal or, in a larger kitchen, is a first assistant to the head cook and has charge of an assigned shift or of an important part of the kitchen work such as range cooking, all cooking for employees, or all cook-ing for patients. When in charge of a kitchen, a cook supervises all cooking; requisitions and keeps records of supplies; is responsible for the quality of meals, the clean-liness of the kitchen, and the conduct and welfare of working patients or inmates; usually su-pervises helpers and may supervise one or several assistant cooks; may plan menus; may do canning and baking; may be in charge of dining room and food service. Cook is distinguished from assistant cook by a combination of factors including number of meals prepared, supervision over subordinate employees, planning menus and ordering supplies and variety of food prepared. Qualifications: Three years of experience in large-scale cooking, of which one year included regu-lar supervision of subordinate employees or working patients or

inmates. Head cook, grade 10 has charge of a kitchen serving an average of more than 500 persons per meal, or is in charge of food preparation and service in a small institution: supervises and directs a force of subordinate employees and working inmates in all phases of food preparation and service; determines amount of foods to be prepared to meet menu requirements; checks goods on hand in refrigerator and storeroom against menu requirements, and requisitions additional foodstuffs needed: assigns and reassigns subordinate employees and working inmates to tasks and to shifts; makes inspections at frequent intervals to determine quality of cooking, readiness to meet meal schedules and adherence to estabsponsible for maintaining clean-liness and sanitation of working areas, utensils, and kitchen equipment; trains kitchen personnel; determines use of leftovers and selects substitutes for unavailable items; may personally perform cooking duties. Qualifications: Five years of large scale cooking experience, including two years as a supervisor.

Food service manager, grade 15 is responsible to the business officer for food preparation and service at a large State institution: supervises head cooks and a large number of subordinate kitchen and dining room employees; writes menus and recipes; inspects wit chens and dining rooms to insure proper preparation and utilization of food and to maintain high standards of sanitation; coordinates food use with availability of institution farm produce; plans and organizes canning and other food preservation activities; requisitions kitchen equipment and supplies; assigns subordinates to supplies; assigns subordinates to the various kitchens, shifts, and tasks, and keeps records of em-ployees' time; maintains close co-ordination between the bakery, storerooms, naket cutting shop, storerooms, nact cutting shop, farm, and other divisions of the institution which supply the kitchens but which are not under the food service manager's direct supervision. In planning menus, he works with dietitians who are responsible for maintaining a bal-anced diet for inmates and employees and with the business officer who has general supervision over the farm and directs distribution of subsistence appropriations

throughout the year. Most posi-

partment of Mental Hygiene un-der supervision from the Director of Nutritional Services (see Series 3105), a departmental staff posi-tion which has general responsibility for maintaining and improving nutritional standards and food service management throughout the department. Qualifications: Three years of experience in su-pervising large scale cooking.

Food service instructor, grade 15 teaches at a school for food service employees of State institutions: through lectures and practical demonstrations, instructs in such subjects as efficient utilization of food, methods of preparation and serving of food, pre-vention of food poisoning and food infection, storage and re-frigeration, personal hygiene, kitchen cleanliness and sanitation operation of mechanical equip-ment, preparation of menus; prepares and administers examina-tions; orders foodstuffs and supplies for class use; keeps records of student progress. He is the immediate assistant to an asso-ciate nutritionist who supervises the school. In addition teaching duties, the instructor collaborates with other personnel in preparing instructions to in-stitution food service personnel on food budgeting, food utilzation, and other matters relating to food preparation. Qualifica-tions: Two years of experience as a skilled cook, completion of a course of 30 class hours in teach-ing methods, and one semester of full time paid experience in teaching food preparation.

Food service advisor, grade 25 is a staff position in the Department of Mental Hygiene. The food service advisor visits the institutions, confers with dictitians.

supervisory personnel, observe food preparation and service and recommends improvements in op-eration, procedures, kitchen and dining room layout, and acquisi-tion of equipment, with emphasis upon preventing food spoilage and other waste and establishing standards for food costs, purchasstandards for food costs, purchasing, inspector, and storage. He works under supervision from the Director of Nutritional Services (see Series 3105) who is responsible in addition for the nutritional content and proper balance of meals, the teaching and training of food personnel, and the general preparation and service of food throughout the department. Qualifications: Bachelor's degree in hotel or institution management. hotel or institution management, dietetics, or nutrition and five years of experience in the management of a food service department serving at least 1000 persons per meal including ordering food and equipment and developing and maintaining a cost control sys-

#### **NYC** Approves Rules For Five Exams

Requirements in two open-competitive and three promotion exams have been approved by the NYC Civil Service Commisson. Next step is the receipt of applications.

Open-competitive - Housing caretaker; stenographer (reporting), grade 3.

Promotion -Deputy superintendent of women prisoners, Cor-rection; inspector of construcrection; inspector of construc-tion, grade 4, Hospitals; superin-tendent of women prisoners, Cor-

#### The Comptroller of the State of New York

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# Activities of Employees in New York State

#### **Manhattan State** Hospital

MANHATTAN State Hospital proud of its many employees en State promotion lists. In the laundry supervisor exam, Richard Hernandez is No. 1, Hylan Hender-Johnston, Ruby Challenger and Prancis McNally head the 32-name staff attendant list. Nora Tracey's name shows prominently on the head dining room attendant ros-

Two delegates from MSH at-tended the special CSEA meeting on the 40-hour week proposal.

They voiced strong objections.

The chapter and all hospital employees were happy to note the rapid recovery from surgery made by Dr. John H. Travis, senior di-

The newly completed bus stop shelter at the Main Bullding is an attractive addition to the hospital. The first steel work has been fitted into position in the construction program. The Catholic and Protestant churches are near-

ing exterior completion.
All chapter members are invited to submit, in writing, nomina-tions for president, 1st, 2nd, 3rd and 4th vice presidents, corresponding and recording secretary, and treasurer, to John Ryan of the Mabon Building, chairman of the nominating committee.

At the next chapter meeting,

in January, preparation and dis-tribution of ballots will be dis-

Walter Hicks, former MSH employee now at Rochester State Hospital, sends holiday greetings. The hospital folk say thanks, and happy holiday, Walter.

The chapter sends holiday greetings to officers and members of the CSEA, and to all State

#### Rochester

NEWS of Rochester chapter,

The Department of Taxation and Finance held a farewell surprise party for Mrs. Della Barth, head cashier, at Brooklea Country Club. Seventy past and present coworkers paid tribute to Mrs. Barth, head cashier, at Brooklea Country Club. who is retiring January 1 after 25

years of service in the office. Among the former workers present were Ada Writz, Rose Gagliano, Mary Magnus, Bertha B. Schur, Florence Morreale, Dorothy Buckert, Lillian Goers, Ada Neff, Violet Stirewalt, Abe Stone, Lack Rearder, and Newell Hawley.

Jack Reardon and Newell Hawley.
Letters received from Arthur
Wasserman, Willard Hardies,
Frank Afeltra, Francis Darling,
Jessica Weissager, Ella Watson and Melvina Hevenor were read ex-pressing their regret at not being able to attend. A letter was also received from Raymond L. Munroe, assistant district tax super-visor and past 2nd vice president of the Civil Service Employees Association, Inc. He was unable to attend because of illness. A telegram was received from Robert L. McGrath, Charles V. Bryan Jr. and Henry Osinski, who were in Albany on a training program

Entertainment was provided by fary Jane Young and Sara D'Amico. Group singing was led by Joe Levy, and song parodies, by Abraham Van Tuyl, were en-

P. Earl Struke was toastmaster. The speaker of the evening was John W. Dennin, district tax su-A gift was presented by Lydia E. Mallander, principal clerk of the Motor Vehicle Section, who has enjoyed many years of close association with Mrs. Barth, Mildred Coyle was chairman, and Sylvia S. Smith was co chairman, assisted by Raymond M. Margolius.

Mrs. Barth was surprised and pleased to see her friends and co-workers. How the plans for the party were kept secret will always be a mystery to her, she said.

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#### Middletown State Hospital

DELEGATES from Rockland State Hospital, Wassaic State School and Letchworth Village met at Middletown State Hospital on December 12 to plan action on the 40-hour week plan for institutional employees. Robert L. Soper, 3rd vice president of the CSEA, lead the Wassaic group as did Emil Bollman from Rockland. Hiram Phillips represented Letchworth. Members of the host chap-ter participated in the meeting. Discussion revealed that in many cases 80 per cent of the institu-tional employees are working 48 hours a week. Statistics show that institutions in the metropolitan area have the greatest number of vacancies in the Department of Mental Hygiene. Employee recruitment would be aided, it was felt, if the 40-hour week was attained at a good salary.

Reports offered by Robert Soper

Fred Walters and Laura Stout revealed that the State had al-ready set a precedent of cutting hours without affecting salaries. Plans are being made for an effective publicity campaign on the

Bearldean Burke and Dorothy McCoach, co-chairmen of the Christmas Fair held in the Amusement Hall, announced that it was a success. The O.T. Department and the School, assisted by other hospital employees and students, decorated the hall. students, decorated the hall. Chairmen of the booths were: Food, William Youngman and Mrs. Beatrice Murray; games, Howard Shumake, Richard Murray, Mr. and Mrs. Crossman, Ed Gray and Harian Walston; Pennywice Shap Mrs. Louise Fennywice Shap Mrs. Louise Shap Mrs. Louise Shap Mrs. Louise Shap Gray and Harian Walston; Penny-wise Shop, Mrs. Louise Foster; greenhouse, Mrs. Martha Flynn; table decorations and gifts, Vir-ginia Wilkins; sundaes, Mrs. Ade-iaide Freer; needle work, Mrs. Ann Shumake; turkey dinner, Mrs. Dorothy McCouch. Mrs. Freer was in charge of publicity Prowas in charge of publicity. Proceeds will be used to purchase books for the School of Nursing

#### Commerce, Albany

TWO UNITS of Commerce chapter, CSEA, have qualified for special certificates for membership ratings of 80 per cent, 90 per cent and 100 per cent under the new system inaugurated by John F. Powers, Association president. They are the Division of Economic Development, 90 per cent, and Administration, 89 per cent, according to Stanley LeNoir, chapter president. Rapidly approaching the heaver class is the Division of the honor class is the Division of Commerce and Industry, 73 per cent. The Division of Publicity is reported at 68 per cent.

The current membership cam-

is fast approaching its close, George Cooper, chairman of the campaign committee, reports. Last year Commerce attained a final standing of 92 per cent. Indications point to a final rating considerably higher this year.

Commerce is the first to com-plete the statewide heart exam program, President LeNoir reports. Women of the Division of Publicity tendered a triple birthday luncheon for Jenny McClusky, Helen Lynch and Ronnie Dacey. Edwin Roeder, also of Publicity, had his birthday cake two days

Joseph J. Crowe, the only race owner in Commerce and possibly in the Association, re-ports his "hope" is wintering at Arden House stables - down the

#### New York City

NEW YORK CITY chapter, CSEA, is proud of its bowling team, composed of Johnny Liucei, Jimmy Manger, Cliff Gulliver, Tony Tabick, Larry Meighan and Captain Joe Duffy. The boys have won 10 points out of a possible 12 points during the past three weeks. Games are played on Monday evenings at 8 P.M., at the Bowl-Mor alleys, University of the Mental Health Commission Place between 12th and 13th staff, will serve as liaison between Street, NYC

Congratulations to the new offi-cers of Academy Lodge, Knights of Pythias: Irving Gold, Workmen's Compensation Board, chan-celor commander; Roy Stubbs, Review Section, treasurer; Arnold Wolk, Pinance Unit, financial secretary; George Charney, Division of Employment, master of arms; Lou Sklay, Motor Vehicle Bureau. secretary.

#### Suffolk

NEWS of Brookhaven Unit: Best wishes for a speedy recovery go to John Adams of the Coram Shop, who underwent an emergency appendectomy at the Ma-ther Hospital. He is former presi-dent of the unit. Ernest Holden, of the Port Jefferson District, broke his arm, He'll be on sick leave for six weeks. While operat-ing a sand spreader recently, Thomas Geehrer of Mt. Sinai hurt

Sympathy to shop repair fore-man Edward Bennett, who lost his

man Edward Bennett, who lost his mother recently.

Richard Swezey of Brookhaven Highway Department has returned to work after surgery.

Welfare Unit news: The Welfare Department Christmas party was held at the Foster House, Sayville, on December 18. A buffet supper dancing and entertainfet supper, dancing and entertain-ment were enjoyed. In additon to individual contributions, \$50 from the treasury was used to finance the party.

#### Newark State School

NEWS of Newark State School

chapter, CSEA:
Eva Welch is spending Christmas with relatives in Tampa,
Fla. Miss A. Brisk has transferred to Rochester State Hospital. Margaret Collins has resigned. Ruth Peck, of Himrod, is a new em-

ployee at the School.

Charles Aplin, Frank Walters and Irene Hollenbeck are in sick

Mr. and Mrs. Floyd Fitchpatrick and Mr. and Mrs. Henry VanDeVelde attended Rochester chapter's Christmas party at the Wishing Well, Troy, They were warmly received and had a wonderful time.

Mrs. Leona Manley returned to duty after an illness

The chapter's Christmas party at the Kane Home drew a good crowd. The grab bag provided many fine gifts. Refreshments and games were enjoyed. Mrs. Verdow and Mrs. VanDeVelde were host-

## Pilgrim State Hospital

A MEETING of the employees of Pilgrim State Hospital will be held Tuesday, January 5 in the

#### Hogan Honored as **Best in Rochester** Area National Guard

ROCHESTER, Dec. 28 - Master Sergeant Michael Hogan, sergeant major of the 105th AAA Brigade, New York National Guard, has been named Best National Guardsman of the Rochester area. Presentation of a pla-que and of a check has been made by Brigadier General Alfred H. Doud at a ceremony at the Main-Street East Armory.

Mr. Hogan, an armorer in the Cuiver Road Armory, and secretary of the Genesee Valley Armory Employees chapter, Civil Service Employees Association, competed in oral and written exams with the best soldiers of Rochester's eleven Guard units.

#### Staff to Be Hired For Alcoholism Clinic

ALBANY, Dec. 28 — Two additional grants from the Mental Health Commission, totaling over \$27,000 annually to be used for another alcoholism clinic and research project in NYC, were announced by Dr. Newton Bigelow, State Commissioner of Mental Hygiene and chairman of the commission.

The clinic will be at Kings County hospital, Brooklyn, where research also will be conducted. All will be under the Department of Psychiatry of the College of Medicine, Dr. Howard W Potter, professor of psychiatry at the colege, will be in charge. Raymond G. McCarthy, director of alcohol-ism research, and Dr. Donald Gerard, research psychiatrist, both staff, will serve as liaison between project and the Commission.

Staff of the clinic will include a psychiatrist, a fellow in inter-nal medicine, a psychiatric case-worker and a clinical psychologist in addition to necessary secretarial and clerical personnel. vices of the regular staff of the medical school will be additional. The contract was signed with the State University of New York-College of Medicine.

Lounge Room, Recreation Hall at 8 P.M. All employees off duty are urgently asked to attend, as important legislature matters will be discussed. Guest speakers in-clude officers of the CSEA chap-ter who will answer questions.

Congratulations to Chief Super-sor Lawrence C. McDonald and Mrs. McDonald on the birth of a baby girl, their first. Both the Missus and baby are doing fine.
Vacationing are Fred C. Woelber, John Higney and J. Fuller.

Vear.

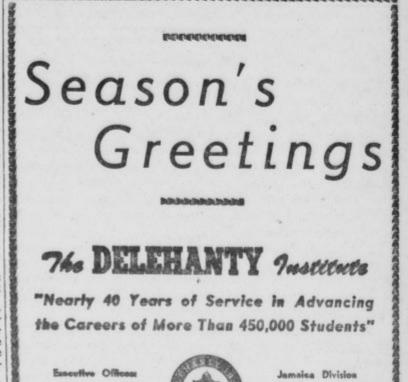
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A reminder to all employees, Join your Association now, if you have not already done so, as we need a strong Association mem-bership to reach our goal. The future of institution workers depends on their interest today. Collective ideas will bring results. Employees at Pilgrim favor a 40-hour work week with no pay reduction.

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# Civil Service

America's Largest Weekly for Public Employees Member Audit Bureau of Circulations Published every Tuesday by

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TUESDAY, DECEMBER 29, 1953

## This Breakdown of Recruitment Must Stop!

The Civil Service Commissions should take immediate initiative in improving recruitment, by themselves conducting studies of why results are so poor.

The Federal Government's failure to get enough candidates in some exams, far too few in others, and the steady decline in appeal to the cream of the college crop for the junior jobs the U.S. can offer them, makes such a study necessary now.

New York State has been suffering similar experiences, not only in exams for scientific, professional and technical jobs, but for others, including State Police. The application period for some of the State's college series exams was extended, for an obvious reason.

In NYC the efforts to get enough police eligibles have been constantly disappointing. In the latest appeal, 12;000 applied, which may be heartening to one trembling with frustration, but the past average was 26,000, and the future average should be no less. In other job categories in NYC the situation is worse.

While it is true that one solution is obvious - offer higher pay — the problem has important ramifications. Age limits, minimum requirements in general, residence, and level of exam given require close study, for additional light on the need of improving the scope of recruitment. The broader the recruitment base, the higher the expected calibre of candidates.

Also, such studies should weigh with sharp but impartial eye the growing practice of making minimum requirements so high that fewer and fewer persons apply. This is a tendency by Commissions to substitute, in part at least, stiff minimum requirements, for the exam itself. Many excluded would undoubtedly fare well in the test.

A usual objective of such rigid rules for the privilege of competing is to reduce the workload of the Commission.

#### Commission Must Assert Needs

This gets back to the money question. The Commissions may not have large enough staffs to rate so many thousands of additional papers. That would not be the candidates' fault nor the public's, rather secondarily that of the executive branch of government, in the exercise of its budgetary functions, and of the legislative branches that vote the funds. Primarily, unless Commissions convince the executive arm of their needs, and that arm convinces the legislative arm — a duty that Commissions tend to avoid under an unnecessary feeling of temerity - the Commissions will continue to be plagued by recruitment let-down in a highly competitive market.

Not only is government competing with private industry, though not with best success, but one government jurisdiction is competing with another. When both shortcomings, of too low salaries and too small staffs, exist concurrently, one government is competing with itself.

The required studies should be comprehensive in LOYALTY QUESTIONNAIRE scope and detail. They should deal with the important public relations in recruitment. They should include examining techniques. The U.S. blazes the way in this fruitful field, but still should find out if its very splendid efforts can not even be made utterly notable. Other jurisdictions do too little in this area; or in a pinch, turn to the U. S. for guidance, even sending their own examiners to take courses in Washington D. C. If some Commissions were examined on how well they know the most modern, approved examining techniques, they would flunk the exam.

Year after year the serious and growing shortage of eandidates, despite increasing population, increasing government functions, and a general increase in the numof jobs, can not be tolerated. The situation already is alarming. Service to the public is threatened. The complex and interlocking causes must be brought to light and corrected. The future of the merit system demands it.

## Question, Please

AS I AM a disabled veteran, I took a U. S. exam open only to disabled veterans, and received a passing mark in the written test. However, when in the oral interview I was held disqualified. I appealed to the Regional Office of the U. S. Civil Service Commission, but the finding of the oral examiner was upheld. Now I am wondering what to do next, and whether I am not entitled to appointment, as the exam as disabled veterans, I passed the written test, and the oral interview, being subjective, shouldn't count against me. L.P.E.

Answer — The oral interview is

as much a part of the exam as is the written test. The official no-tice no doubt stated that candidates must pass the oral interview test, also. The only additional course you'd have would be an appeal to Washington, D. C., but on the showing to date the indication of success doesn't appear too good. Opening an exam to disabled veterans only is no assurance that, on passing only the written part, where there are other parts, that a candidate will be declared eligible.

I APPLIED in a NYC exam and paid the application fee. However, the Civil Service Commission ruled that I did not meet the minimum requirements. Am I not entitled to a refund of the fee? J. K. B.

Yes. The Commis-Answer sion makes such refunds, as a matter of course, in about a month but there is no reason why you should not write the Commission, requesting refund, and stating the particulars, including your appli-cation number, the title of the exam, and date when you applied.

HAVING NOTIFIED the State Civil Service Commission of my declination of a tentative job offer, from an eligible list, because of too low salary, I am now ready to accept the salary offered. What shall I do? M.K.

Answer - Notify the Commission in writing of your with-drawal of your declination for reasons of insufficient salary, and ask that your name be fully restored to the active list. As it stands, your name is an active one on the list only in the absence of eligibles willing to accept appointment at the offered salary.

## comment

#### NOT WORRIED OVER QUESTIONNAIRE

Editor, The LEADER:

I am one who might be affected by the NYC loyalty questionnaire. I'm not worried about the ques-tions. My own record is clear. I don't think that the questions themselves are as important as is the policy that will be pursued in dealing with the answers. I've seen no evidence of any harsh or persecutive policy in NYC, which along with New York State, of all jurisdictions, has r security hysteria best. resisted

I don't mind if the questions are modified, but I'm ready to answer the questionnaire as it is, I have to, and would do so without fear.

CHARLES E. RISSENDEN Bronx, NYC.

CALLED TOO TOUGH

Editor, The Leader: The NYC loyalty questionaire is too tough on those seeking jobs, promotions and transfers in secur-ity agencies. The fact that there will be a record of having even palled around at one time with some people who were linked with doubtful organizations creates a possibility to harm the innocent.

is not enough that the policy of the present membership of the NYC Civil Service Commission is one of fairness. One doesn't know what the policy of future Com-missions may be. Also, one doesn't know into whose hands the record will fall, and whether some innocent association on an employee's or candidate's part may not injure him in seeking even a Fed-eral or State job. The questions should be toned down accordingly. Brooklyn, M. Y.

### CIVIL SERVICE

THE YEAR 1953 saw little effort to swell the number of exemp jobs at the expense of the competitive service, except in the Federal Government, where 27 per cent of the positions put in Schedule were formerly in the competitive class.

There has been no showing of strong political motivation as yell in the Federal operation ,though competitive employees who marche in Democratic parades or attended Jackson Day dinners are drawing no dividends on that account in the Eisenhower Administration.

The patronage question is growing hot in the Federal Government. Complaints from members of the Republican National Committee, including Chairman Leonard Hall of Nassau County, New York, that patronage wasn't being handled "effectively," have resulted in the creation of duties as official patronage "experts' 'in each department, some of them already filled. These are assignments, usually, rather than new positions, and the purpose is to see that more jobs go to deserving Republicans. If new jobs are created solely for this purpose the situation will become fantastic.

Since President Eisenhower, by court decision, has the power to classify new jobs, to shift existing ones from one classification to another, and to fire at will incumbents in Schedules C and A jobs, the road to patronage is wide open. Whether the President will ge along with the political element, composed of Republican Senators and Representatives, and Republican National Committee members, or with the reform element, that the U.S. Civil Service Commission is supposed to represent, is one of the top civil service questions before the country.

Chairman Philip Young of the U.S. Civil Service Commission to also the President's personnel liaison officer, so is right in the executive swing of things departmental. He has never been known to be politically motivated. How long he can stand up against political pressure strong enough to win over the President himself is no mystery, With the nationwide political picture not being too bright at the moment for the Republicans, the President might yield to the politicians,

As a skirmish in the battle, doubtful cases that were not put into Schedule C are now going to be reviewed by the Commission. Some departments were generous in asking that jobs be put in that wide-latitude Schedule. If the result of the new survey is the granting of a large number of previously denied requests, it would be a tipoff that the politicians are making headway.

Schedule C jobs are of a confidential or policy-determining nature. definition, but definitions as elastic as for exempt jobs in other jurisdictions. Schedule A jobs are of the "specialist" type, closer to non-competitive ones in other jurisdictions, lacking the job protection that non-competitive ones have in other jurisdictions. Civil service security not longer attaches to either, and it is even a question whether the Veteran Preference Law applies. The Civil Service Commission says Yes, the U.S. Department of Justice says No. On the other question, of general job security, they took the same opposite positions, and the court sustained the Department

The law case just decided didn't involve the veteran preference question, but, if one comes up that does, the danger signal will be out, unless Congress passes an amendment expressly providing that veteran preference does apply to Schedule C and A jobs. It may even try to take away from the President, by legislation, the power to fire at will from A and C. But would the President sign such a bill? Well, he could forestall Congress entirely, if he desires. The power the court held he possesses was based on his own executive order. All he'd have to do would be to issue a superseding order, saying to what extent civil service protection does apply, when a competitive employee's job is reclassified into Schedule C or A, and specifically state that the Veteran Preference Law protection remains.

The job classification in NYC, under the direction of Sidney M. Stern, goes steadily along. Something definite should take shape regarding the first field undertaken for study-the engineering and technical service. Proposals are being exchanged and amended and agreement between employee groups and the City appears near.

Consultation of public employee organizations is growing, an excellent sign. Conference makes for wholesome results and emphasizes the mutual nature of responsibility.

The present U.S. Civil Service Commission is going in for this morale-building method more than its predecessors did. In New York, the State Administration is conferring with Civil Service Employee Assocation leaders on the expected pay increase. In NYC, Mayor-cleek Robert F. Wagner Jr. has promised employee groups that his legislative "package" will not be put in final form until employee organizations have been consulted. They are well satisfied with the tentalive "package," have suggested only minor changes and one major addition, and like Mr. Wagner's purpose and approach.

The addition desired is the 25-75 pension plan-employee to pay 25 per cent, City 75-which is temporarily off the list as too costly for the present, though not dead, at least in Mr. Wagner's camp, by any means. The real rub would be in the State Legislature, which voted a restriction against any such pension liberalization last year, unless the Legislature's approval were obtained.

U.S. Attorney General Herbert Brownell Jr. is going to raid the dean's list of law graduates, if he can, to fill 30 jobs every year in the Department of Justice. Before February 1 of each year candidates must apply. A committee will do the selecting, on the basis of college transcripts (scholastic record), extra-mural activities, and oral interviews. The chosen will so from graduation exercises to job the topothered on Page 71.

## Income Tax

By H. J. BERNARD Income Tax Refunds Arise largely from itemization of deductions, that prove the withholding was too high, and these deductions are in six main groups. The taxpayer should list them on Page 3 of the 1040 form, and mail the entire filled-out form to the U.S. Bureau of Internal Revenue, in the district where he normally files his return. If it is his first return, he sends it to the office in the district in which he lives.

The six deduction groups are (1), contributions; (2), interest; (3), taxes; (4), losses from fire, storm, or other casualty, or from theft; (5), medical and dental expenses, and (6), miscellaneous. CONTRIBUTIONS

The contributions include those to charitable and religious insti-tutions, hence include donations to Red Cross, Salvation Army, American Heart Association, Da-mon Runyon Cancer Fund, churches and temples. The charitable or scientific organizations to which contributions are made must be recognized as entitling one to claim the deduction. The pamphlet the U. S. supplies to taxpayers clears up this point.

Total contributions normally will be under 10 per cent. They should be itemized on the lines provided for the purpose, next to the box marked "Contributions." Then the amounts are added and the total put in the column at right. There are limits to the percentage of income that may be claimed for contributions, but pubthe employees won't be in the anywhere near the limits, but may read in the U. S. booklet about those limits.

INTEREST

Interest applies to interest actually paid, including interest paid on a mortgage on one's home, and on personal loans re-

TAXES

Taxes include taxes on land and improvements on the land, such as house, but not assessments for local improvements, which are considered a direct benefit to the property, and which would bring a tax benefit only through amortization in the report on the real estate operation, made on Page 2 of the return. Also under taxes come auto plates and gasoline and sales taxes

FIRE AND THEFT

Losses from fire, theft, storm, etc., while deductible, must be supported by reference to the exact time and place of occur-

Losing a wallet, as by dropping the is not a deductible loss. That loss could be caused by sheer earelessness, which is not a ground for tax-reduction. The wallet

rould have to be stolen.

In claims arising from auto
crashes, if the amount is sizeable, the accident would have been re-ported to the police, and in many instances the law requires that it be reported, so include the exact date of report, and identify the police station, town, or village.

MEDICAL EXPENSES

Medical expenses may be claimed, within limits specified in the U.S. pamphlet. Add the medical expenses, and deduct 5 per cent of othrwise taxable income (adjusted gross income). This adjusted ed gross income). This adjusted these differences. The growing fig-figure will show up on Page 1 of ure represents the part of cost the return when you follow the received back tax-free. When 8. pamphlet's instructions. Do not forget, as many do, to deduct cost, the tax-exemption ceases, the 5 per cent. The taxpayer is usually a few years, and it will by law the co-insurer of his medi-eal expenses to that extent. likely cease on other than Jan-uary 1, so in the last year of tax

There are limits, also, to maximum amount claimable, even after this is done, and the limits depend on income, as explained in U. S. pamphlet. Under medieal expenses, one may include medical and dental fees, cost of medicines, drugs (but not drugs for addiction purposes), and drug store supplies in the medical category; also wheel chairs, braces, erutches and surgical appliances generally. Cost of health and hospetal insurance premiums also is includable, to the extent paid for by the taxpayer. But if the taxpayer is over 65, he should read the instructions in the U.S. the instructions in the U.S. pamphlet, to see how his medical expenses may be deducted in full.

CSEA Insurance Premiums Premiums paid under the health and accident policy of the Civil ervice Employees Association are aductible, but those paid under the group life policy are not.

AMBULANCE NOT EXEMPT An ambulance driver is subject arrest for speeding, Attorney neral Nathaniel L. Goldstein ruled in an informal opinion.

The sixth grouping, "Miscellan-eous," comprises many deductible items, such as cost of tools, uniforms, union or employee ciation membership dues, and any expenses the taxpayer incurred on behalf of his employer's

ness which were not refunded.

The cost of police and fire uniforms, if paid for by the employee, are now deductible, but the cost of most other uniforms is not, unless they are stored on the employer's premises and laundered there. The test is whether the uniform substitutes for regular

If expenses, as for travel, are refunded, such expenses would be listed with income on Page 1, and the deduction of the refunded amount made right on Page 1, which has the effect of cancelling the refund from income. Under "Miscellaneous" the unrefunded amount of any expenses except travel expenses, is deductible.

Caution on Refund taxpayer should be carelist refunds, not only regard to business expenses, but also medical expenses, losses, casualties or theft. It is common practice for the tapayer to insure his car against fire, theft, colli-sion and personal liability, so if sion and personal liability, so if there's been a refund of less than the actual damage, only the difference should be claimed, and identified as "not refunded." So, if one has health or hospital insurance, and incure medical or hospital expenses, part of which are paid for by the Health Insurance Plan, or the Blue Cross, or the like, he claims only the difference, and, again, identifies it as "not refunded." Do not claim premiums as deductions when repremiums as deductions when refunds are received under policies financed by those premiums. Personal liability damage is not

deductible however.
100 P. C. Deduction

The interest on mortgage and taxes on house and lot are 100 per cent deductible, even if one has a tenant. To make this clear to all who see the return it is well to list these deductions on Page 3, and not in the report on the real estate operations, on Page 2, where some one may get the idea that the interest and taxes are subject to reduction. The amount deductible for repairs, etc. is in the proportion of the tenant's occupancy bears to the total occupancy. Because of the considerable confusion on this point, the dis-tinction can not be emphasized too often or too emphatically. How obvious it is may be seen from the fact that if one owns and wholly occupies a house — no tenants at all in this case — under the mistaken theory no deduction would apply, although the inter-est charges and taxes are 100 per cent deductible.

Benefit for Pensioners

Retired employees should watch the modified tax exemption allowed to those who contributed toward their retirement allowance. They should report as in-come, in the first retirement year, only 3 per cent of the amount that they contributed. They should not report the year's total retirement checks as income at all. Subtract the 3 per cent of cost, from the retirement income for each year, year after year and keep adding the amount received back equals so in the last year of tax benefit there'll be some months tax-free and others not.

Meanwhile, only 3 per cent of usually in a few years, and it will for the few years, is reported as pension income for tax purposes.

Any pensioners who may have overlooked this benefit could file amended returns for past years to ination purposes, the State Civil catch up with themselves. Service Commission has decided.

NEWSLETTER

(Continued from Page 6) as it were. Starting pay promises to be good, with a one-grade promotion after the satisfactory completion of a year's service. A rotation plan in the department, to afford breadth of experience, will be instituted.

Mr. Brownell himself won honors as a law student.

The refinements of the Federal sick leave and annual leave rules never cease. The Comptroller General has ruled that a U.S. employee transferring to a U.S. district school system may take his sick leave credit along with him but must leave his annual leave credit behind. But a one-day break in service will entitle employees to cash in on accumulated annual leave in lump sum payment, in the teacher transfer situation. No racketeering, to create that one profiable day, will be tolerated.

## Eligible Lists NYC

Open-Competitive JUNIOR ELECTRICAL ENGINEER (5th Filing Period)

A. Pellegrino, William MECHANICAL MAINTAINER

MECHANICAL MAINTAINER
Transit Authority
Charles R. Benson, Roger S.
Murphy, William Campbell, Eldred C. Smith, Charles M. Watson, Timothy D. Sullivan, Rafael R. Flores, Rudolph DePalmo; 8.

NYC

Promotion ARCHITECT (City Planning) Alonzo M. Browne; 1.

DISTRICT SUPERINTENDENT

(Department of Sanitation) Vincent Disponzio, Frank Provato, George J. Ambrosecchia, Pasquale Bemtrico, Thomas F. Sweeney, Joseph T. Lennon, John Slavin, Daniel Tomasulo, Manus

J. Clancy Jr., Arthur J. Guariglia. Burton B. Searles, Isidore Peritz, Aldo E. Franceschi, Meyer Scher, Ross H. Sidwell, Charles V. Restaino, Christophe Sablo, Paul Russo, Michael A. Papuzza, David

Harry Scharaga, Adolph W. Stein, Biagio P. Liggio, Maurice Spadaford, Albert H. Frey, Leonard Lapadula, Salvatore Porpora, John A. Colgan, Dominic Trapani,

Cornelius Hoare.
Edward F. Shager, George A.
Holzmann, Robert J. Husselbee, Edward A. Stevens, Francesco Bondi, Salvatore Tranchina, Eu-gene Pino, Sidney Weinberg, Thomas J. Boylan, Frank Can-

Santo A. Mirabella, Vincent R. Barra, Charles E. Hanley, Louis J. Rapacilo, William J. Hart, Al-bert Pucci, Michael Perricone, Michael Pisano, Albert A. Cernik,

Carmine Silano.

Anthony J. Maulella, David A.
Beer, Robert H. Adams, Pasquale
Paterno, Louis Petrizzo, Walter A.
Pavesi, Giusto, Romano, Edward
S. Monaghan, Stanley Gerdvil, Charles Cordaro.

John F. Hines, Edward Hall, Michael Digiovanna, Thomas J. McPartland; 64.

MECHANICAL MAINTAINER

(Transit Authority) John P. Szychulda, Rosarie J Guardino, Roger F. Murphy, Harry J. Metzger, Frank Albert, Edward P. Ostrowski, Joseph Florio, Ru-dolph Travali, William Kreisler, Magnus T. Svalesen.

Rocco Aspromonte, Peter N. razzoni, Elefterios Kekilas Joseph Posanti, Leslie G. Gyuro, Charles Wignall, William F. Tomasulo; 17.

RUSH MILITARY PROMOTION LISTS UNION REQUESTS

Francis J. Petrocelli, president of Welfare Local 371, Government and Civic Employees Organizing Committee, CIO, has urged the NYC Civil Service Commission to establish at once the clerk, grade 3 eligible list resulting from the special military exam held Octo-

"Any further delay," Mr. Petro-celli said, "would deny veteran eligibles an opportunity to benefit by the 284 promotions to be made January 1."

HIGHER EDUCATION BOARD HAS SOCIAL SECURITY POWER

The Board of Higher Education in NYC may be deemed a political subdivision of the State for the Social Security coverage of its eligible officers and employees, so that the State Social Security Agency may enter into a contract with the Board for that purpose. Attorney General Nathaniel L. Goldstein has so ruled in a formal

COLLECTION BUREAU The Collection Bureau of the State Department of Taxation and Finance has been made a separate promotion unit for exam-

Nor does the

LEADER's interesting new column. Civil Service Newsletter? You'li find it on page 6. Make it MUST

**Vets Medically Rejected** Though in Tip-Top Form Now, Here's Reason Why

The most difficult tests for a show up only in the case of those claiming veteran preference, or veterans only. The candidate must state whether or not he is a veteran. He may or may not claim

is new. The law ties a Commis-sion's hands. Decisions are often trying, both to candidate and Commission. Not only is past medical history weighed, but a decision may portend a dismal life prospect for the candidate.

The Question

The legal limitation placed on the Commission's psychiatric staff by law relates to disabled veterans and is found in the State Con-stitution. Disability preference may be granted only "if such member was disabled in the actual performance of duty in any war, is receiving disability payments therefor from the United States veterans administration, and his or her disability is certified by such administration to be in existence at the time or his or her application for appointment or

application for appointment or promotion."

The double rub is that there must be an existing VA pension and the disability must be certified by the VA as presently existing. Thus, the VA, and not the State or local Civil Service Commission decides whether disability preference would apply The ablity preference would apply. The Commission decides whether the certified disability is disqualifying. Then where is there any prob-

The Answers

Suppose a veteran claiming disability preference can prove the disability no longer exists, or, more to the point, the Commis son's psychiatrist or other physician finds that the medical or physical disability, for which a pension was granted, has been cured. The VA pension still is being drawn by the candidate. What then?

The question now becomes: Shall the Commission's finding or the VA certification prevail. The State Constitution leaves no

Another possibility is that the pension was given for a disability difficult to evaluate or check, like some vague back injury, on repre-sentations by the candidate when his chief interest was getting a VA pension. Now he is protesting to the Commission that he's in tip-top condition.

Again the State Constitutional requirement prevails. The U. S. Government says that the candidate has a defined disability. The Commission therefore may grant disability preference, if it finds the candidate otherwise qualified. But the Commission, though satisfied that no such disability now exists, is bound by the supposi-tion that if it did exist the candidate would not be otherwise qualified. He would be unfit to perform the duties of the job, even though in fact he may be so fit. Thus the very basis on which the veteran depended for disability preference deprives him not only of such preference but ac-tually knocks him out of the exam. The veteran is disqualified for a reason that, so far as the Com-mission may be aware, does not

The strictest psychiatric examinations are given to candidates for jobs concerned with public safety, if anything shows up that suggests the advisability of a psychiatric test. Hence for jobs as patrolman, fireman and transit patrolman, the rules are strictest. Any job that requires an appointee to carry firearms, or come in constant contact with the public will be marked by The strictest psychiatric examithe public, will be marked by psychiatric rules only a little less

Wide Application

It is a Commission rule to reject candidates for police and fire jobs, for instance, if they are receiving compensation from the U. S. Veterans Administration, be-cause those are not jobs in which to put the dsabled. The nature of the ailment or handicap on which this pension is based is immaterial. It could be physical entirely, not mental. However, many of them are mental. The VA certification may show that the candidate was treated for a mental ailment, or discharged on the ground of mental ailment. A mere history of a mental condition is sufficient for rejection, in police and fire exams. The history may be unrelated to service or records of the armed forces, hence non-veterans are equally

mental

minations.

must state whether or not he is a veteran. He may or may not claim veteran preference, for reasons of his own, but his VA record will be searched. That is a record the candidate himself never sees, but the Commission does. The candidate may not know this, and dangerously think a little retil cence will do him a lot of good.

Why Palicaman Lord His inh. Why Policeman Lost His job

Why Policeman Lost His job
This produces a desperate situation for many veterans. They
are eager to become policemen,
let's say. They may even get appointed as policemen, because veterans are in the majority, and not
all records can be searched completely before appointment But pletely before appointment. But the record will catch up with them. Then they lose the jobs they studied and otherwise strived so

intensely to obtain.

That actually happened to a NYC policeman who had a record of confinement to a mental hospital during his civilian life. The armed forces and the VA didn't enter the picture at all. But the NYC Police Department, which investigates, for the Commission, all candidates for appointments to the uniformed police force, dug up the record. All the money spent for uniforms, firearms, ammuniton and the like, and the propect of a police career, were wiped out overnight. Of course, the candidate had suppressed the fact of his confinement. One of the questions in the application form asks whether the candidate ever was confined to a mental institution. He answered no. The application blank is sworn to, and that made it perjury — the faise statement under oath of a ma-terial fact — sufficient reason, alone, to cost him his job.

Next Step A Problem In the other instances candidates are wholly innocent, answer all questions truthfully, but are faced with their disqualifying actual condition. The problem actual condition. The problem then is what should the candidate do next? This is a delicate question. No Commission will advise him. He has, however, the choice of trying to convince the VA that he no longer suffers the disability for which he's receiving a pension If he succeeds, the Commission will be free to accept him, if it finds him otherwise qualified. The candidate may even pass, and claim non-disabled veteran preference. That would give him five extra points in an open-competitive exam, two and a half in a promotion exam. Disabled veterans get twice as high premium points.

Suppose the pension is cancelled, and then the candidate finds, to his dismay, that the Commis-son has rejected him anyway, for some reason not related at all te the disability. Then the pension is gone, and so are the prospects of the job on which he had set his heart. That is the candidate's

Departmental Tests

Both the Commission and the department, in the case of police, fire, and transit police, hold their own supplementary medical tests, but only the Commission has psy-chiatrists. Any difference of op-inion is ironed out between Commission and department. The Commission has final say, as a matter of law, but as a matter of practice, a department simply won't appoint an eligible if considered medically unfit. sidered medically unfit.

Not only mental cases, but others, get a thorough medical check, if any defect seems to indicate any possible need for a recheck. For instance, if a man has a pimple on his nose, the physician — not a psychiatrist this time — may ask for more medical testing, and suggest aboratory report on, possibility of cancer.

The great stress on physical and medical perfection in jobs like patrolman and fireman is that the objective is to hire men who will last for at least twenty-five years. So, any past records of other than mental ailments may also bring about a variety of tests be-fore a candidate sees the end of his visits to the Commission department.

The psychiatric testing for NYC is performed by the Commission's Medical-Physical Bureau, of which Paul M. Brennas

of psychiatric examination of can-didates with substance of ques-tions asked, and reason for deter-

# Exams Now Open Last Call to U. S. Jobs As Revenue Man

STATE **Open-Competitive** 

101. SENIOR PATHOLOGIST, \$6,801 to \$8,231; one vacancy each at Manhattan, Willard and St. Lawrence State Hospitals and Rome State School, Department of Mental Hygiene; two vacancies in Department of Health labs, Albany. Open nationwide. No writ-ten test. Requirements: (1) graduation from medical school, completion of internship and State license to practice medicine; and (2) two years' training and ex-perience in pathology, chemistry, bacteriology and allied subjects subsequent to medical school graduation. (No closing date).

8168 (reopened). ASSISTANT ARCHITECTURAL SPECIFICA-TIONS WRITER, \$4,964 to \$6,088; one vacancy in Department of Public Works, Albany. Requirements: (1) high school graduation or equivalent: (2) one year in preparation of architectural specifications; and (3) either (a) bachelor's degree in architecture or engineering plus one more year's experience and one year assisting in architecture or engi-neering work, or (b) master's degree in architecture or engineering plus one year's experience, or (c) five years' experience assisting in architectural or engineering work plus one more year in preparation of architectural specifications, or (d) equivalent. Fee \$4. (Friday, January 29).

8217. (reopened). ASSOCIATE PUBLIC HEALTH PHYSICIAN (PEDATRICS), \$9,065 to \$10,138; one vacancy in Health Department. Albany. Open nationwide Requirements: (1) State medical license; (2) medical school grad-uation and internship; (3) two years in pediatrics, including one year in hospital with pediatrics service, or equivalent clinical or administrative experience; and (4) either (a) equivalent of two full years of public health expertence with public health department or agency, or (b) one-year post-graduate course in public health, or (c) equivalent. Fee \$5. (Friday, January 29).

8221. TRUCK WEIGHER, \$2,-611 to \$3,411; 59 vacancies throughout the State, more expected. Men only. Requirements: Two years of business experience in job dealing personally with the public, such as salesman, sales clerk, filling station attendant. Fee \$2. (Friday, January 29).

8224. ASSOCIATE ARCHITEC-TURAL SPECIFICATIONS WRITER, \$7,754 to \$9,394; one vacancy in Albany. Requirements: as assistant architectural specifications writer, above, plus four more years' experience in preparation of architectural spe-fications. Fee \$5. (Friday, January 29).

MEDICAL ILLUSTRA-8202. TOR, \$4,359 to \$5,189. One va-cancy at Roswell Park Memorial Institute, Buffalo. Requirements: Either (1) two years' experience preparing illustrations in medicine, public health or related sciences, plus either (a) two years' experience in visual representation and high school graduation, or (b) one year's experience and one year's training in com-mercial art school, or (c) bachelor's degree in science or art; or (2) bachelor's degree in science or art and two years' training in medical illustration. Fee \$3. (Friday, January 15).

8218. ASSOCIATE ACTUARY (CASUALTY), \$6,801 to \$8,231. One vacancy in Insurance Department in NYC. Open nationwide. Requirements: (1) three years' experience as casualty or accident and health insurer and (b) completion of any four of (a) (b) completion of any four of (a) the four parts of the associateship exam or (b) the four parts of the fellowship exam of the Casualty Actuarial Society. No written test. Pee \$5. (Saturday, February 20).

8219. SENIOR PUBLIC REC-ORDS ANALYST, \$4,964 to \$6,088 One vacancy in Division of Archives and History, Education Department, Albany. Requirements: (1) bachelor's degree in public administration, history, political science or economics; (2) one year's experience in routinizing and coordinating large of records; and (3) either (a) three more years' experience, or

or business administration, and two years' experience, or (e) equivalent. Fee \$4. (Friday, January 15).

8220. SENIOR WELFARE CON-SULTANT (MENTAL HEALTH), \$4,964 to \$6,088. One vacancy in Mental Health Commission, Syracuse. Open nationwide. Require-ments: (1) two-year course in social work; (2) one year's experience in psychiatric social casework, including one more year's experience (see 2) or teachpsychiatric social ing experience in social work school or psychiatric social work research, or (b) equivalent. Fee \$4. (Friday, January 15).

8222. ASSOCIATE PERSONNEL 8222. ASSOCIATE PERSONNEL TECHNICIAN (MUUNICIPAL SERVICE), \$6,088 to \$7,421. Two vacancies in Municipal Service Division, Civil Service Department. Requirements: (1) college graduation; and (2) five years' experience in personnel administration of which one year must tration, of which one year must have been in supervisory or administrative capacity and one year in public agency. Fee \$5. (Friday, January 15).

8209. CORRECTION INSTITU-TION VOCATIONAL INSTRUC-TOR (SHOEMAKING AND SHOE REPAIRING), \$3,411 to \$4,212. One vacancy for man at West Coxsackie. No written test. Requirements: (1) State certificate to teach shoemaking and repairing; completion of 9th grade in school, or equivalent; and (3) five years' journeyman experience. Fee (Saturday, January 30)

8223. SENIOR PERSONNEL TECHNICIAL (MUNICIPAL SER-VICE), \$4,964 to \$6,088. One va-cancy anticipated in Municipal Service Division, Civil Service Department. Requirements: (1) college graduation; and (2) three experience in personnel administration, of which one year must have been in public agency. Fee \$4. (Friday, January 19).

#### STATE Promotion

Candidates in the following State promotion exams must be present employees of the department or subdivision mentioned. Last day to apply appears at the end of each notice.

7220 (reissued). SENIOR ARCH-ITECTURAL SPECIFICATIONS WRITER (Prom.), L. I. State Park Commission, \$6,088 to \$7,421; one vacancy in Jones Beach State Parkway Authority. One year in engineering or architectural position allocated to G-20 or higher. Fee \$5. (Friday, January 29).

ASSOCIATE CIVIL EN-GINEER (HIGHWAY PLAN-NING) (Prom.), Public Works, \$7,754 to \$9,394; one vacancy in Albany. Two years in civil engineering position allocated to G-25 or higher; State professional engineering license. Fee \$5. (Friday, January 29).

72452. CHIEF AUDIT CLERK (Prom.), Office Audits Section and Local Assistance Section, Audit and Control, \$6,088 to \$7,421; one vacancy in Unemployment Insurance Benefits Unit. One year in position allocated to G-20 or higher. Fee \$5. (Friday, January

PRINCIPAL STORES CLERK (Prom.), Standards and Purchase, Executive Department, \$3,731 to \$4,532; one vacancy in located to G-6 or higher. Fee \$3. (Friday, January 15).

PRINCIPAL 7245. STORES 7245. PRINCIPAL STORES
CLERK (Prom.), Department of
Health (exclusive of the hospitals
and the Division of Laboratories
and Research), \$3,731 to \$4,532;
one vacancy in Albany. One year
in position allocated to G-6 or
higher. Fee \$3. (Friday, January
15)

7246. SENIOR WELFARE CON-SULTANT SULTANT (MEDICAL CARE) (Prom.), Social Welfare, \$4,964 to \$6,088; one vacancy in Albany. One year as supervisor of social work (medical care) or senior medical social worker. Fee \$4. (Friday, January 15).

7247. INVESTIGATOR (Prom.) Taxation\_and Finance, \$4,053 to \$4,889; four vacancies in Special Investigations Bureau. One year as motor vehicle license examiner. Fee \$3. (Friday, January 15).

7248. COURT CRIER, GRADE three more years' experience of H (From.), Court of General Sestible three years' experience in pubsions. New York County, \$6.380; one vacancy. Six months as chief years in research work, or (d) master's degree in above fields (Friday, January 15).

## Where to Apply for Jobs

U. S.—Second Regional Office, U. S. Civil Service Commission, 641 Washington Street, New York 14, N. Y. (Manhattan). Hours 8:30 to 5, Monday through Friday; closed Saturday. Tel. WAtkins 4-1000. Applications also obtainable at post offices except the New York, N. Y.

STATE—Room 2301 at 270 Broadway, New York 7, N. Y., Tel BArclay 7-1616; lobby of State Office Building, and 39 Columbia Street, Albany, N. Y., Room 212, State Office Building, Buffalo 2, N. Y. Hours 8:30 to 5, excepting Saturdays, 9 to 12. Also, Room 400 at 155 West Main Street, Rochester, N. Y., Thursdays and Fridays, 9 to 5 All of foregoing applies to exams for county jobs.

NYC Civil Service Commission, 96 Duane Street, New York 7, N. Y. (Manhattan) two blocks north of City Hall, just west of Broadway, opposite the LEADER office. Hours 9 to 4, excepting Sat-

urday, 9 to 12. Tel. COrtland 7-8880.

NYC Education (Teaching Jobs Only)—Personnel Director, Board of Education, 110 Livingston Street, Brooklyn 2, N. Y. Hours 9 to 3:30; closed Saturdays. Tel. MAin 4-2800.

NYC Travel Directions

Rapid transit lines for reaching the U. S., State and NYC Civil Service Commission offices in NYC follow:

State Civil Service Commission. NYC Civil Service Commission-IND trains A. C. D. AA or CC to Chambers Street; IRT Lexington Avenue line to Brooklyn Bridge; BMT Fourth Avenue local or Brighten local to City Hall.

U. S. Civil Service Commission-IRT Seventh Avenue local to Christopher Street station.

Data on Applications by Mail Both the U.S. and the State issue application bianks and receive filled-out forms by mail. In applying by mail for U. S. jobs do not enclose return postage. If applying for State jobs, enclose 6-cent stamped, self-addressed 9-inch or larger envelope. The State accepts postmarks as of the closing date. The U.S. does not, but requires that the mail be in its office by 5 p.m. of the closing date. Because of curtailed collections, NYC residents should actually do their mailing no later than 6:30 p.m. to obtain a postmark of that date.

NYC does not issue blanks by mail or receive them by mail except for nationwide tests, and then only when the exam notice so states.

The U. S. charges no application fees. The State and the local Civil Service Commissions charge fees at rates fixed by law.

COUNTY AND VILLAGE Open-Competitive

Candidates in the following open-competitive exams for jobs with counties and their subdivisions must be residents of the locality mentioned, unless otherwise stated. Apply to State Civil Service Commission offices, unless otherwise stated. Last day to apply is given at end of each no-

8664. JUNIOR ENGINEER. Chautauqua County, \$4,416. (Friday, January

uary 29). ROAD MAINTENANCE FOREMAN, Highway Department,

Chautauqua County, \$1.45 an hour. (Friday, January 29). 8666. CASHIER, Eric County, \$3,450 to \$3,750. (Friday, January

8667. CASHIER, Village Kenmore, Erie County, \$2,700. (Friday, January 29). 8668. JUNIOR ENGINEERING

AIDE, Town of Cheektowaga, Erie County, \$3,500, (Friday, January

8669. RESOURCE ASSISTANT, Department of Public Welfare, Essex County, \$2,580 to \$3,030. (Friday, January 29). 8670. LINEMAN HELPER, Vil-

lage of Groton, Tompkins County, \$1.25 an hour. (Friday, January

8671. SPECIAL COURT STENO-GRAPHER, Westchester County, \$3,715 to \$4,555. (Friday, Janu-

8672. CASHIER, Village of Pleasantville, Westchester County, \$2,-600. (Friday, January 29). 8673. CHIEF CASHIER, Play-

land Commission, Westchester County, \$3,155 to \$3,875. (Friday, January 29)

8674. JUNIOR ENGINEERING AIDE, Westchester County, \$2. 475 to \$3,075. (Friday, January

8675. SENIOR ENGINEERING AIDE, Westchester County, \$3,-375 to \$4,135. (Friday, January 29)

8676. SENIOR ENGINEERING AIDE, Town of Mamaroneck, Westchester County, \$3,600. (Fri-day, January 29).

88. SENIOR LIBRARY CLERK, Community College, Orange County, \$2,200 to \$2,400. Apply to Orange County Civil Service Com-

ange County Civil Service Commission, County Building, Goshen.
(Friday, January 15).
8660. SENIOR MEDICAL SOCIAL WORKER, Westchester County, \$3.715 to \$4.555. Open statewide. (Friday, January 15.)
8662. SENIOR SOCIAL CASE WORKER (PUBLIC ASSISTANCE), Westchester County, \$3.715 to \$4.555. Open statewide. Preference in certification given to Westchester County residents. (Friday, January 15).

and villages, \$2,450 to \$2,750. (Friday, January 15).

8655. CLERK, Erie County departments and institutions, towns and villages, \$2,450 to \$2,750. (Friday, January 15). 8656. SENIOR CLERK, Eric County departments and institu-

towns and villages, to \$3,050. (Friday, January 15), 8658. BOOKKEEPING MA-

CHINE OPERATOR, Tompkins County, \$1.08 to \$1.30 an hour. (Friday, January 15).

8659. BUILDING AND PLUMB-ING INSPECTOR, Town of Somers, Westchester County, \$3,000. (Friday, January 15)

8660. SENIOR MEDICAL SO-CIAL WORKER, Grasslands Hospital, Department of Public Welfare, Westchester County, \$3,715 to \$4,555. Open statewide. (Friday, January 15).

8663. TOLL COLLECTOR, Park Commission. Westchester County, \$2,875 to \$3,555, plus uniform allowance of \$50 a year. (Friday, January 15).

#### COUNTY AND VILLAGE Promotion

Candidates in the following promotion exams must be present employees of the governmental unit mentioned. Last day to apply appears at end of each notice.

7481. SENIOR EXAMINER OF ACCOUNTS (Prom.), Comptroller's Office, Eric County, \$4,450 to \$4,750. (Friday, January 29).

7482. RESOURCE ASSISTANT (Prom.), Department of Public Welfare, Rockland County, \$3,300 to \$3,900. (Friday, January

County Clerk's Office, Erie County, \$3,050 to \$3,350. (Friday, Jan-

7485. RECORD CLERK (Prom.) County Clerk's Office, Erie County, \$3,050 to \$3,350. (Friday, January 29).

7476. SENIOR CLERK (Prom.)

Frie County, \$2,750 to \$3,050. (Friday, January 15).
7477. CHIEF CLERK (Prom.), Department of Parks, Eric County \$3,350 to \$3,650. (Friday, January 15).

CASE SUPERVISOR (PUBLIC ASSISTANCE), GRADE B (Prom.), Department of Public Welfare, Rockland County, \$4,100 to \$4,500. (Friday, January 15).

7479. SENIOR SOCIAL CASE WORKER (FOSTER HOMES) (Prom.), Department of Public Welfare, Westchester County, \$3,-715 to \$4,555. (Friday, January

(Friday, January 15).

86654. PROBATION OFFICER,
Chautauqua County, \$3,340 to \$3,847. (Friday, January 15).

8655. CLERK, Eric County departments and institutions, towns

7480. SENIOR SOCIAL CASE appliance of the county and Child Welfare, West-chester County, \$3,715 to \$4,555.

The county of the county of the county and Child Welfare, West-chester County, \$3,715 to \$4,555.

The exam to fill U. S. jobs to NYC and suburban areas as In-ternal Revenue agent and special agent (tax fraud) remains open until Monday, January 4. Internal Revenue agents and

special agents conduct audits of individual and business records to determine the correct income tax and observance of Federal tax laws. Accounting experience of at least three and one half years is required. Accounting education may be substituted for part of the experience. A seven-hour written test will be given on Saturday. January 16.

Apply in person, by representative or by mail to the U. S. Civil Service Commission, 641 Washington Street, New York 14, N. Y., or to the Board of U. S. Civil Service Examiners, Internal Revenue Service, Room 1103, at 90 Church Street, New York 7, N. Y. Send filled-out forms to the Record

## Messenger Test To Open

MESSENGER, GRADE 1 Department of Hospitals)

The eligible list resulting from this exam will be used only for appointments to the Department of Hospitals. Persons appointed from this list will not be eligible for transfer or reinstatement to other departments while they hold

the title of messenger, grade 1. Salary and Vacancies: Appointments are presently made at \$2,-360 per annum. In addition, there are four annual increments of \$120 per annum. There are approxi-mately 170 vacancies at present in the Department of Hospitals.

Fee: \$2. Date of Test: March 20, 1954. Requirements: There are no formal education or experience re-quirements for this position. Duties: Under close supervision

to: run errands to and from wards, offices, service centers, and diag-nostic and treatment centers; collect and transport equipment; perform miscellaneous tasks such as transporting and accompanying patients through the hospital; transporting fetus, amputated parts or other specimens to the forgue; transport soiled linen from wards to laundry; clean messen-ger supply carriers and baskets;

perform related work.
Tests: Written, weight 100.
The written test will be designed to evaluate the candidate's gen-eral intelligence and ability to follow directions.

(The exam open for applica-(NYC Department of Hospitals) tions on January 6.)

## Apply for Laborer Jobs in Nassau On Jan. 6 Only

On Wednesday, January 6, on that day only and for two hours on that day only, the NYC Civil Service Commission will issue and receive applications for laborer, 7483. SENIOR COURT CLERK jobs on City projects in Nassau (Prom.), Department of Children's County, Westchester County, \$3,155 to \$3,875. (Friday, January 29).

7484. INDEX CLERK (Prom.), Ocean Avenue, Freeport, from 11 A.M. to 1 P.M. on January 6.

The laborer jobs pay \$2,985 a year, for 302 days' work and are in the Labor Class.

There are no educational or experience requirements. Candidates do common laboring work which requires little skill or train-ing. Physical strength is an essential requirement.

Top Age in 55 Maximum age limit is 55 years, except for veterans who may deduct length of military service from their actual age to determine eligibility.

Candidates must meet the stiff medical requirements, and be able to raise a 50 pound dumbbell a full arm's length above the head with one hand, and a 40 pound dumbbell with the other hand.

"First come, first served" is the rule for laborer appointments.

Applicants who pass the exam will be appointed in the order of filing applications.

Candidates should bring with them the \$2 filing fee, plus 25 cents for notarizing the applica-

The exam is No. 6743.

## NYC TO OFFER NEW **OPPORTUNITIES** FOR TEACHING JOBS

The NYC Board of Education | has announced 60 exams to be held in the spring for teaching and administrative jobs in City high schools, junior high schools elementary schools and special jurisdictions. As soon as dates are they'll be published in The LEADER.

The Board released the information, so prospective candidates may prepare for the exams.

Some tests are open to both men and women; others are restricted to either men or to women.

Except where otherwise stated, exams for both teacher and sub-stitute teacher licenses in each subject will be held.

Men and Women The exams for which both men

and women may apply are Day high schools — Academic subjects (English and social studies), chairman; biological sciences, chairman; commercial art; English; fine arts, substitute teacher only; health education; laboratory assistant (biology and general science); laboratory and general assistant (biology science); laboratory assistant (physical science and general science); mathematics, chairman; mathematics; performing arts (dance) technical; physical sciences, chairman; related technical subjects (biology and chem-istry); social studies, substitute teacher only; speech, chairman; speech

Junior high schools - English; fine arts; French; health educa-tion, substitute teacher only; tion, substitute teacher only; Hebrew; social studies; Spanish.

branches, substitute teacher only; junior principal; speech improvement.

Other jurisdictions — Attendance officer; center director; chief school psychiatrist; classes for adults in English and citizenship, teacher only; classes for children with retarded mental development; physical education (evening community center), teacher only; research assistant; school clerk, substitute only; school psychiatrist.

Men Only

The exams for which men only are eligible:

Day high schools - Auto body repair and pointing; automatic heating mechanics; automobile mechanics; mechanics; aviation mechanics; commercial photography; electriinstallation and practice; foundry work; gas and electric welding; machine shop work; maritime trades (deck); maritime trades (engine); mechanical drafting; presswork; printing and presswork; radio mechanics; lated technical subjects (mechanical, structural and electrical); sheet metal work; upholstery; woodturning and patternmaking; woodworking.

Junior high schools - Indus-

Women Only

Women only are eligible in the following exams:

Day high schools - Beauty culture; cafeteria and tearoom management; dental office assistant.

Elementary schools — Kinder-garten, substitute teacher only.

## CARETAKER EXAM FOR HOUSING JOBS TO OPEN ON FEB. 2

Tuesday, February 2 to Thursday, February 18 for \$2,505 a year as housing caretaker, NYC Housing Authority.

The exam is open to men only. There are no educational or experience requirements, and no specific age limits. Men to age 70

OFFICIAL NOTICE This examination is open only to

men. Salary and Vacancies: Appointments are presently made at \$2, 505 per annum. There are 250 vacancies at present in the New York City Housing Authority. Ap-

pointments in this department are exempt from the three-year New York City residence requirement. Fee. \$1.

Requirements: There are no formal education or experience requirements for this position. Promotion Opportunities: Em-

ployees in the title of housing caretaker are eligible for promo-tion examination to foreman of housing caretakers.

Duties: Under supervision: to maintain the grounds, public spaces and stair halls of public housing projects in proper condi-tion; sweep and mop public spaces and stair halls; police grounds; He is wash windows; light and clean in-

The NYC Civil Service Commis-1 cinerators: put out and take in sion will receive applications from garbage cans; clean ramps, drains, roofs and canopies; polish and wax as required; perform general gardening work including cutting lawns, trimming hedges, trans-planting, reseeding, and spreadfertilizer and top soil; assist in the repair of fences, roads and sidewalks; assist maintenance employees in performing common laboring or caretaking duties; perform related work,

Tests: Written, weight 100.

The written test will be designed evaluate the candidate's general intelligence, aptitude, com-mon sense, ability to follow directions, and knowledge of such subjects as cleaning and assisting in the maintenance of the grounds and areas adjacent to housing projects.

Candidates will be required to pass a qualifying medical and physical test prior to appointment A fair degree of physical strength and agility is required.

DR. LAHR IN DEFENSE POST

Dr. John M. Lahr, Oyster Bay superintendent of schools, has assumed the duties of chief of superintendent school services of the Nassau County Civil Defense organization. He is the first to hold this posi- treasurer, and Frank Rod tion.

#### **Physical Test Rules** For NYC Jobs as Surface Line Operator

In the competitive physical exam for surface line operator a 70 per cent general average is required. The tests:

Test I. Strength (Abdominals) -With his feet held down, while in a supine position, candidate must assume a sitting position, carrying up a barbell behind his neck (pounds first, per cent next): 60, 100; 50, 92; 40, 84; 30, 76; 25, 64; 20, 52; no weight, 0.

Test II. Strength (Dumbbells) A candidate by sheer effort, one arm at a time, must raise dumb bells from a stop position at shoulder to full arm vertical exfirst, pe. 70/60. (pounds tension next): 70/70, 100; 70/60, 95; 70/50, 90; 70/40, 85; 70/30, 75; 60/60, 90; 60/50, 85; 60/40, 80; 60/30, 70; 50/50, 80; 50/40, 75; 50/30, 65; 40/40, 70; 40/30, 60; 30/30, 50; no weight, 0.

Test III. Agility — Candidate must toe line with feet and take off with both feet at one time (distance first, per cent next); 8 feet, 100; 7 feet, 10 inches, 98; 7 feet 100: 7 feet. 8 inches, 96; 7 feet 6 inches, 94; 7 feet 4 inches, 92; 7 feet 2 inches, 90; 7 feet, 88; 6 feet 10 inches, 86; 6 feet 8 inches, 84; 6 feet 6 inches, 82; 6 feet 4 inches, 80; 6 feet 8 inches, 78; 6 feet, 76; 5 feet 10 inches, 74; 5 feet 8 inches, 72; 5 feet 6 inches, 70; 5 feet 3 inches, 64; 5 feet, 58; 4 feet 9 inches, 52; 4 feet 6 inches, 46; 4 feet 3 inches, 40; 4 feet, 34;

#### State Lists Exams To Open Jan. 4

The State Civil Service Department has announced a list of 13 State and three County opencompetitive exams to be held Saturday, March 20. Applications will be received from Monday, January 4 to Monday, February 13, the Commission said. Do not attempt to apply before January 4. Titles and starting pay are:

State — Associate medical bac-teriologist (viology), \$8,350; associate in school nursing, \$6,088; biostatistician, \$4,512; photofluorographer, \$2,611; assistant director of State Museum, \$7,277; associate in child development and parent education, \$6,088; conservation education assistant \$4,359; social worker (medical), TB Service, \$3,571; social worker (psychiatric), \$3,411; social worker (youth parole), \$3,731; senior administrative assistant (mental hygiene), \$6,088; institution patrolman, \$2,451; building guard, (mental \$2,451.

Westchester County - Inter-ediate medical social worker, mediate medical \$3,375; intermediate psychiatric social worker, \$3,375; intermediate psychiatric social worker (mental hygiene), \$3,375.

#### SAFETY REPRESENTATIVES ELECT OFFICERS

The Association of Safety Engineering Representatives of the State Insurance Fund elected new officers: Elmer Bekassy, presi-dent; Richard Webb, vice presi-dent; Rudolph Burkhardt, recording secretary; Arthur Anderlegal representative; Henry in, financial secretary; Martin, financial secretary,
Joseph Christy Sr., public relations representative; Louis Shear,
sergeant-at-arms; Smith Lyke,
treasurer, and Frank Rodden,

## Last Call to Servicemen For NYC Patrolman Jobs

December 31 for men who were in military service during any part of the regular filing period, No-vember 4 to 30. The exam is closed for non-veterans, and for veterans who were discharged prior to November 4.

Applications will be accepted until December 31 only from men who present proof of such mili-

tary service.
Pay is \$3,725 a year, rises, after three years, to \$4,725.
Written Test January 30

There are no educational or experience requirements, Minimum height is 5 feet 8 inches, in bare feet; minimum vision, 20/20 in each eye separately, without

The minimum age for filing applications is 18, but no eligible will be appointed until his 21st birthday.

A written test, weight 50 per cent, will be held Saturday, Janu-ary 30. The competitive physical exam also counts 50 per cent toward final score. Non-disabled veterans have five

points, disabled veterans 10 points,

added to final score.

During the November filing period, there were 12,000 applicants. U. S. EXAMS

Last day to apply appears at end of each notice.

ach eye separately, without 389. DIETITIAN, \$3,410 and Apply to U. S. lasses.

\$4,205. Jobs with Veterans Admission, Wash Maximum age limit is 29, but ministration throughout U. S. closing date).

The NYC patrolman (P.D.) ex- time spent in the armed forces Requirements: (1) bachelor's de am remains open to Thursday, may be deducted from actual age. gree, including or supplemented gree, including or supplemented by specialized appropriate courses; and (2), for \$3,410 jobs, competion of dietetic internship, or three years' experience in hospital of at least 50-bed capacity; for \$4,205 jobs, one more year's experience. Apply to Central Board of U. S. Civil Service Examiners, Veterans Administration, Washington 25, D. C. (No closing date).

390. ELEMENTARY TEACHER, \$3,410. Jobs in Bureau of Indian Affairs. Requirements: bachelor's degree, within 90 days of application, including or supplemented by 24 semester hours in educa-tion, of which 12 hours must have \$3,410 and eterans Ad-mission, Washington, D. C. (No

# **Housing Officer** Test Opens Soon

tions in the housing officer exam on Tuesday, February 2, and close them on Thursday, February 18. The exam would have been included in the January issue, but wasn't approved by the Budget Director's office. Such approval is expected momentarily. However, the requirements have been officially established as follows:

#### HOUSING OFFICER

Salary and Vacancies: At present 40 vacancies in the New York City Fousing Authority at a starting salary of \$3,400 per annum. maximum salary for this position is \$4,155 per annum. Appointments in this department are exempt from the three-year New York City residence requirement.

Shifts are usually from 4 p.m. to midnight or midnight to 8 a.m. and are on a rotating basis. Saturdays and Sundays are considered regular work days.

Applications: Issued and received from 9 a.m. (February 2) to 4 P.M., (February 18). Tentative Fee: \$2.

Date of Test: This date is expected to be held. This date is tentative only and may be changed if circumstances so demand.

Promotion Opportunities: Employees in the title of Housing Officer are eligible for promotion examination to Supervising Housing Officer, starting salary

Requirements: There are formal educational or experience requirements for this position.

Candidates must be not less than 5 feet six inches in height (bare feet), have 20/30 vision in eye separately glasses and normal hearing in each ear

Requirements: No person may file an application for this position who has not reached his birthday on the last date for the receipt of applications. No person may file an application who has passed his 35th birthday on the first date for the receipt of applications. This position requires extraordinary physical ef-

Exceptions: (a) This requirement does not apply to disabled or non-disabled veterans (Sub. 2(g) Section 21, Civil Service

(b) In addition, all other persons who were engaged in military defined in Section 243 of the Military Law, subsequent to July 1, 1940 and in time of war, may deduct the length of time they spent in such military duty from their actual age in determining their eligibility (Sub Section 243, Military Law) (Sub. 10a

At, the time of investigation, applicants will required present proof of date of birth by transcript of record of the Bureau of Vital Statistics or other satisfactory evidence. Any wilful misstatement will be cause for disqualification.

Duties: Under supervision to: patrol housing projects; main-tain order; check vandalism and delinquency; perform related

Tests: Written, weight 100. The written test will be designed to test the candidate's aptitude, intelligence, reasoning ability, common sense and judgment.

Candidates will be required to ass a rigid qualifying medical and physical test prior to appointment. Medical and physical requirements, as posted on Commission's Bulletin B Board, must be met.

Also the Commission will soon hold a chief housing officer exam. For this test the official requirements follow:

#### NO. 6972 CHIEF HOUSING OFFICER

Salary and Vacancies — At present there is one vacancy at \$6,725 a year with the NYC Housing Authority. Appointments in this department are exempt from the three-year City residence re-

Minimum Requirements — No less than 10 years' experience in law enforcement or security work with a duly constituted police force of a government subdivision or a large industrial organization, performing duties concerned pri-marily with the protection of life and property and the prevention of crime and delinquency, at least three years of which experience trative charge of a force of at sons outside the City.

NYC expects to open applicate least 50 men; or a satisfactory one in the housing officer exam equivalent. The maximum period of time for which credit may be given for experience gained solely as a provisional employee or for duties performed outside the scope of title in an emergency may in no case exceed nine months. Training or experience of a character relevant to the duties of this position which was acquired while on military duty or while engaged in a veterans' training or rehabilitation program recognized by the Federal Government

will receive due credit.

Duties: Under general direction: to be responsible for controlling and directing the housing officer program of the NYC Housing Authority in connection with prob-lems of delinquency and vandal-ism; analyze the reports on patrol incidents at the various housing projects and make appropriate recommendations to improve patrol services; coordinate the ac-tivities of the housing officer pro-gram so that general policies shall be uniformly applied; prepare re-

ports; perform related work.

Tests: Written, weight 30; technicaloral, weight 30; experienceoral, weight 40. Candidates who,
after a preliminary examination of their experience papers, appear to meet the requirements set forth above will be summoned to the written test. But such summons carries no guarantee to a candi-date by the Commission that his rating on experience as determined in the manner explained below will be a passing mark.

The written test will be designed to cvaluate competence in or-ganizing and administering a uniformed police force comparable in size to that of the NYC Housing Authority.

The technical oral test will be designed to determine the degree to which the candidate's technical competence, judgment, and quickness of comprehension, manner and speech qualify him to perform the duties of the position.

The experience-oral test will be designed to ascertain the extent to which the candidate's exper-ience demonstrates his fitness to perform the duties of the position. The rating in this test will be based on oral answers to questions concerning experience, upon the written experience sheet filed by the candidate, and upon such supplementary information ob-tained by special inquiries as is deemed requisite.

There will be no inquiry or investigation made unless the can-didate has passed the written and technical-oral tests

Candidates will be required to pass a qualifying medical test prior to appointment.

40 Housing Officer Vacancies
There are 40 vacancies in the housing officer title. Jobs start at \$3,400 a year, and rise to \$4,155. There are no educational or

experience requirements. Candidates must be at least 5 feet 6 inches, from 20 to 35 years of age. Age limits do not apply to vet-

#### 2 MORE GROUPS COVERED IN NYC JOB SURVEY

President Paul P. Brennan of the NYC Civil Service Commis-sion announced that the eighth and ninth questionnaires in the Commission's reclassification pro-ject are being sent to City departments and employee, fessional and civic organizations. One deals with the Psychological Service and the other with the Statistical and Actuarial Service. The questionnaires seek light on

the advantages and disadvantages of the existing or proposed classifications.

In addition, tentative proposed reclassification of services are offered by the Commission for discussion.

The previous questionnaires dealt with the Engineering and Architectural, Legal, Appraising and Tax Assessing, Probation, Social and Parole Services,

24 OUT OF TEST FOR \$14,300 JOB Applications from 24 candidates in the NYC Board of Education's examiner test, for \$14,300 a year jobs, were rejected because they did not meet minimum require-ments. The remaining 136 appli-cants will take the two-day written test on December 28 and 29, in NYC and St. Louis, Mo.

The examiner test was opened

must have been in a position in the examiner test was opened which the applicant had adminis- for the first time this year to per-

## Kogel Deplores Hospital Pay

on a pension as NYC Hospitals Commissioner, in a recapitulation of five years in that office, said low pay had hampered the departments work. His "greatest failure," he said was inability to obtain adequate salaries for em-ployees. Were it not for the prospective pension, key employees would leave the department in droves, he added.

"The time is almost here," he continued, "when the retirement of pathologists, roentgeonologists, medical, nursing and dietary administrators and others in pro-fessional and scientific fields will weaken the hospitals of the department, so that it will be hardly ossible to maintain decent standards of care.

#### Standards Forced Lower

"Desperate shortages in critical personnel categories have already forced us to lower standards. We have had to remove physicians from the emergency ambulance the Albert Einsteinservice of the city and we have Medicine, a division had to substitute subprofessional Yeshiva University.

"51" Special Pen

THE Flighter

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Amazing gas

Specially designed for men in busi-

ness or service. "51" Pen and pencil designed in silvery Lustraloy.

Outstanding gift value. Typical "51" precision and beauty.

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home or office. Onyx, crystal, or marble base.

Octanium point gives satin-

smooth writing.

Dr. Marcus D. Kogel, retiring for professional personnel in many areas of hospital operation.

"We are prompted by necessity to employ large numbers of unskilled workers in patient care, and this multiplies many times the need for supervisory and training people. It would be tragic indeed if this situation goes unrecognized until a calamitous occurrence spotlights too late a serious deficiency in supervisory staff."

Dr. Kogel recalled his frequent complaints at the "strangling ef-fect of the budget and civil service system" as depriving a commis-sioner of authority needed to carry out his responsibilities. He is pleased, he added, that he has been part of an administration "that is initiating steps to correct these difficulties and that a performance budget and a career and salary plan are in the making.

#### Becomes College Dean

He was a department career employee, with 26 years' service. On January 1 he becomes dean of the Albert Einstein College of Medicine, a division of the new

More Parker Pens... More Prices

to choose from than ever before

## Jack Installs Negro Group In Sanitation

Hulan E. Jack, Borough President-elect of Manhattan, installed the new officers of the Negro Benevolent Society, Department of Sanitation, on Saturday, January 19. The roster of officers are:

William J. Hart, president; John B. Skeet, vice-president; Raymond A. Francis, Jr., record-ing secretary; George Morse, cor-responding secretary; Samuel De-Vonish, financial secretary; James Barnes, treasurer; Rev. W. E. Barnes, treasurer; Rev. W. E. Blake, chaplain; James Pennington, sgt-at-arms; Seth V. Hill, file

The Board of Directors consists of: Malcolm E. Manning; Ernest

Morris; Emanuel McQualters; Chester Lewis.

The Welfare Board: Raymond Avery, chairman; Adolph Hare-wood; Robert Henderson.

READ the Newsletter column every week in The LEADER. Inside information on what's going on and what's coming up. Please

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MEW PARKER "51" DeLuxe Set

Magnificent "51" Pen and Pencil, with-Lustraloy caps. Pen has 14K gold point, special ink flow control. Wide choice of colors.

FINE LEATHER

DESK SET

3 pieces in

genuine cowhide. Expertly

#### STATE REPORTER ACTION Skilled Men The State Civil Service Com-mission has calendared to a future meeting a decision on plac-ing an additional deputy State Needed at reporter in the exempt class. Action on the Office of the State Reporter title was deferred so that more information might be

Applications are being received for the following positions at Floyd Bennett Naval Air Station. Brooklyn. Applications must be on file by January 1 with the execu-

A/C Engine installer, \$2.05 am hour.

an hour.

A/C Propeller repairer, \$2.06
an hour.

A/C Servicing electrician, \$2.05

an hour.

A/C Radio & electronics repairer & installer, \$2.09 an hour.

A/C Sheet metal manufacturer & repairer, \$1.98 an hour.

an hour.

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LAFAYETTE AVE., nr. Lewis 3 story and basement, 3 family,

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GATES AVE., nr. Stuyvesant 4 family and store, brick, 6 room apt. vacant. Price, \$10,000,

Price \$14,000, Cash \$2,500.

\$14,000, Cash \$3,000.

Cash \$1,000.

obtained.

GLenmore 5-0575 36 Ralph Ave. (near Gates Ave.), Brooklyn

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2 FAMILY

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416 and 5 large rooms, oil, hot water heat, full basement, large expansion attic with 18 ft dormer and plumbing. Can casely be converted to a 2-family home. Large plots. Near schools, shopping and subway bus. Imediate occupancy.

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LEGAL NOTICE

CITATION \_\_ The Peopte of the State of New York, By the Grace of God Free and Independent, To The Public Administrator of the County of New York. The Attorney General of the State of New York, The Merchant Marine Library, The Pield Army of the New York City Can-

Attorney General of the State of New York, The Herchant Marine Library, The Field Army of the New York City Cancer Committee, The heirs at law, next of kin and distributees of Scatrice Tribel, deceased, whose names and places of residence are unknown to the petitioner herois, and cannot after diligent inquiry, be ascertained, send greeting:

Whereas, Albert STERN, who resides at 200 Riverside Drive, in the City of New York, has lately applied to the Surrogate's Court of our County of New York to have a certain instrument is writing bearing date July 31, 1950 relating to both read and personal property, duly proved as the last will and testament of BEATRICE TRIBEL, deceased, who was at the time of her death a resident of 39 East 27th Street, in the County of New York,

Therefore, you and each of you are cited to show cause before the Surrogate's Court of our County of New York, at the Hall of Records in the County of New York, as the Hall of Records in the County of New York, as half-past ten o'clock in the forences of that day, why the said will and testament should not be denied probate.

In testimony whereof, we have caused the seal of the Surrogate's Court of the senied probate.

In testimony whereof, we have caused the seal of the Surrogate's Court of the and County of New York to be heromate affixed.

Witness, Honorable 650RGS FRANK-ENTHALEE, Surrogate of our said

Witness, Honorable 650RGE FRANK-ENTHALEE, Surrogate of our said county, the 18th day of December in the year of our Lord one thousand nine hun-dred and fifty-three, PERLIF A. DONAHUE, Clark of the Surrogate's Court.

Bklyn Air Base

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\*MONROE ST. — 3 story and

\*MONROE ST. — 3 story and basement, brick, oil. Price \$13,\*000. Cash \$1,500.
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\*family, oil, steam, \$1,500 down.
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In beautiful St. Albans you can own this lovely 6 room house for a mere song. The plot is 40 x 100 which is oversized. Three bedrooms, modern bath and kitchen, parquet floors, partly finished basement side drive, breakfast nook, fireplace, mr. transportation, Easy down payment and the price only. payment and price only.

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> 11 Rooms - Detached Plot 40 x 100

Here is the buy of the month, a beautiful two family home consisting of one 5½ and one 6½ Hollywood kitchens and baths, steam by oif, nr. shopping transportation and schools. Good income to help pay me trace, etc.

\$1,900 Cash to All

1 FAMILY BRICK Finished Basement

\$9,700

Reduced for quick sale, this lovely house consists of 3 bedrooms, large living room, box-type layout of rooms, parquet floors, oil eteam, garage with overhead aluminum door. A real steal, Item No. 691.

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1½ baths with stall shower, finished bancement, also a large finished attic with loads of closet space. This home is in excellent condition. Lots of other features. Call for appointment, Small cash.

1 family detached, 6% rooms, stucco and frame, modern tile bath, semi-finished basement, oil heat, glowing parquet floors, grasse and all im-provements. Small cash.

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2 story brick, 1 family dwelling, corner plot, 4 large rooms, modern kitchen, tiled bath, steam heat, oil burner, semifinished basement, 1 car garage, Venetian blinds, storm corner plot, 4 large rooms, modern kitchen, tiled bath, steam heat, oil burner, semi-finished basement, 1 car garage, Venetian blinds, storm windows and screens. Cash for veterans \$1,000.

Price \$8,500

UNIONDALE

11/2 story detached brick veneer and frame, 4 year old, 1 family bungalow, 41/2 sunfilled rooms, modern Hollywood tiled bath, modern kitchen, formica cabinets, table-top gas range, ample closets, expansion attic for 2 additional rooms, oak floors throughout, steam heat, oil burner, 50 x 100 landscaped plot. \$990 down payment for veterans, G. I. mortgage \$10,000.

Price \$10,990

ple closets, knotty pine kitchen cabinet, formica top, venetian blinds, landscaping and shrubbery. Cash for veterans \$750. Civilian reasonable down payment.

> Price \$12,150 up ST. ALBANS

Two story 1 family brick dwelling, 61/2 large rooms, parquet floors throughout, modern Hollywood tiled bath and shower, automatic steam heat, Venetian blinds, storm windows and screens, dinette with furniture, full basement, garage under house. Home in excellent condition. Mortgage \$8,000. Cash \$4,600.

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**JACKSON HEIGHTS** 

One family of sturdy brick, clean throughout, 6 large rooms, modern tiled bath and kitchen, parquet floors, nice neighbor-hood, oil heat—garage, many extras—first class home.

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DETACHED TWO-FAMILY, 50 x 100 plot, possession one apartment on title, modern kitchens and baths, steam \$10,500 heat (oil), garage......

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SPRINGFIELD GARDENS LA 7-2500

The State Civil Service Com-mission has approved placing a director of public relations and information, NYC Department of Welfare, in the non-competitive class. The Job pays \$5,400 a year.

## Strong Drive Being Organized To Push Pension Tax-Exemption As Soon as Congress Reconvenes

convenes, for full tax-exemption

of pensions.

The association believes that, with tax reduction in the air for

with tax reduction in the air for the first time in a couple of decades, the project stands a good likelihood of succeeding. The effort has been defeated in previous sessions of Congress on grounds regarded by the propo-nents as specious, but understood to have been eccessioned by the to have been occasioned by the adamant word from above that the country couldn't stand tax reduction. Now, it is believed, that argument has been shattered, especially in view of the income tax reduction, slight though that out is.

Seeking Group Support

The NEA will try to rally the support of as many organizations as possible, preferably behind one bill, and will of course prefer its own bill. Not only public em-ployee pensions would be affect-

od, this time.
Various employee organizations throughout the country have signified approval of the principle of a tax-exemption measure, including the Civil Service Em-ployees Association of New York State. Now that Eastern seaboard State organizations are also aligned in a co-operative general undertaking, it is expected that this coalition will get behind a pension tax exemption bill.
One of the chief arguments in

favor of making pensions tax-free is that Social Security and Rail-road Retirement pensions are taxfree, and 100 per cent so. The proposed bill wouldn't go that far but would set a minimum amount for tax freedom for pensions generally. Formerly \$1,800 was a favorite figure. This time it may be around that, too. The maximum primary pension benefit un-der Social Security is \$1,020 a year — \$85 a month — and if it is necessary to get the bill through that figure probably would be con-sidered. What is cost dered of utmost importance is to get the penwhat Present Law Is

As the situation now stands, pensions are subject to a limited tax exemption, if the employee contributed part, or financed all,

the cost. It works like this:

Take the total amount of money that the employee himself actual-by put up. Strike 3 per cent of figure. That is the amount to be treated in the beginning as income from retirement allowance for tax purposes, while the actual amount of the retirement checks received during the year



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RANDLES OGDENSBURG, N. Y.

WASHINGTON, Dec. 28 — The National Education Association, powerful organization of teachers, is preparing an intensive drive, and 3 per cent of investment receipts, and 3 per cent of investment shave taxed the salary becomes the amount. That represents the amount for any of it went into the emin the same City. "forgiven," or, as another saying has it, is the amount that the em-ployee receives back. Year after year the amounts forgiven are added, until they equal the em-ployee's cost, when the limited exemption ceases, and the full retirement allowance must be re-ported thereafter as income. This usually happens a few years af-ter the retirement becomes effec-

Fancy Theory The U. S. has been hard prese-ed to defend the theory behind such limitation of the exemption, in view of the discrimination prac-ticed, as if income from public employees retirement systems, or private pension funds, buys any less, dollar for dollar, than income from Social Security or the Rail-

road Retirement System.

The U. S. says that the retirement money received includes interest on the amount the em-ployee put up and the 3 per cent is supposed to represent that interest, in other words, income in the form of interest. Social Security and Railroad Retirement are system joint contributory systems,

ments have taxed the salary be-fore any of it went into the em-ployee's own annuity fund, and to tax the pension income is to heap injustice on imposition, the tax-free pension advocates say.

Van Name's Strong Argument
In a bookiet prepared by Ralph
L. Van Name, for NYC Transport
Workers Union members, a strong
plea is made for tax exemption.
Mr. Van Name says, under the
headway "Abolish Unfair Taxation!":

"The Social Security pensions of nearly 50,000,000 employed persons, so far as they live to receive them, are totally exempt from Federal Income Taxation.

"When pensions begin for 10 per cent of that number in governmental service, their pensions are fully taxed as soon as their own contributions with no interest when pensions begin for 10 per cent of that number in governmental service, their pensions are fully taxed as soon as their own contributions with no interest allowance have been received back.

"For example:

"The \$1,500 Bocial Security Pension of the operator of a privately-operated Third Avenue Busis given \$1,500 more tax exemption than the \$1,500 city-paid

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"Your TWU representatives will press on this matter until exemption is equalized. We work on close Congressional districts for eradication of this un-American discrimination against publicly. discrimination against publicly-employed workingmen! Don't let newspapers or politicians mislead you.

Mr. Van Name is retired secre-tary of the NYC Employees' Retirement System.

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## **UFOA Poster** Contest Winners Receive Prizes

Fire Commissioner Jacob Gru-met and Fire Chief Peter Loftus presented \$350 in U. S. savings bonds to the grand prize winner and five borough winners in the Uniformed Fire Officers Associa-

tion fire prevention poster contest.
A \$100 bond went to Mary Calire, of Maxwell Vocational High. lire, of Maxwell Vocational High-School, Brooklyn, and a \$50 bond to each of the borough winners: Joan Ketonen, Washington Irv-ing High School, Manhattan; John L. Gianfagna, Curtis High School, Richmond; Tamara Sako-witsch, Theodore Roosevelt High School, the Bronx; Carmine Na-politano, Woodrow Wilson High School, Queens; and Gloria Delli Bovi, Abraham Lincolon High School, Brooklyn. Bovi, Abraham School, Brooklyn.

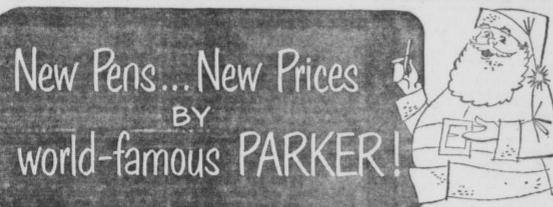
The competition was open to high school students throughout

MEMORIAL MASS FOR PRIEST

The Ozanam Guild of Catholic employees of the NYC Department of Welfare will sponsor a special Memorial Mass for the late Rev. Timothy J. Shanley on Saturday, January 9, at 9:00 A.M. in St. Mathew's Church, 216 West 67th.

Exempt classification for an additional assistant District Attorney of Bronx County has been approved by the State Civil Service Commission.





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## NYC EXAMS ON WAY

Candidates in NYC promotion exams must be present employees of the department mentioned, qualified for admission to the test. Last day to apply is given at the end of each notice. Applications will not be received until Jan-

ARCHITECT (Prom.),
Rorough President's 7026. Manhattan Borough Office, \$5,161 to \$6,350. Requirements: six months as assistant architect. Fee \$5. (Thursday, January 21).

7069. ASSISTANT BACTERI-OLOGIST (Prom.), Departments of Health and Hospitals, \$3,181 to \$3,720. Requirements: six months as junior bacteriologist. Fee \$3. (Thursday, January 21).

Among the NYC exams to open
on January 6 are the following:

PROMOTION
Candidates in NYC promotion
Candidates in NYC promotion
all specialties except railroad signals), assistant mechanical en-gineer (including all specialties), electrical engineering draftsman, junior electrical engineer (including all specialties or mechanical engineering draftsman. Fee \$4. (Thursday, January 21).

7025. INSPECTOR OF CAR-PENTRY AND MASONRY, GRADE 4 (Prom.), Departments of Education and Hospitals, \$4,-646; four vacancies. Requirements: six months as inspector of ear-pentry and masonry, grade 3. Fee \$4. (Thursday, January 21).

7068. INSPECTOR OF PLUMB ING, GRADE 4 (Prom.), Department of Hospitals, \$4,031 and over. Requirements: six months

# 6995. ASSISTANT ELECTRI- as inspector of plumbing, grade AL ENGINEER (RAILROAD 3. Fee \$4. (Thursday, January 21).

## **Oneida Diners Spurred** To Top Membership Goal

Oneida County membership drive dinner was held at the Club Monarch, Yorkville. More than 200 members of the Oneida County chapter of the Civil Service Em-Association attended. ployees Among the guests were many Oneida County officials.

The guest speakers were Joseph

P. Felly, 1st vice president of the Association, and Charles D. Methe, co-chairman of the Association's membership commttee. They told of the CSEA member-ship increases in County and State Dvisions, Vernon E. Olin, chapter president, the other speaker, stressed the chapter's membership potential of more than 2,000, and asked members to set the 100 per cent mark as the goal.

Pay Goals

Mr. Olin said the "chief basis" on which the chapter is striving for salary increases in the county, and in particular cities such as Sherrill, Utica and Rome, in towns, villages and schools, is that "every man living in this or that community is entitled to be married and raise a normal family on the pay he is receiving from his public service, according to his qualifications and ability, without being forced to accept outside employment to meet the ordinary necessities of life."

Annabelle Sarmie Wins

The contest for the honor of being "Miss CSEA, Oneida County" was won by Annabelle Sarmie, an employee of the county hospital at Utica. Steve Circh, the chapter's publicity director, made the presentation, Close contestants were Arlene Fluty County testants were Arlene Fluty, County Welfare Department; Annabelle ever, benefit Leo A. Roth, the unNado, Utica Water Department, and Virginia Moskal, Utica City case.

- The annual | Hall. They comprised Miss Sarmie's "court."

The dinner committee included Mrs. Rosalie Sarmie, Mrs. Josephine Paladino, Mrs. Ruth Mann and Mr. Circh.

The event proved highly success ful, and the chapter received compliments all around.

Repeat Performance

The contest generated so much enthusiasm that the chapter is considering making it an annual event. Other counties may adopt the plan, the chapter feels, and one day even a contest to determine "Miss CSEA, New York State," may develop. The chap-ter found that the contest provided a nexcellent basis for pub-

#### Bills to Curb President's Power **Being Prepared**

WASHINGTON, Dec. 28 Representative Emmanual Celler (D. N.Y.) intends to introduce a bill that will remove the provision of the law under which the Federal District Court held that the President power to put jobs in to any class, and fire Schedule C em-ployees at will, even if they have

competitive status. organizations, Employee censed over the effect of the court's decision, instructed coun-sel to draw bills of similar effect.

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The NYC Civil Service Commission received \$35 applications in 20 open competitive and eight promotion exams during Decem-ber. Where an exam was also open for receipt of applications prior to December, the number of De-cember applicants and total number of applications are given.

Open-Competitive

Assistant electrical engineer (automotive), 3.
Assistant mechanical engineer (automotive), 6.

Assistant mechanical engineer (sanitary), 21. Burroughs 7200 operator, grade (6th filing period), 12. Burroughs 7800 operator, grade

(6th filing period), 6. Captain (sludge boat), 6. Chief mate, 20.

Civil engineering draftsman (6th filing period), 28. Historan (medical records), 31

Housekeeper, grade 1 (let filing period), 43. Junior assessor, 190.

Junior civil engineer (8th filing

period), 68.
Medical social worker, grade 1
(1st filing period), 80.
Menagerie keeper, 5.
NCR 3000 operator (2nd filing period), 20.

Office appliance operator, grade (2nd filing period), 58. Physical therapist, 18. Bcowman, 193. Second mate, 28. Veterinarian, 4.

Junior bacteriologist, Health, Hospitals and Public Works, 10; total, 106.

Bacteriologist, Health, Hospitals and Chief Medical Examiner, 3;

Captain (studge boat), Public Works, 4. Chief mate, Public Works, 8. Claim examiner (torts), grade 4, Comptroller's Office, 16. Gardener, Parks and Hospitals,

Medical social worker, grade 2 Hospitals, 89. Second mate, Public Works, 6.

GEORGIANA GUILD

The Georgiana Guild, Chapter 28 of the St. George Association, has held its annual Christmas Party at St. John's Lutheran Church, NYC. New officers were elected. Jessie Larsen, the 1963 president, conducted the meeting. The singing was lead by Mrs. The singing was lead by Mrs. Anita Timmins. The Georgiana is an auxiliary of the Fire Department, St. George Association.

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## State Turns Down Coverage Of NYC Veteran Center Aides Into Competitive Class

Civil Service Commission has dis-approved in its present form the resolution of the NYC Civil Service Commission designed to cover into the competitive class a num-ber of positions in the City's Vet-erans Service Center. The State Commission indicated

that it could not now approve the resolution because, among other reasons, one or more of the positions mentioned in the resolution to be classified in the competitive class, properly belong in a classi-

U. S. EXAMS

2-55-4 (53). ACCOUNTANT, \$4,205, to fill jobs as Internal Revenue agent and special agent (tax fraud), in Manhattan and Brook-Service Examiners, Internal Revenue Service, Room 1103, 90 Church Street, New York 7, N. Y. (Monday, January 4).

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ALBANY, Dec. 28 - The State | fication other than competitive, The Commission also indicated that so far as the lower grade positions are concerned, they properly belong in the competitive class; and accordingly it would be desirable that such positions be filled by competition. The Com-mission suggested a method by which present incumbents might compete for permanent competinow hold.

The Commission pointed out that if the plan suggested by it does not prove practicable, the door was still open for the con-sideration of a new resolution designed to cover into the competitive class, such positions as properly belong there. It was made clear that the action was in no sense to be considered as re-flecting on the work being done by the Veterans Service Center since the character and quality of the services rendered by the Cenare irrelevant to the question of the jurisdictional classification of the positions at the Center.

Brickman Speaks On It

A hearing was held on the issue. Herbert L. Brickman, who is head of the Center, spoke in favor of the resolution. In addition, he the resolution. In addition, he approached State Civil Service Department personnel privately. He would have been among those covered in if the resolution had gone through.

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## Education Has Test for \$7,000 Job

The NYC Board of Education will received applications until Monday, February 8 in a license exam for assistant director of the Bureau for Children with Retarded Mental Development. Both men and women are eligible for the \$7,000 to \$7,500 a year job.

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Maximum age limit is 40 years Six years of teaching experience is needed. Experience as a school psychologist may be substituted for up to three years of the teaching requirement.

Apply Until February 8 Candidates must have a bache lor's degree or its equivalent and 30 semester hours of graduate study. Training in supervision, adstudy. Training in supervision, administration or organization, in the education of the mentally handicapped, and in appropriate professional courses, are additional requirements.

The written exam is tentatively scheduled for Monday, February 22

Apply to the NYC Board of Examiners, 110 Livingston Street, Brooklyn 1, N. Y. by February 8.

## 463 NYC **Promotions** As of Jan. 1

A total of 463 employees will be promoted in the NYC service. The promotions, which have already been approved by the Budget Di-rector, will take in 25 titles. Larg-est number of promotions will be in the clerk grade 3 title - with 284 going forward; and 78 in the clerk grade 4 title.

The breakdown for Clerk grade 3 by departments shows: Welfare, 100; Hospitals, 34; Comptroller, 20; Health, 19; Education, 18.

For Clerk grade 4, the break-down shows: Hospital, 11; Fi-nance, 7; Health, 6; Welfare, 4. The grade 3 job pays \$3,386; the grade 4 job pays \$4,016. The promotions, requiring Board

of Estimate approval, go into effect January

LEGAL & TICE

ASCHER & CO. — Notice is hereby given that the persons beech named have filed a Certificate of Limited Partnership in the Office of the Cleck of New York County, the substance of which is as follows:

The name of the limited partnership is ASCHER & CO., and its principal office is located at 99 Wail Street, New York, The character of the Persons of

located at 99 Wall Street, New York, New York.

The character of the business is a general brokerage and commission business in coffee, sugar and other commodities and chartering of vessels.

The name and place of residence of each partner of soil partnership is as follows:

General Partners

Name Place of Residence GERARD ASCHER, 25 Ala Vista Drive, Crestwood, New York

RALP CARRUTHIES 189.04 64th Avenue, Flushim, New York

Limited Partners

ANGEL MACHADO, 4 No, 257 ENTRE 11 vi3 Venholo, Havana, Cuba.

CARLOTA STEEGERS, Calle 22 No, 362 Vedado, Havana, Cuba

The term for which the partnership is to exist is from freember 1, 1953 to and including December 31, 1953, and thereafter from year to year unless sooner terminated by notice from any one of the partnership shall be terminated on December 31st of said year.

Each of the limited partners has contributed \$70,000.00 in cash, and neither has agreed to make any additional contributions.

tributed \$79,000.00 in cash, and neither has agreed to make any additional contributions.

The contributions of the limited partners shall be returned to them within ninety (90) days after the close of the calendar year in which the partnership shall ter-

year in which the partnership shall terminate.
Ecach of the limited partners shall be entired to receive 25% of the net profits of the nartnership by reason of his contribution.

No right is given to any limited partner (a) to substitute an assignee as contributor in his place; or (b) to admit additional limited partners in

(c) to priority over the other limited partner as to the return of his contribu-tion; or (d) to demand and receive property

to demand and receive property than each in return for his con-

other than each in return for his con-tribution.

Upon the death or retirement of a gen-eral partner, the remaining general partner may continue the business, provided the limited partners consent thereto.

The certificate referred to above has been signed and acknowledged by all of the general and limited partners as of the let day of December, 1953.

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## How Veteran Preference Is Applied in N. Y. State As the Year 1953 Ends

One of the most important ques-tions concerning veteran prefer-ence, in exams for filling jobs with the State or any of its communities, is what periods and of what kind of service are covered. A fact often lost to sight is that preference applies only to war veterans, not to veterans generally. Hence it is necessary to know what is defined as a period of "war." Such a period may include one short of war, but how far short is anybody's guess, so the word "hostilities" may be used. But for purposes of preference in the state of the state poses of preference it is just as well to regard "hostilities" as "war," for instance, the recent combat in Korea.

Six Basic Requirements To obtain veteran preference, therefore, a candidate in an exam for appointment or promotion must qualify on all the following grounds, as the situation stands as the year 1953 ends:

 Claimant must receive a passing grade in the examination and must possess all other requirereceive s ments necessary under the law and rules for appointment or promo-

2. Claimant must prove active service in the armed forces of the United States during time of war. Time of war means April 6, 1917 to November 11, 1918 — World War I, or December 7, 1941 to September 2, 1945 — World War II, or from June 25, 1950 to the end of hostilities in Korea. (The armed forces do not include such organizations as the Merchant Marine, the Red Cross, temporary reserves or auxiliary forces.)

3. Claimant must have been bona fide resident of the State of New York at the time of entrance into the armed forces.

4. Claimant must be a citizen and resident of New York State the time of the establishment

of the eligible list.
5. Claimant must have been

6. Claimant must not have re ceived such additional credit in connection with any permanent appointment or promotion after January 1, 1951, in the Civil Ser-vice of New York State or any of the civil divisions thereof.

Absolute Time Limit

Those who thus qualify as non disabled veterans get five addi-tional points in an exam for original appointment, known as opencompetitive, while disabled vet-erans get twice as many points added. In promotion tests these In promotion te respective values are halved. In any case, point preference may be used only once. It is considered used, in general, when it has resulted in an appointment or promotion made even though extra points weren't needed. This point

is elucidated later.
All preference claims must be made prior to the establishment of the eligible list. No such credit will be granted, under any cir-cumstances, after the list is established.

#### Disability Preference

The six requirements have been given for non-disabled veteran preference. For a disability claim to hold, four additional qualifications must be shown, as

 Claimant must be certified by the Veterans Administration as receiving disability payment from such Veterans Administration for a war incurred disability which is in existence at the time of the establishment of the eligible list.

2. Claimant's disability must be of such a character as not to render claimant incompetentot to perform the duties of the position applied for.

The extent of the claimant's disability rating must be at least

4. Claimant's disability rating must be based upon an examination given by the Veterans Administration within one year of either the date of filing his application for examination or the date of the establishment of the eligible list, unless the Veterans Administration certifies that the claimant has a permanent stabiltxed war-incurred disability.

Adding the two - the basic and the disability requirements — for disability preference, 10 conditions must be wet.

#### Fine Points of Disability Claim

On the subject of veteran pref-erence generally, the NYC Civil Service Commission issued the following explanation on disability preference, and method of opera-tion of preference generally:

In order to qualify as a disabled veteran, it should be stressed, besides the necessary proof of vet-eran status, the candidate must be certified by the Veterans Ad-ministration as receiving disability payments from such Veterans Administration for a disability incurred by him in time of war; or, if he continued to serve after the constition of hostilities, on or be-fore the date on which the war is declared terminated by presiden-tial proclamation or Act of Conss, and in existence at the time of the establishment of the eligi-ble list. Such disability shall be deemed to be in existence at the time of the establishment of the elibible list (1) if the Veterans Administration certifies that the candidate has been examined by a medical officer of such Veterans Administration within one year of either the date of filing application for the examination in con-nection with which he claims such credit or the date of establishment of the eligible list, and that such medical examination discloses the existence of a war-incurred dis-ability rated at 10% or more; or (2) if the Veterans Administration certifies that the candidate has a permanent stabilized war-incurred disability rated at 10% or more, notwithstanding the fact that the candidate has not been so examined within one year.

#### Operational Plan

Under the amendment to the State Constitution appointing officers will not be required to appoint all disabled veterans and then all non-disabled veterans before non-veterans can be appointed. When a vacancy is to be filled, he may under the law appoint one out of three highest ranking eligibles willing to accept appointment, regardless of the veteran status of the three eligibles. However, in NYC in departments subject to the Mayor, the consent of the Mayor must be obtained in order to pass over the highest ranking eligible on a list certified to it.

Claiming Credit: There is no limit to the number of times a veteran or disabled veteran may claim additional credits up to the time he is permanently appoint-ed from an eligible list on which he was allowed additional credit. However, once a candidate has received a permanent original appointment or promotion as a result of additional credit, to a posi-tion in the civil service of New York State, New York City or any other civil division of the State either as a veteran or as a dis-abled veteran, he shall not thereafter be entitled to any additional credit in any examination in any jurisdiction within the State either as a veteran or as a disabled vet-eran. If the candidate's name appears on other eligible lists at the time of such permanent appoint-ment or promotion, his rank on such other list shall be reduced by deducting the additional credits he may have received on such other lists. Moreover, if after his such appointment as a result of addi-tional credits, it is discovered that he has on a previous occasion received an appointment or promotion as a result of additional credits, his appointment will be void and his services terminated. Furthermore, he may incur fur-ther penalties by reason of any fraudulent statement in his ap-plication that he had not previ-ously used his additional credits. No matter how many times a person has been appointed or pro-moted as a result of veteran preference under the old law, this has no effect on his right to claim

# The Pay Window

(Continued from Page 3)

system that utilizes some of the features of all of these "systems." For example, under the "point" system the jobs are ranked as in the ranking system to see how things "stack up."

The Job Classification System-This is a system that is commonly used in public employment. It is the system sponsored by Griffenhagen Associates and two of the chief proponents amongst the bulk of public employers are the Classified service of the Federal service and the State of New York. Under this system a number of classification or pre-determined grades are established in advance and jobs are assigned to these classifications based on the job descriptions. To apply this system in an organization it is necessary to set up job levels or grades and to define these job level in terms of the elements of the jobs in which the duties and responsibilities are clearly defined for each level. Of necessity, this method of job evaluation must be based on a thorough knowledge of the jobs in the organization so that all work elements will be included so that the technicians can clearly distinguish this difficulty and responsibility. After the levels have been established it is then necessary for the analyst to define and classify each job into the proper grade.

#### Must Be Easily Understood.

From the viewpoint of the employee, any system that does not readily reveal to employees the method wherein their jobs are "pay rated" leaves much to be desired. The fact of the high degree of vagueness in the system and its difficulty of description makes some of the weaknesses of the system self-evident. How many State employees can explain just why their job is in a particular grade?

In a recent publication by the 20th Century Fund, "Employment and Wages in the United States," the following statement is made:

"Job evaluation started as a simple program for classifying salaries and wages. Jobs were classified according to wage levels by analyzing duties and responsibilities but without naming or using specified job factors or characteristics. Frequently, general criteria were worked out to define the level of skill and responsibility to be recognized at each pay level. Civil service both federal and state, uses this approach predominantly. Some companies strongly prefer it, particularly, but not exclusively, for salaried workers. For the most part, however, the trend is away from this informal kind of classification to 'ranking' and 'point' plans."

More recently there has been several major public jurisdictions that have moved over to the point system of job evaluation or a modification thereof. Early in the summer Rhode Island announced that it planned to overhaul its wage system. A study was ordered by Howard Kenyon, State Administration Director, whose announced purpose was adoption for Rhode Island of a "Point System of Evaluation of Wage Levels." He stated he wished to use a system now used by most of the giants of industry, the U.S. Navy and the State of Connecticut,

#### Buffalo and Westchester.

Connecticut in March, 1952 received a report entitled "Reclassification and Salary Plan, State of Connecticut," undertaken by Barrington Associates of New York. This was, in its essence, an application of the point system of job evaluation for the State of Connecticut.

Westchester County for years has used a similar system of point evaluation that was set up by Barrington Associates.

Buffalo adopted the point system about two years ago. The system in Buffalo was patterned after the one used by the U.S. Navy and General Mills Corporation.

No competent observer has ever taken the position that any system is a panacea. No one has ever said that any is perfect.

What is claimed for such systems is that they provide a logical, uniform way of arriving at wage levels. They are very widely used in private employment.

Wouldn't it pay the State of New York to investigate such a

The standard answer given by public personnel technicians when asked their opinion of, say, a point system of job evaluation is that while other evaluation systems may work all right in private employment, they won't work in public service." But this hardly holds much water now as the number of major public employments using such systems expands. One comment which was, "Can you imagine trying to explain the point system to an employee?" This comment shows clearly the basic lack of comprehension of such systems, because this is precisely one of the big advantages of such a system — it can be understood.

additional credit in examinations | he could have been certified and

under the new law.

Saving Credit: A candidate is not required to apply for addi-tional credits in an examination and, if he has applied, he may withdraw his application at any time prior to the establishment of the resulting eligible list. Even after the establishment of an eli-gible list, the candidate may elect, at any time before his permanent appointment or promotion from such list, to relinquish his addi-tional points and accept the lower position on the list to which he would otherwise be entitled, but such election, once made, is irre-

When Credits Are Deemed Used: A candidate is deemed to have been appointed or promoted as a result of additional credits and thus, to have exhausted his addi-tional credits when he receives a permanent appointment or promotion from an eligible list on which his rank is higher because of additional credits than it would have been otherwise, even though

appointed from the lower position on the list to which he would have been entitled if he had relin-quished his additional credits. Likewise, if a person is dropped at the end of his probationary term or resigns at or before the end of his probationary term, he is not deemed to have used the additional credits in his appointment. However, if a person is appointed to a permanent position as a result of additional credit from a list for a different title which is deemed an appropriate list for that position, he will be deemed to have exhausted his credits and may not thereafter use such credits to obtain an appointment or promotion from any other list or from the same list to the positin for which the list was origi-nally intended.

Where To Find The Law The Amendment is contained in Article V. Section 6 of the State Constitution. Enabling legislation is found in Section 21 of the Civil Service Law.



**62 West 48th Street** COlumbus 5-1570

# County Division Membership Committees

In 1946 the Civil Service Employees Association extended its membership eligibility to employees of the political subdivisions of the State. Since then official subdivisions of the State. Since then official subdivisions of the State Since then official subdivision of man; Rosalle Sarmie, Co-chair-man; Ander Solve Sarmie, Co-chair-man; Oneida County Hospital, Wales, County Clerk; Village — Mary Conroy, 1100 Woods Rd., Chairman, Emma Smith, Flora Greene, Florence Ernst, Alice B-ville Central Schl, Baldwinssions of the State. Since then offi-cial chapters of the Association established been counties, each chapter composed of the employees of the local units of government located with-

in the county.

The County Division chapters made excellent progress in obtaining improvements in work conditions. As of the year ending September 30, 1953, the County Division was composed of more than 10,500 employees of local units of government. During the current membership year, the County Division chapters have sponsored very active membership campaigns and as a result it seems certain that the County Division will enjoy a substantial increase in membership during the current year, according to reports received from Association

The membership committees of County Division chapters of CSEA follow. The members of these committees unselfishly work to make their local chapters and the statewide organization con-stantly stronger and more effective for the benefit of their fel-

low employees.
COUNTY DIVISION
MEMBERSHIP COMMITTEES
Cayuga — Chester M. Nodine,
president: John M. Clifford, County Highway, 91 York St., Auburn; Alyce J. Bogert, City Welfare Dept., 9½ Baker Ave., Auburn; Raymond J. Wise, City burn; Raymond J. Wise, City Garage, 123 North St., Auburn; Stephen Androsko, City Dept. Education, 212 Seymour St., Au-burn; Herman Beyer, City Water Department, 12 Frederick St., Auburn; Mrs. Loretta Jones, Co. Welfare Dept., Montezuma; Marie M. Harwood, Co. Clerk's Office, 32 St., Auburn; Mark Downing, Veteran's Admin, R. D. 5, Auburn; Mrs. Helen A. Wiley, Co. Laboratory, 119 North St., Au-

- George M. Stiles, president; E. Burdette Howard, 101 Central Ave., Falconer; Floyd Shannon, 312 N. Work St., Fal-coner; Fannie Fandt, Cassadaga; Frank Mutch, 41 Pearl St., West-field, George Munger, 84 Maple Ave., Cassadaga; Marie Ivory, 429 Swan St., Dunkirk; Merle Cam-paign, 19½ State St., Ripley; paign, 19½ State St., Ripley; Vance Hapgood, 39 E. Chautauqua

Chemung nessy, president; Anthony Gior-dana, Chairman, Elmira Public Works Dept.; Mary G. Mucci-County Welfare Dept .: Francis Howard, County Highway Dept.: James Moylan, Elmira Health Dept.; Marion Goldsmith, County Treasurer's Office; Harriet Hyde, County Clerk's Office; Hazel Payne, County Nurses; Donald Marvin, Elmira Water Board; Clara Radley, County Welfare

Carl Chenango Conway, president; Elizabeth Tamsett, Chairman; Ruth Black, Bain-bridge School; Emmett Horton, Greene School; Charles Biviano, Oxford School; T. Burton Tif-fany, Norwich City Fireman; Mil-Jackson. Norwick Police; Edward D. Cate, Norwick Water & Streets; Earl Conley, Sherburne School; Harriet Babcock, Sherburne Nurses; William Clark, Norwich School; Charles Kane, Norwich School; Afton School: Ralph Bassett, New Berlin School: Wright Z. Ingham, Berlin School; Wright Z. Ingham, Guilford School; Lewis Lamb, County Highway Dept.; Kath-erine Lyons, County Welfare Dept.; Jack Halpin, Co. Sheriff's Office: Eleanor Gibson, Co. Judge's Office: Harold Payne, Co. Treasurer's Office, William S. Barnes, Co. Clerk's Office & Auto Bureau. Bureau.

Dutchess - Joseph Flynn, prestdent; Augustus H. Becker, City Hall, Poughkeepsie, N. Y.; John Hall, Poughkeepsie, N. Y.; John Loughman, Board of Education, Poughkeepsie, N. Y.; Frank B. Smith, Fire Dept., Poughkeepsie, NY: Walter J. Davis, Board of Public Works, Poughkeepsie, NY; Anthony J. Cuchelo, Wappingers Central School, Wappingers Falls, NY: Franklin R. Parker, Fire Dept., Poughkeepsie, NY; Earle G. Kimbark, Public Works, Main St., Beacon, NY; Helen N. Newman, Bowne Memorial Hospital, Poughkeepsie, NY.

Erie—George H. Fischle, presi-

Erie—George H. Fischle, president; Byron Robbins, Div. of Streets; Mary Callahan, Div. of Buildings; Jennie Cugar, Erie Co. Home & Infirmary; Hattie Sayles, Meyer Memorial Hospital: Francis Himmelforh, Meyer Memorial Hospitals. Pulmmeliarb, Meyer Memorial Hospital; Edward Stumpf, West Seneca Central High School; Doelda County — Vernon Olin, president; Ferd H. Koenig, Chair-

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Dist.; Francis Malaney, Ticonderoga Town School Dist.; William Phillips, Ticonderoga, Ticonderoga Schl. Dist.; Livingston Hatch, Willsboro, Willsboro Town Schl. Dist.; John Remancus, Willsboro, Willsboro, Town Schl.

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man; Sheldon G. Stratton, Co. Welfare Dept., Harvey Fields, Co. Sanitorium; Irene P. Best, Co. Clerk's Office; Vincent Pound, Co. Highway Dept.; Harold Curtin, City Police Dept.; Helen Lowe, Auditor's Office; Chester A. ie, Board of Education; Stevie, Board of Education; George B. Daniels, Public Works Dept.; Harold R. Dwyer, Engi-neering Office; Kenneth A. Cross, City Fire Dept.; Grace K. Murray, Senior High School; J. J. Brooks, County Farm School; Helen H. Weaver, Water Dept.; William Lachenauer, County Court House; Edith Steir, Co. Clerk's Office; John Patterson, Recrea-Clerk's tion Dept.; Agnes Benche, Co. Welfare Dept.; Doris Clark, Co. Clerk's Office; Harriet FitzGib-Civil Service Mable Zimmerman, Board of Edu-cation; Dorothy Farmer, Auto-mobile Bureau; Fred Shawcross, Co. Highway Dept.

Livingston County garet S. Eddy, president; Miss Nellie McNulty, Chairman, Cuy-lerville; Charles A. Orman, RFD, Avon; Laura Hayes, 12 Ward Place, Genese; Mrs. Dora L. Red-

mond, 250 Main St., Dansville, Madison — William Brophy, president; Norman L. Larsen, 23 Madison St. Hamilton; Maude D. Harrington, 330 Seneca St. Oneida; Helen F. Philport, R.F.D. Lebanon; Marion N. Fague, 508
Elizabeth St., Oneida; Marguerite
Tanner, 310 Stone St., Oneida;
Seymour H. Clark, 114 Washington Ave., Oneida; Russell A.
Johnston, 315 Earl Ave., Oneida; Harvey J. Leneker, Wampsville; Michael Carnevale, 444 Leonard St., Oneida; Felix Crisafulli, 431 Stone St., Oneida; J. Floyd Dunn, 402 Elizabeth St., Oneida; J. Thomas Mulroy, 438 Franklin St., Oneida; Albert Merrell, 458 E. Walnut St., Oneida; Albert Behr, 435 Stone St., Oneida; Roger Fidell, 314 Leonard St., Oneida; Joseph M. Houck, Box 135, Peter-Joseph M. Houck, Box 135, Peterboro; Donald Jarrett, Bouckville; Harold Mann, Wampsville; George W. Dygert, Jr., 227 N. Willow St., Oneida; Leo Devine, R.F.D., Canastota; Lynn Taylor, Peterboro; George Murphy, 354 Leonard St., Oneida.

Margaret O'Brien, Welfare, Lockport; Niagara president; Margare, Welfare, Chairman, Welfare, Lockport; Grace Ernest, Infirmary, Lock-port; Charles Daboll, Niagara Sanatorium, Lockport; Arlene Yates, Court House, Lockport; Marjorie Kearns, County Clerk, Lockport; Annette Annalora, Wel-fare, Lockport; Helen Jones, Wel-fare, N. Tonawanda; Donna Irfare, N. Tonawanda; Donna Irvine, Welfare, Niagara Falls; Alice Mead, Probation, N. Tonawanda; Frances Lutts, Niagara Sanatorium, Lockport; Emma Stolzenberg, Welfare, Lockport

Rome Chairman, Emma Florence Greene, Florence Wells, Rhoda Huriburt, Wells, John Ernst, Agnes Cervo, Loretta Howe, John Chap-man, Mary Gates, Jane Nowak, man, Mary Gates, Jane Nowak, Mabel Boek, Fred Hermann, Ruth Davies, County Home; City of Utica, City Hall — S. Samuel Borelly, Unit Chairman; Frank Hooks, Buildings, Carolyn Bertolini, Public Bldg; Walter Jones, Custodians; Virginia Moskal, Custodians; Virginia Moskal, Treasurer's Office; Frank Daniels, Housing Authority; Beatrice De-Santis, Treasurer's Office; Cecelia Mitchell, City Clerk's Office; Will-iam Neary, Public Works; Ralph Cimino, Housing Authority; County Welfare Dept. — Lea Knox, Unit Chairman, Grace Calandra, Marcella Jones, Marie Kepler, Steve Circherella, Mary Jane Miller, Roy Woodburg, Agnes Sexton, John Angelico; Sauquoit Central School -Niles Robinson; Boonville — Leo A.
O'Brien, Robert C. Grower; Holland Patent — Williams Jones;
County Court House, Utica —
Manuel Graziano, Unit Chairman; - Leo Jane Smith, County Clerk's Of-fice, Horace Westcott, Motor Vehicle; Gertrude Marble, County Clerk's Off.; Anne L. Lebert, Motor Vehicle; Sandra Daniels, Motor Vehicle; Florence Beil, Bd. of Supervisors; Gertrude Nelson, Treasurer's Office; John Williams, Treasurer's Office; Joseph Tocci, Comptroller's Office; Maurice Wayman, Bldg. & Grounds; City of Rome — Winnifred Phalan, Unit Chairman; Anna Thayer, Treasurer's Office; Mary Russell, Engineer's Office; Harold Martin Engineer's Office; Harold Martin, Water Dept.; Lloyd Blood, Sanitation Dept.; Herman Bd. of Education; Marilla Grimes Hospital: Oneida County Hospital, Utica - Edna Fredericks, Unit Chairman, Rosetta Williams, Sarah Coakley; Board of Water Supply, Utica — Mary LoGuidice, Unit Chairman; Fred Roser, Angela Nudo, Arthur In-man, A. Cameron, Jr., Leo Aiello, Josephine Palaino, Anges Burke; Institute of Applied Arts & Sciences, Utica — Eugene A. Potter, Unit Chairman: Laurence ter, Unit Chairman; Lat Griswold, Charles Schmidt.

Onondaga — Norma resident; Chairman, Norma president; Chairman, Gurniak, Dept. of Audit, Co-Chairman, Robert Clift, Co. High-way, Jamesville; Sec. To Comm. Warie Wilsey, Water Dept., Ad-Marie Wilsey, Water Dept., Addressograph; City Hall — Leona Appel, Real Estate; Norma Barry, City Clerk; Dorothy Beuscher, Engineering; Ada Carr, Vital Statis-tics; Valra Conway, Sales Tax; Irene Cregg, Health Nurses; Mary Enright, Bureau of Bldg; Mar-garet Hayford, Health; Eleanor Rosbach, Finance, Genvieve Viau,

Assessors; Miscellaneous Locations
— Syracuse — Sophie Adler, Health Lab, 766 Irving St.; George Alaura, Parks Storehouse, 101 N. State St.; Mary Casey, City Hos-pital, Renwick Ave.; Mary Claxpital, Renwick Ave.; Mary Clax-ton, Police, 130 W. Genesee St.; Allen Ferguson, Recreation, 216 E. Water St.; Matilda Francey, Education 401 W. Genesee St., Edith Guyette, Nurses, H&R Bldg., East Washington Street; Winnifred Johnson, Health, 610 E. Faytred Johnson, Health, 610 E. Fayette St.; Joseph K. Kresser, Parks, 101 N. State St.; Dorothy West, Housing, 301 E. Washington St., Elmer Royal, Housing, 1001 Almond St.; Ella Ryan, Parks Main Office, 215 B. Water St.; Robert Sawyer, Public Works, 101 Pine St.; Hugh Snyder, Traffic & Light, 117 Butternut St.; Audrey Sawyer, Public Works, 101 Pine St.; Hugh Snyder, Traffic & Light, 117 Butternut St.; Audrey Arnold, Salt City Homes, 2001, E. Fayette St.; Anne Osterdale, 335 Montgomery St. Library; County Group — Florence Gilbert, Welfare, 140 W. Willow St., Kenneth Given, Penitentiary, Jamesville; Margaret Maloney, Welfare, 140 W. Willow St.; Clarence Newell, County Highway, Jamesville; Charles Noice, Welger, Charles Noice, C Clarence Newell, County Highway, Jamesvile; Charles Noice, Welfare, 140 W. Willow St., Thomas Jackson, County Highway, North Syracuse; Allyann Ross, County Home, Onondaga; Harold Yaeckel, County War Memorial, Montgomery St.; Court House — Russell Crawford, Surrogate Court;

#### **Mahoney Report** (Continued from Page 1)

was vigorous, and it has never been adopted. It appears doubtful that, in New York State, any relaxation of the one-in-three rule is likely to be accepted in the near future.

Orleans — Mrs. Laura Lyman, president; Francis McCabe, Chairman, Albion Police Department;
Leonard Christopher, Holley
(Schools); Robert Allen, Medina
(Highway Dept.); Norman Green,
Holley (Welfare Officer); Helen
Brindsmaid, Lyndonville (Co.
Welfare); Leonard Rice, Albion
(Schools); George Day, Holley
(Schools); Glenn A. Page, Albion
(County Home); Joseph Boccasio,
Albion (County Highway); Corinne Potter, Holley (Village
Clerk); Wm. G. Howe, R. D. Medina (Town Shelby); Arthur Williams, R. D. Wesport, Waterport
(Town Carlton); Vice PresidentRaymond Peters, Orleans Co. man, Albion Police Department; Raymond Peters, Orleans Co. Highway Dept.; Secretary — Doris M. Allen, Orleans Co. Welfare Dept.; Asst. Sec. Ariene Allen, County Probation Dept.; Treas-urer, Donald Miles, Orleans Co. Highway Dept.; Delegate — Newell Maxon, Town Clerk, Town of Albion.

Oswego - Donald Edick, president; County Chairmen: George Wellwood, County Building, Oswe-go; David E. Rider, County Garage, Oswego, and the follow-

#### Towns

Albion, Arlie M. Baxter, Altmar. Amboy, Harry G. Bryant, RFD, Williamstown. Constantia, William E. Theall,

Constantia. Glenn H. Rumsey,

Franby, Glenn H. Rumsey, R.F.D. 3, Fulton. Hannibal, John L. Clark, R.F.D.

Hannibal. Hastings, Harold G. Bradford, R.F.D. 2, Central Square. Mexico, Erwin Bracy, R.F.D. 2,

Mexico. Minetto, Charles W. Kinnedy, R.F.D. 4, Oswego.

New Haven, Stanley J. Darrow, R.F.D. 2, Mexico. Orwell, Benjamin E. Bohanan, Orwell.

Parish, Frank H. Wightman, Redfield, Carl E. Falvey, Red-

Richland, J. Gregory Merriam, Pulaski.

Sandy Creek, Paul J. Woodard, Sandy Creek. Scriba, Elma E. Seeley, R.F.D.,

Oswego. Schroeppel, Howard T. Dight, Phoenix.

Volney, Fred L. Eames, R.F.D. 5, Fulton. Williamstown, William Brouse, Williamstown.

Villages

Walter G. Stone,

Pulaski, Ellen E. Cronk, Pulaski. Schools Fulton, Charles E. Fuller, 837 Forest Ave., Fulton, and George Snyder, 217 Erie St., Fulton.

Hannibal, Emmet Ryder, Mart-Phoenix, Garrett G. Smith, 28

Lock St., Phoenix.
Pulaski, Marjorie B. Murphy, Pulaski.

Central Square, Mary Ann Darling, R.F.D. 1, Central Square. Fulton City

Citywide, Harold E. Baker, 105 W. First St., Fulton. City Hall, Elmer B. LaBarge, 610 Kimball Ave., Fulton. Public Works, Leo B. Quinn,

Box 236, Fulton.

han, 76 E. Oneida St., Oswego.
Water Dept., George W. Joyce,
23 W. 4th St., Oswego.
Fire Dept., Monte R. Lass, 107
E. Bridge St., Oswego.
Health, Anita J. Murray, 237
E. 6th St., Oswego.
Police, John J. Reed, 161 E.
3rd St., Oswego.
City Hall, Gertrude A. Thompson, 238 E. 10th St., Oswego.
Oswego County Offices
Probation, Carmelina L. Zoni,
98 West 7th St., Oswego.
Veterans, Joseph H. Beale, 15

Veterans, Joseph H. Beale, 15 S. 1st St., Fulton. Sanatorium, Lucy J. Vincent, 136 W. 4th St., Oswego, Motor Bureau, Rena B. Goble,

Sheriff, Donald Cronk, Pulaski. David Hopkins, 510 Pratt St.,

Claire Barnes, Central Square; Otis So-age — laad, R.F.D., Williamstown.

Otsego - Arnold president; Reginald Batton, J. D., Unadilla; William Bice, Pig Creek; Ani P. Colone, Oneonta.

St. Lawrence - Welthia B. Kip.

president; Marion C. Murray, Cochairman; John M. Loucks, Cochairman; E. Stanley Howlett Potsdam; Don Blackmon, Potsdam; Herman Hiter, Potsdam; Ray Wright, Canton; Pierre Mal-Ray Wright, Canton; Pierre Malterner, Canton; Glenn W. Miller, Gouverneur; Yale Gates, Gouverneur; Roy Lavarnway, Hammond; John Corcoran, Colton, Leon C. Howland, Russell; Elwood Baxter, Massena; Everett Watkins, Massena; Charles Cruickshank, Massena; Philip L. White, Ogdensburg; Mary F. Hackett, Ogdensburg; Mary Manning, Ogdensburg; Betty Whalen. ning, Ogdensburg; Betty Whalen, Ogdensburg; Jane Wallace, Og-densburg; Francis Cadieux, Og-densburg; Ceylon Allen (County) Canton; Cora Barbour, (County) Canton; Dolley Tracey Canton; James Kane (County) Canton; Thomas Calnon (County) James Kane (County) Canton; Frances Mulholland (County) Canton; Helen Powers (County) Ogdensburg; Mabel A Byrns (County) Potsdam; Edgar Mooney (County) Ogdensburg; Mary T. Collins (County) Mass-ena; Florence C. Wood (County) Canton; Virginia M. Aldous (County).

Steuben — Mrs. Perry John son, President; Elizabeth Mor-Chairman; Arthur Ferrner; Wi. iam Groesbeck; Georgia Ide Geoirge Deuerlein; Charles Keb ler; Ray Wilson; Eloise French Blanche Warren; Mildren La-bour, C. Kenneth Conley.

Suffolk -- Fred Vopat, President; Carl Helms, Commack Rd. Commack, L. I.; Edward Buziak, 913 Osborn Ave., Riverhead: George Kelly, 172 Waco St., Lin-913 Osborn denhurst; Ernest Camerlingo, Wood Rd., Centerach; Samuel La-

Wood Rd., Centerach; Samuel LaSasso, Nichols Rd., Nesconset;
Philip Halsey, Shelter Island;
Glendore App, 463 Montauk Highway, Babylon; Arthur Meyer, P.O.
Box 95, Holtsville; Edmund
Brown, Third Ave., Bayport.

Tompkins — Allan Marshall,
president; Frank Whelply, 625
Green St., Ithaca; Harold Case,
R.F.D. 2, Ithaca; William Ryan,
314 W. Seneca St., Ithaca, Delores
McLaren, 103 Elmwood Ave.,
Ithaca; Wilmer Carroll, 206 Center St., Ithaca; Kenneth Herrmann, 216 Delaware Ave., Ithaca;
Oliver Neigh, 425 Hillview Pl.,
Ithaca; George Guest, German George Guest, German Rd., R.D., Ithaca.

Warren — C. Earl Reardon, president Pro. Temp.; Nora C. McLoughlin, Chairman; Isabelle Loveland, Police; Carl Byford. Police; Fire — Jeremiah T. Herlihy, Gerald J. Noonan; Water thy, Gerald J. Noonan; water.
Lillian C. Shepard, Leon Lareau;
Cemetery, Bernard Baker; Nora
C. McLoughlin, Official, Public
Works — Clayton F. Barber, Works — Clayton F. Barber, Arthur Sullivan; Bernard Walsh, Sewers; Marie B. Allen, Recreation; Clifford Martindale, Tree; Emma Gregory, Health; Isabelle Kingsley, Miscellaneous, C. Earl Reardon, City Hall.

Cortland — Mrs. Claire Mo-quin, president. Martha R. Law-rence, Chairman, County Veterans Service Agency; Clara Hebert, County Health Department; Mary Bowering, County Clerk's Office; Susan Windolph, County Welfare Department; Stanley Smith, County Highway Department; Bert Frisbie, Cortland Education Department; Department.

Department.

Montgomery — Anthony Kowalski, president. Richard Tarmey, Chairman; Fred Moler; James Harrison, Al Mound.

Schenectady — Robert Hurst, president. Harry DeNice, Chairman, County Highway Department; Robert Hurst, James Naverette, Nicholas J. Holland, Andrew J. Gordon, Warren Wrigh, and August Gerding, County Highway; Katherine Tower and M. Thomas Hopkins, County brary; Harry Dennington Mrs. Donlan, County Welfare; Alex McCauley, Mark Delaney Miss Arning, County Court House Miss Arning, County Court House Margaret L. Pangborne, Faulin-DiMaggio and Fred Marks, County Home; Seymour Snell, Helen Home; Seymour Snell, Helen Ford, Maude Boink, Adrienne Proskine and Martha Morris, City

(Continued Next Week)

Highway, Carl W. Eaton, Pulaski, Vernard N. Baxter, R.F.D. 2, Oswego; George W. Penfield, Central Square, Francis K. Shaw, 622 column, published weekly in The Oneida St., Fulton; Frederick H.LEADER, Please turn to Page 6.