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LEADER

TUESDAY, NOV 5, 1941
**Pay Raise
Plans
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Vol. 3 No. 8 ★★★ New York, November 4, 1941 Price Five Cents

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BUREAU OF PUBLICATIONS

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ON THE U.S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

Women in Civil Service

They Perform a Dizzying Variety of Tasks

By Lucille Foster McMillin
United States Civil Service
Commissioner

Let me start with an interesting story concerning the manual dexterity of women, and the details of work in connection with a mechanical time fuse now in production at one of our largest arsenals. The personnel used in this fuse work is made up largely of women. They are obtained through regular civil service channels. They are accepted on the basis of past experience in similar lines, together with an intelligence estimate; sometimes girls with little or no experience, but possessing a high school education, are accepted for training for this all-important work.

The work performed on the small machine tools and fixtures corresponds with the finest type of watchmaking; hence the quality is of necessity constantly stressed. Parts too fine and delicate to be handled by the hands of men are handled easily and efficiently by women. The women

inspect the work they do on the machines, as do the men, but the great majority of workers for the final inspection are women. In regulating operations women are employed solely, and it has been proven beyond doubt they do a better grade of work than men.

Hold Responsible Places

Professional training has been a most important factor in the advancement of women to the numerous places of responsibility which they hold in Government today. For the first 55 years of the Commission's history, for example, our Commission had only men medical officers. During the 56th year, we decided to appoint a woman medical officer. We went to our civil-service registers and found her.

Women in War and Navy

Many of you are familiar with the heavy recruiting activities of the Civil Service Commission in providing emergency personnel for defense agencies. More than 717,000 placements have been made in the War and Navy Departments since June 1, 1940. These placements continue at the rate of approximately 10,000 a week in the War Department and

4,000 a week in the Navy Department.

In the War and Navy Departments there are now more than 67,500 women. Many of these are engaged directly in work related to the defense program. There are more than 10,000 defense workers in the Ordnance Department at Large, most of them employed in the manufacture of munitions. Nearly 11,000 women are employed under the Selective Service System. There are more than 2,500 women on the rolls of the Panama Canal and approximately 12,000 on the staff of the Federal Security Agency. 23,000 are now found in the Treasury Department, nearly 47,000 in the Post Office Department, 26,000 in the Department of Agriculture, 16,000 in the Federal Works Agency, and nearly 15,000 in the Veterans' Administration.

Prejudice Gone

Those of you who were in the Government at the beginning of the First World War know that there is a very great difference between the position of women in Government then and today. The bars of prejudice and discrimination have been largely removed and there is no particular public comment on their placement in any job in the Government for which they have the necessary training and qualifications.

Women are filling a great many places in the professional and scientific field—social workers, doctors, nurses, dietitians.

They are engaged in research work in the Bureau of Home Economics in the Department of Agriculture and are engaged in varied activities of national importance in the Children's Bureau and the Women's Bureau of the Department of Labor.

Women are found in positions throughout the Government requiring training in law, medicine, public administration, and editorial work. Today, there are more than 275,000 women in civilian employment in the Federal Government, an increase of approximately 100,000 since the close of the First World War. After the World War, the Chief Examiner of the Civil Service Commission said of the employment of women, "They are everywhere." Whether this was said in annoyance or appreciation is not a matter of record. Well, they are still everywhere, and we may add that they are doing everything.

If Columbus Came Today

Suppose Columbus had deferred his voyage 450 years and should arrive today. He would be welcomed by the ladies of the press. A woman interpreter would be present, capable of translating not only one but several languages. In many localities, a woman inspector of customs would appraise his gold trinkets, and if the good sailor delayed his stay in this domain, his pieces of eight would be carefully counted and a levy collected by a woman collector of internal revenue. Such have been the dramatic changes in the status of women in our generation!

Since the beginning of the National Defense Program, their number has continually increased. Now we find them on the "production line" of defense establishments. We find them working as explosives operators, gas mask assemblers and inspectors; chemical warfare workers, machine tool operators, and precision optical workers.

We find them operating power sewing machines in the manufacture of uniforms for soldiers, sailors, and marines.

We find them engaged in aircraft work, as inspectors of ammunition parts, and as canvas workers in drop-testing, inspecting, mending and repairing parachutes.

They are employed as hospital

Social Security Building

The Inside Story About It

(Exclusive)

BALTIMORE.—Social Security Board's Bureau of Old-Age and Survivors Insurance—which numbers more than 6,500 employees—may not be permanently centered in Baltimore as has been planned, The LEADER has learned.

The plan to centralize the work of the bureau in Baltimore has reached the point where bids were asked on a new building which would be especially designed to serve the bureau's peculiar needs. Briefly, the plans called for the financing of the building by a private concern and the Government would agree to rent the building after it was completed.

The plans, specifications, and blueprints have been available for several weeks and The LEADER has learned that no bid has yet been accepted for construction of the building and Social Security Officials are now pretty confident that none will be. The officials cite the uncertainty over prices, materials, labor and the like as the reason why private builders are hesitant to take a chance today even with a building the Government wants to rent.

Moreover, there is no certainty that the Government, that is OPM, will give priorities on steel and other critical materials for construction of the building.

Some believe the building plans will be re-advertised but the location won't be confined to "Baltimore and environs." It's entirely possible that the building may be constructed near Washington or in Philadelphia or New York. Social Security officials have looked for space in both New York and Philadelphia but they weren't able to find what they termed "adequate."

Plan May Be Dropped

Then again the entire building plan may be dropped for the duration, what with a scarcity of materials. If that happens, the bureau apparently will remain divided between Baltimore and Washington. In Baltimore now are 4,500 employees who were transferred there from Washington on the promise that they would be brought back by January 1, 1941. Washington has roughly 2,000 employees. The employees have inadequate space in Baltimore and they are compelled to work a night shift in order to get the work done.

U. S. WILL TAKE COLLEGE SENIORS

So great is the need for engineers that the Civil Service Commission will accept applications from college seniors, and even from recent graduates in non-engineering courses.

The position of junior engineer pays \$2,000. Here are the requirements:

Senior Students

Applications will be accepted from senior students in attendance at institutions of recognized standing, if otherwise qualified, who show that they expect to complete the required college course not later than June 30, 1942. Such senior students will be assigned eligible ratings as of the expected date of completion of the required college course. When the names of these eligibles are reached on the register, they will be certified for appropriate vacancies, and, if selected, provisional appointment may be made, but they may not enter on duty until proof of completion of the required college course is furnished. This proof should be either an official statement from the institution attended, signed by a responsible official of that institution, or a statement by the eligible under oath, showing successful completion of the required college course. Applications will be accepted un-

der this announcement from college students who have successfully completed a full four-year course leading to a degree with a major in astronomy, chemistry, geology, mathematics, or physics, and who, in addition, have successfully completed an engineering defense training course sponsored by the United States Office of Education. Applicants must show in their applications the exact number of semester credit hours successfully completed in astronomy, chemistry, geology, mathematics, or physics. In addition, they must also submit proof of completion of any engineering training course they have taken, such proof to include a detailed description of the material covered by such course and the actual time spent by the applicant in the classroom. Applications accepted under the terms of this paragraph will be rated on a basis similar to those received from engineering graduates. Those receiving an eligible rating will have their names placed on a separate junior engineer register marked "Supplemental," and will be used for purposes of certification to the position of junior engineer whenever the supply of junior engineers becomes depleted or when it may otherwise be deemed necessary to do so.

Those desiring to apply for the position of junior engineer may obtain application blanks at any district office of the U. S. Civil Service Commission. In New York City, the address is 641 Washington Street, Manhattan.

attendants, hostesses, librarians, surgeon's assistants, inspectors of textiles, cooks, telephone operators, and technicians of all kinds.

Highly specialized women are engaged in the study of national nutrition programs; in conducting experiments into the preservation of foodstuffs; in the inspection of supplies sent to England, and in the testing of textiles to determine resistance to mildew and other deteriorating elements.

They are filling positions such as architect, engineer, storekeeper, Director of Personnel, Liaison officer, nurse consultant, chief of public information, and chief of press relations.

Serving 4,000,000 Meals

A woman is advising the army on how to serve four million meals a day; another woman is responsible for the protection of the consumer and consumer needs; another develops programs for the training and placement of women in defense industries; still another is engaged in buying defense materials in connection with activities under the Lease-Lend Act.

Finally, we have the First Lady of the Land, who has now turned her versatile hand to the daily job of assisting in the direction of the activities of civilian defense.

I have by no means covered the entire field of women in Government today. But their participa-

tion in Federal affairs is apparent on every hand. They are everywhere, doing everything.

With the World War, women again accepted new responsibilities and thereby laid a firmer foundation for progress. They became ambulance drivers, munitions workers, and ammunition inspectors.

Urge Employment of Women

With the national emergency in which we now find ourselves, the United States Civil Service Commission has recognized the growing need for women workers. On June 16, 1941, our Commission sent to every agency of Federal Government a letter urging the employment of women. It pointed out that many positions essential to the prosecution of the defense program could be filled by women as successfully as by men.

The response to this suggestion was enthusiastic.

We are perfectly content to be considered as human beings of varying degrees of intelligence and ability competing with other women and with men on the basis of merit for places of responsibility and service in the world today.

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U. S. Employees Lose Annual Leave; Officials Worried About Morale

WASHINGTON — The average government employee in Washington is:

- (1) Working longer hours.
- (2) Taking less annual leave.

These conditions are true, of course, in defense agencies, but who can name the non-defense agencies? Very few officials indeed. Even St. Elizabeth's Hospital, the government hospital for the insane, and the entire Agriculture Department, are today listed among the 100-odd defense agencies.

By administrative order, War Department and the Selective Service Headquarters employees work a 44-hour week in Washington. For a time Federal Bureau of Investigation employees were required to work two hours overtime daily. Now the schedule has been reduced to an hour overtime daily for most employees. Employees in all other agencies are supposed to work a 39-hour week . . . SUPPOSED to. Actually they work anywhere from 40 to 70 hours a week . . . Who says Government employees are loafers!

Vast quantities of overtime, Sundays included, are being piled up in such agencies as Office of Production Management, Office of Price Administration, War, Navy, Justice and State departments, Civil Aeronautics Administration and all the newly created defense agencies.

Can't See a Movie

The writer of this column received several letters recently from new employees who have been in Washington only a matter of weeks. The writers, all girls, say they are being forced to work several hours overtime daily; that they haven't had a chance to see a movie in Washington, let alone visit the Washington monument, Lincoln Memorial and all the other impressive sights.

Competent Supervision Needed

As a matter of fact, however, almost all the employees are anxious and willing to put in overtime if it's going to help whip Hitler. But a real grievance is the general lack of competent supervision that would keep down overtime to a minimum. One example cited told of a "rush" job that came in one evening 15 minutes before the regular quitting time. To get the job done employees in the division were required to remain until 9 o'clock (an hour was given off for dinner) instead of 5 o'clock. The following morning there was no work to do and a few days later the "rush" job was discarded.

Morale Important

A few hours overtime each week appears to be a minor matter in this national crisis but the morale of Uncle Sam's 1,400,000 civilian employees is a matter of serious concern. Misdirection of these employees and the lack of information on the objectives of the work they are doing certainly undermine morale. And the morale of Federal employees, and what can be done about it is known by this correspondent to have been a subject of concern to high officials in the administration.

These officials realize that as the crisis grows greater the employees will be called upon to sacrifice more by working longer hours. They want to make certain the employees make the sacrifice cheerfully.

Will Sacrifice Leave

On January 1, literally thousands of Federal workers will sacrifice from 30 minutes to 26 days of annual leave. That's the law and nothing can be done about it. Here's how they'll lose it: under the leave regulations an employee is permitted to accumulate 60 days of annual leave plus the leave of the calendar in which he is working, but he may carry over only 60 days from one year to the other.

An example of how that works: say an employee carried over 60 days of leave this January; that he doesn't take any or all his 26 days of leave he will earn this year. On January 1, 1942, his ac-

cumulated leave will be reduced to 60 days. That's all he can carry over.

Since the national emergency and the beginning of our preparedness plans on a big scale in June, 1939, there have been tens of thousands of Federal workers who haven't had a chance to take their leave. In many cases employees as well as officials have been restricted by their supervisors on the number of days leave they can take. In fairness, it must be said that supervisors and officials have suffered the most from the lack of vacancies.

Critical Shortage

The plain fact is that the Government has grown so fast that there is a critical shortage of



The condition of women in government employ has risen tremendously in recent years. As pointed out by U. S. Civil Service Commissioner McMillin (see page 2), there are some jobs for which they are employed exclusively. Among positions held by women are these: architects, custom collectors, translators, scientists, heavy machine operators . . . in addition to the usual occupations. They are eligible today for positions as lawyers, investigators, technicians, etc.

competent personnel in the supervisory class. This has resulted in long hours of overwork for the supervisors available or else the promotion of incompetents.

At the Navy Department, for example, Secretary Knox has ordered his supervisors and administrators to take off every other week-end; that is, Saturday

and Sunday. In many cases, that's all the time off the officials have received.

Several agencies planned to have large staffs working at nights but they had to curtail them for the most part because of the shortage of supervisors. Both the Army and the Navy had this experience.

Dies List Quietly Probed

Department Heads Get Names From FBI

There hasn't been much in the newspapers about that list of 1124 Federal employees submitted to Attorney General Francis Biddle by Representative Dies. The chairman of the House Committee investigating un-American activities refused to make these names public. But mass investigations have started. And it's safe to assume that a number of these employees will be eased out of their jobs before the list is printed in the press. Several agencies are known to be checking over their employees with a view to dropping those who have connections which could be termed "subversive." The Dies list hasn't been made available to department heads, but in many instances the heads think they have an idea of the people Dies might have included on his list.

FBI Investigating

The Federal Bureau of Investigation, which got \$100,000 to investigate subversive connections of Federal workers, is now carrying on its inquiries without knowledge of department heads. Formerly the FBI informed the department head whenever a complaint was made against an employee. The department head would then usually tell the FBI to go ahead and investigate. Now, charged with Congressional authority, the FBI isn't standing on ceremony. Nevertheless, the actual firing of an employee remains the responsibility of the department head. The FBI simply submits its report to the

agency without comment.

The U. S. Civil Service Commission has been taken to task for delay in probing certain employees of the Office of Price Administration, under Leon Henderson. The Commission, however, is free of any intent to delay, because it turned over the matter to the Treasury Department, whose investigating staffs are assigned to look into the background of employees in defense agencies.

The whole problems of investigations into the background of government employees threatens to become more, rather than less, acute. Several organizations, among them the American Civil Liberties Union, have condemned Federal investigating bodies on this score.

Professional Men Get Defense Jobs

More than 40,000 names have been certified to the various defense agencies by the National Roster of Scientific and Specialized Personnel. Created to aid in locating professionally-trained manpower needed for defense work, the Roster has catalogued the specialties of more than 150,000 people, representing 758,600 distinct specialties in 46 fields.

Next week, because of Armistice Day, The LEADER comes out on Monday, Nov. 10, instead of Tuesday, as usual. Remember to get your copy on MONDAY.

Adjustable Bonus Plans

Wages in Line With Cost of Living

Adjustable "bonus" plans, under which wages of employees are regulated by changes in the cost of living, are being adopted by both private industry and governmental jurisdictions throughout the United States and Canada, as a result of the national emergency.

In the United States, the City Council of Niagara Falls, N. Y., has provided in its 1942 budget for classified civil service employees to receive a flat sum of \$100 plus 5 per cent of salary. On this basis, bonuses will range from 13 2-3 per cent on a salary of \$1,200 down to 7 per cent on a salary of \$5,000. Policemen, firemen and laborers are not included in the plan as their wages were increased this year, nor is a bonus provided for elected officials or appointed officers.

Canada

Canada adopted the cost-of-living bonus plan on a national scale in December, 1940, in an effort to maintain and bolster employee morale during the period of the war emergency. A maximum weekly bonus of \$1.25 is prescribed, under the Canadian plan, for full-time workers for each advance of 5 per cent in the Dominion's cost-of-living index. Bonuses may be granted not more often than once in three months, and in July, 1941, the government approved a bonus of \$1.95 a week for 3,000,000 workers, based on an increase of 7.7 per cent in the cost of living since the war began.

Industry, Too

In industry, the General Electric Company adopted a cost-of-living bonus plan in 1936. It makes no provision for reductions in wages if the cost of living should fall. The New York Ship Building Company and the Washington Gas Light Company have similar plans.

The city of St. Paul, Minnesota, has successfully used a cost-of-living pay plan since 1922.

A novel variation on the bonus plan has been adopted in the state of Vermont where residents who are serving in the armed forces of the country will receive a \$10 monthly bonus. Originally it was provided that the bonus would be granted only if the country were engaged in actual conflict. Due to President Roosevelt's declaration of an unlimited national emergency, however, the legislature voted to grant the bonus immediately.

Government employees should give the closest attention to the various plans being broached for salary changes. Some of these plans are worthy, some aren't. The LEADER will keep you thoroughly informed.—EDITOR.

Draftees Entitled To Pay for Accumulated Leave

Federal employees inducted into the armed forces are entitled to receive, in addition to their military pay, compensation covering their accumulated or current leave in their civilian positions, Brigadier General Ames T. Brown, New York State Director of Selective Service, ruled this week.

The employees may choose to have their leave remain to their credit until they return from military service instead of compensation. But, he pointed out, payments for annual leave may be made without conflict with the dual compensation law which prohibits any person from being paid for two positions in the federal service.

The shortages in Civil Service are getting ever greater. Requirements for civil service jobs are being lowered. Your chances of landing a civil service position are better than ever before.

CIVIL SERVICE IN NEW YORK CITY

They'll Work In the Morgue

How would you like to work in the morgue?

This week, 18 eligibles on the Porter list will be asked this question by the Department of Hospitals. There is one vacancy as a hospital helper in the Department's morgue, a job which pays \$1,200 per year. The Civil Service Commission certified the porter list to fill this vacancy. The 18th eligible on the list to be certified for the unusual job is No. 1,220.

Sanitation Boys Start Basketball

Friday of this week, October 31, is Hallowe'en. It is also Sanitation Eligibles Association meeting night. This is just a reminder to the boys on the superman list to stop hobnobbing with goblins, act their age, and travel over to P. S. 27 on 42nd street near Third avenue, Manhattan, to attend to their duties. The time for the meeting is, as usual, 8 p. m.

Johnny Mandel, president of the Sanitation Eligibles Association, will give a complete resume of the appropriate jobs awarded to the Sanitation list to date. Incidentally, Johnny wants to thank all appointing officers and clerks for the splendid use they have made of the sanitation list so far.

Basketball

Eligibles who would like to play basketball are invited to write to Perry Geffen at the office of the Sanitation Eligibles Association, 38 Park Row, before Wednesday night. The boys will practice at an as yet unnamed place Wednesday night.

Members of the association are urged to get out and push their dance now while there is still time. Louis Rapacillo, John Benedetto, and Sam Mogilefsky, the boys on the dance committee, have five hired acts for the entertainment. Act one: Louis and Ames; act two: Earl, Jack, and Betty; act three: Conway & Parks; act four: Barbara Del-Rose, and act five: Joey Adams. The dance will be held at the Livingston Manor hotel Friday, November 14, 1941. Price of admission is \$1 for men, \$.75 for the ladies.

Supermen Take Laborer Jobs

The Sanitation list is really going to town with laborer jobs now that the one-year ruling is in effect and understood by all concerned. Twenty jobs as laborer in the office of the Borough President of Brooklyn and two similar openings under the Borough President of Richmond will be filled by supermen. Forty-three names, up to number 640 were certified for the 20 Brooklyn jobs and 22 names, up to number 645 for the Staten Island jobs. All of the vacancies to be filled are permanent and pay \$1,500 per year.

Telephone Boys O.K.'d For Hospitals

The telephone operator, grade 1, male list, which has been unsuccessful in obtaining jobs in the Police Department was certified by the Civil Service Commission to the Department of Hospitals to fill vacancies in Bronx and Fordham hospitals. The jobs open are permanent for work on rotating shifts. The highest eligible reached on the list was number 55.

Open Competitive Subway Tests

Civil Service Commission Feels It Must Open Tests to Everybody

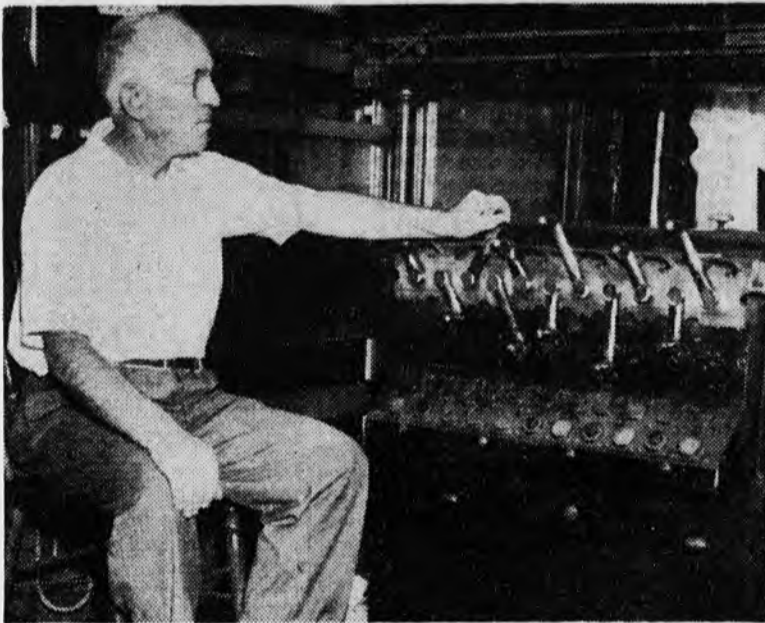
The exclusive story in last week's LEADER to the effect that the 500 vacancies as motorman, railroad clerk, and towerman in the city's subway system would probably be thrown open to the public was verified this week by Civil Service Commissioner Wallace S. Sayre.

On the basis of the small filing for promotion tests to be held in these titles in December and January, Commissioner Sayre predicted that open competitive tests would certainly be announced for railroad clerk early in 1942, and that open tests for motorman and towerman were quite likely as well.

Here are the final figures on the numbers filing for each of the three titles in the various subway lines:

	Filed	Vacancies
Motorman		
IND	370	22
B. M. T.	975	150
I. R. T.	223	60
Totals	1,568	232
Railroad Clerk		
IND	341	30
B. M. T.	99	100
I. R. T.	155	70
Totals	595	200
Towerman		
IND	90	19
B. M. T.	59	20
I. R. T.	43	10
Totals	192	49

Total applications, 2,355.
Total vacancies, 481.
When it is remembered that a large percentage of these candi-



One of the big mysteries of New York City's Civil Service is "Why didn't the subway men file for promotion tests?" 500 jobs a-begging! So the Civil Service Commission can't do anything except open the tests to the general public, and that should happen soon after the promotion tests are held.

dates will fail to qualify, be absent, or fail, it is apparent that the resulting eligible lists cannot possibly meet the needs of the subway system.

Salaries, Duties

Here are the salaries and duties of each of the three titles, as reported when the promotion tests were first announced.

Motorman—\$3c-\$1.06 An Hour

To be responsible for the protection of passengers and the safety, regularity, proper care and operation of cars and trains, in accordance with the rules, regulations, and special instructions governing employees engaged in operation, in the performance of the following work depending on assignment.

1. Operate trains in revenue service and between yards and terminals.
2. In yard or terminal service

switch cars, prepare trains for road service, and operate trains between yards and terminals.

3. When acting as Conductors to be responsible for all the duties prescribed for Conductors.

4. Perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Railroad Clerk—\$8c-65c An Hour

Make change for passengers; see that no one enters controls without proper authority or payment of fare; read turnstile meters; make proper reports regarding revenue; be responsible for the safety and proper handling of all moneys, block tickets, and lost property; compile data; check time register sheets, time rolls and other details; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Towerman—\$0c-88c An Hour

To operate electric, electro-pneumatic or mechanical interlocking machines; be responsible for the safe passage of trains over tracks and switches in assigned territory; make reports; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

It is of course too early yet to determine the requirements for open competitive tests. One year's experience on the job was required for those filing for the promotions.

The promotion exams will be held as scheduled. Rumors to the effect that filing time would be extended to permit those subway men who haven't applied to do so, are incorrect. Officials of the Civil Service Commission are deeply concerned over the small number of men who filed, but they say "there's nothing we can do about it except permit the general public to come in."

Further information about subway jobs will be published in The LEADER regularly.

Courses for 20,000 Employees

Include Training in Basic Skills

At least 20,000 city employees will register in 50 in-service training courses to be given in 1941-1942 under the direction of the Bureau of Training of the Municipal Civil Service Commission. Courses will include training in such basic skills common to many city departments as letter-writing, report-writing, supervision, and secretarial work.

Bombing Protection

Mayor Fiorello H. LaGuardia, director of civilian defense, will open an in-service training course in Municipal Bombardment Protection, December 1. The course will include 15 two-hour lectures and be open to such technically-trained employees as engineers, architects, draftsmen, and assistants. The Office of Civilian Defense has already requested the training bureau to admit representatives of other cities to this course.

Another defense course which

has met with the enthusiastic approval of the Office of Civilian Defense is the in-service course entitled, Airport Protection for National Defense. The course, already underway, is attended by employees of the Department of Docks and airlines using LaGuardia Field. The tenth and final lecture of this course will be held in the auditorium of the Academy of Aeronautics, December 2.

Sanitation Course

Three other courses in operation or scheduled for the near future include the Department of Sanitation-sponsored course in Safety Operation and Maintenance of Motorized Equipment, the highly popular Criminal Law Enforcement course, sponsored by the Court of Special Sessions, and the Department of Correction course entitled, Correctional Treatment in the City of New York. The Sanitation course has been in operation since October 14, the first lecture of the Correction course was held Thursday, and the

Criminal Law Enforcement course will start November 19.

The scope of these lectures and a review of the 33 in-service training courses held last year were outlined at a meeting of the Civil Service Assembly in Jacksonville, Florida, last week by Dr. John J. Furia, director of training of the Civil Service Commission and chairman of the training panel of the Civil Service Assembly.

Speed Stenography

Tentative plans for the remaining 45 courses call for speed stenography classes in at least two city departments: the Department of Hospitals and the Health Department. The Sanitation Department is also expected to organize a speed stenography class. The Health Department and the Civil Service Commission will hold classes in letter writing for their employees. It is expected that many of the more popular courses conducted last year by the Bureau of Training will again be repeated. As soon as these courses are announced, full details will appear in The LEADER.

41 Accountants Certified

Eligibles on the accountant, grade 2, list were certified to two different city departments to fill positions as bookkeeper, grade 1, under the Civil Service Commission's policy of selective certification. 28 names, up to eligibles number 1,108, were sent to the Finance Department, and 13 additional names, up to eligible number 1,093, were sent to the Department of Hospitals.

Promotion List Used To Fill Transit Jobs

The first 24 names on the promotion list for assistant station supervisor, Board of Transportation, were certified by the Civil

Service Commission to fill 15 openings at \$2,000 per year. Fourteen of the positions open are permanent and one is temporary to replace an employee who has entered military service. The list was promulgated May 28, 1941.

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Patrolman Applications Next Month

Civil Service Commission Finally to Open Long-Awaited Examination

Applications for the patrolman and special patrolman test, ordered in September by the Municipal Civil Service Commission, will be issued in the early part of next month, if present plans materialize. The applications will be available to candidates for a three-week period. Most likely, the first date on which these applications are to be available will be December 2 or December 9.

The patrolman-special patrolman test will be the most popular examination open to young New Yorkers in 1942. Undoubtedly, all those who are successful in making the eligible list will be appointed to positions in the Police Department or in other departments, such as the Board of Transportation, which uses the services of special patrolmen.

As was the case in the last patrolman examinations, eligibles finishing in the upper half of the list will constitute the patrolman list itself. Only these eligibles will be permitted appointment to the Police Department. The second half of the register will be set aside as a distinct eligible list to be known as the special patrolman list. In addition to subway police jobs, this list will be used to fill vacancies in the forces of special patrolmen maintained by the Board of Water Supply, the Midtown Tunnel police, the Department of Correction, and the Department of Welfare.

Written in Spring

According to present plans, the written part of the patrolman test will be held in the spring, the physical part in the summer. The written test will be designed to determine the intelligence, initiative, reasoning ability, common sense, judgment, and aptitude for police work of the candidates. The physical test will measure coordination, agility, strength and endurance of the potential patrolman.

As was also the case in the last



Professor Francis P. Wall, of New York University, is making up the physical part of the coming patrolman exams. The person who wants to be a patrolman for New York City must pass a written test, a medical test, and a physical test. The physical section examines strength, agility, endurance, coordination.

patrolman exam, it is expected that there will be no educational requirements for admittance to the new test. However, candidates on the last examination who had special training on a college level in such fields as physics, chemistry, engineering, law, languages, sociology, and social work were allowed to apply for extra credits which were added to the mark received in the mental test. It is expected that similar credits, not to exceed a total of four percent on either the mark received in the written test or the mark received as a final average of both written and physical, will be allowed to candidates on the new examination.

Full details of this examination will appear in subsequent issues of **THE LEADER**, as soon as they are officially announced by the Civil Service Commission. See study course on Page 11.

DROPPED WORKERS GET PREFERRED TREATMENT

The New York City Civil Service Commission approved a recommendation that the preferred list for management assistant be used to fill the following jobs: investigator, Emergency Revenue Division, Comptroller's Office; clerk, grade 3, in departments where no promotion lists exist; clerk, grade 2, in departments where no appropriate lists exist.

The Commission made the recommendation on the request of nine employees dismissed from the Housing Authority. At least fifty employees who were recently dismissed from the Housing Authority are on the preferred list for management assistant. At the same meeting, the Commission denied the request of the nine dismissed employees that the preferred list be certified to vacancies in the title of Housing Inspector.



James A. Burke, Democratic Councilman, who has earned the support of Civil Service employees in his fight for election as Borough President of Queens. Burke has fought for a \$1,000 minimum for hospital helpers, has been largely responsible for the 8-hour day for State hospital attendants and has consistently supported the fight of City employees for increased wages.

PATROLMAN CANDIDATES AVAILABLE NOVEMBER 15

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Sheriff By Competition? Voters to Decide Election Day

(Exclusive)

Open competitive examinations for the proposed city-wide positions of Sheriff and Register are already being planned by the Municipal Civil Service Commission, and will be announced shortly after Election Day should the electorate accept proposition number one and reject propositions two and three.

Proposition number one places the two positions under Civil Service. Numbers two and three, adopted by the City Council, create an appointive Sheriff and Register.

In addition to the two top-paying jobs, the Commission states that 835 subordinate positions are also to come under the merit system should number one be passed and two and three defeated. Propositions two and three leave

these junior positions outside the Municipal Civil Service classification.

To Use Lists

Many of these 835 jobs will be filled from the lists for Patrolman, P. D., Special, City Marshal, Attendant-Messenger, and others. Some of the existing jobs may be abolished as useless, and it is also possible that open competitive or promotion tests be held for some.

Salaries for Sheriff and Register, should they be made competitive, are not yet known. However, Sheriff in New York County now gets \$15,000, while Register pays \$12,000. Present city employees working in the higher grades will be eligible to compete in the exams and will undoubtedly get experience credit for relevant city training.

The offices of Sheriff and Register have long been under fire by "reform-government" circles.

Open All Day Tuesday, November 11 (Armistice Day)

PATROLMAN PREPARATION

An examination for Patrolman has been officially ordered and is expected to be held in 1942. Few men regardless of physical condition or education can hope to pass either the physical or mental test with a high percentage without specialized training. During the last twenty-five years close to 90% appointed to and promoted in the Police Department have been prepared by us. Any young man who is interested in taking the coming Patrolman test is invited to call and be examined by our physician without cost, attend a mental class and observe a physical class in session. The special features of our physical training are the 12 laps to a mile track on the roof of our gymnasium, the agility test and the coordination machines.

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Physical and mental classes meet three times weekly at convenient hours.

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Classes for the above examination meet three times weekly at convenient hours.

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Mental Classes from MONDAY, NOV. 10, at 6:30 P.M.

JR. PROFESSIONAL ASSISTANT

Class now forming.

MOTOR VEHICLE LICENSE EXAMINER

Entrance Salary \$1,800 per annum. Classes meet TUESDAY and THURSDAY, at 1:15, 6:15 and 8:30 p.m.

MOTOR VEHICLE INSPECTOR (Bus)

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

CARD PUNCH OPERATORS

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

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

HEALTH INSPECTOR (Gr. 2)—Classes meet Wednesday and Friday at 10:30 A.M. and 8:30 P.M.

INSPECTOR OF HOUSING (Gr. 2)—Wednesday and Friday at 8:30 P.M.

INSPECTOR OF ELEVATORS (Gr. 2) — Class Forms Friday, Nov. 7 at 8:30 P.M.

STATIONARY ENGINEER'S LICENSE—Classes meet Wed. and Fri. at 7:30 P. M.

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Employees Seek Pay Boost Of New York City Council

With city employees raising their voices for salary increases to meet mounting costs of living, the City Council was petitioned from two sources within it this week to boost pay.

Councilmen Laidler and Ninio, Brooklyn Laborites, introduced a resolution which would set up a committee to study the effect of rising costs on city employees. This committee, made up of outside experts as well as members of the Council, would make recommendations following its study to ease the burden on city employees. The resolution was

referred to the committee on rules.

Sponsored by Councilman Christensen, a bill was introduced to provide annual increments of at least \$120 for competitive employees earning over \$1,800, for employees in the graded service without a maximum, and for employees in the ungraded service. The bill was immediately sent over to the committee on civil employees.

Another resolution of interest to civil service employees has already set up a committee to investigate the delay in filling fire vacancies. The present list expires on December 15, and a new list will be in effect immediately afterwards.

Is Civil Service Prejudiced Against Short Men?

Even if you are just a little on the short side, have you felt that you could do the job just as well as the next fellow? Is it fair to put height requirements on a civil service job? Don't miss a most interesting, informative article in next week's LEADER that tells you just what is what, and what you can do about it.

Diploma in Civil Service New Course Open to H. S. Graduates

Aimed at providing high school graduates with a grounding in present-day society that will serve them in good stead on civil service examinations, an experimental course leading to a Diploma in Civil Service Studies has just been inaugurated by the evening session of Brooklyn College.

Along with a sprinkling of general subjects, the student takes courses in political science dealing with administration of government. The diploma is granted to those who pass 64 credits, about one-half the number usually required for college graduation. Some of the subjects may be counted towards a college degree should the student wish to continue.

Pointing out that "career opportunities in government service are greater today than at any time in our history," the announcement of the course in the evening session's catalogue continues:

"For successful performance in

supervisory positions it is necessary to have a broad understanding of present-day society as well as formal training in the relationships established by administration. For this reason college training is frequently required. The bachelor's degree itself, however, is not a requirement for most positions. By rigidly prescribing the courses and concentration largely in one field of work, the curriculum offers to the student who is unable to afford more time an opportunity to obtain the essential training in public administration.

Required among the subjects in the concentration field are principles of public administration, supervisory techniques in public service, municipal government, municipal administration, and statistics and research. Others included are public finance, comparative government, the legislative process, control of public opinion, political parties in the United States, American constitutional law, national administration, administration of justice, American history since 1865.

James A. Park is director of the evening session, which is located in the building at Bedford Avenue and Avenue H, Brooklyn.

Ornstein Favors Board of Appeals

A board of appeals where city employees may receive an impartial hearing on disciplinary action taken against them was urged yesterday by Charles L. Ornstein, Democratic candidate for City Council from Manhattan.

Ornstein, in maintaining that a board of appeals will provide "a real system of justice," pointed out that New York State has just made effective similar legislation for its employees.

"The Halpern Act," he stated, "allows State employees to appeal either to the courts or to the Civil Service Commission. A board of appeals would be an improvement even on this, as such a board would be in business just for Civil Service employees and we would be assured of speedy justice."

United States Senator Robert F. Wagner this week announced his support of Ornstein, in a letter to the Democratic nominee. Ornstein is a business executive who for many years has been general manager of the Paramount Hotel. He is a member of the National Board of Governors of the Amateur Athletic Union. In 1936 he led the fight to keep the American Olympic team out of the Berlin, Nazi Germany, Olympic games.

Kern Sued

Paul J. Kern, both as president of the Municipal Civil Service Commission and individually, was sued this week for \$55,200 by an eligible who maintains that Kern and the Commission have done him out of that sum.

Here is how the plaintiff, Anthony Gentilella, figures:

He took an exam some years back for inspector of plumbing, and should have wound up 16th on the list. But the Commission and particularly Kern judged him wrong on two questions where he actually was correct. Because of this, he was placed 21st. Lo and behold, number 16 was appointed but not number 21.

The \$55,200 is what Gentilella would have earned at the \$2,400 annual salary up to retirement, plus pension.

The city denies the claim on a number of grounds, including the fact that the Supreme Court three years ago threw out Gentilella's appeal for rerating.

the planting operation.

The person who puts in a request for a tree pays for the tree and at the end of the year the city owns it. At the request of the Sixth Avenue Association, Mr. Grande has prepared a contract for plantings between Forty-fourth and Forty-eighth streets. This will put the four blocks in the shade for the first time since the avenue was stripped of the "El." A celebration was held last week on Sixth Ave. Mr. Grande believes that if Paris can have trees on her main streets so can New York. Last spring saw 1,980 trees planted. Besides tree plantings the Parks Department by December will have two wild-flower projects sown along two parkways in Manhattan and Queens.

Passed Training, Worked 4 Months, Kicked Out

The Civil Service Commission denied the request of Lee A. Harper, an eligible on the attendant messenger list, to be certified to the title of railroad porter in the Board of Transportation. Mr. Harper is at present a provisional porter in the IRT division of the Board of Transportation. In requesting appointment under the process of selective certification, Harper said that he received a mark of 81 per cent on the test for attendant messenger, that he has been employed as a railroad porter for the past four months, that

he successfully attended a session of the Board of Transportation's training course for railroad porters, that he has worked as a maintainer's helper, group B, in both the IND and IRT divisions and that he was previously employed as a laborer by the New York Central Railroad. Harper contended that he should be entitled to the job because of his experience and his place on the Attendant Messenger list.

In denying Harper's request the Commission ruled that the list for sanitation man has been declared appropriate for the job of railroad porter under the process of selective certification.

Life Guards Wanted

Life guards on the city beaches won't be needed for some time yet, but if you'd like the job come

age, and you'll have to be a pretty healthy specimen. You can be rejected for any weakness, illness or disease "that tends to impair health or usefulness": among these are defective vision, heart and lung diseases, uncontrolled hernia, paralysis, and defective hearing. The job pays \$4 a day. It's supposed to be a very good



the next stretch of warm weather, you'll be able to apply in a month. The Parks Department generally employs 350 to 400 life guards a season. To get the job, you have to be 19 to 27 years of

job, we hear, especially for tall, handsome men.

Remember that you can't apply now. Filing won't open until next month. We'll keep you informed of the date.

'Paris of America' Is What He Wants to Make of NYC

One of the busiest men in city employment at the present time is Anthony V. Grande, assistant landscape architect in the Parks Department. At first glance that might appear an exaggeration, but when it is understood what Mr. Grande is aiming at, his job will be better appreciated. In-

cientally, there are future job opportunities involved which will be of interest to gardeners, three pruners and others who, because of their knowledge and experience, can be utilized in the plan conceived by Mr. Grande to transform the city into the Paris of America.

That perhaps needs a bit of explaining and goes back to about three years ago when Park Commissioner Robert Moses began a tree-planting program. Mr. Grande has now taken hold and is supervising large-scale tree planting and expects to put 3,000 trees on the streets this fall. His problem is partially solved because of public cooperation. Property owners are besieging his office for information on how to get trees planted on their blocks or in their vicinity.

Citizens heretofore were largely deterred from campaigning for tree plantings because of the red tape involved, but under the Grande plan a property owner simply applies to the Park Department for the necessary permit. The department takes the matter up with the Police and Fire departments as to the suitability of location and supervises

GET THE NEWS!

Have you ever come across an event that might make a news story for The LEADER? Have you ever had a problem that should be written up in this paper? Whenever you have a news-tip, whenever you know of a good story brewing, or of a good civil service picture waiting to be snapped, won't you please let us know?

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Civil Service Employees: Watch forthcoming issues of **The LEADER** for special articles on your seniority rights, promotions, retirement, and other subjects of subjects of vital interest to you.

Defense Openings In Private Industry

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

Technical

(Phone LExington 2-0160)

Aircraft Designers—Must have at least three years' experience in design of airplane engines, calibration of aircraft armament with motors and detailing of gun mounts for aircraft. (Ask for Miss Bernstein).

Marine Draftsman—Minimum of five years' experience on hull, structure or mechanical equipment of cargo or passenger ships. Experience on small pleasure craft not acceptable. To work on mosquito boats for Navy. (Ask for Mr. Pope.)

Mechanical Designers—At least five years' experience on automatic machinery, power turrets, precision instruments, etc. To design mechanical control equipment. (Ask for Mr. Pope.)

Radio Development Engineer—For development work on magnetron type of radio tube. Must have had experience as transmitting tube engineer in electron-physicist research. (Ask for Mr. Pope.)

Track Designer—Must have at least two years' recent experience in layout and design of trolley or subway track systems. To work for industrial development sponsored by government. (Ask for Mr. Alexander).

Industrial

(Apply to Mr. Hawes, LExington 2-8910)

Arc Welder (on Marine Work)—Able to read blueprints, lay out own work, do three-position welding, use coated rod. Must have passed Navy test or Hartford Fidelity & Casualty test. Weld must stand 58,000-pound pull. Must be citizen.

Boilermakers (Shipbuilding)—Able to perform all machine and hand operations, read blueprints and do own layout. Must be able to roll tubes. Must be citizen.

Coppersmiths (Marine)—Experienced in marine work. Kitchen equipment and related lines not acceptable. Must be citizen.

Lathe Hands (Marine)—Experienced setting-up and operating 24-inch to 48-inch swing lathes on all types of heavy marine work. Must be citizen.

Shipfitters—On new and repair work. Able to make templates, layout special forms not predetermined in mold loft and able to lift templates. Must be citizen.

(Apply to Mr. Burnham, LExington 2-8910)

Coil Winders (Female)—Experienced on single and multiple wire-winding machines.

Coil Calibrators—Experienced making A.C. bridge measurements and coil adjustments.

Exhaust Operators—Experienced on high voltage in manufacture of air-cooled radio tubes, complicated process sealing, breakdown tests, etc.

Flare and Fire Setters—Job setters experienced in manufacture of radio tubes, to set, adjust and inspect die blocks, seal-in pins, etc. Able to do all work pertaining to making stems.

Radio Laboratory Technicians—Must have heavy manufacturing experience on UHF transmitters.

Radio Production Foreman—To supervise complete production operations on radio receivers. Must be able to lay out work from laboratory samples. Permanent job with a growing concern doing non-defense work.

Radio Testers—Must have recent manufacturing experience on multi-band sets.

Radio Wiremen—To do cable lacing, bus bar wiring, etc. Must have transmitter or set manufacturing experience.

Writers and Electric Hand Iron Solderers (Female)—Must be experienced in radio set manufacture.

(Apply to Mr. Brosseau, LExington 2-8910)

Plier Workers—Must be experienced claspers, tippers, bead-ers, stringers, pasters, enamellers and have had other similar experience.

(Apply to Mrs. Rafter, LExington 2-8910)

Machine Shop Foreman—To control production and set rates. Able to supervise and instruct 100 or more employees in all phases of machine shop work: Lathes, milling machines, planer, shaper, grinders, all drill press operations. Age 40 to 50. Must be citizen.

25 H. S. Grads to Get Free Radio Training

Twenty-five high school graduates, with a background of physics, chemistry, and mathematics, will be selected by the New York University College of Engineering for admission to a special tuition-free defense course designed to train radio technicians for employment with industry or in the civil service, it was announced yesterday by Dean Thorndike Saville.

Applications for the course, which is sponsored by the United States Office of Education, must be made in writing to the Office of Defense Training, at the university's uptown campus, 181st street and University avenue, the Bronx.

Begins Next Week

The course, which will begin on November 10, will be offered un-

der the direction of Dr. Harry N. Walker, chairman of the department of electrical engineering. It will continue for 19 weeks, and will meet on Monday, Tuesday, and Friday evenings so as to be available to employed high school graduates.

More than one-third of the total period of instruction will be devoted to laboratory study, and students will utilize recently installed electrical laboratory apparatus valued at more than \$150,000, Dr. Walker said. The men will be trained for technical work on aeroplane locators, direction finders, and other electronic devices now being used on modern defense equipment. Qualified students not accepted for the first course will be eligible for admission to additional classes planned at later dates in the same field.

31,000 NURSES NEEDED

"The serious shortage of professional nurses is one of the critical problems facing this country today," Miss Mary Beard, chairman of the subcommittee on nursing, Office of Defense Health and Welfare Services, declared recently in speaking before the American Public Health Association convention in Atlantic City.

"We face new decisions and fresh situations concerning the health of communities near Army camps and great industrial plants, to say nothing of the need for filling those places left vacant in civilian hospitals and homes when nurses are drawn away for activities connected with our armed forces," said Miss Beard.

More than 31,000 additional graduate registered nurses are needed this year by the Army, Navy, and other Government agencies as well as by civilian institutions, Miss Beard reports. To meet these new requirements, 50,000 new students must be enrolled in schools of nursing this year; thousands of retired professional nurses are being urged to return to active duty; 100,000 volunteer nurses' aides are to be trained by the Red Cross and the Office of Civilian Defense; and 500,000 more are receiving instruction in the Red Cross Home Nursing course.

Next week, because of Armistice Day, **The LEADER** comes out on Monday, Nov. 10, instead of Tuesday, as usual. Remember to get your copy on **MONDAY**.

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DEFENSE CREATES CONSTRUCTION JOBS IN UPSTATE AREA

The defense program is creating many construction projects in upstate New York.

Among the new undertakings announced are the Quartermasters' Corps Depot near Albany with an expected cost of \$5,000,000 to \$6,000,000; a new radio plant and a radio tube plant at Schenectady each to cost about \$1,000,000; a 700,000 square-foot addition to an airplane plant near Niagara Falls; a new \$870,000 shipyard to be built near Rochester; and large housing projects in Buffalo and Niagara Falls. These projects are all to be rushed to completion and will require thousands of workers, said the report.

Large-scale employment is starting on the Rome Air Corps Depot and the Seneca Ordnance Depot. When full employment is reached, these two projects will employ between five and ten thousand construction workers.

Housing Construction

Considerable defense housing construction is underway in Watertown, Sidney, Rome and Massena. This is supplemented by extensive private residential

building in all the important upstate cities. As many more factory workers will be required in such cities as Buffalo, Niagara Falls, Rome, Massena, and Schenectady where housing shortages are already reported there will have to be a large amount of additional residential construction, the survey indicated.

Rochester has been a particularly active area for non-defense construction. In addition to the heavy volume of residential building, there has been considerable commercial building, in addition to the construction of a \$1,000,000 hospital, and an extensive street repair program. With the non-defense construction added to the factory expansions and the new shipyard, Rochester is having the greatest construction boom in ten years.

Priorities are expected to sharply curtail non-defense building in the near future. This will not entirely halt private construction as the government will probably allow critical materials to those wishing to put up essential buildings where they will contribute materially to defense. It will probably mean, however, a serious curtailment of construction in cities with comparatively little defense work. Even in defense areas the housing is expected to be restricted to inexpensive family units. As a result, construction activity will probably be spotty with considerable migration of workers from area to area as major defense jobs are completed.

State Hospitals in Frantic Search for Male Attendants

With both hospital attendant lists already exhausted for men in all zone 4 institutions but Manhattan State Hospital, The LEADER learns that provisional male appointments are being made in large numbers by the superintendents of six hospitals in and around the metropolitan area.

This does not hold for women, as there are still available women on the eligible lists. Latest news on the status of the two lists will be found in Mental Hygiene Notes, on page 11.

Several of these institutions have already received permission from the State Civil Service Commission to advertise for provisional help. But even that hasn't met the need, as the salary of \$54 a month plus maintenance con-

tinues to lose in the battle with boom defense wages.

Extend Age Limits

As exclusively predicted last week in The LEADER, the age limit has already been extended beyond the 18-45 limitations. Men up to 50 years of age are being considered for work, along with boys under 18 who have their working papers.

The hospitals where provisionals are being taken on, and the superintendent of each, follow:

- Brooklyn State Hospital, 681 Clarkson avenue, Brooklyn — Dr. Clarence H. Bellinger.
- Central Islip Hospital, Central Islip, L. I.—Dr. David Corcoran.
- Creedmoor State Hospital, Queens Village, Queens—Dr. George W. Mills.
- Kings Park State Hospital, Kings Park, L. I.—Dr. Joseph H. Shuffleton.
- Pilgrim State Hospital, Brentwood, L. I.—Dr. Harry J. Worthing.
- Rockland State Hospital, Orangeburg—Dr. Russell E. Blaisdell.

Appointment Procedure

The procedure followed in making provisional appointments is briefly this: The applicant sees the superintendent, who has power to say whether or not he is acceptable. If acceptable, the applicant fills out the same blank used by hospital attendant test candidates. If he passes the same medical and physical requirements set by the State Civil Service Commission for the job, he will be appointed. Some institutions also fingerprint appointees.

LICENSE JOB REQUIREMENTS MAY BE EASED

ALBANY.—Less stringent physical qualifications may be written into specifications for motor vehicle license examiners upon the occasion of the next test for the job, to open for filing probably in January, it was indicated here this week.

Like other departments, the Motor Vehicle Bureau fears it will have increasing difficulty in obtaining satisfactory examiners under any conditions in view of the competition for help in defense industries. For this reason the qualifications pertaining to age, weight, and height may be modified in the new tests.

On the occasion of the most recent test, held in 1936, candidates had to measure at least 5 foot 5, weigh at least 125 pounds, and not be over 45 years of age.

While the list for motor vehicle license examiner has been exhausted for some months now, no hardship is expected from postponing the exam until 1942 as the bureau is in slack season for road tests.

The LEADER is running study material regularly for this examination. This week's material appears on Page 24.

Stephen's Candidacy

The candidacy of Thomas E. Stephens, Republican nominee for Councilman from Manhattan, represents years of legislative experience in New York City and Albany. Executive assistant to Council President Newbold Morris, Stephens has represented the present city administration at the State Legislature and has assisted Morris at City Hall.

This experience, according to the Citizens Union has given him "an exceptional background for useful service in the Council."

TRANSFER

MESSENGER — CW2 — Federal Housing Administration; Washington, \$1,080; permanent; seeks transfer to New York. Persons willing to exchange New York positions for mine, contact me. David Schaeffer, 126-15 1/2 Merrick Road, St. Albans, L. I., N. Y.

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- Applied Design
- Drawing and Painting
- Textile Design and Processes for Hand Decorated Fabrics
- Interior Decoration
- Costume Design
- Fashion Illustration and Figure Drawing
- Advanced Dressmaking, Drafting, Pattern Making
- Home Dressmaking and Novelty Work
- Elementary Trade Dressmaking

Academic Subjects

- English
- Citizenship
- History
- Economics
- Chemistry
- Biology
- Physiography
- Algebra
- Geometry
- Trigonometry
- Languages

If you wish to register for one of these courses, apply at the Washington Irving Evening High School, 16th Street and Irving Place, Manhattan, any evening after 6:30 o'clock.

Can You Quit Your Job, Draw Insurance?

In an effort to clear up popular misconceptions of the provisions of the "voluntary quit" amendment to the New York State Unemployment Insurance Law, Milton O. Loysen, executive director of the Division of Placement and Unemployment Insurance, State Department of Labor, this week emphasized that the amendment penalized only those unemployment insurance benefit claimants who voluntarily threw up their jobs without a good reason for quitting.

"By a good reason for quitting, I mean a sensible, justifiable reason," said Mr. Loysen. "One of the prime requisites of the unemployment insurance law, of course, is that, to be eligible for unemployment insurance benefits, a person must be available for and capable of employment."

"The 'voluntary quit' amendment was primarily designed to forestall the payment of unemployment insurance benefits to people who are merely seeking paid vacations, those who have no intention of returning to employment, those who are not available for employment because of illness or other reasons—in short, people who don't want to or can't work."

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VOTE EVERY STAR ON ROW B

Civil Service LEADER

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Tuesday, November 4, 1941

But the Horse Died

EVERYBODY knows the old story about the farmer who thought he would feed his horse a thimbleful less of oats each day. The horse wouldn't miss such a small quantity of food. But of course, in due time the poor animal died of starvation, and the farmer was so surprised!

When the Hatch Act was first broached to the public, it was explained that the purpose was to protect government employees against political activity. They wouldn't miss the loss of a little bit of democracy. But, of course, if you take a little bit off here and a little bit off there, that's a lot of democracy taken away. If you work for the federal government today, or if you work for a local agency receiving some part of its money from the federal government, you can't, among other things, write a letter to a newspaper expressing your opinion upon a political subject.

You can't be in any way connected with a "partisan" newspaper. Who is to say what is partisan?

You mayn't march in a political parade.

You may express an opinion in a political campaign, but very, very quietly.

When you remember that close to 1,500,000 men and women work for the federal government, and countless others for state and local agencies receiving federal funds, it adds up to a real slice of democracy being taken away.

When you start with a little bit, it becomes easier to grab off a little bit more the next time.

Our federal legislators should give some tall thought this winter to the Hatch Act, lest they find themselves in the position of the old farmer.

There's one pleasant thought in this gloomy editorial. The LEADER'S poll of candidates in the New York City election shows that, almost to a man, they oppose curtailment of the political activities of civil service employees. They feel that you don't lose your citizenship when you start working for the government.

Thumbs Up, 11-Squad

SOMETIME this week it is anticipated that the 11-squad bill, providing a decent working week for cops, will come up before the Board of Estimate. The bill recently passed the City Council by an overwhelming vote.

The Board of Estimate will be expressing the will of New York City, and acting in the best interests of Civil Service, if it O.K.'s the bill.

Pay Rise—Now!

ON page 3 of this issue, there's a very important article. It's about various salary plans recently put into effect in cities throughout the country, and in private industry, to take care of the rising cost of living.

Civil service employees should give extremely careful attention to the various plans being set forth. Should there be a straight percentage rise in salary? Should a bonus be added to wages? Should salary rise or fall in accordance with the cost of living index?

There is general agreement that a salary rise—in one form or another—must come for government employees. There will be difference of opinion as to the best manner in which this end should be accomplished. But whatever the means, civil servants should themselves have an important voice in the solution of the salary problem.

An additional point should be made here. While there is general agreement on the necessity of a pay rise, there are sure to be efforts to delay positive action. Employees will find this true in all three services—city, state, federal. They should be on their guard against the procrastinators.

Don't Repeat This!



RACE prejudice in an important State agency is being studied by anti-discrimination groups . . . The federal government is planning to take over a number of State institutions should hostilities break out . . . Food is supposed to be served at cost to War Department employees at the air base in Trinidad, B.W.I., but meals actually cost more than in good New York City hotels . . . A top examiner of the City Commission still hasn't been reimbursed for pocket money laid out for Commission work . . . In the railway mail service, overtime pay is less than pay for work during regular hours.

INVESTIGATIONS

Harassed Bill Herlands, investigations commissioner, has reports on four city departments pending or before the Mayor. On the carpet: Sanitation, Welfare, Domestic Relations Court, and Water Supply, Gas and Electricity . . . How come there are still no Negroes admitted to the State's nurse training schools despite the large number of Negro attendants? . . . An important city official gets a pittance for an outside journalistic chore . . . City officials are worrying about the safety of local employees, both on and off the job, and are planning to do something about it . . .

PUBLICITY

Bronx cheers for that important federal official in New York who keeps outsiders from employee activities so that he can hog the entire publicity spotlight . . . Prisons

Merit Men



LIFE BEGINS AT 45 for slim, patient William H. Rocker, new director of the Bureau of Information of the Civil Service Commission. After 19 years in the comparative complacency of the Payroll Bureau, the last eleven of which were spent as assistant director, Bill Rocker was asked by the Commission to accept the directorship of the hectic, much-harassed question and answer department.

Calm, unperturbed, Bill takes the change in his stride. "In the payroll bureau," he said, "we had deadlines every two weeks. Up here we have deadlines every day."

It was a case of sink or swim when Bill moved up to the seventh floor. James A. Dermody, his predecessor, had just resigned to accept a position with the State Civil Service Commission. One of his assistants was on vacation. Another was leaving to accept an appointment in the Fire Department. A third was absent because of a death in his family. The bureau had to meet its daily deadlines of questions and answers with just one experienced clerk—and Bill.

He's a Busy Man

Each day 50 to 100 people visit

the Bureau of Information. The bureau answers between 100 and 200 telephone calls a day. The mailman drops his daily stack of at least 100 letters in the bureau—letters with questions covering a variety of subjects, some wholly unrelated to the work of the Civil Service Commission. Asked for an example of a question typical of these, Bill said, "The other day a woman called up and wanted to know how to go about adopting a baby."

Even more important than the ability to squeeze a veritable encyclopedia of constantly changing civil service statistics, decisions, and regulations in his mind, the director of the Commission's quiz bureau must possess a natural instinct for liking people. He must be a vocational guidance instructor to young men and women trying to decide on a career, a father confessor to irate visitors with "problems" on their minds. Despite the headaches, Bill Rocker likes his new job because he likes people.

He's a Native

A native New Yorker who has lived in every borough but Richmond, Bill Rocker came to the Commission as a grade one clerk in 1914. Except for a two-year interval when he served as a doughboy in France and Belgium with Company I of the 105th Infantry, Bill has been with the Commission steadily for 27 years. Married, the father of two young daughters; a resident of Inwood for the past ten years, Bill is a member of Fort Tryon Post, Veterans of Foreign Wars. Of a research bent, Bill likes to read history, biography. For mental relaxation, he likes to translate Latin. For exercise and physical relaxation, he prefers canoeing, ice skating and is still very active in both sports. He is the star catcher of the Commission's much-publicized softball team.

Friendly, unassuming, prone to understatement, Bill Rocker looks forward to his new work. With a twinkle in his eye betraying his obviously suppressed enthusiasm, he said, "I think I'll like it very much."

owners of war don't have to pay postage for their letters. But it ain't worth it . . . The State Conservation Department will continue to raise requirements for obtaining a license as a hunting and fishing guided . . . The medical Bureau of

the City Commission could stand a good healthy painting and scrubbing . . . The Army's treatment of sex among the draftees comes in for some harsh words in an article to appear in the next American Mercury.

letters

The LEADER invites all readers to write in upon any Civil Service subject. Letters receive the careful attention of the editors. Those of general interest will be printed. Letters which appear in these columns may be answered by readers with other points of view. It is the intention of this department to be an open forum for people interested in civil service.

Higher-Paid Employees Want Pay Increase

Sirs: In the Municipal Civil Service, all employees under \$2,400 get a yearly increase of \$120. To date they have received five increments, or a total of \$600.

Those above \$2,400 have received nothing in that time. In some departments most of the employees getting over \$2,400 have received no raises for 10, 15, 20 years. Except favorites, who always get theirs.

The rising cost of living hits Civil Service just as much as others. An increase of at least 10% for employees from \$2,400—\$4,000 at this time would be proper, fair and just. Don't you think so?

A petition for an increase is in the hands of the Board of Estimate now. READER.

The Delicate Problem Of U. S. Appointment

Sirs: Two articles in The LEADER were of particular interest to me: "Why wasn't I Appointed," and "Vets Cry Discrimination."

In regards to the first article, I believe the majority of us are not complaining so much about not getting an appointment as we are about never getting a call or certification. One might overlook not being appointed if he at least got a notice to appear at one of the agencies for a job. This would prove that the list was active and applicants were getting some attention.

In regards to the second article I wish to say that the Civil Service vets deserve all support and

then some. Not alone from the vets angle but from all those that seem to have the constant disadvantage of the age question. I note in particular that they hold the Commission responsible for lack of appointments. The Commission in turn passes the buck onto the appointing officer of the various agencies. I for one do not know if the Commission has the power to change its present setup or if it is a legislative matter. I feel some drastic changes that would be beneficial to the applicant. O. SCHAEFER.

The LEADER is making a careful study of the problems presented by Mr. Schaefer. Several articles have already appeared. More are coming.—EDITOR.

A Test for Every Job?

Sirs: I read in the Civil Service LEADER where the Civil Service Commission has placed 13 men from the old Fire List, into positions with the Board of Transportation as railway clerks, etc.

Do you think that that's fair to fellows who may be looking for jobs as such but are unable to get them because no test was given for the jobs, or who couldn't pass the fire test?

You, the Editor, wrote at the bottom of one of my letters that it has always been the practise of the Federal and State and City to take men off lists and place them in jobs other than what they had applied for. That may be true, but can you truthfully say that they have done it as wholesale as they are doing it now in the City Civil Service.—No you can't.

I believe that the Civil Service

Law states that, all Civil Service jobs shall have an appropriate title and that an appropriate test shall be given for each position.

D. E. JOHNSON.

There is no such thing as a "right" to a government job. The Civil Service Commission acts as an agency whose major function is to find the persons best suited to hold government positions. If those persons can be taken from a current eligible list, it is held by most civil service authorities that it should be done.—EDITOR.

Why They Are Forced to Quit

Sirs: As a \$900 per annum clerk, I read with interest in this week's copy of The LEADER that there is an undercurrent in various State Departments to raise the \$900 minimum salary.

I think that anyone with sense will readily admit that in the face of steadily rising prices it is an impossibility to keep one's self decently fed, housed and clothed on \$900 per annum minus pension deductions.

Unless something is done for us soon, I for one will be forced to seek a more lucrative position and resign from State service.

Please print this letter in The LEADER and find out what other low paid employees think. Is there any part that we can play in this fight?

DISCOURAGED \$900 CLERK.

The shortages in Civil Service are getting ever greater. Requirements for civil service jobs are being lowered. Your chances of landing a civil service position are better than ever before.

Candidates

Question 1

Question 2

Question 3

Question 4

Question 5

Question 7

Question 8

Edward Vogel, Councilman, Brooklyn (Dem.)

Yes.

(a) I feel that the salaries of New York City Civil Service employees should reflect the level and surely the increase in cost of living. (b) By appropriate legislation, (c) A fair minimum salary would be established by the employees rendered by the em-

Yes.

Morale of Civil Service employees and the heads of the department, and avoidance of "spy system."

Rebecca Stein Yuttal, Councilman, Brooklyn (ALP)

City employees should be paid the prevailing rate of pay in private industry, if the prevailing rate in private industry is higher than the city minimum plus increment and merit increase. It is essential, in this connection, that salary rates in the civil service shall not be pegged downward by inadequate prevailing or not, in private industry.

Civil service employees should most certainly be free to join organizations of their own choosing. The right to bargain collectively through organizations of employees' own choosing is an essential and indispensable attribute of American economic democracy. Departmental officials obviously sever in the conduct of employee organizations. "Company" unions in civil service are as objectionable—perhaps even more so—as "Company" unions in private industry.

A residence requirement might very justly be placed upon all city employees. There should, however, be an Appeals Board that efficiency and lower that morale. For example, in the Department of Education the attacks of the Rapp-Coudert Committee—announced by leading educators—tute teachers and degrading of the jobs of regular teachers through budget curtailment create an atmosphere of insecurity. The reduction in staff results in continuance of overcrowding in the class rooms. Obviously, efficiency is impaired when a teacher is forced to divide attention among forty-five or fifty pupils.

A uniform, city-wide system of disciplinary procedure for civil service workers is preferable. Organizations of the employees' own choosing should have a voice in establishment and operation of such a system. A Board of Appeals, which provides for employee representation, should also be established.

William Amanna, Councilman, Bronx (Dem.)

Yes.

Will favor any fair increase.

Yes.

(a) Yes. (b) No.

(a) No. (b) Yes.

Yes.

(a) Favor uniform city-wide system. (b) Yes.

William A. Carroll, Councilman, Manhattan (Dem.)

One of the difficulties in industry today is the failure to adjust earnings commensurate with living costs. The City of New York should benefit by the mistakes that industry is presenting making, and accordingly I endorse the proposition that the salaries of Civil Service employees be increased in commensurate with the rise in living costs in order to put into effect a fair and equitable increase. I would appoint a committee to study these conditions and thereafter submit a report as a basis for legislation to bring about the aforementioned increase. In my opinion the minimum salary paid to Civil Service employees should not be less than that paid in private industry for the same type of work.

Where city employees are performing services on an annual basis, they should be paid per annum. Those employees who render services of a temporary nature, or services that are intermittent, should be paid on a per diem basis.

Civil Service employees, like any other employees, should be free to join organizations of their own choosing, provided such organizations do not undermine the American way of living. In no case should a department head exercise control or in any way influence the conduct of employee organizations.

I am in accord with the Lyons Resolution and go even further to state that in no event should there be any exceptions. I know that there are in the City of New York any number of individuals who are honest, sincere, able, and competent to undertake any position regardless of whether it may be as head of a department or of a highly technical nature.

I believe that disciplinary proceedings should be determined by the heads of respective departments, since any deviation from such procedure might lead to regimentation. However, it would be a good plan to create a Board of Appeals to which disciplined employees could bring their grievances for final disposition.

John D. Tracy, Councilman, Bronx (Ind.)

Yes.

A rise in line with increased cost of living. B. by advocating mandatory legislation. C. \$1,200 per annum.

Yes.

Preferably on a per annum basis but where impractical, on a per diem basis.

A. Yes—except of a subversive nature. B. No.

No—except those who might be required speedily in an emergency.

The Civil Service Commission has Will do everything in my power to have the condition corrected.

I think there should be an impartial board as the heads of departments might hold a grievance against the employee and be prejudiced against him. Witness my own case—dismissed as a Police Sergeant after sixteen years of honorable service on a minor offense involving no moral dereliction, because I had previously incurred the enmity of the Police Commissioner.

James A. Burke, Borough President, Queens (Dem.)

Yes.

Salaries to city employees, particularly in the lower salary brackets, should be increased in line with present increased costs of living.

Yes.

City employees should be paid on a per annum basis only if they so desire. I favor giving city employees what they themselves want.

We endorse the policy of collective bargaining for city employees.

Yes, but exemptions should be made for technical jobs if properly equipped persons are not available in the City of New York.

This entire problem requires further study I think that Civil Service employees should have some thing to say in the setting up of the discipline machinery by which they would be affected. The answer to the second part of this question is yes.

We endorse the American Labor Party bill providing for complete grievance and appeal machinery for civil service employees.

Louis Goldstein, County Court, Brooklyn (Dem.)

Yes.

In view of the rising cost of living, it is important that all Civil Service employees obtain an increase in their earnings. I have heard rumors of an increase of 10 per cent for the present situation and believe that this is a step in the right direction. As far as a minimum salary is concerned, that depends on the type of work done by each employee. It is important, however, to give each employee a living wage so that the employee shall be able to live on it. It is essential that employees in a proper assigned to employees in a proper and efficient manner without hindrance caused by outside sources.

Yes.

Salaries of New York City employees should keep pace with the cost of living. During the last war the pay of certain Navy Yard employees 100 per cent. I believe that salary adjustments should be made through legislation in the City Council, sponsored by the employees themselves.

Yes, provided that such organizations do not interfere with the fulfillment of their oath of office and that the officials should not influence the conduct of employee organizations if the organizations fall into the above category.

Yes.

No, unless the recent report of the City Council investigating committee indicates gross inefficiency on the part of the Civil Service Commission president.

This entire problem requires further study I think that Civil Service employees should have some thing to say in the setting up of the discipline machinery by which they would be affected. The answer to the second part of this question is yes.

Andrew B. Armstrong, Bronx; Andrew B. Robinson, and Gertrude W. Klein, Bronx; Andrew B. Armstrong, Salvatore T. De Matteo, and Louis F. Goldberg, Brooklyn, and Saul D. Herman, Queens.

Yes.

Political activities of civil service employees in New York City should not be curtailed. However, they should not use their official status with any organization by which they are employed under civil service to influence others.

Yes.

Political activities of civil service employees should not be curtailed in a democracy. Civil service employees should most certainly have the same right of political activity that all other citizens have.

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Yes.

I do not believe I can answer this question because of my present position in the City of New York. I do not believe, however, that there should be one system of procedure throughout the City of New York to deal with the setting up of rules, regulations, and conduct, as well as a final review board to correct situations where there has been discrimination, bias, or prejudice at any particular hearing. In addition, the constitutional privilege and right of each employee to have his day in court on any action concerning his well-being should be maintained. In all cases, formal and written charges specifying why a department is instituting disciplinary proceedings should be served on the employee involved a reasonable time before the date set for hearing in order to permit proper answer to be made.

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ADVERTISEMENT

SCHOOL DIRECTORY

LISTING OF CAREER TRAINING SCHOOLS

ACADEMIC & COMMERCIAL - COLLEGE PREPARATORY
 Boro Hall Academy—DeKalb and Flatbush Ext., Brooklyn—Regents accredited—MAIN 4-8558.
 Eron School—853 Broadway, at 14th St. GRamercy 7-5923
 Regent - Accredited. Day and Evening Classes

ACCOUNTING MACHINES
 Accounting Machines Institute — 221 W. 57 St. — Day and Evening Classes—CIRCLE 5-6425.
 Midtown Calculating Co. — 10 E. 40th St. — Day and Evening Classes —All Business Machines—LEXington 2-4458.

BUSINESS MACHINES
 New York Business School—11 W. 42 St.—Day and Evening Classes. Wisconsin 7-9757.
 Comptometer School—299 Broadway WORTH 2-5393

DRAFTING
 New York Drafting Institute — 276 W. 43 St. — Day and Evening Classes. — WI. 7-0366.
 Manhattan Technical Institute — 1823 Broadway (59th) — Day and Evening Classes—CIRCLE 7-7857.
 Mondell Institute — 230 W. 41st St. — Day and Evening Classes — Wisconsin 7-2086.

FINGERPRINTING
 National Fingerprint and Identification School—9 E. 46th St.—Individual Instruction; Licensed by State of New York—PLaza 5-6868.

MECHANICAL DENTISTRY
 New York School of Mechanical Dentistry—125a W. 31st St.—Day and Evening—Employment Service—CHickering 4-3994.

STENOGRAPHY IN ALL LANGUAGES
 Interboro Institute—152 W. 42d St.—Wisconsin 7-3835—Day and Evening Classes.

SECRETARIAL SCHOOLS
 Lamb's Business Training School—370 Ninth St., at 6th Ave., Brooklyn. Day and Evening Classes — Individual Instruction. SOUTH 8-4236
 New York Business School—11 W. 42 St.—Day and Evening Classes. Wisconsin 7-9757.
 Riverside Business and Secretarial School—2061 Broadway (72d St.)—Intensive, Beginners, Advanced classes—Day-Eve.—TR. 4-2191.
 Washington Business School—130 W. 42d St. Wisconsin 7-8811
 Complete Secretarial Courses—Including Comptometry.
 Pace Institute — 225 Broadway — Day and Evening Classes — Beginning and Advanced Classes — BARclay 7-8200.

UNITED STATES GOVERNMENT SERVICE SCHOOLS
 School of Ten—113 W. 57th St.—Preparation for Flying Cadet Examinations—CIRCLE 6-6888.

WELDING
 Modern Technical Institute—Drafting, Slide Rule, Blueprint Reading, Machine Shop — 786 Communipaw Ave., Jersey City, N. J. — BERgen 4-6169.

Flight Training

The fall session in flight training at the East Coast Flying School, Queens County Airport, South Jamaica, Long Island, started November 1, according to announcement made by J. David Finger, director of the school.

The course covers a period of three months, and includes thirty-five hours of flight instruction, and seventy-two hours of classroom study. Ground training is given at the New York University Division of the East Coast Flying School, under the direction of Prof. Roland F. Spaulding.

A new convenient payment plan has been arranged for Civil Service employees.

An extra-curricular activity, just introduced by Chief Instructor Michael J. Morse, is instruction and practice in elementary formation flying, for pilots who have attained their private pilot certificates.

High School Offers Civil Service Courses

Courses to aid those taking civil service exams are being given free of charge by the Washington Irving Evening High School. In charge of Miss Gertrude Slavin, the courses consist largely of intelligence tests and civil service English. Those wishing to apply should go directly to the Washington Irving High School, Sixteenth street and Irving place, any evening, Monday through Friday, after 6:30 p. m.

101 Fire Boys Sent To Docks Dept.

The names of 101 eligibles on the highly-active and soon to expire open-competitive list for Fireman were certified to the Department of Docks to fill vacancies as junior airport assistant, at \$960 per year. The number of the highest eligible reached was 5,520. The last number appointed to the Fire Department from this list is number 3,487, to an appropriate position (railroad clerk, Board of Transportation), 5,217.

Postal News

By DONALD MacDOUGAL

Leave of Absence

The Post Office last week clarified a question that comes up frequently: What is the procedure involved in getting a leave without pay? Here is what Ambrose O'Connell, First Assistant Postmaster, says about it:

"The services of postal employees cannot be discontinued for absence on account of illness for a period less than one year. Postmasters may, upon written application from an employee accompanied by proper physician's certificate, grant leave without pay on account of personal illness of the employee concerned in one-month periods for a total of not to exceed one year's continuous absence. An employee who has been absent from duty for three months or longer should not be permitted to return to duty unless he produces a physician's certificate to the effect that he is restored to health. When an employee has been continuously absent for three months or longer, his return to duty for a period of less than 30 days will not be considered as breaking the period of his continuous absence. At the expiration of one year's continuous absence the employee should be dropped without prejudice. However, an employee who has been absent for one year on account of illness and has as much as five years of service to his credit should not be separated until he has been given an opportunity to retire.

"Postmasters may also grant employees leave without pay on account of the serious illness of some member of their families and for urgent business or personal reasons, not to exceed 30 days in the case of any employee during any fiscal year. Application for leave in excess of this amount should be referred to the department with a full statement of the facts and recommendations. Under no circumstances may an employee be allowed to start on his leave until formal approval has been received from the department.

"Employees should not be granted leave without pay until they have first taken all their annual leave. If an employee is absent on account of illness, he should be required to take his sick leave first, then his annual, and then leave without pay, unless he has compensatory time due him in which event the compensatory time due him should be charged first."

hath it that he is taking in all the motion pictures made by his namesake, Jean Gabin. . .

Laborers Endorse Foreign Policy

At the last membership meeting of Local 1, October 20, Israel Kramer, former vice-president, formally moved into the President's chair vacated by the former President Harold McAvoy. McAvoy has been elected to the national presidency and will be going to Washington, D. C.

Delegates were appointed to the Eastern District Conference, which will be held in New York City in November. Albert Dumolo, Leonard S. Levy, Harry Mintzer were appointed. Kramer and Shannon will also attend.

At the meeting, the local endorsed a rally held under the joint auspices of the A. F. L. and C. I. O., calling for support of President Roosevelt's foreign policy.

Transfer Division

One of the least known, though most important, branches of the Railway Mail Service is the Transfer Division. Employees in this division, known as transfer clerks, have a variety of duties. Some are the purchase of space for mails from the railroads, supervision of transfer and loading of mails, becoming familiar with arrival and departure of all trains, filling of runs when necessary, furnishing supplies to RPO cars, and the conveying of registered mail. . . Signs of winter—A basketball team is being formed at the Penn Terminal with the possibility of its being entered in an intra-city league. . . And if you must have that autographed picture of your favorite movie star, have it sent "Air Mail Special Delivery." It is quite likely that delivery from the West Coast will be made within 24 hours. . .

You'll Be Fingerprinted

Arrangements are being made to fingerprint all postal workers. So if your digital marks aren't on record, get your fingers ready for the smudge. It's by presidential order.

Operator: Applications reopened until November 14.
Supervising Tabulating Machine Operator, Grade 4: The rating of the written test has been completed.
Telephone Maintainer: The rating of the written test has been completed.
Turnstile Maintainer: The practical test was held on October 21, 22, and 23.

PROMOTION TESTS

Accountant (City-Wide): This examination will be held on December 30.
Assistant Foreman (Sanitation): The rating of the written test has begun.
Assistant Foreman (Track): The practical oral test was held on October 15.
Assistant Superintendent of Telegraph (Police): The written test will be held on November 3.
Assistant Supervisor, Grade 2, (Social Service), City-Wide: The rating of the written test is still in progress.
Car Maintainer, Group A: The rating of the written test has been completed. The practical test will be held this month.
Electrician: The rating of Part I of the written test is in progress.
Foreman: The rating of credit for educational and athletic training is in progress.
Gasoline Roller Engineer and Asphalt Roller Engineer: The postponed practical test will be held in November.
Health Inspector, Grade 2: Filing for this examination closed October 14. Exam set for Dec. 6.
Housekeeper: The rating of the written test has been completed.
Inspector of Housing, Grade 2: Exam set for Nov. 29.
Inspector of Printing and Stationery, Grade 2: The rating of qualifying experience has been completed.
Interpreter: The rating of the written test is still in progress.
Junior Administrative Assistant (Real Estate Research): The rating of the written test has been completed.
Laboratory Assistant (Bio-Chemistry): The written test will probably be held this month.
Medical Social Worker, Grades 1 and 2: The rating of the written tests for both these examinations is still in progress.
Office Appliance Operator, Grade 2 (I. B. M. Alphabetic Key Punch Machine) and (Remington Bookkeeping Machine): The rating of the practical tests for both these examinations will probably be completed this month.
Principal Chemist (Bio-Chemistry): Application period closed Oct. 27.
Psychiatric Social Worker, Grade 2: The rating of the written test is still in progress.
Power Distribution Maintainer: Practical tests will be held shortly.
Radio Operator: The rating of qualifying experience has been completed. Written test, Dec. 10.
Resident Building Superintendent, Grade 3: All parts of this examination have been administered.
Senior Buyer (New York City Housing Authority): The rating of the written test has been completed.
Spectroscopist-Microanalyst: The written test was held October 30.
Stenographer (Law), Grade 2: The rating of the practical test is in progress.
Superintendent of Camp LaGuardia: The rating of the written test is in progress.
Supervising Air Traffic Control

Convention

The biennial convention of the Railway Mail Association at St. Paul, Minnesota, has just been concluded. The convention is on record as strongly favoring longevity legislation, a twenty per cent rise, a change in title from Railway Mail Service to Postal Transportation Service, and time and one-half pay for overtime. Aside from all the concrete proposals, the convention afforded a fine opportunity for railway postal clerks from every section of the country to get together and see what makes the San Antonio and Laredo and the Vanceboro and Boston RPO's tick.

Al Gabin of the Penn Terminal is soon to be married and rumor oral test will probably be held this month.
Trainmaster: The rating of the written test has been completed.

POLITICAL ADVERTISEMENT



Vote the Name That Counts
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FOR COUNCIL

Is Your Exam Here?

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

OPEN COMPETITIVE TESTS
Actuarial Assistant: The rating of the qualifying experience has begun.
Air Traffic Control Tower Operator: The written test was held October 24.
Allenist (Psychiatrist), Grade 4: The rating of the written test has been completed. The oral interviews ended on October 9th.
Assistant Director (N. Y. C. Information Center): The rating of the written test has been completed. The test for training, experience and personal qualifications was held Tuesday, October 21.
Assistant Engineer (Specifications), Grade 3, College Equipment and Supplies: The rating of the written test has been completed.
Baker: The practical test will probably be held the latter part of this month.
Bridge Painter: The rating of the written test has been completed.
Car Maintainer, Group A: The rating of the written test has been completed. The practical test will be held this month.
Car Maintainer, Group F: This examination is held in abeyance pending the results of the promotion test for this position.
Chief Air Traffic Control Operator: Applications reopened to Nov. 14.
City Medical Officer, Police Surgeon and Medical Officer, Medical Examiner: The rating of the written test has been completed. The oral interview test will be held as soon as practicable.
Court Stenographer: The elimination test will be held Nov. 15.
Dentist (Part Time): The rating of the written test has been completed.
Dietitian: The rating of Part II of the written test has begun. The rating of Part I will begin shortly.
Director of Medical Social Service, Grade 6: All parts of the examination have been administered.
Director of the Bureau of Child Hygiene: The rating of the written test has been completed.
Electrician: The rating of Part I of the written test is in progress.
Fireman: The rating of credit for educational and athletic training is in progress.
Gasoline Roller Engineer and Asphalt Roller Engineer: The postponed practical test will be held in November.
Health Inspector, Grade 2: Filing for this examination closed October 14. Exam set for Dec. 6.
Housekeeper: The rating of the written test has been completed.
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Supervising Air Traffic Control

Democratic Candidate for Re-Election to the COUNCIL
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 Born in the Old Ninth Ward, New York City.
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Real Estate Notes

By FRED ASHLEY
Real Estate Editor

In answer to the many letters from readers, inquiring as to where they may locate certain

types of apartments at specific rentals, we unfortunately are in no position to refer you to any particular house or real estate agency. However, we do suggest that you use one of the many apartment-locating bureaus in Greater New York. They are at your service at all times and usually have a complete knowledge of the rental situation in and around the metropolitan area. Give them the information concerning the type of apartment or home and the price range you desire, and they will usually be able to find a location to suit your necessity and preferences.

Charles W. Brown, Real Estate Broker and Appraiser, at 3428 Third Avenue, the Bronx, has many 1- and 2-family bargains available at present. Call Mr. Brown at ME1rose 5-0043.

A serious housing shortage is about to arise in Dutchess County, according to reports from Albany, where plans are afoot to open a new prison at Green Ha-

ven. The prison is due to open about the first of the year, with a staff of 300 eventually to be taken on. Surrounding towns as yet have made no adequate provision for living quarters for the new employees.

At least one builder, Hilton Terrace, Inc., has obtained priorities on materials to meet the shortage. Building is going on with plans for 25 houses as ordered.

Ralph Varicchio has over 1,000 foreclosed homes in all localities, all types, and all price ranges, to be sold as low as \$3,500. Call or write 111-40 Lefferts Boulevard, Richmond Hill—Virginia 3-5445.

You can enjoy fall and winter sports at Furnace Brook, Greenwood Lake, N. Y., the ideal weekend and vacation resort. George McIntosh at 30 Irving Place, New York, will build a log cabin to your order at Furnace Brook. There is a private beach and clubhouse, and is only 42 miles from New York. The rustic cabins can be had on easy terms from \$1,750.

BULLETIN BOARD

COMMUNION BREAKFAST, NEW YORK CITY HOUSING EMPLOYEES

The employees of the New York City Housing Authority will hold their first annual Communion Breakfast, Sunday, November 9. Mass will be celebrated at 9 a. m. in St. Patrick's Cathedral. Breakfast will follow at the Roosevelt Hotel, Forty-fifth Street, and Madison Avenue.

Guest speakers at the Breakfast will include Rev. John P. Boland, chairman of the New York State Labor Relations Board and Rev. Thomas Coyne of Brooklyn.

GREATER NEW YORK PARK EMPLOYEES, BRONX COUNCIL

The Greater New York Park Employees Association, Bronx Council, will hold its next meeting, Friday, November 7 at 8 p. m. in the Bronx County Building, 161st Street and Walton Avenue, Bronx.

COMMITTEE FOR WELFARE INCREMENTS, DEPT. OF WELFARE

Social investigators earning \$1,799.99 in the Department of Welfare attended a meeting in room 530, Washington Irving High School, Friday, October 31, at 5:45 p. m., sponsored by the Committee for Welfare Increments. The committee will insti-

tute litigation to obtain the four increments to which they believe they are entitled under the McCarty increment law. Interested persons may obtain further details by communicating with Miss Roslyn Levin, 760 Linden Boulevard.

HOUSE PAINTERS ELIGIBLES ASSOCIATION

The next meeting of the House Painters Eligibles' Association will be held at Painters' Legion Post, 301 West Twenty-ninth Street at 8 p. m., Friday, November 14. Reports on communications sent to various city officials by officers of the association will be made at the meeting.

NEWSDEALERS' POST, AMERICAN LEGION

The following officers were elected for 1942 at the October 25 meeting of the Newsdealers Post, 1,169, American Legion: Commander, James J. Connors; First Vice-Commander, Jacob Kay; Vice-Commanders, Ralph Heaton, Briggio Rannol, Joseph Walton; Sergeant-at-Arms, Charles Fecht; Judge Advocate, Thomas F. Delaney; Finance Officer, Abraham Peck; Trustee, Robert Fish; Chaplain, Harry Looks; Historian, Walter P. Brown; Executive Committee Members, Harry Schott, Luke Moran, Philip Mandara, Harry Feldman, Seth Brown, Louis Rubinstein.

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145th to 146th Block Front 680-4 Riverside Drive	4 Rooms From \$70 5 Rooms From \$85	Facing Drive, All Outside Rooms, Subway Near. Bus passes door. Apply on premises.
510 W. 184th St.	5 Rooms \$44 - \$48	Bright, airy outside rooms in modern building. Well located for access to transit, schools, shops, churches. Tiled baths. Supt. or NEHRING BROTHERS, 182d and St. Nicholas Av.
190 Waverly Pl. Greenwich Village	3 — \$65 up	Beautiful skylight apartments, large foyers, ample closets, elevator building; near all transit; choice layouts available. Agent on premises or WA. 7-9590.
BRONX		
134th St., 358 East Near Alexander Ave.	6 Rooms \$23	All improvements, except steam J. M. PREGANZER Real Estate and Insurance 225 Alexander Ave. (138th St.)
284 Willis Ave. At 139th Ste.	5 Rooms \$25	All improvements except steam J. M. PREGANZER Real Estate & Insurance 225 Alexander Ave. (138th St.)
405 Willis Ave. At 144th St.	5 Rooms \$25	All improvements except steam J. M. PREGANZER Real Estate and Insurance. 225 Alexander Avenue (138th St.)
147th St., 408 East Near Willis Ave.	5 Rooms \$25	All improvements, except steam J. M. PREGANZER Real Estate and Insurance 225 Alexander Ave. (138th St.)
1840 Anthony Ave. Near 177th St.	6 Rooms \$47	All latest improvements J. M. PREGANZER Real Estate & Insurance 225 Alexander Ave. (138th St.)
2085 Tiebout Ave. Cor. 180th St.	4 Rooms \$40	All latest improvements, refrigeration J. M. PREGANZER Real Estate and Insurance 225 Alexander Ave. (138th St.)
Amalgamated Cooperative Apts. 80 Van Cortlandt Park South Marble 7-9300	3, 4, 5 Rms. \$38, \$48, \$59 Up 5 Rms., 2 baths, \$97	On Van Cortlandt Park. Near public high schools, Hunter, Jerome-B'way, Ind. Subways, Incinerators. Walk-up and elev. bldgs. Garden courts.
Amalgamated Cooperative Apts. 80 Van Cortlandt Park South Marble 7-9300	New 2-3 Rooms \$25.50-\$37.50 Investment Basis	On Van Cortlandt Park. Near public high schools, Hunter, Jerome-B'way, Ind. Subways. 2-story bldgs. Incinerators. Garden court.
QUEENS — LONG ISLAND		
Regency Park *Kew Gardens Station Union Turnpike At Main Street	3 1/2 with Ter. \$95-4, \$95.00 4 1/2, \$97.00	A few attractive units still available, some with terraces; landscaped gardens, playgrounds; private bus to 6th and 8th Ave. Subway. RE. 9-3080.
Jackson Heights 34-33 90th St.	2 Rooms \$36 3 Rooms \$41-\$50 4 Rooms \$49-\$55	All outside rooms; tennis courts; children's play grounds.
Kew Gardens Hills Private Home Apts. 20 Acre Park 20 min Times Square	3-3 1/2-4 Rms. \$54-\$63.50 \$98.50 Up	All outside rooms. Garage accommodations. 78-11 138th St. Two blocks north of Grand Central parkway. Joseph H. Lopin & Co., Agents. RE. 9-0100.

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The Prof Selects

Who's going to win? Each week The Prof predicts which football teams are likely to win the games of the coming Saturday.



Compare these predictions with your own, and then, after the games are played, see what percentage of The Prof's guesses are correct. Following is a list of games to be played on Saturday, November 8.

Casey Robinson Vacationing in New York

CASEY ROBINSON, Warner Bros. writer, who has to his credit the screen adaption of such notable best sellers as the forthcoming "One Foot in Heaven" and "Kings Row," has arrived in New York for a brief vacation.

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Wedding or banquet will be a success for certain if you let us arrange it. At our beautiful ballrooms or any leading hotel.
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151 West 40th St. N. Y. C.

Amusement Parade

By Joseph Burstin

THIS WEEK'S OPENINGS

Stage Plays

TONIGHT: "The Man With Blond Hair" — At the Belasco Theatre.

WEDNESDAY, Nov. 5—"Blithe Spirit"—A farce by Noel Coward, at the Morosco Theatre. Produced by John C. Wilson. Cast includes Clifton Webb, Peggy Wood, Leonora Corbett and Mildred Natwick.

SATURDAY, Nov. 8—"The Walrus and the Carpenter," a comedy by Noel Langley, at the Cort Theatre. Produced by Alfred de Lagre, Jr.

Nite Life

Benny Goodman, whose orchestra is breaking all records at the Terrace Room of the HOTEL NEW YORKER, will be the guest of honor Thursday, at the "Blues in the Night" musicale at the HOTEL WALDORF-ASTORIA. . . . The Wesson Brothers, a duo of comedy impersonators, and Gene Stockwell, ballet tap dancer have been added to the new show at LEON & EDDIES. . . . Vocal-Talent quests at ROADSIDE REST, Oceanside, L. I., are being held by Leonard Arthur. Prizes will be given the "best amateur singers." . . . William Scotty and his orchestra opened at the Cotillion Room of the HOTEL PIERRE. . . . The exotic star of song, Gertrude Niesen, will make her first New York night club appearance in almost two years tomorrow, when she opens at Monte Proser's COPACABANA for a limited engagement. . . . Brooklyn's own singing pianist and accordionist, Billy Martin, moves in-



Rise Stevens, new MGM singing star, who is co-starred with Nelson Eddy in "The Chocolate Soldier," at the Astor Theatre.

Legit Shows

"The Wookey" lists four holiday matinees this month: Today, November 4, 11, 20 and the 27th. Wednesday afternoon showings will be dropped. . . . Mary Barthelmess, daughter of Richard, and Faith Brook, daughter of Clive, are additions to "Letters to Lucerne." John Golden announces that his production of the Somerset Maugham-Buy Bolton comedy "Theatre," starring Cornelia Otis Skinner, will have its New York Premiere during the week of November 10. This will be Miss Skinner's first starring appearance in a new play in New York. "Theatre" is based upon a novel of the same name by Mr. Maugham. . . . The Theatre Guild's next production, "The Rivals" includes Donald Burr as Captain Absolute, Mary Boland as Mrs. Malaprop, and Walter Hampden as Sir Anthony Absolute. Eva Le Gallienne is directing. . . . Newest additions to the Hammerstein-Romberg musical, "Sunny River," include Jason Robards, Ivy Scott, Frederic Persson, Sylvia St. Clair, Oscar Polk and Richard Huey. . . . The Windsor Theatre will be the Broadway home of Harlan Thompson's comedy, "Chills and Fever," which will open in New York on November 24. . . . The extra Thanksgiving Day matinee of "Best Foot Forward," November 20, will have a 3 o'clock curtain. All other performances will proceed at the usual time, including the extra Election Day matinee today.

Radio Notes

Dinah Shore starts a new 15-minute variety show Sunday night via NBC Blue in addition to her Cantor program. . . . Due to the great demand for tickets to the NBC "Symphony Concert" conducted by Leopold Stokowski, the network has adopted a paid-admission policy for those wishing to attend the four concerts. . . . Hattie McDaniel, who won an Oscar for her work in "Gone With The Wind," is an added guest on the Rudy Vallee show, Thursday, November 6. . . . The Office of Emergency Management will launch a half-hour variety show via Mutual starting November 9. Show is entitled, "Keep 'Em Rolling" and will feature Morton Gould's orchestra and Clifton Fadiman as M.C. . . . The "Metropolitan Auditions" are now being short-waved to South America via NBC. . . . Alfred Wallenstein, Musical Director of WOR, will conduct the Los Angeles Symphony Orchestra during January. He will conduct five concerts. . . . Emanuel Feuermann, 'cellist, will be guest soloist on the next United States Treasury program, "America Preferred," over WOR-Mutual, when it changes from Saturday to Thursday night. . . . Bert Shefter has tagged his WOR octet (heard each Monday at 8:45 p.m.) the "Swanky-tonks."



Jacqueline Delubac in "The Man Who Seeks the Truth," now in its fifth week at the World Theatre.

to the entertainment spot at the Cafe-Bar of the HOTEL ST. GEORGE. Martin, who was born in Dodgerland, is well-known to his fellow-Brooklynites, having sung and played to them for six years at OETJEN'S Restaurant. . . . RICO'S Restaurant at Washington and Cedar Streets is featuring a series of celebrities' pictures in his windows. Kico learned the restaurant game at EL MOROCCO. . . . Novelist Fannie Hurst dines while the Adrian Rollini Trio dispense tinkling rhythms from the podium at JACK DEMPSEY'S Broadway Restaurant—Three Men and a Hurst. . . . The HENRY HUDSON HOTEL on West 57th Street is starting a series of dances for the Service Men. . . . Gypsy Rose Lee and Marty May sit in the author's corner at BARNEY GALLANT'S, and the stripper intimates that Marty is set for the "Biff" role in Hollywood's version of her "G-String Murder." The new show at the GREENWICH VILLAGE INN is known as the Greenwich Village Inn Follies. . . . Joe "Gardenia" Schechtel, managing director of the SWING CLUB, West 52nd Street, is having the club redecorated by the well-known artist, Soned. . . . The skating team known as the Lightning Duo, has been added to the floor show at BUTLER'S,



Gene Tierney, Dana Andrews and Randolph Scott as they appear in "Belle Starr," new 20th Century Fox film now playing at the Roxy Theatre.

Theatres
Now! STRAND B'way & 47th St.
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"SERGEANT YORK"
A New Warner Bros. Hit
In Person
PHIL SPITALNY
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Movie Snorts

With the attendance of the second week of the Phil Spitalny stage show and screen feature, "Sergeant York" coming within a scant few hundred patrons of that of the first week, the Spitalny stage show and the Warner Bros. feature, "Sergeant York" is being held over for a third week at the New York Strand. . . . The first showing of "Ships Ahoy Wings," the Michael Balcon production which will shortly be released by United Artists, will take place aboard the aircraft carrier, "Ark Royal," the ship around which the story of the picture is presented. . . . "A Yank in the R.A.F." co-starring Tyrone Power and Betty Grable has its first Brooklyn showing at the RKO Albee.

Theatres
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Law Course Open to All City Employees

Credit Toward Promotion Given to Civil Servants Who Take Course

Registration for Part II of the in-service criminal law enforcement course, open to all city employees, was extended last week until November 10. Part I, presented last year, attracted 1,625 employees, the largest number ever to take a course directly administered by the Bureau of Training of the Municipal Civil Service Commission. It is expected, though, that fire warden training courses will cut into the

filing for the second part. The 16-session course starts November 19, to continue each Wednesday evening from 5:30 to 7 o'clock. Morris Ploscowe, chief clerk of the Court of Special Sessions, is director of the course, which is sponsored by the court and the Council on Criminal Law and Procedure. Law enforcement and court officials of the city make up the faculty for the course. Content of the course is listed: "criminal law enforcement and the organization

and functioning of the courts; the theory and practice of probation and parole; the institutional treatment of offenders; and the interrelationship of law enforcement agencies."

In-Service Credit

In-service credit goes to city employees who have social service titles, such as social investigator in the Welfare Department, or who are in agencies engaged in criminal law enforcement. Among the latter are Correction, Investigation, Police, the Courts, Chief

Medical Examiner, District Attorney, and Parole Commission.

Education credit, which may be used on Civil Service tests, goes to non-civilian employees of the Police Department, to employees of such State agencies as the Court of General Sessions, the county courts, and the offices of the sheriffs, and to all city employees not mentioned for in-service credit.

A final examination is to be held on April 8, 1942, three weeks after the final session.

ALL U. S. WORKERS SUBJECT TO FINGERPRINTING

"Section 1. All employees in the Executive Civil Service of the Government whose fingerprints are not now on file in the Federal Bureau of Investigation, Department of Justice, or in the agency in which they are employed, are hereby required to be fingerprinted in accordance with the procedure established by the head of the department or agency in which they are employed.

"Section 2. Before any original appointment or reinstatement is made to a position in the Executive Civil Service of the Government, the person concerned shall be fingerprinted in accordance with the procedure established by the Civil Service Commission or by the head of the department or agency in which the appointment or reinstatement is to be made.

"Section 3. All fingerprints of employees not now on file in the Federal Bureau of Investigation, and all fingerprints required to be taken by section 2 hereof, shall be transmitted to the Federal Bureau of Investigation by the head of the department or agency concerned for checking and report as to criminal records, and for permanent classification and filing."

Today, all prospective federal employees are fingerprinted, in accordance with presidential order issued June 12 of this year. But many thousands of Uncle Sam's employees now on the job haven't been fingerprinted. They will be at once, or as rapidly as arrangements can be made. When the fingerprints are taken, they go to the files of the FBI.

Regulations of the U. S. Civil Service Commission call for fingerprints to be taken prior to or at the time of appointment. Certain temporary employees, like postal workers on temporary Christmas jobs, don't have to be fingerprinted.

N. Y. C. Transit System.
Senior Administrative Assistant, Bureau of Operation and Maintenance, Department of Education.
Senior Chemist (Department of Hospitals).
Plant Operations and Maintenance, Department of Education.
Stenographer, Grade 3, (All City Departments).
Ventilation and Drainage Maintainer, Ind. Division, N.Y.C. Transit System.
Washer (Department of Hospitals).

New Motor Unit Studies Job Duties

ALBANY.—With the new financial responsibility law due to go into effect January 1, 1942, it is known that Tax Commissioner Mark Graves and his administrative bureau are in constant huddles with the Civil Service Department in working out specifications for many new jobs to be filled in the Motor Financial Responsibility Bureau that will be set up within coming weeks.

While very little has yet been decided upon as to titles and specifications for positions in the bureau, it can be told at this time that two of the choicest titles will be those of "adjudicator" and "evaluator," in effect referees under the new act. There probably

will be at least 21 adjudicators appointed and at least 51 evaluators. About half of these will be in the New York City metropolitan area, which in Motor Vehicle Bureau parlance includes the Long Island counties, Westchester, Sullivan, Dutchess, and Rockland, as well as the five within New York City.

Jobs Pay Well

The adjudicator jobs likely will start at \$3,600 and the evaluators at \$2,100. Nobody knows yet how many of the new positions will be filled by promotion and how many by competitive examinations. There undoubtedly will be many provisional appointments at the outset.

The series for the financial responsibility bureau will not come before January 1.

Future NYC Tests

The following examinations have been ordered by the Commission but are not as yet open for applications. As soon as further action is taken on any of these positions, the information will appear in The LEADER.

Open Competitive Tests

- Apprentice (Automotive Trades).
- Assistant Civil Engineer.
- Assistant Director of Public Assistance (Division of Shelter Care).
- Assistant Mechanical Engineer.
- Barber.
- Buildings Manager (Resident), Harlem River Project, South Jamaica Project.
- Car Maintainer—Group E, N. Y. C. Transit System.
- Chemist.
- Director of Education (Department of Hospitals).
- Head Dietitian.
- Inspector of Elevators, Grade 3.
- Inspector of Live Poultry.
- Instructor of Barbering.
- Junior Engineer (Civil), Grade 3.
- Junior Engineer (Electrical), Grade 3.
- Junior Epidemiologist.
- Junior Physicist (Radiation).
- Laboratory Assistant (All Specialties).
- Laboratory Assistant (Histology).
- Law Assistant, Grade 2.
- Licensed Fireman.
- Life Guard (Men), temporary service.
- Marine Engineer.
- Mechanical Draftsman (Electrical), Grade 3.
- Mechanical Engineer (Salvage).
- Office Appliance Operator (Boroughs Bookkeeping Machine).
- Parole Officer.
- Patrolman, P. D.
- Playground Director (Male).
- Power Maintainer, N. Y. C. Transit System.
- Psychologist.
- Public Health Nurse (Women).
- Radio Operator, Grade 1.
- Road Car Inspector, N. Y. C. Transit System.
- Seamstress.
- Senior Administrative Assistant, Bureau of Plant Operation and Maintenance, Department of Education.
- Senior Chemist.
- Special Patrolman.
- Stenographer, Grade 2 (Male).
- Ventilating and Drainage Maintainer, N. Y. C. Transit System.
- Weighmaster.

Promotion Tests

- Air Brake Maintainer, Ind. Division, N. Y. C. Transit System.
- Asphalt Foreman (Office of Borough President of the Bronx).
- Assistant Foreman (Lighting), Ind. Division, N. Y. C. Transit System.
- Assistant Supervisor (Electrical), Ind. Division, N. Y. C. Transit System.
- Baker (Department of Hospitals).
- Borough Superintendent of Buildings (Department of Housing and Buildings).
- Captain (Police Department).
- Car Maintainer—Group E, Ind. Division, N. Y. C. Transit System.
- Chemist (City-Wide).
- Electrical Draftsman, N. Y. C. Tunnel Authority.
- Foreman (Department of Hospitals).
- Foreman (Electrical), Ind. Division, N. Y. C. Transit System.
- Foreman (Lighting), Ind. Division, N. Y. C. Transit System.

- Foreman of Porters (Department of Public Works).
- Asphalt Foreman (Office of Borough President of Richmond).
- Assistant Civil Engineer, Board of Water Supply.
- General Foreman, Grade 4 (Borough President of Manhattan).
- Inspector of Boilers, Grade 3 (Housing and Buildings).
- Junior Civil Service Examiner (Civil Service Commission).
- Junior Mechanical Draftsman (Heating and Ventilating) Grade 3, Board of Education.
- Road Car Inspector, Ind. Division, N. Y. C. Transit System.

Auto License Examiner

The LEADER concludes this week the 1936 exam for Motor Vehicle License Examiner, as an aid to candidates planning to take the coming test. Here are the answers to the questions that appeared in last week's issue:

C. Two hours 143. 180,000

141. 83.0 144. not marked

142. 50 per cent 145. 15.0 sec.

Following the test itself, candidates were given this experience record. Failure to answer the questions was listed as good cause for disqualification. This questionnaire will give candidates an idea of what they will be asked to fill out at the coming examination.

To supplement or corroborate information given on application all candidates are required to answer the following questions in the spaces provided. All statements are subject to verification. If you do not meet the published requirement of not less than five years since January 1, 1927, of satisfactory experience in operating automobiles, your application will be disapproved even though you pass the written test.

1. For how many years have you been driving an automobile?.....
 2. Since about what year have you had a license to drive an automobile?
 3. From what State or States?
 4. If this has not been continuous, list years skipped.
 5. If you have been licensed as a chauffeur give years so licensed.
 6. During the years you have been licensed since January 1, 1927, what would you estimate as the approximate average number of miles per year you have driven?
 7. About what percentage of this driving has been on pleasure cars?
 8. Have you ever had a license to operate a motor vehicle refused, suspended or revoked, in this state or elsewhere?
- Further information of interest to Motor Vehicle License Examiner candidates will appear weekly up to the date of the exam.



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