



Civil Service LEADER

Vol. I. No. 9

New York, November 14, 1939

Price Five Cents



EDWARD JOSEPH QUINN, JR.
"... Civil Service is a tradition in my family ..."

Merit Men By SEWARD BRISBANE

BOYISH - LOOKING, 27-year-old Edward Joseph Quinn, Jr., looks more like the president of a college fraternity than the head of 4,000 fire eligibles. He doesn't look like a crack athlete, but he got a two months' tryout with the Boston Braves in 1931 after gaining a reputation at St. John's University, Brooklyn.

How, we wondered, did he get interested in Civil Service? "Well," says Quinn, "I guess I come by it naturally. It's a tradition in my family. My mother's family has been in the service since 'way back. My father is acting captain of the Police Bureau of Information."

Admires McElligott

Ed Quinn has a great admiration for his father and for Police Commissioner Valentine and Fire Chief McElligott. He dreams some day of being a commissioner himself.

Quinn got his bachelor's degree in economics in 1934 after preparatory study in Catholic schools. Afterwards he studied law at night for two years, while he worked as an accountant during the day. He still intends to get his degree.

With 64,999 others, the largest group who ever took a State Civil Service exam, Quinn filed for Assistant Clerk in 1934 and placed 474. Although it was listed as a \$1,200 job, many accepted appointments for as little as \$780 a year. But Quinn held out until 1937, when he was assigned to the Motor Vehicle Bureau at the "advertised" salary. He's still there.

Formed Group in 1937

Quinn became a Fire eligible in 1937, and helped form the Fire Eligibles Association.

Because of his organizational ability Ed Quinn was elected president and has held the post ever since. The fact that he stands only 5,480 on the list influenced his election, since it is to his interest to speed appointments of those ahead of him.

Originally its purpose was to prevent the Civil Service Commission from putting Police eligibles

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NEXT WEEK

Abraham S. Weber, New York State's Budget Director

LATEST EXAMS CITY, STATE, FEDERAL SANITATION MAN REQUIREMENTS

JUNIOR ENGINEER TEST LISTED

A nation-wide open competitive exam for Junior Engineer (all branches of engineering) was announced yesterday by the U. S. Civil Service Commissioner. Applicants must file for this position not later than Dec. 11 at the Federal Building, 641 Washington St., Manhattan.

There are many vacancies in this position in Washington, D. C., and in the field, according to the commission. The positions will pay \$2,000.

The following duties for the

(Continued on Page 2)
Full requirements of all Federal, State and City tests now open start on page 8.



JOINS MERIT COMMISSION
Lieutenant Governor Charles Poletti, shown here with Mrs. Poletti, who was appointed last week to Gov. Lehman's new commission to extend competitive Civil Service status to thousands of employees in New York State

FILING TO OPEN IN DECEMBER

The competitive exam for Sanitation Man A, eagerly awaited for many weeks, will be announced by the Municipal Civil Service Commission on Dec. 1, The Leader learned exclusively yesterday. Filing will open a few days after the start of the month.

This will be the first time in the commission's history that a test has been held for Sanitation Man, which is a new title for jobs formerly in the labor class. More than 2,500 vacancies will be filled from the Sanitation eligible list.

There will be no educational or experience requirements for the test. Men who try out
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F.D.R. Is Urged to Extend Xmas, New Year Holidays

In a move to provide thousands of employees in city, state and federal departments with two three-day vacation periods during the Christmas season, Seward Brisbane, editor of The Leader, sent letters to President Roosevelt, Governor Lehman and Mayor LaGuardia last week urging them to proclaim holidays for the Saturdays before Christmas and New Year's.

Brisbane's letter followed an editorial in The Leader last week which called for these additional holidays.

Brisbane pointed out that this year, for the first time since 1933, Christmas and New Year's fall on Monday. If the two preceding Saturdays are holidays for government workers, he said, "thousands of men and women will be able to enjoy two long vacation periods with little handicap to government departments."

Brisbane also urged that employees be notified several weeks in advance if the holidays are proclaimed, so they will be able to make plans for the vacation periods.

AGE LIMIT RAISED FOR EIGHT NAVY YARD JOBS

Set Experience Blanks For Climbers-Pruners

Experience blanks for 1,400 Climber-Pruner candidates will be mailed within the next few days, The Leader learned yesterday. A deadline of five days will be set for their return.

37 Civilians Replace Sergeants at Phone

A suit contesting the legality of yesterday's assignment of 37 civilians to replace Police Sergeants at telephone switchboards in station houses throughout the city is expected within a week, The Leader learned yesterday from reliable sources.

The action was contemplated several weeks ago, when the order was first given, but was held up until this first group of civilians finished a three-week training course at the Police Academy. Specific details on the suit will depend on the duties to which the civilians are assigned.

It has been expected that the action of replacing 3,500 Sergeants and 3,000 Patrolmen by 1,200 Clerks and Telephone Operators will not only save the city money, but also help relieve the shortage in the Police Dept. by allowing men to return to routine police work. The department is now 827 under its limit.

Also, if the action of the Police Dept. and Municipal Civil Service Commission is upheld, it will delay appointments from the new Patrolman list.

The written exam, to be announced within two weeks, will be given to all the candidates at one time, along with 100 additional candidates for the change-of-title promotion test. This was ruled two weeks ago by the Municipal Civil Service Commission, establishing a new procedure. In former years the tests were given to groups of candidates as vacancies occurred.

The experience blanks will not be checked until after the exam has been given. The written will be in the form of a literacy test and qualifying exam questioning the candidate's knowledge of the names of trees, methods for caring for them, and the procedure for pruning, trimming, planting, and spraying.

A practical test will also be held, to determine the candidate's ability to identify trees by foliage and bark, and knowledge of elementary tree-surgery principles. In addition, he will be asked to shinny up a 40-foot tree without aid, then prune the top-most branches, make himself secure, and tie certain knots.

Certify Messenger List

With the stipulation that only those eligibles who are five foot six and taller be affected, the Municipal Civil Service Commission ruled this week that the Attendant-Messenger list be certified for the position of Porter (Railroad). This latter classification is scheduled to be brought into the competitive class.

Printers To Fill Compositors Jobs

The Municipal Civil Service Commission at its meeting last week declared the Printers list appropriate for the positions of Job Compositor and Pressman in the Fire Dept.

This action came after The Leader called a letter to the attention of the commission from S. Daniel Gussin, in which he urged that the Printers list be used for these positions.

Raises for Guards Demanded by Brind

The Association of State Civil Service Employees will urge inclusion of guards under the terms of the Feld-Hamilton mandatory salary increment law, President Charles A. Brind, Jr., told members of the Coxsackie chapter at its first annual dinner dance last Thursday night at the Smith House, Catskill.

Other speakers were Frederick C. Helbing, superintendent of the New York State Vocational Institution, and Joseph D. Lochner, executive secretary of the ASCSE. Serving on the arrangements committee were Mrs. Viola M. Dimmick, Thomas P. Cawley, Peter C. Coughlin, William Rice, Wilbur Quinn, Donald McCall, Howard Pillsworth, John Moran, and George Gates.

Visit The Leader store for everything in Civil Service—99 Duane St., N. Y. C.

Urge Professional Men To Enter Civil Service

Professional men are urged to take examinations for Civil Service positions, in a report issued this week by the New York State Bar Association's Committee to Cooperate with the Young Lawyers Section, following conferences with the Municipal and State Civil Service Commissions.

"There has never been a more opportune time for the federal, State, and municipal governments to acquire a better qualified Civil Service personnel," the report asserted, pointing out that economic conditions have forced lawyers as well as members of other professional groups to enter government work.

Four principles of policy, three approved by both commissions and the fourth accepted with reservations, were submitted by the committee, of which Julius Applebaum is chairman. These principles are:

1. In positions where the education and training of an attorney is equivalent to the minimum qualifications, admission to the bar should be specifically listed as an alternative minimum qualification.

2. To require admission to the

bar as a basic minimum qualification for such quasi-judicial positions as referee, examiner, or assistant executive, where such person conducts hearings to determine rights or the violation of laws.

3. In positions where admission to the bar is one of several minimum qualifications but not a required qualification, additional credit be given to the attorney-applicant.

4. These principles apply to other professions and to the Civil Service positions appropriate to each.

The State commission declared that it will accept the second principle only after surveys have been made and after it determines the extent to which the proposal is in the public interest.

SCHOOL WILL FEED COPS DURING TEST

Candidates for the Police Lieutenant promotion exam, slated Friday and Saturday at the Franklin K. Lane High School, Jamaica Ave and Dexter Court, Brooklyn, will be served luncheons from the school cafeteria, the Municipal Civil Service announced.

More than 900 Sergeants have filed for the test, which will be given in three sessions, each lasting three and one-half hours. The first will begin at seven o'clock Friday night. The second period begins at 9 a. m. Saturday, and the third gets underway shortly after noon.

Candidates will be allowed to bring any notes or books they think will help them, since the commission has announced that the test will be devised to measure judgment, knowledge of police administration, and ability to use the law.

The most helpful books for the test will be the Manual of Procedure, Rules and Regulations of the Police Department, Code of Criminal Procedure and Penal Law, the Commission stated.

Junior Engineer Exam

(Continued from Page 1)

position were listed by the commission: Under immediate supervision, to perform such professional work as the testing and inspecting of engineering materials, drawing up plans for minor projects, preparing specifications for engineering material or apparatus, performing field work, making computations, preparing maps, assisting in experimental research, compiling reports and handling technical correspondence.

Applicants must not be more than 35 years of age, unless they are granted preference because of military or naval service, or unless they are now employed in the classified service of the federal government.

They must have successfully completed a four-year professional engineering course leading to a bachelor's degree in engineering. In addition, they must be in sound physical condition.

The commission also announced competitive tests yesterday for Associate Textile Engineer (\$3,200); Assistant Textile Engineer (\$2,600) Orthopedic Mechanic (Bracemaker), \$2,000; Orthopedic Mechanic (Shoe-

Name IRT Group Heads

Newly elected officers of the Benevolent Committee of the IRT Supervisory and Administrative Employees will be announced next Monday night at a meeting at Vasa Castle Hall, 149th St. and Walton Ave., Bronx. Installation will take place on Jan. 1, 1940.

Henry J. Ferguson, of the Chief Engineer's department, heads the incumbent officers, a majority of whom are expected to be re-elected. The committee was formed in February to fight for passage of the Wicks Law.

Follow the Leader for the latest in Civil Service news.

PLAYGROUND DIRECTOR JR. OFFICER, MECHANIC

Classes: Mon., Wed. and Friday at 8:30 P.M.

Classes: Tues. and Fri. at 8:30 P.M.

TELEPHONE OPERATOR CLIMBER & PRUMER

Class: Wednesday at 8:30 P.M.

Classes: Monday and Thursday

PATROLMAN--FIREMAN

These examinations must be held within two years, as the list for FIREMAN expires in December, 1941, and that for PATROLMAN should be exhausted before that time.

Free Medical Examination

Patrolman, Fireman and Sanitation Man candidates are invited to call any day or evening at our Medical Department in order to be examined without obligation.

Young men between 17 and 27 who are ambitious to enter either of these departments should begin preparation at once, as it is only by diligent study under specialized training that applicants can hope for success.

SANITATION MAN

This is a new title of drivers and sweepers in the Department of Sanitation. The first time an open competitive examination has ever been held for these positions.

SALARY—\$1860 upward, with excellent chances of promotion.
CLASSES: Monday, Tuesday and Thursday from 10 A.M. to 10 P.M.

The physical examination is expected to be very difficult and only persons who are in excellent physical shape can hope to pass.

COURSES FOR POPULAR EXAMINATIONS

POST OFFICE CLERK-CARRIER
RAILWAY POSTAL CLERK
TITLE EXAMINER, GRADE 2
MANAGEMENT ASST., GRADE 2 and 4 (Hearing)
JUNIOR ADMINISTRATIVE ASST.
CARPENTER
STATIONARY ENGINEER
INSPECTOR OF ELEVATORS

STENOGRAPHER & TYPEWRITER
CLERK, GRADE 1
JR. CUSTODIAL OFFICER
AUTO ENGINEER
STEAMFITTER
COLLEGE CLERK
ELECTRICAL INSPECTOR, GRADE 2
ELEVATOR MECHANIC'S HELPER

PROMOTION COURSES

FOREMAN, PARK DEPT.—ASST. SUPERVISOR, GR. 2
DISTRICT SUPERINTENDENT

LICENSE COURSES

STATIONARY ENGINEER
ELECTRICIAN'S LICENSE

VOCATIONAL COURSES

New Classes Forming for
AIR CONDITIONING
DIESEL MECHANICS
FINGERPRINTING
COMPTOMETRY
BURROUGHS ADDING MACHINE
MONROE CALCULATOR RECEPTIONIST
SWITCHBOARD OPERATOR

INVITATION

We invite anyone interested in our preparatory courses to telephone, write or call in person when full details as to our courses will be fully explained and the privilege of attending a class session will be extended.

SECRETARIAL COURSES

Business Courses for High School and College Graduates, Day and Evening Sessions.
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Patrolmen May Split On Years of Service

A proposal that some Patrolmen receive pensions after paying 5 percent for 25 years, while others, contributing a larger proportion, retire after 20 years, added a further complication this week to the expected settlement of the police and fire pension controversy.

However, spokesmen were confident that the settlement would soon be forthcoming, and that the 35,000 in the two departments would approve their action. Joseph J. Burkard, president of the Patrolmen's Benevolent Assn., and Vincent J. Kane, president of the Uniformed Firemen's Assn., head the group of conferees.

A conference between Mayor LaGuardia and the representatives was to be held yesterday afternoon. A meeting scheduled last Tuesday was postponed because of Election Day. No meeting has been held since.

Pay for Sick Leave

Although definite figures are still to be worked out, THE LEADER learned that the 25-year figure for Patrolmen will be 5 per cent, while those to retire after 20 years will pay between 8-10 per cent. Also called for are retention of the \$600 widow's pension, and half pay for sick leave up to three days, when the Patrolmen receive full pay.

A split of the same kind, although not on a voluntary basis, is expected in the Fire Dept., where men on the force less than 11 years will receive pensions after 25 years, and those serving longer can retire after 20.

Today the Patrolmen contribute 2 per cent toward their pensions, the result of voluntary action taken half a century ago, while the Firemen pay nothing.

Must Be Sound

The present controversy has resulted from a constitutional provision which in essence calls

Tomorrow Deadline For Two Clerk Tests

The Municipal Civil Service Commission announced yesterday that it will receive applications until tomorrow for the Clerk, Grade 3, and Clerk, Grade 4, promotion exams.

This action was taken after some complaints from Clerks who were on vacation last August when the tests were first announced. In order that they may have a fair opportunity to participate in the exams, filing was reopened for a limited period, the commission stated.

It is expected that there will be considerable interest in the promotion exams, since they are held infrequently and are usually spaced four or five years apart. The written exams will be held Nov. 25.

License Candidates Face New Probe Rules

Candidates who take any of the four licensing exams given by the Municipal Civil Service Commission may be disqualified by the Commission's Investigating Bureau only on the grounds of character deficiency, according to a ruling this week by the Commission.

Facts uncovered by the investigators will be presented to the particular City department issuing the license, and the department itself will then determine the action to take.

The licenses involved, which have been under the jurisdiction of the Commission for the past year and a half, are Welder, Master Plumber, Motion Picture Operator, and Electrician.

for actuarial sound pension systems throughout the State by July 1, 1940, as by that time pensions will be included within the debt of the cities.

New York City's debt limit will be increased by \$400,000,000 in that contingency unless the police and fire pension systems are so changed that they carry themselves. With the additional debt, it is predicted that no public building such as schools and hospitals can be considered for at least 10 years.

While the settlement is being worked out, the Citizens Budget Commission continues its battle for passage of some legislation as the Babcock-Seelye Bill, which was postponed in Albany last session.

Fire Eligibles to Meet

The next meeting of the Fire Eligibles Assn. will be held at P. S. 27, 42d St., near Third Ave., on Wednesday, Nov. 22, at 8:15 p. m., president Edward J. Quinn announced yesterday.

Following a custom started last year a number of Thanksgiving baskets will be given away as door prizes, it was announced.

Expect Exam for Sanitation Man To Be In City's December Series

(Continued from Page 1)

for the jobs will have to pass qualifying medical and written exams and a competitive physical test. An age limit of 18 to 35 has been set. The minimum height will be 5 feet, 5 inches. Applicants must possess normal vision of 20/20 in each eye, but they will be allowed to wear glasses in the eye test.

Sanitation candidates will have to be able to read and write and take instructions. They must be residents of New York City and be able to prove good character.

The new test will be held for Sanitation Man, Class A, which corresponds with the former title

of Dump Laborer, but The Leader has learned that the commission probably will use the new list for Sanitation Man, Classes B and C, without promotion exams.

Competitive Physical

The physical test for Sanitation Man will be competitive. A candidate's standing on the physical will represent his final mark, as the medical and written exams are to be simply qualifying ones.

As soon as the weather permits next Spring, men will be called in groups of 100 to compete in events which will measure strength, agility and endurance.

The events will be similar to those given police applicants last Spring, but more stress will be placed on strength. In order to make a perfect score, a man will have to lift an 80-pound weight in one hand, then a 75-pound weight in the other. To pass this part of the exam a man must be able to lift a dumb-bell weighing at least 45 pounds.

Behind His Head

In another test, from position lying flat on his back, he must lift a 50-pound weight held behind his head. The minimum

will be 20 pounds, for a score of 58 percent, for this.

To prove endurance, candidates will have to compete in a mile run, or a run over a shorter distance, carrying a weight.

The agility test will consist of an event in which men will run 10 yards, jump nine feet, run another 10 yards, jump a hurdle three feet high, run 10 yards more, scale a seven and a half foot perpendicular fence, go five yards hanging by the hands from a horizontal ladder without missing a rung, descend a vertical ladder, run five yards, vault over an obstacle four feet high, and run five yards across a finish line.

The written exam will test ability to read and write. It is expected that it will be similar to that given for Auto Truck Drivers recently, perhaps somewhat more severe.

Sample

For the guidance of those who expect to take the Sanitation test, The Leader is publishing the last Auto Truck Driver written quiz.

Jack Fisher is an Auto Truck Driver, D. S. identification number 38,921. On Saturday, Sept 9, 1939, he drove D. S. Truck No. 182, license plates COM 330,489.

While proceeding along 18th Avenue in Brooklyn, the truck was struck by a Dodge car, plate number 32-81-30. The driver and owner, Bill Fox, residing at 125 Ten Eyck Walk, Brooklyn, was uninjured. Mr. Fox claimed that he could not see the truck around the corner as he was cutting out of a side street (49th St.).

The Dodge car suffered a broken fender, smashed radiator, broken front axle on the left side, and broken right wheel. Sanitation man Klein, identification number 37,425 fell off the step upon which he was riding, and was injured. The front left fender of the truck was dented.

Dr. I. Fine, of Kings County Hospital, treated Klein for shock. Mr. Fox refused treatment. Klein went home for the day. Patrolman William McCue of the 70th precinct made out the report.

INSTRUCTIONS: Assume that you are the truck driver. Make out a report of the accident in your own words.

If you have read the above report and are able to write a clear report as instructed, you should be able to pass the Sanitation Man written exam without trouble.

Next week The Leader will publish additional requirements for the Sanitation Man exam and more samples from literacy tests.

O'Dwyer to Address Police Students

County Judge William O'Dwyer, District Attorney-elect of Kings County, will deliver a lecture on the Criminal Law before the graduating class of Police Sergeants studying for promotion to Lieutenant, at the auditorium of The Delehanty Institute, 126 East 13th Street, tomorrow evening, November 15, at 8 o'clock.

Judge O'Dwyer served as a Policeman from 1917 until his admission to the Bar in 1925. His lecture tomorrow evening will include a discussion of the Penal Code and the Code of Criminal Procedure.

P. D. Eligibles Meet Nov. 21

An organization meeting of the Patrolman, P. D. Special Assn. will be held on Tuesday, Nov. 21, at 8:15 p. m., at the City Court House, 52 Chambers St. At that time an election of officers will be held. Abraham Umanov is acting chairman of the association.

The Leader has received many letters from eligibles who have expressed a desire to form a group. They will be notified of the initial meeting this week.

Any eligible who is interested in joining the association and who has not yet written should send his name, address and rating to The Leader.

SERVICE BRINGS AWARD



Leader Photo—Courtesy Hyman,

Postmaster Albert Goldman is shown presenting a plaque and watch to Samuel Minden, 65, of 2552 University Ave., Bronx, on the occasion of his retirement from the Postal service after 41 years. Present during the ceremony were

(left to right), Helen Minden, Celta Schlesinger, Mrs. E. Cohen, Ray Minden, E. V. Smith, Mrs. Samuel Minden, Albert Goldman, Samuel Minden, James Purdy, James J. McLean and John C. Tierney

Transfer of 1,182 Correction Posts To Merit System Looms by Jan. 1

Transfer of 1,182 non-competitive positions in the State Correction Dept. into the competitive class by January 1 looms as the first task of Governor Lehman's newly-appointed commission to study ways and means of extending the competitive service.

Of the 20,508 positions in the non-competitive service, the group in the Correction Dept. is the second largest, following the 16,972 in the Mental Hygiene Dept.

At an organizational meeting Friday at Albany, Grace A. Reavy, president of the State Civil Service Dept., was elected chairman of the new commission. Governor Lehman also announced that Lieut-Governor Charles Poletti has been added to the commission.

In a statement yesterday to THE LEADER, Poletti said: "I am much delighted at the opportunity of serving on a committee whose task will be sub-

stantial extension of the competitive branch of the Civil Service. As a firm believer in the merit system, I am confident that our committee will succeed. In a democracy, the efficiency of government demands the widest

Clerks to Be Admitted

As The Leader went to press, official business had still kept Mayor LaGuardia from taking action on the Clerk, Grade 2, waiver. Provisional admission to Saturday's exam will be granted 2,500 additional candidates under any circumstances.

application of the Civil Service merit principle—give all citizens the chance to prove that they can best serve the State."

In an address to the group, Governor Lehman said that he was anxious to effect the transfers as soon as possible. The next meeting of the commission will be held at the end of this month.

Asphalt Supt. Test

An open competitive exam for Superintendent of Asphalt Plant will soon be requested by the office of the Borough President of Manhattan.

Civil Service LEADER

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Published every Tuesday by Civil Service Publications, Inc. Office: 99 Duane St. (At Broadway), New York, N. Y. Phone: COrtlandt 7-5665

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

Jerry Finkelstein.....Publisher
Seward Brisbane.....Editor

—Subscription Rates—

In New York State (by mail).....\$2 a Year
Elsewhere in the United States.....\$2 a Year
Canada and Foreign Countries.....\$3 a Year
Individual Copies.....5 Cents

Advertising Rates on Application

Burnett Murphey.....Managing Editor
H. Eliot Kaplan.....Contributing Editor

Tuesday, November 14, 1939

New Adventure

THE MUNICIPAL Civil Service Commission's recent transfer of thousands of labor positions in the Sanitation Dept. to the competitive service is a definite forward step.

Much of the alarm over the type of test which may be given for the new title of Sanitation Man is entirely unfounded. The Commission has made it clear that no "scholastic" tests will be given and that any written exam will be a simple literacy test, qualifying in nature instead of competitive.

The competitive features of the Sanitation exam will be confined to the physical tests which will be closely related to those given last Spring to Police candidates.

This new experiment in extending the competitive system to the labor class field will be watched with keen interest. Future employees will benefit through eligibility for promotion exams, through additional job security, and through an opportunity to participate in the commission's service rating program.

For a Better Personnel

ANOTHER step to get the best qualified persons for government positions has been taken by the New York Bar Assn. Following conferences with the city and State commissions, a special committee reports that henceforth attorneys in meeting exam requirements will receive recognition for their training.

While this represents no new policy, it is the first time that a real organized effort is being made to attract attorneys. Better still, the Bar Assn. committee pledges to extend the campaign so fellow professionals in other lines also will be urged to enter government service.

Use Available Lists

FREQUENTLY appointing officers complain that in spite of thousands of names of qualified eligibles on a list, few persons are available when vacancies occur. They say they must canvas scores of names before reaching a person willing to accept appointment.

Brushing aside some of the reasons for these declinations, including adequate salary, why do the commissions permit provisional appointments when such lists are "technically exhausted for certification purposes," instead of using other appropriate eligible lists?

Such a list as Assistant File Clerk, for example, could be used for some of the lower clerical positions when other lists do not produce sufficient appointees. This list bulges with eligibles, many qualified for general clerical positions. Why is it ignored when department heads clamor that no Junior Clerk eligibles are available?

We do not wish to suggest that the Junior Clerk list be passed by, but if none on that list is available, then eligibles on other lists should be given consideration before provisionals are appointed.

letters

More Commission Funds

Sir: It is my belief that Civil Service should be continually extended and that there are very, very few positions in the service that cannot be filled through competitive examinations. I feel that constant study and constant effort should be made to improve the condition of the Civil Service employee and to make him happy and contented in his job, to encourage initiative and develop courtesy and uprightness.

It is my understanding from reading the papers from time to time that the Municipal Civil Service Commission is continually being held down to a small budget and that the employees in that department are the poorest paid in proportion to their scholarly attainments and ability and the work they have to do.

This, it seems to me, is very wrong, because through the work of this department, the city service can be tremendously improved, or very much hampered. Money spent in that department in procuring the best available talent to be had anywhere in the country, in the matter of studying, preparing, giving examinations and working out methods and plans to keep the Civil Service employee happy, is well and profitably used. Ample money should be voted to this department and care and attention should be given to see to it that it is well and properly used.

—EDWARD S. FINEGAN.

[Edward S. Finegan, who was a candidate for Council from Brooklyn, is a son of James E. Finegan, formerly president of the Municipal Civil Service Commission. — Ed. NOTE.]

Telephone Man's Friend

Sir: As a friend of the telephone men, newly appointed to the Police Dept., who are now at the Police Academy for three weeks of intensive training in police procedures, I wish to take this means of refuting the letter published in last week's issue of the Civil Service Leader, and signed a "Friend of the Police."

However he may feel as regards the Mayor and the Civil Service Commission's policy to make a police job a profession so that college men may turn to it, let me say irrespective of our attitude towards this same policy that we are NOT college men, and never claimed to be. But we are men with intensified telephone experience and training with years of "key" work at the largest switchboards in the country. New York has some of the largest switchboards in the country at its hospitals and hotels and large business organizations and these men who have been appointed to the Police Dept. have spent years at work at these boards.

The 37 men are the tops in telephone work in New York. They are of the first 50 men who passed one of the most difficult telephone examinations ever held—in which 300 men applied and only 16% passed! They are not college men in the sense my opponent says, but

with their education and experience they stand tested, tried and true. They possess technical detailed telephone knowledge and experience only obtainable through years of hard work.

Are we to take to task their honesty and integrity when these telephone men have passed a difficult Civil Service examination and maintained their positions throughout the necessary investigations before appointment is possible? Are we to castigate them—they are honorable citizens—before they are tried at their responsibilities? Because those responsibilities are important and confidential in police work does it follow that they cannot fulfill them?

All switchboard work is confidential and important, whether it be in hospitals, hotels or big business. They are key positions upon whose operators depend the immediate facilitation of everything that is trivial and important. In the experience of these men you will find innumerable occasions where seconds counted, where lives were at stake . . .

In the interest of economy and efficiency in our municipal government these men have agreed to accept the low salaries but in the successful fulfillment of their duties they are looking ahead to advancement.

—D. M. FLEMING.

President,
Civil Service Telephone Operators Assn.

Add Kleeman

Sir: I am very grateful for your interest in the work done on Trichinosis control as expressed in your "Merit Men."

The story, however, does not make clear the hardships and sacrifices that Mr. Kleeman, my co-worker, made in the course of these studies. You will recall that this work was done during January and February, the coldest months of the year. Mr. Kleeman verily slept with the pigs from five to six weeks, starting early in the morning and ending late at night. His hands and body was at times stiff from the cold, but that did not deter him from the task at hand.

Mr. Kleeman, although a young man in the service, has set an excellent example of self-sacrifice and interest in scientific research relating to public health. He received no additional compensation or reward for his part in this work. It is my feeling that Mr. Kleeman has displayed a keen scientific attitude throughout these studies and the record should be made clear.

Again may I express my thanks and appreciation for your interest in Civil Service employees and their welfare.

—ABRAHAM LICHTERMAN.

Vote in Leader's Poll

Political feeling of Civil Service employees on the pressing problem of who will be the major party standard-bearers in the 1940 elections continues to pour onto the desk of the Straw Poll Editor of The Leader. Readers are urged to vote on this important matter.

1. Do you favor a third term for President Roosevelt?.....
2. If not, which of the following will you vote for:

Bruce Barton	Paul V. McNutt
Thomas E. Dewey	Lloyd C. Stark
James A. Farley	Robert W. Taft.....
John Nance Garner	Arthur H. Vandenberg
Cordell Hull	(Others)
Fiorello H. LaGuardia

Simply fill in this ballot and mail it to Straw Poll Editor, CIVIL SERVICE LEADER, 305 Broadway, New York, N. Y. You need not sign your name.

MERIT MEN

By Seward Brisbane

(Continued from page 1)

gibles in the Fire Dept. However, the day before the Fire eligible list was published, 197 men on the Police list were appointed to the Fire Dept.

Last Summer, when the old Police list expired, Quinn and his group attempted to have their list used for Police appointments, but the commission turned thumbs down on this, saying there was a variation in physical requirements for the positions.

Quinn's association is made up of about 4,000 of the remaining 5,000 men on the list. It's the largest group of eligibles in the city. Their biggest problem is to get jobs for members while they are waiting for regular appointment. Some of the members now work at WPA jobs, others have only part-time work.

World's Fair Took 450

Quinn sold the World's Fair management on the idea of using the Fire eligible list for positions as Special Police last Spring. About 450 men were placed at \$30 a week. Eighty of them will be retained this Winter.

Last month, through efforts of Quinn and others in the association, the Municipal Civil Service Commission decided to use the Fire list to fill vacancies in the Sanitation Dept. As a result about 500 men will get jobs in the next year.

Several times Quinn has gone to Albany and lobbied to have labor jobs switched to the competitive class. And on every occasion his efforts were directed towards getting as many positions as possible declared appropriate for the Fire list, which expires in 1941. Before that time, unless it is used for other positions, about 1,000 men will get jobs.

But if there are any chances that the list will be used for other purposes, Ed Quinn is more than likely to be on the spot trying to sew up jobs for his fellow members.



complaint corner

Federal Messengers

Please let me congratulate you on the noteworthy innovation of your Complaint Corner. Your publication, since its inception, has been outstanding as a truly representative organ, expressing the needs and views of Civil Service employees.

I would like to take this opportunity to voice a complaint against the desperate condition faced by federal messengers in the local field service. The Junior and Assistant Messenger list was promulgated in April, 1937. Certifications were made for the Junior Messenger positions at a salary of \$600 a year (approximately \$12 a week), with no immediate prospects for promotion except a possible future certification as Assistant Messenger at \$1,080 a year.

To further aggravate this situation, the federal commission arbitrarily rescinded a former order, reversed its stand, and summarily disqualified Junior Messenger appointees from eligibility to Assistant Messenger certification. This dealt a crushing blow to any hopes we might have had toward a brighter future.

Our only solution is to bring to light the precariousness of our position through the medium of a publication such as the Civil Service Leader and perhaps, finally, to obtain the sympathetic treatment so vitally needed by the lowest paid group in governmental service.

CONSTANT READER

BROOKLYN

Sanitation Exams

While reading The Leader of Oct. 24, I noticed the article pertaining to promotion exams for Sanitation Man, classes A, B and C.

Since the reclassification of titles, I was automatically put in Class B, which is my correct standing according to my previous title Sweeper. My objection to the new promotion test Class C is that there are 1,000 or more men in the Sanitation Dept. who have passed Auto Truck Driver tests. This title is now in class C, and the men are working under Class B titles. Why waste time and money to hold a new test for Class C when there are eligibles who are anxiously waiting for this promotion?

I am hoping The Leader will publish this complaint in order to bring some light to our Civil Service Commission.

SANITATION MAN B.

Ed. Note: The eligible list now in existence for Auto Truck Driver was established for labor class jobs and cannot be used for the title, Sanitation Man, Class C, according to the Municipal Civil Service Commission.



QUESTIONS & ANSWERS

by H. ELIOT KAPLAN

H. ELIOT KAPLAN, noted Civil Service authority, is the contributing editor of the Civil Service Leader. He conducts his Questions and Answers column here every Tuesday.

H. C. O.—The Civil Service law does not prohibit any Civil Service employee from joining any employees' organization, union or lodge. We cannot tell you which organization would be best for you to join among the employee associations. You will have to use your own best judgment. The Leader views them all impartially and covers the activities of all of them fairly.

A. R.—When several persons make exactly the same rating in a federal test their names are arranged in the order in which their applications were filed.

F. D. R.—The Civil Service law does not specifically provide for the certification of three names for appointment. The law itself requires that the appointment shall be from among the highest on the list. The Civil Service rules (adopted in pursuance of the law) provide for the method of certification from the eligible lists.

J. T. D.—The ASCSE is the Association of State Civil Service Employees. Its office is in the State Capitol, Albany, N. Y. Joseph Lochner is Secretary.

S. L.—Judging by your excellent record there appears to be no good reason why you should not be able to qualify for the position of State Troopers. These posts are now filled after competitive exams conducted by the Superintendent of Police periodically. One was held last Spring. I doubt whether another will be held for at least a year. Watch for announcements in the future. There cannot be discrimination because of color or race under our State laws.

L. L.—The Municipal Civil Service Commission does not have power to abolish any position except one in its own department. The commission can change the title of positions in cooperation with the budget bureau. And it can change the classification and grades of positions for promotion purposes. In doing so the commission does not "summarily abolish existing positions" or affect the incumbents.

W. T. S.—In selecting a person from a federal reemployment list the appointing officer is not restricted to the first three names on the list, as he is when selecting from a certificate from a regular register. He may pick any name on the list, regardless of the standing of the appointee.

J. H.—The new eligible lists for Assistant and Senior Clerks established last September will be used to fill future vacancies. The old lists expired when the new lists were published.

C. K.—The fact that you are a laborer without any specific "trade," and have no more than a grammar school education, does not render you ineligible for the position of Sweeper in the Sanitation Dept., if you are in good physical condition and within the age requirements.

R. N.—If, for a federal exam you are only one day under the minimum age limit, or one day over the maximum, on the date of the close of receipt of applications, you are ineligible to compete. There are no exceptions from this.

eral Bureau of Investigations may be interested in your particular accomplishment. Suggest you write directly to both, giving full particulars of your qualifications.

J. J. B.—For a statement of the duties generally required of Special Patrolman, B. of T., Inspector, S. D., Aqueduct Police, Toll Collector and Correction Officer, I would suggest that you inspect the Commission's announcement of examinations, or apply at the Information Bureau of the Commission.

The procedure followed by the Commission in making certification is substantially as follows: the Commission sends three names of the persons highest on the list to the appointing officer, who may or may not wish to interview the candidates. He may select any one of the three persons. In New York City service (in departments under the jurisdiction of the mayor) the head of department is required to appoint in regular order on the list except where he gives permission to pass over a person on the list.

C. E. S.—The fact that you are over six feet tall will not bar you from appointment as a Postal Clerk or Carrier.

H. N. B.—Because you are already in the Federal Civil Service, I believe that under the new rules the Commission may grant you priority in certification from the special register for Junior Professional Bacteriologist. The special register will be considered for certification before the regular list. The appointing authority may consider more than one person among three certified.

M. R. Your eligibility on the railway mail clerk list does not necessarily make you eligible for Postal Clerk or Carrier. They are treated as two distinct positions. Transfers will hardly be permitted from one list to the other. The provision in the new Civil Service rules permitting credit for additional qualifications acquired after eligibility will not be applied to positions of this general character, at least not for some time to come.

"Patience"—The title of "Porter" is a regular Civil Service title in the labor class. The commission may make appointments from labor class registrants to any position within the unskilled labor class. The commission could, if it wished, use an appropriate competitive list for positions in the labor class. The commission ordinarily does not do this, however.

J. A. M.—Preferred eligible lists for seasonal positions are made up of those who have been appointed to the seasonal position involved (such as Attendant (Park Dept.)). They go on the list on the basis of their original date of appointment, and generally in accordance with their original standing on the seasonal eligible list. The preferred list will not necessarily be the same from year to year, but will change in accordance with the number of layoffs from season to season, the number affected, the departments involved, etc. As a practical matter the preferred lists do not vary greatly from one year to the next except under unusual circumstances.

C. E.—The Municipal Civil Service commission is not always able to tell when a vacancy has occurred in any particular department. Until it receives notification from the department that an appointment is required and a requisition made, or the commission is notified of a resignation, it may be unaware of a vacancy. Nor can the commission tell in advance just how many vacancies there may be in any particular position over any given period of time. It can only rely on its experience.

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ON THE U. S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

WASHINGTON, November 13.—Chances are good, as Congressional chances go, for passage of the Ramspeck bill early next session. Its provisions for extending the Classification Act to the field would bring to the collective pay checks of thousands of federal employees in New York an increase of about \$1,100,000 annually.

The legislation has been given a privileged place on the House calendar, which means that it will be among the first orders of business of the session convening January 3, 1940. Its chances of passage are considerably improved by the enactment of the Hatch law forbidding political activity to federal workers. This is because, as one legislator put it, "Now we've stopped government employees from playing politics anyway, there remains no political objection to putting them under Civil Service."

Extension of the Classification Act to the field, as provided in the bill, means that the wage scales paid for each job in Washington would be duplicated for every job of similar character outside of Washington. Practically speaking, this means pay raises for the large bulk of Government workers in the lower and middle grades outside of the District of Columbia.

\$11,000,000 in Raises

The U. S. Civil Service Commission estimates that the total amount of wage increases throughout the country on extension of classification to the field will be \$11,000,000. New York State has 10 percent of the nation's Federal workers.

The reason wages in Washington at present are higher, job for job and duty for duty, than in the field is that wages here are fixed by the Classification law, while wages everywhere else are set by administrative order. A department budget officer, anxious to save money, has a tendency to skimp where he can. He pays what the traffic will bear wherever he can, namely, in the field. At the moment, a Stenographer's job, paying \$1,440 in Washington, can be—and is—filled in the field at a salary of \$1,260.

Organizations whose New York employees will not benefit by passage of the Ramspeck bill are the Postal, Customs, Lighthouse, Coast and Geodetic Survey services, Im-

migration Inspectors, crews of government-owned ships and a small scattering of others.

Many to Benefit

On the other hand, the employees who will benefit by the bill's passage are legion. Higher wages should be in store for New York employees of the Internal Revenue Bureau, the Agriculture Dept. field service, employees of Immigration and Naturalization offices other than Inspectors, Civil Aeronautics Authority, Bureau of Navigation and Marine Inspection, Wage-Hour Administration, Treasury Narcotics Bureau, Secret Service, War, Navy, Commerce and Interior personnel.

In brief, unless you work for a Federal agency which already enjoys a specific salary scale set up by special statute, you will probably stand to benefit by extension of classification.

The Ramspeck bill provides that the reclassification of positions in the field be carried out gradually. It involves a study by the Civil Service Commission of the duties and responsibilities of every job. It is estimated that the task will take about two years.

One striking feature that will follow extension of classification to the field will be the end of salary differences for the same jobs but in different agencies. Some organizations, for example, the War Department, are notorious for paying low wages in the field. Thus it may happen that a Clerk in one office, doing exactly the same work as a Clerk in another agency across the street, will be paid several dollars a month less, or more, than his co-worker. The Classification Act would render this impossible.

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SCHOOL NEWS



City's Swimming Pools To Stay Open All Day

In a move aimed at extending swimming facilities to those schools which do not have their own pools, the Board of Education this week ordered all pools in the City's schools to remain open from 8 a. m. to 5 p. m. on week-days and from 8 a. m. to 12:30 p. m. on Saturdays.

Principals of schools without pools are urged to organize swimming clubs of not over 50 boys or 50 girls and make application for regular periods at nearby pools. Assistant Health Education Director Robert J. Hubbard, 157 E. 67th St., is in charge.

Meanwhile principals of schools with pools are assigning their pupils to swimming only during regular school hours. They are filing with Hubbard times available to other schools.

Teachers are asked to accompany the swimming clubs on their first visits to the pools, and to make certain that attendance is regular.

"It is planned that as many boys and girls as possible learn how to swim," the circular of Superintendent of Schools Harold G. Campbell pointed out.

At its meeting on Wednesday, the Board of Education ruled that no additional compensation will be given for custodial service in these schools on Saturdays.

Psych Exam

Filing closes next Monday for the School Psychiatrist exam, to be held Nov. 27-29 by the Board of Examiners. The position, in the Bureau of Child Guidance, pays \$6,000 - \$7,000.

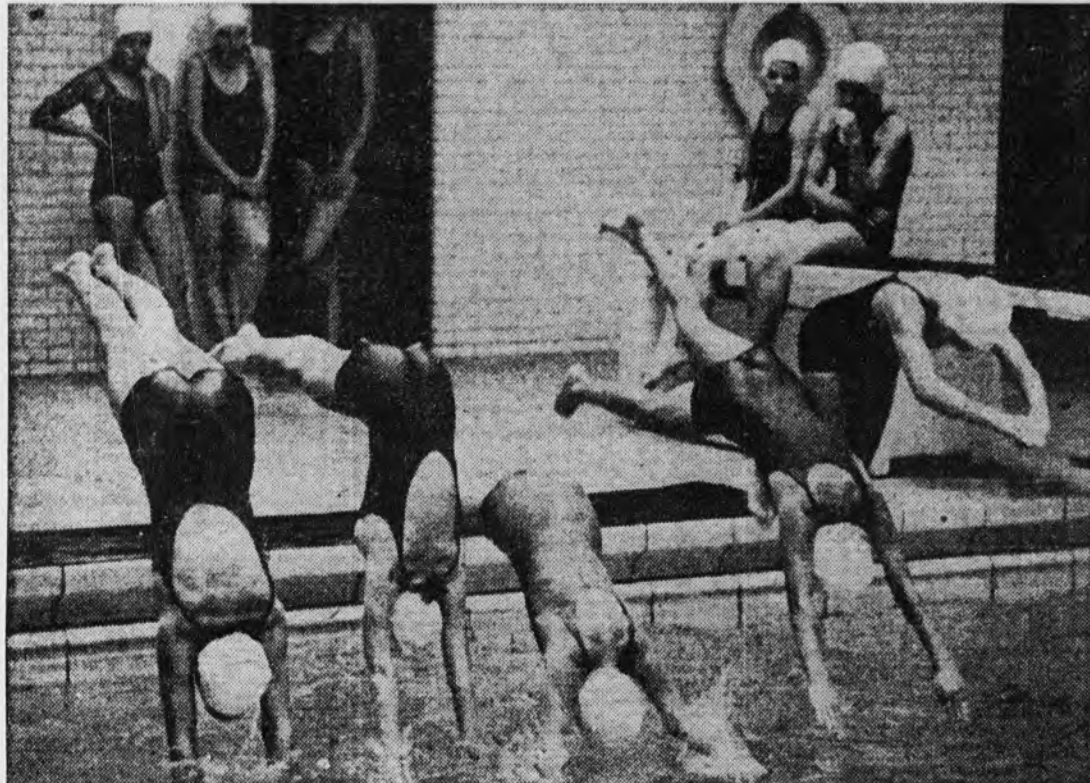
Night Trade Schools Need 206 Substitutes

The current boom in skilled trades took on a new slant this week when the Board of Education ordered a search for 206 unemployed substitute teachers to take the place of regularly-employed instructors in the evening trade schools. The positions pay \$6.50 a night.

Superintendent of Schools Harold G. Campbell, who was directed to make the search and report to the Board at its Nov. 22 meeting, admitted the difficulty of finding holders of licenses in skilled trades.

"With industry opening," he told The Leader, "most of these teachers are able to find employment with private corporations." Any who feel inclined to take the school employment, he said, will be welcomed at the Board, 500 Park Ave., from 9 a. m. to 5 p. m. daily, and on Saturdays from 9 a. m. to noon.

At present only 98 substitutes are working in the evening trade schools. The others were declared exempt under the Goldberg-Coudert dual-job law at last week's meeting of the Board of Education, with the stipulation that such exemption end Nov. 27.



Scenes such as these will be duplicated from now on throughout the day at pools in the City. They're to be open from 8 a. m. to 5 p. m. on school days and from 8 a. m. to noon Saturdays.

Establish Dating Bureau

An end to conflicting meeting dates among teacher organizations is the ambitious purpose of a central dating bureau, established this week by the Joint Committee of Teachers Organizations, at its offices, 130 W. 42nd St.

Any association, whether a member of the Joint Committee or not, can now learn if other groups have scheduled a meeting at the time it wishes to run its own function.

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Board Gives 60 Permanent Status

Sixty day-school teachers were given permanent status at Wednesday's meeting of the Board of Education, following reports from the Board of Superintendents that their probationary work had been found satisfactory. The list, including school served, follows:

MANHATTAN		P. S.		P. S.		P. S.	
Minnie Golub.....	5	Helen B. Shapiro.....	113	Kathryn O'Gara.....	95		
Sarah Kronovet.....	10	Ruth Wolfe.....	113	Natalie J. Darcy.....	97		
May Leviton.....	10	Flora Kubalek.....	119	Dorothy V. Niebuhr.....	179		
Florence Polakoff.....	10	Eva Stash.....	119	Anna Salz.....	199		
Margaret G. Thompson.....	17	Edna G. Houlahan.....	125	Louise E. Olson.....	202		
Gladys Barasch.....	43	Thelma G. Weinert.....	166	Helen Rosalie Cahalin.....	213		
Louise M. Boyle.....	78	Lillian Fuhro.....	168	Helen Gelayder Steinberg, Home making.			
Pearl R. Hershkowitz.....	78	Jane Meehan.....	168				
Sadelle Berger.....	89	Dora Schwartz.....	170				
Sara B. Gersten.....	89	Anne Therese Patrick.....	183				
Anna R. Barrett.....	90	Margaret E. Breidenbach.....	189				
Anna B. Skopov.....	90	Lauretta R. Finkel.....	193				
Rose Goodman.....	102						
Sonia Krisloff.....	103						
Sadie Weissbrodt.....	103						
Ruth Werner.....	103						
Rose Glass.....	113						
Etta Katz.....	113						
Mary A. Lalor.....	113						
Eva C. Rubin.....	113						
Frieda Salkin.....	113						
Ida Frank Sandler.....	113						

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Complete 1938 Telephone Operator Test

The Municipal Civil Service Commission is now receiving applications for Telephone Operator, Grade 1 (Male). Candidates should file at 96 Duane St., between 9:30 a. m. and 4:30 p. m. At least 40 vacancies in this position exist in the Police Dept. and others are expected. As a special service to applicants, last week THE LEADER published the first part of the last exam, given on Oct. 8, 1938, for Telephone Operator. The second part appears this week.

In the following questions, the correct answer is starred:

33. If an extension user gives the operator an outside number which he wishes to have placed and the white supervisory lamp associated with the extension cord lights up, the attendant can assume that (A) the extension user has changed his mind (B) there is no such number (C) the extension user has hung up and wishes to be called when the number is placed (D) there is something wrong with the extension.
34. A P. B. X. operator should verify busy reports by first (A) calling the chief operator of his office (B) dialing the operator (C) dialing 611 (D) waiting for 6 minutes.
35. The proper phrase to be used by the attendant on a recall signal is (A) Hello! (B) What is it? (C) the name of the department (D) Yes, please?
36. The first thing that an attendant should do when an extension user asks him to place an outside call is to (A) make the call (B) write the number down on a pad (C) give the extension user a "thru" line (D) memorize the number.
37. In the main, if an outgoing local call which has been dialed is flashed upon it may cause (A) a wrong number (B) the lamp on a trunk line to burn out (C) a cut off (D) a slow answer.
38. A recall signal indicates that the (A) subscriber has been cut off (B) subscriber has been given the wrong number (C) generator has to be repaired (D) extension line desires your immediate attention.
39. In transferring a call the operator should be careful to keep the talking key operated to avoid (A) a cut off (B) a busy signal (C) damaging the switchboard (D) listening in on the conversation.
40. When a P. B. X. operator wishes to ring

- transmitting vocal conversation, is known as a (A) Dictaphone (B) Teletypewriter (C) P. B. X. (D) Magneto transmitter.
46. If the attendant receives a long distance collect call for one of the extensions he should (A) accept the call and bill it to the firm (B) refuse to accept collect calls (C) ask the extension user whether he wishes to accept this call (D) ask the extension user to pay for the call before you connect him with the subscriber.
47. The devices into which the P. B. X. operator inserts the plugs are called (A) supervisors (B) jacks (C) cords (D) fans.
48. A slow answer is one in which the time lapsing between the appearance of an incoming call signal on the board and the time that the operator acknowledges the signal is more than (A) 5 seconds (B) 8 seconds (C) 10 seconds (D) 6 seconds.
49. The P. B. X. operator should issue a progress report each (A) 2 minutes (B) 30 seconds (C) 1 minute (D) 3 minutes.
50. A telephone number followed by a letter of the alphabet indicates that (A) there is more than one subscriber on the same line (B) the subscriber is in a certain section of the city (C) the subscriber has an unlimited telephone (D) the subscriber has a coin box telephone.
51. If a subscriber becomes abusive when the operator is unable to give certain information promptly, the latter should (A) disconnect the subscriber (B) call the chief operator (C) tell the subscriber that you do not have to listen to any of his abuse (D) try to placate the subscriber.
52. Before an attendant may give a "don't answer" report to a subscriber who has asked for a certain extension, he must ring the extension for at least (A) 30 seconds (B) 1 minute (C) 2 minutes (D) 5 minutes.
53. A tie line connects a P. B. X. with (A) plugging lines (B) another P. B. X. line (C) a front cord (D) the supervisor.

54. Plugging lines causes a (A) disconnect signal (B) loss in time and money to the subscriber (C) busy signal (D) loud ringing of the extension number.
55. The term used to describe the situation when the attendant is performing more than one operation at the same time is (A) overlapping (B) duplication (C) combination (D) correlation.
56. If $\frac{1}{4}$ of the length of telephone wire A is equal to $\frac{2}{5}$ of the length of telephone wire B and wire B is 15 feet long, the length of wire A is (A) $3\frac{3}{4}$ feet (B) $7\frac{1}{2}$ feet (C) 18 feet (D) 24 feet.
57. During the month of February a certain P. B. X. board in Boston made R more outgoing calls than a monitor board in Philadelphia. The latter made 5 times as many calls in February as in January. The number of outgoing calls from it was P. If the month of February is considered the average month for both boards, the average annual number of outgoing calls for the P. B. X. board is (A) 60P + 12R (B) 30P + 36R (C) RP (D) 15R.
58. If it takes 3 attendants 48 minutes to answer 500 calls and two of the attendants work twice as rapidly as the third, the number of minutes that it will take the two faster attendants alone to answer these calls is (A) 70 (B) 60 (C) 50 (D) impossible to determine from the above data?
59. $5/17$ expressed as a decimal is (A) 1.29 (B) .34 (C) .29 (D) 3.40.
60. The annual savings of operator B is K dollars more than that of operator C. Operator C saves 25 percent of this annual income and earns D dollars a month. The amount saved by B during one month is (A) 3D plus K divided by 12 (B) D plus K (C) K divided by 12 + D (D) D divided by 4 plus K.

BIDS AND PROPOSALS

STATE DEPT. OF PUBLIC WORKS
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Sealed proposals will be received by the undersigned at the State Office Building, 13th floor, Albany, N. Y., until 5 o'clock p. m., on WEDNESDAY, DECEMBER 6, 1939, for the construction and reconstruction of highways and bridges and construction of railroad grade crossing elimination project, as follows, in the Counties mentioned below:

RAILROAD GRADE CROSSING ELIMINATION PROJECT—RECONSTRUCTION

County	Deposit Required	Type	Miles
Dutchess	\$16,500	20 ft. 68 ft. girders, 100 ft. girder bridge carrying N.Y., N.H. & H. R.R. 45 ft. concrete & in. div. lanes 32 ft. concrete & in.	0.53

HIGHWAYS AND BRIDGES

County	Deposit	Type	Miles
Greene and Ulster	21,500	20 ft. bit. mac. M.M. type 3, includ. 32% ft. rigid frame and 40 ft. I-beam.	10.00

Reconstruction

County	Deposit	Type	Miles
Bennington	32,000	Var. dist. type 3 in. concrete bit. mac. M.M. type 3, 24 ft. concrete & in., 2-24 ft. lanes & in. concrete with variable center mall.	5.66
Cattaraugus	1,500	111 ft. gravel includ.	0.45
Columbia	24,000	Concrete	9.97
Rochester	500	Var. widening concrete & in. & Misc. work	0.95
Rensselaer	8,600	Concrete	2.84
Westchester	8,000	Concrete	2.05

Maps, plans, specifications and estimates of cost may be seen and proposal forms obtained at the office of the Division of Highways in Albany, N. Y., and at the office of the District Engineers in whose district the roads or projects are located, upon the payment of five dollars (\$5.00) for plans and proposal forms. Standard specifications are two dollars (\$2.00) per copy. No refund will be made on plans, specifications, or proposal forms. Plans and proposal forms may be seen at the office of the State Department of Public Works, State Office Bldg., Worth and Center Streets, New York City. The addresses of the District Engineers and Counties will be furnished upon request. Special attention of bidders is called to "General Information for Bidders" in the proposal, specifications, and contract agreement. The attention of bidders is also directed to the special provisions applying to projects with federal funds.

Proposal for each highway or contract must be submitted in a separate sealed envelope with the name and number of the highway plainly endorsed on the outside of the envelope. Each proposal must be accompanied by cash, draft or certified check, payable to the order of the New York State Department of Public Works, Division of Highways, for the sum as specified in the advertisement for proposals and the proposal itself for each project. The receipt and disposal of such cash, draft or check by the State Division of Highways shall conform with Sub. 2, Section 14 of the Highway Law, as amended. The successful bidder will be required to execute the contract and comply in all respects with Section 38 of the Highway Law, as amended, and also pursuant to the provisions of Chapter 797 of the Laws of 1938, there will be required on all contracts entered into by the State Agency on and after July 1, 1939, a separate bond guaranteeing prompt payment of moneys due to all persons supplying the contractor, or subcontractor, with labor and materials

employed and used in carrying out the contract as follows:

- (a) Whenever the total amount payable by the terms of the contract shall be not more than \$500,000 the said bond shall be in a sum equal to the total amount payable by the terms of the contract.
- (b) Whenever the total amount payable by the terms of the contract shall be more than \$500,000, and not more than \$1,000,000 the said bond shall be in the sum of one-half of the total amount payable by the terms of the contract.
- (c) Whenever the total amount payable by the terms of the contract shall be more than \$1,000,000 and not more than \$5,000,000 the said bond shall be in the sum of forty per centum of the total amount payable by the terms of the contract.
- (d) Whenever the total amount payable by the terms of the contract shall be more than \$5,000,000 the said bond shall be in the sum of \$2,500,000.

The amount of the certified check accompanying the proposal of bidder to whom the contract is awarded will be returned when ten per centum of the work under the contract has been completed. If Surety Bond is dispensed with, in pursuance with the Highway Law, the amount of the bidding check will be returned when fifteen per centum of the contract work has been completed. On contracts with federal funds, when optional types are permitted for any one item of work, contractors must state in the space provided in the proposal for this purpose the exact designation of the optional type upon which the proposal is predicated. No one proposal shall contain more than one bid for an optional item. The award, if made, will be on the basis of the responsible proposal which for all items of work gives the lowest total cost for the project and the contract will call for the type designated in such proposal.

Skilled, Intermediate Grade, and Unskilled Labor on all projects shall receive the minimum wage rate per hour as follows:
In New York City: Skilled Labor, ninety cents per hour; Intermediate Grade Labor, eighty-seven and one-half cents per hour; Unskilled Labor, eighty-seven and one-half cents per hour; in the Counties of Suffolk, Nassau, Westchester and Dutchess: Skilled Labor, seventy-five cents per hour; Intermediate Grade Labor, sixty-five cents per hour; Unskilled Labor, sixty-five cents per hour; in the Counties of Ulster and Orange: Skilled Labor, seventy-five cents per hour, and for Intermediate Grade and Unskilled Labor, sixty cents per hour; in Sullivan County: Skilled Labor, seventy-five cents per hour, Intermediate Grade Labor, fifty-five cents per hour, and Unskilled Labor, fifty cents per hour; and in all other counties, other than above, Skilled Labor, seventy-five cents per hour, Intermediate Grade Labor, fifty-five cents per hour, Unskilled Labor, forty-five cents per hour, unless shown otherwise in the itemized proposal.

The minimum hourly rate of wages for the various types of operations and trades, as well as the hours of work and conditions of employment, shall be set forth under the Special Provisions in the itemized proposal for each project. In conformity with the provisions of Section 230, Sub-division d of the State Labor Law, as amended, the minimum hourly rate of wages has been established and is annexed to and forms a part of the specifications for the project, and may be ascertained upon reference to the proposal for the project itself. The right is reserved to reject any or all bids.
ARTHUR W. BRANDT,
SUPT. OF PUBLIC WORKS.

Two In-Service Courses Set for Court Workers

Two new courses will be added this week to the ambitious program of the Mayor's Council on Public Service Training when seminars on interviewing are launched for employees of the Domestic Relations Court.

Each course will consist of 15 sessions lasting one and one half hours. The first begins Nov. 16 at the Queensboro Chamber of Commerce, Queens Plaza, Long Island City; the other starts Nov. 17 at the Russell Sage Building, 130 E. 22nd St. Both classes will begin at 7:30 p. m. Probation officers and social workers will be eligible for enrollment.

Another training course in Health Facilities and Problems in New York City will be started on Nov. 20

for employees of the Domestic Relations Court. It will be held weekly at the Municipal Building at 7:30 p. m. Fifteen sessions are scheduled. Clinton W. Areson, Chief Probation Officer, will be in charge.

8 Postal Substitutes Get Regular Status

Eight classified substitute postal carriers were given regular status on Nov. 1, president William F. McHale, of the New York Letter Carriers Assn., told the regular monthly meeting of the branch last Sunday.

Phillip B. Thurston, secretary of the City Planning Commission, spoke on "New York and Its Young People." A visitor was Clarence F. Stinson, assistant secretary, National Assn. of Letter Carriers.

Election of officers of the New York association will take place Dec. 3.

—ABRAHAM C. SHAPIRO.

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Elect League Officers

Temporary officers of the Junior League of the Civic Center Synagogue were elected at an organization meeting last Sunday. They are Sidney Z. Searles, president; Jesse Silverstein, first vice president; Myron Finkelbrand, second vice president; Jack Weissbluth, treasurer; Anna Kamovits, recording secretary, and Lee Solomon, corresponding secretary.

Prepare Now! Exam Nov. 25 JR. CUSTODIAL OFFICER

The most thorough home study book available; includes exams, questions and answers based on duties, special emphasis on prison work in detail, and a wealth of other selected home study materials. Price, \$1.00

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The most complete study book to prepare with; includes previous exams, complete description of all games, stunts, dances, music appreciation, etc. Price, \$1.00
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Civil Service Aid Publishers
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HOUSING

New Course
MON., NOV. 13, 6:30 P.M.

Medical Social Worker

Grade 3—Promotion
File Now. Class Starts
TUES., NOV. 21, 6:30 P.M.

College Clerk

Salary: \$1200 to \$1800
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Class Meets
WEDNESDAY, 6:30 P.M.

Postal Clerk and Carrier

Salary: \$1700 to \$2100
Open to Male and Female
TUESDAY, 6:30 P.M.

Civil Service Division
RAND SCHOOL AL. 4-3091

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Examination Requirements



U. S. SEEKS ACCOUNTANTS, MECHANICS IN NEW EXAMS

Four Accountant exams in the field of transportation statistics for the Interstate Commerce Commission are included among a new group of 13 tests announced this week by the U. S. Civil Service Commission. Applications are available at 641 Washington St., Manhattan. Starred exams signify no written test.

Instructors in skilled trades for service in federal prisons are eligible to take an exam for Junior Officer, Mechanic, paying \$1,860. Training in prison service will come prior to placement. Requirements for these new exams follow:

*CHIEF ACCOUNTANT

(Transportation Statistics)
(\$4,600); not over 53 years old; file by Dec. 4; Bureau of Statistics, Interstate Commerce Commission.

Duties

Under general supervision of Assistant Director in Charge of Cost Finding, plan, organize, conduct, or assist in conducting investigations of cost of performing specific classes of freight, passenger, or other service by transport agencies; prepare reports for inclusion in opinions of ICC. Act as expert witness in cost cases and assist Commissioner and examiners in conducting rate cases.

Requirements

Three years' supervisory experience in accounting, engineering, executive, transportation or traffic department of a railroad, water line, air line, motor carrier, express or forwarding carrier, sleeping-car company, or freight-car line. Five years' experience with analyses of cost of service, efficiency of operation, rate making, traffic trends, or other economic aspects of transportation, consisting mainly of cost finding, statistical apportionments, or statistical comparisons.

*ASSISTANT CHIEF ACCOUNTANT

(Transportation Statistics)
(\$3,800); not over 53 years old; file by Dec. 4; Bureau of Statistics, Interstate Commerce Commission.

Duties

Under general supervision of Assistant Director in Charge of Cost Finding, plan, organize, conduct, or assist in conducting investigations of cost of performing specific classes of freight, passenger, or other service by transport agencies; prepare reports for inclusion of opinions of ICC.

Requirements

Three years' supervisory experience in accounting, engineering, executive, transportation, or traffic department of a railroad, water line, air line, motor carrier, express or forwarding carrier, sleeping-car company, or freight-car line. Four years' ex-

perience with analyses of cost of service, efficiency of operation, rate making, traffic trends, or other economic aspects of transportation, consisting mainly of cost finding, statistical apportionments, or statistical comparisons.

*SENIOR ACCOUNTANT

(Transportation Statistics)
(\$3,500); not over 53 years old; file by Dec. 4; Bureau of Statistics, Interstate Commerce Commission.

Duties

Under general supervision of Assistant Director in Charge of Cost Finding, plan, organize, conduct, or assist in conducting investigations of cost of performing specific classes of freight, passenger, or other service by transport agencies; prepare reports for inclusion in opinions of ICC.

Requirements

Three years' supervisory experience in accounting, engineering, executive, transportation, or traffic department of a railroad, water line, air line, motor carrier, express or forwarding carrier, sleeping-car company, or freight-car line. Three years' experience with analyses of cost of service, efficiency of operation, rate making, traffic trends, or other economic aspects of transportation, consisting mainly of cost finding, statistical apportionments, or statistical comparisons.

*ACCOUNTANT

(Transportation Statistics)
(\$3,200); not over 53 years old; file by Dec. 4; Bureau of Statistics, Interstate Commerce Commission.

Duties

Under general supervision of Assistant Director in Charge of Cost Finding, plan, organize, conduct, or assist in conducting investigations of cost of performing specific classes of freight, passenger, or other service by transport agencies; prepare reports for inclusion in opinions of ICC.

Requirements

Three years' supervisory experience in accounting, engineer-

ing, executive, transportation, or traffic department of a railroad, water line, air line, motor carrier, express or forwarding carrier, sleeping-car company, or freight-car line. Two years' experience with analyses of cost of service, efficiency of operation, rate making, traffic trends, or other economic aspects of transportation, consisting mainly of cost finding, statistical apportionments, or statistical comparisons.



JUNIOR OFFICER, MECHANIC

(\$1,860); 25-45 years old; file by Dec. 4; Bureau of Prisons, Dept. of Justice.

Duties

After training in prison service, act as instructor in one of the following: automotive mechanics, blacksmithing and welding, brick-laying, carpentry, electrical work, laundry, machine shop, painting and decorating, plastering and cement finishing, plumbing, sheet metal work, steamfitting. If assigned as head of a trade shop, be responsible for supervision of and instruction of inmates in work of repairing equipment, alterations, or repairs to building, or new construction. Applicants unable to qualify as instructors but who demonstrate ability may remain as assistants to instructors.

Requirements

Four years' apprenticeship or experience. Additional credit for teaching experience in organized instruction.

Weights

Written, 40; experience and fitness, 60. 70 percent required.

*SPECIAL AGENT

(\$3,800); not over 53 years old; file by Dec. 4; Office of Education, Federal Security Agency.

Duties

Under general supervision of the chief of the service, make studies and investigations and prepare reports on the various types of trade and industrial education; inspect the work of schools and teacher training institutions receiving Federal aid; cooperate with State school, college and industrial executives in promoting special phases of trade and industrial education; make field audits of State accounts; review State plans, and to perform other special duties as assigned.

Requirements

Four-year course leading to a bachelor's degree in a college of or university of recognized standing, included or supplemented by 30 semester credits of professional training in the field of trade and industrial education. At least five years full time, paid, successful experience as a teacher, supervisor, co-ordinator or administrator in the field of trade and industrial education in a high school, vocational school, or industrial establishment, at least one year of which must have been in the supervision or administration of the teaching of several trades. Applicants may substitute, for a maximum of two years, additional experience, year for year, in place of education, pro-

How to Apply for Tests

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

Promotions tests are open only to those already in service.

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

- City jobs—96 Duane St., West of Broadway.
 - State jobs—Room 576, 80 Centre St., corner Worth St.
 - Federal jobs—641 Washington St., corner Christopher St.
- Fees are charged for City and State exams, but not for Federal exams.

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

vided they have had the 30 semester hours of professional training; they may substitute one year of graduate training for one year of experience.

*DRILLER (PNEUMATIC)

(84, 78, 72 cents an hour); 20-55 years old; filing open at U. S. Navy Yard, Phila., Pa., or U. S. Civil Service District, Phila., Pa.

Duties

To drill, ream and countersink holes in steel plates, bars, angle and channel iron; to lay out sizes of holes for drilling; to make set-ups and adjustments of drill parts, buckets, clamps, etc., and to perform related work as required.

Requirements

Six months of experience in setting up and operating pneumatic drills on plates, shapes and structural steel members.

Other exams just announced by the U. S. Civil Service Commission include the following:

ASSISTANT INSPECTOR OF HULLS

(\$3,200); 25-48 years old; file by Dec. 27; Bureau of Marine Inspection and Navigation, Dept. of Commerce. Experience requirements on vessels.

ASSISTANT INSPECTOR OF BOILERS

(\$3,200); 25-48 years old; file by Dec. 27; Bureau of Marine Inspec-

tion and Navigation, Dept. of Commerce. Experience requirements on vessels.

PROCUREMENT INSPECTOR

(\$2,300); 25-53 years old; file by Dec. 4; Material Division, Air Corps, War Dept.

Senior: (\$2,600); 25-53 years old. Assistant: (\$2,000); 21-45 years old.

Junior: (\$1,620); 21-45 years old. Exact mechanical and inspection experience or engineering education is required for all Procurement Inspectors.

JUNIOR GRADUATE NURSE

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

Duties

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

Requirements

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

(Exams continued on page 9)

Buffalo Police File Ends This Saturday

Applications for the Patrolman exam to be held March 2, 1940, by the Buffalo Civil Service Commission must be filed by Saturday. Rigid physical and mental requirements are called for. Only Buffalo residents are eligible.

The Commission will hold a Telephone Operator test on Dec. 5, for which filing ends Nov. 27. Experience and education qualifications must be met.

Full requirements for the Patrolman exam follow:

PATROLMAN

(\$1,900); fee, \$1. Age limit: 21 to 31.

Duties

To be responsible for maintenance or order; the enforcement of laws and ordinances; and the protection of life and property; to make inspections of buildings and places where people assemble; to arrest violators and assist in their prosecution in the courts; to guide and direct strangers and children, and to render all possible aid in

the case of accident; to make investigations as directed; to keep reports of accidents and other important incidents; and to perform related duties.

Requirements

Graduation from an eighth grade school; not less than 5 feet 9 inches nor more than 6 feet 4 inches. Chest measurement: not less than 2½ inches expansion. Applicants will have to pass rigid medical and physical test. In addition they must display an aptitude for police work; possess tact and good judgment; have good character and ability to understand and carry out complete directions.

Weights

Written, 7; medico-physical tests, 2; experience and general qualifications, 1.

Age for Eight Navy Yard Positions Raised to 55

The age limit for eight skilled jobs at the Brooklyn Navy Yard was increased this week from 48-55, indicating that the shortage caused by the war is still very much in effect.

The positions involved are Blacksmith (Heavy Fires), Blacksmith (Other Fires), Boatbuilder, Coppersmith, Loftsmen, Pipecoverer and Insulator, Shipfitter, and Shipwright.

Filing for these jobs, and 16 others, ends Dec. 28.

Although thousands of applicants have filed for these jobs in the past two months, many more are still called for. Not only is the work expanding, but a large number of the applicants have been found with insufficient qualifications.

The 55-year limit is two years beyond the usual age set by the U. S. Commission. It is generally expected that a person 53 at the time of taking an exam will probably be 55 before being placed in

the service. With these Navy Yard jobs, however, appointments are being made virtually upon application.

Extension of the 48-year age limit on the 16 other positions open may also be put into effect.

The other jobs are: Anglesmith, Heavy Fires; Anglesmith, Other Fires; Boiler maker, Chipper and Caulker; Iron; Die Sinker, Driller, Flange Turner, Frame Bender, and Gas Cutter or Burner. Holder-On, Molder, Puncher and Shearer, Rivet Heater, Riveter, Sailmaker, Saw Filer, Sheet Metal Worker, Toolmaker, Welder, Electric (specially skilled) and Welder, Gas.

Latest news of City, State and Federal jobs in the Civil Service Leader

Deadline in Two Weeks for 24 City Tests

Two weeks of filing remain for the current series of 24 exams to be held soon by the Municipal Civil Service Commission. Applications are available at the Commission's offices, 99 Duane St., just west of Broadway, Manhattan, between 9 a.m. and 4 p.m. week days, and between 9 a.m. and 12 noon on Saturdays.

A recent ruling of the Commission allows applications to be filed by mail if they are post-marked not later than midnight of Nov. 28, the deadline.

Full requirements follow:
(OPEN)
ADMINISTRATIVE ASSISTANT (City Planning)
(\$4,000-\$5,000); fee \$3. One vacancy in Dept. of City Planning. File Nov. 8-28.

Duties
Under general direction of the Chairman, with much latitude for unreviewed action or decision, to supervise the division of capital and assessable improvement in the Dept., prepare the capital budget, involving the clear editing and presentation of complex financial and statistical material; cooperate with other departments in the development of their capital budget planning; maintain memorandum authorizations accounts; cooperate with the Division of Master Plan in preparing the capital programs; develop an informal assessable improvement budget and program; prepare studies for the Commission regarding the general fiscal problems of the city.

Requirements
A baccalaureate degree and five years' recent practical experience of a character to qualify for the position, of which three years must have been in a responsible administrative position; knowledge of capital and expense budgeting, administrative control; a general knowledge of city planning; a capacity for increasingly difficult and important assignments; marked capacity for independent productive research and ability to analyze data, draw logical conclusions and present results in the form of reports or monographs; special knowledge of the administration of New York City government. Credit for this experience will be given on a year for year basis for full time graduate study in a recognized college or university in the fields of city planning, public administration, housing or economics. Candidates, however, must have at least three years of practical experience.

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

ADMINISTRATIVE ASSISTANT (Dept. of Welfare)
(\$4,000-\$5,000); fee, \$4. File Nov. 13-20. Applicants who filed in July for this exam need not file again. Two vacancies, subject to the budget. The list may be used for positions at the same or lower salaries.

Duties
Under supervision, to assist in the administration of a bureau of division of the Dept.; plan and be responsible for the administrative work; represent the bureau in inter-departmental relationships and on matters of administrative routine; aid the commissioner and his deputies in the development of departmental policies.

Requirements
A baccalaureate degree, or equivalent training; four years of responsible work within the past 10 in a governmental agency or a large business or industrial organization in positions requiring administrative ability such as that of secretary of a governmental agency, office manager or positions of a similar nature, or a satisfactory equivalent combination of education and experience. Consideration will be given to graduate study in a recognized college or university in the fields of public administration, business administration and accounting, management, social work and similar fields. But candidates must have at least two years of administrative or executive experience.
All persons in the competitive

class earning not less than \$3,000 and who have served three years in the city service will be eligible for the exam without regard to the education or experience requirements. Candidates must have an understanding of the general functions of governmental agencies and must appreciate the significance of modern management and personnel procedures.

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

ADMINISTRATOR (City Planning)
(\$5,700); fee, \$5. File Nov. 8 to 28. One vacancy in Dept. of City Planning.

Duties
Under control of the chairman to direct the general office organization and operation of the Dept. of City Planning; to transmit all order from the chairman to the technical staff and all technical reports to the commission; coordinate actual staff procedures in carrying out its work; have full responsibility for dealings with the Municipal Civil Service Commission, the Bureau of the Budget, and the Dept. of Finance. The Administrator will be responsible for administrative supervision of 60 employees and a budget of \$170,000.

Requirements
A baccalaureate degree and six years' recent experience, of which four years must have been in an executive or administrative position; demonstrated initiative and ability to meet important responsibilities; a capacity for difficult assignments; marked ability to organize, direct and coordinate work and obtain cooperation from subordinates or affiliated organizations; marked capacity for original research or for the administration of research and the application of it to city planning; ability to analyze data and prepare reports and monographs; ability to recognize the possibilities for fruitful research investigations; proven administrative leadership. Credit for this experience on a year for year basis will be given for full time graduate study in the fields of city planning, public administration, housing or economics. But candidates must have at least four years' experience. Candidates must have a thorough knowledge of the aims of city planning and special knowledge of the administration of the New York City government.

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

ASSISTANT CITY PLANNER
(\$4,000-\$5,000); fee, \$3. File Nov. 8 to 28. One vacancy in Dept. of City Planning.

Duties
Under supervision but with fairly wide latitude for independent judgment to make investigations, analyses and reports involving practical definite solutions of specific portions of the City's Master Plan; develop cooperative relations with other city agencies.

Requirements
An engineering or architectural degree, or graduation from a recognized college or university with major work in engineering, architecture, landscape architecture, public administration, economics or sociology and two years of general experience. Candidates must also have five years' satisfactory recent experience, of which two years must have been in a responsible position in a governmental, regional or other city planning agency; ability to analyze city planning problems and develop general plans for highways, to prepare zoning and housing study maps; knowledge of the statistical and economic research methods and procedures applicable to New York City and of the basic conditions affecting city planning in New York City, demonstrated skill in the

Brooklyn Court Interpreters

Italian and Yiddish interpreters living in Brooklyn are eligible to compete in two exams to be held Saturday, Dec. 9, by the State Civil Service Commission. Applications must be filed in room 576, State Office Bldg., 80 Centre St., Manhattan, by Friday.

The positions are located in the Kings County Court. Full requirements follow:

INTERPRETER (Italian, with knowledge of Spanish)
Salary varies; fee, \$2. Appointment expected at \$3,000. County Court, Kings County.

Duties
Interpret Italian and Spanish into English and vice versa; translate correspondence and legal documents in these languages; related work.

Requirements
Ability to read, write, speak fluently, and interpret English, Italian, Spanish, and their dialects, and knowledge of legal phraseology.

Weights
Translation from Italian and Spanish into English, 3; translation from English into Italian and Spanish, 3; training, experience, and general qualifications, 4. Oral tests may be given after Dec. 9; if held, they will constitute one-half of these subjects. Candidates who do not get 75 per

cent in written for each language will not be eligible for the oral.

INTERPRETER (Yiddish)
Salary varies; fee, \$2. Appointment expected at \$3,000. County Court, Kings County.

Duties
Interpret Yiddish into English and vice versa; translate correspondence and legal documents in these languages; related work.

Requirements
Ability to read, write, speak fluently, and interpret English and Yiddish and its dialects, and a knowledge of legal phraseology.

Weights
Translation from Yiddish into English, 3; translation from English into Yiddish, 3; training, experience, and general qualifications, 4. Oral tests may be given after Dec. 9; if held, they will constitute one-half of these subjects. Candidates who do not get 75 per cent in written for each language will not be eligible for the oral.

graphic and written presentation of research data, ability to handle difficult technical and administrative problems. Credit for experience will be given on a year to year basis for full time graduate study in a recognized college or university in the fields of city planning, public administration, housing or economics. Candidates, however, must have two years of responsible experience. License requirements are omitted.

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

ASSISTANT SEC'Y TO THE COMMISSION (City Planning)

(\$2,400); fee, \$2. File Nov. 8 to 28. One vacancy.

Duties
To assist the Secretary of the Commission maintain records and information service on all matters referred to it for action; obtain and distribute planning reference material for the commission and staff, including preparation of summaries and indexing; distribute reports of the Commission; prepare confidential reports; have responsibility for official correspondence; communicate with public planning and related organizations; meet and interview groups interested in the commission's work.

Requirements
A baccalaureate degree and four years' recent satisfactory experience, one year of which must have been in a position involving important responsibilities; good knowledge of the principles of city planning and the sources of information involved; a thorough understanding of the legal and charter requirements for handling the business of the City Planning Commission; familiarity with the various organizations and societies interested in city planning. Special knowledge of the administration of the government of New York City is desirable.

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

ASSOCIATE CITY PLANNER (City Planning)

(\$5,000-\$6,000); fee, \$4. File Nov. 8 to 28. One vacancy in Dept. of City Planning.

Duties
Under general direction, with much latitude for independent or unreviewed action or decision, to supervise basic planning research of a physical, economic and statistical character, including the study of the probable future needs and desirable uses of land, the preparation of informational data; obtain cooperation from civic agencies and individuals; plan for the rehabilitation of housing and industry and the rational and economical develop-

ment of the city; make studies of long-range industrial and residential population movements.

Requirements
An engineering or architectural degree or graduation from a recognized college or university with major concentration in engineering, architecture, landscape architecture, public administration, economics or sociology; and two years of general experience. In addition candidates must have eight years' recent satisfactory experience of a character to qualify for the position, of which at least four years must have been in a responsible position in a governmental, regional or other city planning agency involving direct supervision and responsibility for operations of a staff of considerable size, and general responsibility for coordination with other public agencies. Candidates must also have initiative, resourcefulness and ability to meet important responsibilities with success; a capacity for difficult and important assignments; ability to organize, direct and coordinate work and obtain cooperation from subordinates or affiliated organizations; marked capacity for original research or for administration of research; a thorough knowledge of statistical and economic research methods and procedure and skill in the graphic and written presentation of research data; ability to analyze data and prepare reports and monographs; ability to recognize the possibilities for fruitful research and investigation along new lines and to plan, supervise and coordinate such investigations.

Credit for above experience on a year for year basis will be given for full-time graduate study in a recognized college or university in the fields of city planning, public administration, housing or economics; but candidates must have at least five years of responsible experience.

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

CARRIAGE UPHOLSTERER

(\$10 a day); fee, \$2. File Nov. 8 to 28. One vacancy in Dept. of Parks.

Duties
To make and repair tufted cushions and auto (carriage) seats; to lay out, cut and sew leather, hair felt; grade ticking and other like material. The duties include both hand and machine sewing.

Requirements
Five years' experience of the character described under duties.

Weights
Written, 4; practical, 5; physical 1.

CITY PLANNING DIRECTOR
(\$6,000 and up); fee, \$5. Filing



from Nov. 8 to Nov. 28. One vacancy in Dept. of City Planning.

Duties
Under direction, with much latitude for independent action to have complete supervision of the land use phases of the City's Master Plan, including use for private purposes, for transportation and traffic, for recreation, for distribution of governmental facilities and for provision of public services such as water, sewage and waste disposal; develop and supervise a program for city planning, including preparation of maps, engineering and architectural sketches and plans and accompanying technical reports; cooperate with other departments in the formulation of the planning program; supervise relief work projects; prepare long range programs for capital improvements in cooperation with the Division of Capital and Assessable Improvements.

Requirements
An engineering or architectural degree, or graduation from a recognized college or university with majors in engineering, architecture, landscape architecture, public administration, economics or sociology and three additional years of general experience. In addition, candidates must have at least ten years recent practical experience, of which five years must have been in a responsible position in a governmental, regional or other city planning agency involving direct supervision and full responsibility for coordination with other public agencies and for presentation of recommendations developed by the staff; marked ability to organize, direct and coordinate work and obtain cooperation from subordinates and affiliated organizations; ability for original research; knowledge of statistical and economic research methods and procedure and skill in the graphic and written presentation of research data; ability to analyze data, and prepare monographs and reports; ability to recognize the possibilities for fruitful research and investigation along new lines and to plan, supervise and coordinate such investigations; proved administrative leadership, critical judgment in the evaluation of economic, statistical and research data.

A knowledge of the basic conditions affecting city planning and research methods and sources applicable to New York City is desirable.

Credit for experience on a year for year basis will be given for full-time graduate study in a recognized college or university, in the fields of city planning, public administration, housing or economics; but candidates must have had at least five years' experience.

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

ELEVATOR MECHANIC'S HELPER

(\$8.25 a day, \$1,800 a year); fee, \$1. Five vacancies. Open to persons of all ages. Filing from Nov. 8 to 28.

Duties
To make general mechanical and electrical repairs and adjustments on electric and hydraulic elevator systems; to help renew sheaves and cables, repacking
(Continued on Page 10)

PLAYGROUND DIRECTOR'S EXAM
Comprehensive
COACHING COURSE
First Session, Fri., Nov. 17, 7 P.M.
Times Square Hotel
255 W. 43 St. (nr. 8th Ave.) Room 8A
MURRAY SACHS, Instructor
Member of Faculty of Savage School for Physical Education
FOR EACH APPLICANT
Detailed mimeographed study guide
Lecture notes which cover entire field
Exams to simulate real conditions
Questions and answers
Techniques for exam taking
Thorough Preparation
Free consultation call WI. 8-5148

City to Fill 8 Posts In New Planning Dept.

(Continued from Page 9)

shipping boxes, valves, glands, etc.

Requirements

No one should apply who lacks sufficient experience and training to pass the difficult competitive tests which will be part of this exam.

Weights

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

FIRE TELEGRAPH DISPATCHER AND RADIO OPERATOR

(\$1,560); two vacancies in Municipal Broadcasting System; two in Fire Dept. Fee, \$1; filing from Nov. 8 to Nov. 28.

Duties

Municipal Broadcasting Station: under direct supervision, to operate all mechanical and electrical equipment of a broadcasting station and public address equipment, to make repairs, tests and new installations; keep records and make reports. Fire Dept.: in addition to these duties, to receive and transmit fire alarms and related work.

Requirements

Two years of recent, satisfactory experience in operating, maintaining or designing radio broadcasting equipment in a licensed radio broadcasting station or company. Credit will be given for an engineering degree or courses toward such a degree on a pro rata basis. At the time of appointment, candidate must hold a First Class Radio Telephone Operators' License granted by the Federal Communications Commission.

Weights

Experience, 2 (70% required); technical, 4 (75% required); practical, 4 (75% required).

JUNIOR ADMINISTRATIVE ASSISTANT

(Dept. of Welfare)

(\$3,000—\$4,000); fee, \$3. Filing from Nov. 13 to Nov. 20. Applicants who filed in July need not file again. List may also be used for positions in the next lower grade. Twelve vacancies, subject to budget. No age limit.

Duties

Under supervision to assist in the administration of a division or bureau of the Dept., by being generally responsible for the administrative detail work; to represent the division in inter-office relationships; to aid in the development of divisional policies and procedures.

Requirements

A baccalaureate degree, or equivalent training; in addition two years of responsible work within the last five in a governmental agency or in a large business or industrial organization, in positions requiring supervisory ability such as office manager.

All persons in the competitive class earning not less than \$2,400 who have served three years in the city service, will be eligible. Consideration will also be given to graduate study in a recognized college or university in the fields of public administration, business administration and accounting, management, social work, and similarly appropriate fields, but candidates must have had at least one year of supervisory experience. Candidates must have an understanding of the general functions of governmental agencies and must appreciate the significance of modern management and personnel procedures in governmental agencies.

Weights

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

JUNIOR CITY PLANNER

(\$3,000—\$4,000); fee, \$2. Filing from Nov. 8 to 28. One vacancy in Dept. of City Planning.

Duties

Under supervision, to develop general planning programs, including surveys and investigations of land use problems; make investigations and prepare reports; make studies of long-range industrial and residential population movements and similar basic educational and social factors to determine the city's future develop-

ment; make reports and recommendations on these problems.

Requirements

An engineering or architectural degree, or graduation from a recognized college or university with majors in engineering, architecture, landscape architecture, public administration, economics or sociology and two additional years of general experience. In addition, at least three years of recent practical experience, at which one must have been in a responsible position in a governmental, regional or other city planning agency; a thorough knowledge of statistical and economic methods and procedure, and demonstrated skill in graphic and written presentation of research data. A knowledge of city planning research methods and basic conditions affecting city planning in New York City is desirable. Credit for this experience on a year for year basis will be given for full-time graduate study in a recognized college or university in the fields of city planning, public administration, housing or economics. But candidates must have one year of responsible experience and one year of practical experience.

Weights

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

JUNIOR ENGINEER (CIVIL) GRADE 3

Junior Engineer (Housing Construction), Grade 3 (\$2,160—\$3,120); fee, \$2. Filing from Nov. 8 to Nov. 28. Vacancies: 157 in the title of Engineering Assistant, Grade 3, at \$2,160; 31 in the title of Engineering Assistant (Tunnel Construction), Grade 3, 21 of which are at \$2,160 and 10 at \$2,400; 34 in the title of Topographical Draftsman, Grade 3, at \$2,160; 13 in the title of Junior Topographical Draftsman, Grade 3, at \$2,160; 12 in the title of Junior Engineer, Grade 3, at \$2,160; 16 at \$2,400 in the Housing Authority as Junior Engineer (Housing Authority), Grade 3.

Duties

Under supervision, to perform elementary civil engineering work in the investigation or development of civil engineering projects, the design, layout, construction, inspection, testing, operation, or maintenance of civil engineering works or equipment for rapid transit railroads, tunnels, bridges, schools, public buildings, highways, sewers, etc., or in scientific civil engineering research; keep records and make reports. The duties of Engineers certified under the Housing Construction title will be to perform elementary engineering work in the investigation or development of housing projects, the design, layout, construction, inspection, testing, operation or maintenance of these projects.



Requirements

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

A separate list will be made up from this exam of those otherwise qualified who have had at least one year's satisfactory practical engineering experience on building construction. This list will be a list for Junior Engineer (Housing Construction) and will require the additional experience mentioned.

Weights

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

N. Y. County Bookbinder

An exam for Bookbinder is among the county tests for which filing remains open until Friday. Applications are available in room 576, 80 Centre St., Manhattan. One appointment, at \$2,392, is expected in the office of the County Clerk. Full requirements follow:

BOOKBINDER

Usual salary range, \$2,100—\$2,600; fee, \$2. Appointment expected in office of County Clerk at \$2,392.

Duties

Make, bind, rebind and repair books of record; related work as taking books apart; sawing out and sewing them on tape or twine; cutting, gluing up; rounding and backing; making lining papers, backs and boards; cutting out index and tabbing; covering with leather, cloth, or canvas; preparing for finishing; lettering in gold or ink; restoring torn papers and documents; mounting on muslin, paper, or cardboard.

Requirements

a) Five years' experience in all

branches of bookbinding; or b) two years' such experience, and completion of a training course in bookbinding in technical school; or c) equivalent combination. Thorough knowledge of the various operations involved in binding, stamping and embossing books; of setting up type and using binding tools; ability to adjust and make minor repairs to bookbinding machinery. Must be expert on blank books.

Weights

Practical, 4; training, experience, and general qualifications, 6. Practical will be given after Dec. 9.

MEDICAL SUPERINTENDENT

(Communicable Diseases Hospital)

(\$3,885); fee, \$4. Filing from Nov. 8 to Nov. 28. One vacancy at the Kingston Ave. Hospital.

Duties

General supervision of a hospital for communicable diseases, and jurisdiction over the administration of the hospital. Incumbent will be responsible for the management, examination, treatment, isolation, and detention of such cases of communicable diseases as are admitted to the hospital, under the provisions of the Public Health laws, and the Sanitary Code and the regulations of the Dept. of Health.

Requirements

M. D. degree; internship of one year in an accredited hospital. Candidates must have three years' experience in an accredited hospital for communicable diseases in the capacity of Superintendent or Assistant Superintendent. In addition, candidates must have one year's experience as resident or interne in a hospital devoted to the diagnosis and treatment of communicable diseases.

Weights

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

PLAYGROUND DIRECTOR

(Female)

(Permanent Service) (\$1,200); fee, \$1. Filing from Nov. 8 to Nov. 28. Age limit: 18 to 29.

Duties

To conduct games, dancing, dramatization and other recreational activities such as kindergarten and draft classes and to give instructions in various forms of athletics and gymnastics in playgrounds under the Dept. of Parks; to be responsible for proper control and administration of these and all other functions connected with the playground.

Requirements

Graduation from senior high school and either: 1) the completion of an accredited course in recreational and health education on a college level; or 2) paid experience of two seasons as an instructor, counsellor or coach, or 3) a satisfactory equivalent combination. A college degree will be regarded as a satisfactory equivalent.

Weights

Written, 5; oral-practical, 5.

PLAYGROUND DIRECTOR

(Male)

(Temporary Service) (\$4 a day); fee, \$1. Filing from Nov. 8 to 28. Age limit: 18 to 29. This list is for temporary employment only and will expire at the end of four years. 125 vacancies expected.

Duties

To direct and conduct games, dancing, dramatization and other recreational activities and to give instructions in various forms of athletics and gymnastics in playgrounds under the Dept. of Parks; to be responsible for proper control and administration of these and all other functions connected with the playground.

Requirements

Graduation from senior high school and the completion of either: 1) an accredited course in recreational or health education work on a college level; or 2) paid experience of two seasons as an instructor, counsellor or coach; or 3) a satisfactory

equivalent. Candidates who will have both these requirements of age and experience by July 1, 1940, are eligible. A college degree will be regarded as a satisfactory equivalent.

Weights

Written, 10. There will be a qualifying oral-practical exam for successful candidates as the needs of the service require.

RESEARCH ASSISTANT

(City Planning)

(\$2,000—\$3,000); fee, \$1. Filing from Nov. 8 to Nov. 28. One vacancy in Dept. of City Planning for economic and social research and two for physical planning.

Duties

Research Assistant (Economic and Social Research). Under supervision to study and make reports on long range industrial, commercial, financial and general economic movements affecting New York City; make population and growth studies; prepare graphic and statistical material.

Research Assistant (Physical Planning). Under supervision to study and make reports on land use Phase of the City's Master Plan: 1) for private purposes (zoning); 2) for transportation and traffic; 3) for recreation and education; 4) for sites for government buildings, and 5) for provisions of such public services as water supply and sewage and garbage disposal. All candidates must have an understanding of the general functions of governmental agencies and a thorough knowledge of the aims of city planning.

Requirements

An appropriate baccalaureate degree or graduation from a four-year day high school course, and four years recent practical experience; graduation from a recognized college or university with a degree in engineering, architecture, landscape architecture or planning is desirable for those to be employed in physical planning specialty. Graduation from a recognized college or university from a four years' course for which a Bachelor's degree is granted with specialization in economics, fiscal policy, or government is desirable for those to be employed in economic and social research specialty. Extra training or experience in any of these fields is desirable. Thorough knowledge of statistical and economic research methods and procedure and skill in the graphic and written presentation of research data is required.

Weights

Written, 6; training and experience, 4.

TELEPHONE OPERATOR GRADE 1

(Men)

(\$1,200—\$1,800), fee, \$1. No age limit. Filing from Nov. 8 to Nov. 28. Forty vacancies expected in the Police Dept.

Duties

To operate a telephone switchboard; keep records of telephone calls; perform clerical and other incidental work. Night duty may be required.

Requirements

At least one year of experience in the operation of private branch switchboards used by the New York Telephone Co., having at least five trunk lines, and twenty extensions; or a satisfactory equivalent. Part time in mere incidental telephone operation in a small establishment is not a satisfactory equivalent. Candi-



dates will be required before certification, to pass a rigid medical and physical examination to include speech, hearing and voice. Slight hearing or speech defects or unsuitable voice will cause rejection.

Weights

Written, 5; practical, 5.

(PROMOTION) CHIEF PAROLE OFFICER (City-Wide)

(\$3,500); file Nov. 8-28; written, Dec. 15; fee, \$3. Vacancy in the Parole Commission.

Eligibility Requirements

Open to Parole, Probation and Crime Prevention Officers, Supervising Parole Officers and Directors of Placement, Classification and Education, who have served one year in the eligible title or titles by Dec. 15, and are otherwise eligible.

Scope of Exam

To follow duties: under direction of Parole Commission, formulate, plan and execute parole work methods; direct supervising parole officers and parole officers; promote efficient parole investigation, supervision and treatment; provide for in-service training and staff evaluation; review records and prepare reports; exercise executive supervision; related work.

Weights

Record and seniority, 50; written, 25; education, experience and personal qualifications, 25.

JUNIOR BACTERIOLOGIST (City-Wide)

(\$1,500—\$2,100); file Nov. 8-28; written, Jan. 31; fee, \$1. Departmental lists will be set up by promulgation only for departments other than Health.

Eligibility Requirements

Open to persons in the City Service who have served six months by Jan. 31 in the following titles and are otherwise eligible: Laboratory Assistant (plain and all specialties); Assistant (plain and all specialties); Laboratory Technician, and other comparable laboratory positions in competitive class, salary of which is below \$2,100.

Scope of Exam

To follow duties, routine bacteriological tests and analyses.

Weights

Record and seniority, 50; written, 35; training and experience, 15.

PARK FOREMAN, GRADE 2 (Men)

(PARK DEPT.)

(\$1,800—\$2,400); file Nov. 8-28; written, Feb. 1; fee, \$1. Vacancies occasionally occur; none now.

Eligibility Requirements

Open to those who have served required period of time by Feb. 1, and are otherwise eligible: Auto Engineman, 1 year; Assistant Gardener, 1 year; Attendance Service (Grades 1 and 2), 1 year; Gardener, 6 months; Instructor (Farming), 6 months; Auto Lawn Mower Engineer, 1 year; Tractor Operators, 1 year; Ticket Agents, 1 year; Labor Class, 3 years. Those on preferred lists for these titles are also eligible.

Scope of Exam

To follow duties: supervise men in general park work; familiarity with departmental procedure and regulations; knowledge of factors of maintenance and operation; alertness in regard to improved methods of park work.

Weights

Record and seniority, 5; written, 5.

SUPERVISOR, GRADE 3 (Medical Social Worker) (City-Wide)

(\$2,400—\$3,000); file Nov. 9-29; written, Jan. 16; fee, \$2. Vacancies occasionally occur.

Eligibility Requirements

Open to medical social workers who have served in this title six months by Jan. 16, and to Hospitals Dept. employees who will be classified as Medical Social Workers by reclassification resolutions, and who have served six months by Jan. 16, and are otherwise eligible for promotion. In addition, graduation from high school or its equivalent, four

(Continued on Page 11)

Fire Lieutenant Test In Promotion Series

(Continued from Page 10)

years of education and six years of experience, of which three were in medical social work. Education acceptable: completion of courses creditable towards a degree, diploma or certificate from a college or university, school of nursing, or school of social work. Experience acceptable: full-time paid experience within last 10 years in an agency of acceptable standards in medical social work, social case work, or public health nursing.

Scope of Exam

To follow duties: under general direction and supervision, medical social work of a sub-division of a social service department; provision of in-service training, staff evaluation; other administrative duties; explanation of the work to patient, hospital staff, and community; coordinate work of the department with other departments; related work.

Weights

Record and seniority, 50; written, 25; education, experience, and personal qualifications, 25.

STATIONARY ENGINEER (City-Wide)

(\$9 a day); file Nov. 8-28; written, Dec. 1; fee, \$2. Three vacancies in Sanitation Dept.; five in Hospitals Dept.; one in Police Dept.

Eligibility Requirements

Open to Licensed Firemen, Oilers, Water Tenders, Asphalt Steam Roller Engineers, Locomotive Engineers, Crane Enginemen (Steam), Pile Driving Engineers, Marine Engineers, Chief Marine Engineers, Marine Oilers, Marine Stokers, Marine Stokers (oil burning), Marine Firemen, Inspectors of Boilers, Boilermakers, Foreman Boilermakers, Steamfitters, Foreman Steamfitters, Junior Mechanical Draftsmen (all sub-titles and grades), Assistant Mechanical Engineers (all sub-titles and grades), Mechanical Engineers (all sub-titles and grades), Electricians, Electricians (Powerhouse), Airport Electricians, Inspectors of Light and Power (all grades), Electrical Inspectors (all grades), Dynamo Engineers, Crane Enginemen (Electric), Junior Electrical Engineers (all sub-titles and grades), Assistant Electrical Engineers (all sub-titles and grades), Mechanical Draftsmen (Electric) (all sub-titles and grades), Electrical Draftsmen (all sub-titles and grades), Power Maintainers, Power Operators, Assistant Supervisors of Power, Foremen (Power), Power Dispatchers, Relay Maintainers with following experience and otherwise eligible:

five years' experience in operating high pressure steam or high tension electric power plants; or two years' such experience and an engineering degree; or two years' such experience and three years' experience as journeyman machinist, boilermaker, steamfitter, or electrician, or equivalent.

Employees with other titles who have done qualifying work may apply for this exam within 10 days. Some certifications will require a New York City Stationary Engineer's License. Employees in the competitive class must have six months in the department and one year in the title immediately preceding. Labor class employees must have three years' city service immediately preceding.

Scope of Exam

To follow duties: operate, maintain, and adjust either steam or electric power plant equipment, including boilers, engines, heating, ventilating, lighting, and refrigeration equipment, pumps, sewage, screens, blowers, compressors, sewage ejectors, elevators, with such auxiliary equipment as switchboards, transformers, rotary converters, meters, circuit breakers, feed water heaters, condensers, superheaters, oil burners, etc.; oil, clean, and make minor repairs to this equipment; make periodic inspections and examinations; take readings of meters, gauges, and recording devices; keep a station log and other necessary records and charts; make daily reports; related work. Incumbents may be placed in charge of a watch.

Weights

Record and seniority, 5; technical written, 2; practical, 2; education, training and experience, 1.

LIEUTENANT (FIRE DEPT.)

(\$3,900); file Nov. 9-29; written, Jan. 6; fee, \$3. Vacancies occasionally occur.

Eligibility Requirements

Open to Firemen, 1st grade; Engineers of Steamer; Pilots; Chief Marine Engineers (Uniformed) and Marine Engineers (Uniformed). Requirements must be met by Jan. 6.

Scope of Exam

Written exam will test, as an integrated whole, knowledge of fire administration, practice, and procedure, including interpretation and application of pertinent laws, ordinances, rules and regulations, and will demonstrate fitness to be appointed to rank of Lieutenant.

Weights

Record and seniority, 5 (80 percent required); written, 5 (70 percent required, 50 percent on each part).

Filing Will Close On Friday For 43 State Examinations

Friday is deadline for applications for 43 State exams, which will be held Saturday, Dec. 9, by the State Civil Service Commission. Twenty of these tests are State-wide, while the remaining 23 are open only to residents of individual counties.

Applications may be obtained in room 576, State Office Bldg., 80 Centre St., Manhattan, and at the State Civil Service Dept., Albany.

Full requirements for the tests follow:



LABORATORY TECHNICIAN (Monroe County)

Salary varies; fee, 50 cents. Appointment expected at Iola Sanatorium at \$960 and luncheon.

Duties

Under supervision, perform laboratory work such as urinalysis, sputum analysis, blood chemistry tests, blood counts, taking of blood for Wassermanns, taking throat cultures, and other routine clinical work.

Requirements

(a) Two years' experience or training in a laboratory performing duties as described above, and education equivalent to graduation from high school; or (b) bachelor's degree and four months' experience or training in a clinical laboratory; or (c) equivalent combination.

Weights

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

ASSISTANT INVENTORY RECORDER (Groups B, C, D)

(\$1,800-\$2,300); fee, \$1. Appointments expected at \$8 a day and traveling expenses. Dept. of Public Service.

Duties

Make inventories of the physical property of public utilities; related work.

Requirements

Five years' experience in design, estimating, construction, maintenance, or appraisal work. Write for special circular.

ASSISTANT VALUATION ENGINEER

(\$3,120-\$3,870; \$8.50-\$12 a day; and expenses); fee, \$3.

Duties

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

Requirements

Five years' engineering experience in public utility valuation, design, construction, maintenance, or operation, two and one-half years in the valuation of electric (power and light), gas or water utilities or of similar properties. Technical education will receive credit in proportion to its value in lieu of experience, graduation from a four-year engineering course for which a degree is granted being credited as two years of the required experience. Candidates lacking the required two and one-half years of valuation experience may substitute two years of either design, construction or operating experience upon one or more of the above specified public utilities for each year of valuation experience lacking, provided that this experience involved the preparation of estimates of cost of construction, but they must have had at least one year and a half of the required valuation experience. A general knowledge of the provisions regarding plant accounts of the uniform system of accounts for gas, electric or water utilities.

Weights

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

BRIDGE OPERATOR (Electrical)

(\$1,500-\$2,000); fee, \$1. Several appointments expected at Jones Beach. Long Island State Park Commission.

Duties

Operate and maintain a bascule

bridge during an assigned shift. Operate bridge machinery, and its polyphase and single phase alternating current motors and control equipment, locating troubles, making minor repairs to equipment, inspecting and maintaining navigation traffic lights and signals, cleaning and oiling machinery and motors.

Requirements

Three years' experience in the installation, maintenance, or operation of electrical machinery, one year of which must have been on alternating current machine. Technical education will receive credit in proportion to its value. Graduation from a four year technical course for which a degree is granted will count as two years' experience.

Weights

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

CHILD GUIDANCE CLINIC WORKER

(State and County Depts.) (\$1,800-\$2,300); fee, \$1. Appointments expected at the New York State Agricultural and Industrial School, Industry, and in the Dept. of Social Welfare, at \$1,500 and maintenance.

Duties

Under supervision, assist in work of community and institutional child guidance clinics. Related work as making psychometric and educational tests and evaluating their results; interviewing parents or guardians, taking case histories; aiding children in making proper social and educational adjustments in institutions; keeping records; making reports; maintaining contacts between clinic and co-operating agents in the community.

Requirements

One year full-time experience, including mental testing under supervision in clinic, school, hospital or institution, giving and scoring various types of individuals, group, performance and achievement tests, and social case work with a social agency of accepted standards; and graduation from a recognized college or university, supplemented by one year graduate study in clinical psychology, or by one year full-time study in an approved school of social work.

Weights

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

CONSTRUCTION PAYROLL AUDITOR

(\$2,400-\$3,000); fee, \$2. State Insurance Fund, Dept. of Labor.

Duties

Do estimating and auditing work of a highly difficult and responsible character such as estimating on a unit cost basis and auditing the payrolls of the policy-holders engaged in all types of construction work; estimating, auditing, and checking labor factors developed by an exam of owners' or contractors' lettings or awards from specifications, unit bid figures, plans, progress reports, and other pertinent details for the purpose of developing accurate payrolls of the policy-holders; compiling, for each unit of work performed, accurate estimates of the payroll involved; allocating the labor entering into a construction project by classification in accordance with the Workmen's Compensation Insurance Manual; compiling unit value figures on jobs where builders' specifications are not available; testifying in court proceedings relative to collection of premiums.

Requirements

Ten years' experience as construction estimator or superintendent of construction. Candidates must show evidence of successful bids, and satisfactory completion of projects in accordance with the

estimates and bids prepared by them. Technical education will receive credit in proportion to its value in lieu of experience, graduation from a four-year course for which a degree is granted in civil, mechanical or electrical engineering being credited as two years of the required experience. Candidates must have a thorough knowledge of the methods and practices of competitive bidding; prevailing ratios of labor prices to contract prices; the trade terms used by contractors; the necessary labor needs for various construction projects; the field and office records maintained by timekeepers, cost clerks, field and office accountants on all types of construction work and the sources of information as to prevailing labor and material costs and local labor availability. They must be able to read and interpret specifications and blue prints.

Weights

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

EXAMINER OF STATE EXPENDITURES, SR.

(\$3,120-\$3,870); fee, \$3. Appointments expected at the minimum but may be made at less. Dept. of Audit and Control.

Candidates may compete also in the test for Assistant Examiner of State Expenditures. Separate application and fee of \$2 must be filed.

Duties

Have responsible charge of the pre-audit and examination and perform personally the more difficult and complex pre-audits and examinations of State expenditures, particularly of grants-in-aid to counties, cities, towns, villages, etc., of funds contributed by the State or federal governments for highways, educational purposes, health and laboratories, and the several types of welfare aid. Examples: planning and directing field audits of State departments and institutions and of counties, cities, towns, villages and school districts; preparing the more difficult and complex reports of such audits; approving audit reports prepared by others; advising State and municipal officers of difficult State financial matters and practices.



Requirements

a) nine years' office experience, of which five years must have been in the administration of State or municipal government (county, city, town, village or school district) in a position that involves the audit or expenditure of State or State aid funds for education, highways, relief, or other purposes, and of which two years must have been in the supervision of others engaged in such work; b) four years' experience in the administration of State or municipal government in a position that involves the audit or expenditure of State aid funds for education, highways, relief, or other purposes, of which two years must have been in the supervision of others engaged in such work, and graduation from a recognized college or university from a four year course for which a bachelor's degree is granted, with 12 credit hours in government finance, social security administration, or other acceptable courses applicable to problems of governmental organization, administration and management; or c) equivalent combination. Candidates must have a practical knowledge of the problems of State and local government, especially with regard to financing, purchase of materials and supplies, accounting

(Continued on Page 12)

Is Your Exam Here?

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

OPEN COMPETITIVE

Administrative Assistant (Welfare): Qualifying experience has been rated. Applications are reopened for a period of one week. The written test will probably not be held before the latter part of December.

Announcer: The rating of the written part has been completed. The practical oral tests will be held tomorrow and Wednesday for the 30 candidates who passed the written exam.

Assistant Engineer (Designer), Grade 4 (B. W. S.): The rating of the written exam is completed. The experience interview will be held as soon as practicable.

Associate Assistant Corporation Counsel (Administrative Code): The written test will probably be conducted in two weeks for the 26 candidates who passed the written exam.

Automobile Engineman: The written examination will be held during the latter part of December.

Baker: The qualified experience of the 342 applicants has been rated. The exam will probably be held in December.

Electrical Inspector, Grade 2; Engineering Assistant (Electrical),

Grade 2: 1,621 applications were received for these exams. The written test will probably not be held before the latter part of December.

Janitor Engineer (Custodian Engineer): The rating of Part I has been completed. The rating of Part II is almost completed.

Junior Administrative Assistant (Welfare): The written test will probably not be held before the latter part of December. Applications are being reopened for a period of one week.

Junior Statistician: Qualifying experience has been rated. The written test will probably be held in December.

Office Appliance Operator: The rating of the exam is still in progress. The list may be available in December.

Title Examiner, Grade 2: This exam being held in abeyance due to litigation.

Trackman: 662 candidates were qualified on experience for the exam which will most probably be held on Dec. 1.

Typewriting Copyist, Grade 1: Appeals on the tentative key have been received, and are now being considered.

State Auditor Posts in Current Tests



(Continued from Page 11)

control and reporting. They must also have a knowledge of the law and established procedures for obtaining and accounting for the expenditure of grants-in-aid from the State. Persons employed by regulating bodies or taxing authorities in the audit and examination of the books or reports of private enterprises or enforcing regulatory or taxing laws cannot be considered as meeting the requirement of governmental accounting experience.

Weights

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

EXAMINER OF STATE EXPENDITURES, ASST.

(\$2,400-\$3,000); fee, \$2. Appointment expected at minimum, but may be made at less. Dept. of Audit and Control.

Duties

Under supervision, pre-audit and examine state expenditures, particularly grants-in-aid to counties, cities, towns, villages, or school districts of funds given by state or federal government for highways, education, health and laboratories, and welfare aid. Related work, as make field audits of state departments and institutions, and of counties, cities, towns, villages, and school districts; prepare detailed reports of such audits; check and review such reports prepared by others; advise state and municipal officers of State financial matters and practices.

Requirements

a) Seven years' business or office experience, three in administration of state or municipal government in a position involving audit or expenditure of state or state aid for funds for education, highways, relief, etc.; or b) two years' experience in administration of state or municipal government in a position involving audit or expenditure of state aid funds for education, highways, relief, etc., and a bachelor's degree with 12 credit hours in government finance, social security administration, or other courses in government organization, administration, and finance, social security administration, or other acceptable courses applicable to problems of governmental organization, administration and management; or c) equivalent combination. Candidates must have a practical knowledge of the problems of State and local government, especially with regard to financing, purchase of material and supplies, accounting control and reporting. They must also have a knowledge of the law and established procedures for obtaining and accounting for the expenditure of grants-in-aid from the State. Persons employed by regulating bodies or taxing authorities in the audit and examination of the books or reports of private enterprises or enforcing regulatory or taxing laws cannot be considered as meeting the requirement of government accounting experience.

Weights

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

EXAMINER OF STATE EXPENDITURES, JR.

(\$1,800-\$2,300); fee, \$1. Appointments expected at minimum, but may be made at less. Dept. of Audit and Control. Candidates, if eligible, may compete also in the test for Assistant Examiner of State Expenditures.

Duties

Assist in the pre-audit and examination of State expenditures, particularly of grant-in-aid to counties, cities, towns and villages, or school districts of funds contributed by the State or federal government for highways, educational purposes, health and laboratories, and the several types of welfare aid; related work as assisting in making field audits of State Departments and institutions and of counties, cities, towns, villages, and school dis-

tricts; assisting in preparing detailed reports of such audits; advising State and municipal officers of State financial matters and practices.

Requirements

a) Five years' business or office experience, of which one year must have been in the administration of State or municipal government (county, city, town, etc.) in a position that involves the audit or expenditure of State or State aid funds for education, highways, relief, or other purpose; or b) one year satisfactory experience in the administration of State or municipal government in a position that involves the audit or expenditure of State funds for education, highways, relief or other purposes and graduation from a recognized college or university from a four year course for which a bachelor's degree is granted, with 12 credit hours in government management; or c) equivalent combination. Knowledge of state and local government problems, with emphasis on finance, purchase of materials and supplies, accounting control and reporting; knowledge of law and procedures for obtaining and accounting for expenditure of grants-in-aid from the state. Employment by regulating bodies or taxing authorities in audit and examination of books or reports of private enterprises or enforcing regulatory or tax laws does not meet qualification of governmental accounting experience.

Weights

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

Candidates may compete also in either No. 195, Junior Examiner of State Expenditures, fee, \$1; or if eligible, in No. 200, Senior Examiner of State Expenditures, fee, \$3. Separate application and fee must be filed.

HIGHWAY LIGHT MAINTENANCE FOREMAN

\$8 a day (\$5 for services and \$3 for rental of truck); fee, 50 cents. Open to residents of all counties except Bronx, Kings, New York, Queens and Richmond.

Applicants should write to the State Civil Service Dept. for a special circular on this exam.

JUNIOR MEDICAL BACTERIOLOGIST

(Dept. of Health)

(\$1,800-\$2,300); fee, \$1. Appointments expected at minimum, but may be made at less. Division of Laboratories and Research.



Duties

Do routine work or minor research in bacteriology, some of which requires a knowledge of medicine, including general work involving microscopical identification of cultures, the collection of specimens from patients or at post mortem examinations, collaborating in the examination of surgical tissue; do professional work connected with the performance of serological tests or with the production and standardization of antitoxin, sera, and vaccines; and related work.

Requirements

Candidates must be graduates of a medical school, and licensed to practice medicine in New York State, or eligible to enter the examination for such license. In addition, they must have one year internship, one year satisfactory experience in medical bacteriology and in general pathology including post mortem technic. They must have a general knowledge of bacteriology, serology, immunology and pathology including virus diseases; a high degree of technical skill; ability to direct subordinates; ability to carry on research.

Weights

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

LIBRARIAN

(\$1,300 with maintenance); fee, \$1. Appointment expected at the State Institute of Applied Agri-

Education Jobs in Series

Five high-priced exams are also included among the current State series. Filing ends Nov. 17 for these tests, which will be held Saturday, Dec. 9. Applications can be procured in room 576, 80 Centre St., Manhattan, and at the office of the State Civil Service Dept., Albany.

Two of these are in the Education Dept., Associate Education Supervisor (Elementary Education) and Associate Education Supervisor (Radio Education), both of them paying \$4,000-\$5,000.

In the Social Welfare Dept., tests are to be given for Assistant Superintendent of Training School, with appointments expected at the New York State Training School for Girls, Hudson; New York State Training School for Boys, Warwick, and at the New York State Agricultural and Industrial School, Industry, and for Superintendent of Training School, at the New York State Training School for Girls.

A \$5,200-\$6,450 Associate Cancer Surgeon post in the Hospitals Dept. is at stake in another exam in this series.

culture at Farmingdale, Long Island.

Duties

Under direction, have entire control and management of the library and its correlated activities; related work as selecting books and publications for the library; classifying and cataloguing books and publications; filing material; preparing summaries of library material for circulation; arranging reading courses to accompany education and other programs of the Institute.

Requirements

One year professional library experience preferably in a school or college library, and graduation from a recognized college or university from a four-year course for which a bachelor's degree is granted, including or supplemented by one year's training in an approved library school, or a satisfactory equivalent combination of experience and education. A thorough knowledge of modern library science and administration, preferably of school libraries; knowledge of sources of library materials especially in the field of agriculture; evidence of administrative ability, leadership, initiative, cooperativeness, and good judgment.

Weights

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

PAYROLL AUDITOR

(\$1,800-\$2,300); fee, \$1. Appointment expected at the minimum but may be made at less. State Insurance Fund.

Duties

Review and analyze policy-holders' books of account and all records relating to them to determine by totals and manual classifications the remuneration of whatsoever kind earned by employees, whether paid, due or accrued, in accordance with the State Fund policy contract and agreements; substantiate and verify such totals and manual classifications by an examination of the elements relating to volume of business done (i.e. cash and bank balances, gross sales, volume of purchases, and any other details or sources relating thereto); approximate accurately what the proper payroll disbursements for the period audited should be by a broad gauge vision of all types of industry; report complaints or irregularities affecting the business or the organization of the State Fund.

Requirements

Seven years' practical experience in preparation of payroll reports and auditing for payrolls (workmen's compensation insurance preferred), of which one year must have been in the employ of an insurance company writing workmen's compensation, in the auditing of payrolls of policyholders in the field with a view to ascertaining the exact workmen's compensation insurance premiums payable and checking underwriting classifications against actual conditions found in policy-holders' places of business (office experience in the payroll audit departments of in-

Dental Exam Off

The exam for Dentist Hygienist, opened last week in the current State series for residents of Monroe County, was cancelled yesterday when it was learned that the expected vacancy does not exist.

insurance companies or agencies will not be accepted in lieu of the one year of field work in payroll audits). General education beyond grammar school will receive credit in proportion to its value; completion of one year of such education will be credited as one-half year of the required general experience but will not be accepted in lieu of the one year of field work in payroll audits. A thorough knowledge of bookkeeping and the theory of accounts; practical knowledge of the underwriting rules of the Compensation Insurance Rating Board, the Workmen's Compensation and Employers' Liability Insurance Manual, and the principles of industrial classification. Appointment may be subject to the acceptance of the candidate's application for a fidelity bond, or the prompt submission of a satisfactory bond by the candidate.

Weights

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

PHYSICIAN

State and county departments and institutions. (\$2,400-\$3,000, with suitable deductions for maintenance if allowed); fee, \$2. Appointment expected as Second Assistant Physician at Clinton Prison at \$1,800 and maintenance, and as Assistant Physician at Great Meadows at \$2,240.

Duties

Take charge of or be in a subordinate position as physician on one of the services of a State or county institution; perform the medical, surgical, psychiatric, and administrative duties of such position.

Requirements

Candidates must be graduates of a medical school and licensed to practice medicine in New York State or eligible to enter the examination for such license. In addition, they must have had, since graduation, one year of acceptable experience as interne. Candidates must have a knowledge of the basic principles and practices of medicine and surgery including the diagnosis and treatment of tuberculosis; ability to make routine physical and mental diagnoses; sympathetic understanding of the sick; tact; good judgment; and good address.

Weights

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

SENIOR INVENTORY RECORD

(Groups B, C, D)

(\$2,400-\$3,000); fee, \$2. Appointments expected at \$9.50 a day and traveling expenses. Dept. of Public Service.

Candidates to the State Civil Service Dept. should write to the State Civil Service Dept. for a special circular describing the requirements for this test.

Duties

Make inventories of the physical property of public utilities, related work.

Requirements

Six years' satisfactory general utility experience of which two years must have been on field inventory work is required.

TITLE EXAMINER

(\$4,000-\$5,000). Appointment expected at the minimum but may be made at less. Dept. of Law.

Duties

Under general direction, make and examine title searches covering real property being acquired by the State, pursuant to

acts authorizing such acquisition, and to make detail reports thereon; prepare for the closing of title to such lands and to close title thereto; have charge of administrative work involving responsibility for land records and titles; related work as examining abstracts of title searches, looking up maps, records, land grants, and other documents in State and county offices; searching tax records and investigating tax sales; tracing descent of lands by title or intestacy; checking court records; preparing detailed reports of all examinations; setting forth all objections to title; drafting the instruments necessary to remove such objections, such as affidavits of title, release, and agreements; closing the title to lands being acquired; dealing with the public and representatives of other departments in all matters involving such titles.

Requirements

Candidates must be admitted to the Bar of the State of New York and in addition, must meet the requirements of one of the following groups: (1) seven years of satisfactory full-time paid experience in a law office, real estate office or title company, of which the equivalent of five years' full-time must have been in work involving the search, examination and proof or closing of titles to real property situated in the State of New York; or (2) two years of the specialized experience as described under (1) and two years of full-time paid experience as an attorney actively engaged in the preparation for or trial of actions or proceedings involving title to real property such as condemnation, foreclosure, ejectment, and partition matters, exclusive of landlord and tenant or negligence cases; or (3) a satisfactory equivalent combination of the foregoing types of experience. Candidates must have a comprehensive knowledge of the laws and leading court decisions relating to the acquisition and alienation of title to real property in and by the State of New York; complete mastery of the technique of conducting comprehensive title searches, examinations and closings and the ability to prepare clear reports, memoranda, and briefs.

Weights

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

County Exams

Open to residents of four months' standing in individual counties, a number of exams are to be given Saturday, Dec. 9, by the State Civil Service Commission. Filing closes Friday.

Applications from Suffolk and Westchester counties are due in room 576, State Office Bldg., 80 Centre St., Manhattan, while others are filed in Civil Service offices at the respective county seats.

The counties and titles follow:

ALBANY

Case Worker.

ERIE

Executive Assistant (Dept. of Social Welfare).

SUFFOLK

Assistant Stenographer, Junior Stenographer.

WESTCHESTER

Intermediate Medical Social Worker; Pharmacist; Probation Officer; Senior Resident Physician (Psychiatric).

Drug Clerks to Meet

A meeting of the Senior Drug Clerk Eligibles Assn. will be held tomorrow night at 7:30 o'clock at the Hudson Park Library, 10 Seventh Ave., South, near Houston St. Those unable to attend are asked to communicate with Isidore Stern, 319 W. 18th St., chairman of the executive committee.

Playground Director

Home Study Manual (Not Previous Questions)
Postal Civil Service Pub.
1650 Broadway, Room 301
Also Sold at "Leader" Office
Price: \$1.00 By Mail: \$1.10

ON SALE NOW



Municipal Certifications



MONDAY, NOV. 6, 1939

Station Agent, Gr. 2; preferred list—Ticket Agent, Gr. 2; appropriate; prom. 11-1-39; Board of Transportation; 30c. an hour; probable permanent—McGuire, George P.; Cassell, William E.

Station Agent, Gr. 2; preferred list—Ticket Agent, Gr. 3; appropriate; Board of Transportation; 30c. an hour; probable permanent—Amarendo, Thomas J.; Dolan, James.

Typewriter-Copist, Gr. 1; competitive list; prom. 6-23-38; appropriate; Purchase Dept.; \$960; temporary—until January 31, 1940—1996, Handler, Bertha, 82.87; 2095, Eisen, Ruth B., 82.45; 2193, Klaw, Sallie A., 81.57; 2244, Spatz, Esther, 81.67; 2258, Wolfson, Muriel, 81.57; 2275, Binenbaum, Esther, 81.44; 2279, Nussgarten, Julia, 81.42; 2302, Sofer, Adele, 81.27; 2319, Fertig, Helen, 81.14; 2324, Zwillich, Ella C., 81.07; 2329, Bloch, Raissa, 81.04; 2332, Posner, Sylvia, 81.03; 2337, Klein, Beatrice, 80.98; 2338, Wolfsh, Bernice, 80.95; 2346, Alfino, Marie, 80.90; 2363, Richards, Gertrude, 80.71; 2365, Nicolls, Gwendolyn, 80.70; 2368, Faso, Anne, 80.67; 2369, Lombardo, Sarah, 80.65; 2374, Hirsch, Ruth, 80.61; 2379, Shapiro, Rose, 80.59; 2381, Armstrong, Audrey E., 80.58; 2383a, Rosen, Betty J., 80.55; 2384, Blum, Pearl, 80.54; 2391, Goldberg, Esther F., 80.50; 2414, Moshkow, Helen, 80.22; 2425, Ferro, Josephine, 80.12; 2434, Gacnik, Frances A., 80.03; 2490, Iarossi, Esther G., 78.75; 2494, Nesbitt, Anne S., 78.52; 2507, Princiotta, Rose, 77.89; 2512, Lofaso, Beatrice R., 76.92.

Laborers; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Ass't Commissioner of Boro Works; \$1,500-\$1,400; probable permanent—(8) Indefinite to at least Dec. 31, 1939: (5)—24888, Bove, Domenick; 25031, Guidice, Carmine; 25053, Matters, Frank G.; 25070, Ruggiero, Frank C.; 25099, D'Amato, Frank M.; 25154, Capobianco, Antonio; 25195, Rubinetti, Francisco P.; 25208, DiPaola, Anthony S.; 25232, Simineri, Michael G.; 25330, Baione, Vincent; 25349, Alvioli, Dante; 25409, Gamba, Vincenzo; 25454, Signorini, Umberto T.; 25472, Diceibue, Giuseppe G.; 25480, Pezzello, Biagio B.; 25524, Lucarelli, Angelo R.; 25572, Stanck, Rudolph J.; 25590, Pellegrino, Saverio; 25594, Broccolo, Joseph L.; 25660, Tardio, Miguel; 25671, Tanzi, Fulvio; 25897, Schiavone, Pasquale M.; 25855, Gambino, Karl C.; 25937, Guarracino, Richard; 25960, Morelli, Salvatore R.; 25972, Sampogna, Marko J.; 25991, Palese, Rocco A.; 26007, Tkachuk, Peter; 26017, Tepedino, Emilio J.; 26028, Carmello, Giuseppe J.; 26132, Ide, Raymond H.; 26143, Brown, Harry P.; 26173, Armellino, Raffaele; 26174, Lopresti, Guerino; 26176, Vito Ricca.

Surface Heater Operator; promotion to Automobile Engineer; prom. 3-1-39; appropriate; Boro President's office; \$7.00 a day; probable permanent—13, McNally, Peter J., 83.60; 97, Gogerty, Thomas J., 79.06; 98, Ford, Vincent F., 79.06; 89, Pechtold, James H., Jr., 78.85; 100, Barto, Raymond C. W., 78.81; 101, McCarthy, John V., 78.77; 102, Hoffman, John, Jr., 78.73; 103, Falkner, Gustave, 78.60; 109, O'Toole, Thomas E., 78.36; 111, Kozareski, Stanley W., 78.15; 116, Perrin, Harry W., 77.77; 117, Liotta, Gaspare, 77.77; 118, Notafrancesco, Michael A., 77.75; 123, Bascome, James J., 77.58; 124, Anderson, Carl, 77.58; 125, Danko, Francis J., 77.51; 129, Tjarks, John C., 77.08; 131, Mazzucca, John L., 76.92; 134, Alexander, Cyril H., 76.61; 135, Aiello, Vincent, 76.47; 140, DiClerico, Dominick, 75.62; 141, Davis, Irving J., 75.45; 142, Stringham, Ralph E., 75.38; 143, Caputo, Anthony J., 75.36; 144, Yallo, John, 74.87; 147, Jensen, Chas. S., 73.88.

Watchman, Gr. 1; competitive list—Watchman - Attendant, Gr. 1—Male; prom.; New York City Housing Authority; \$1,200; probable permanent—348, Hess, William G., 92.16; 376, Wright, Hervey C., 92.04; 406, Fitzgerald, Edward, 91.86; 427, Coughlin, John H., 91.72; 428, Bohman, John F., 91.72; 431, Fink, John, 91.72; 438, Freeman, Howard E., 91.70; 440, Spero, Joseph V., 91.68; 443, Bertron, Frank S., 91.68; 444, McDermott, Thomas F., 91.68; 447, Maxson, Charles E., 91.66; *451, Silver, Irving, 91.62.

Type-Copist, Gr. 1; competitive list—Type-Copist, Gr. 2; prom. 6-23-38; appropriate; Domestic Relations Court; \$960; probable permanent—190, Plesser, Ruth, 90.65; 1560, Capozzi, Clara E., 84.39; 1824, Cavanagh, Mae A., 83.47; 1957, Curtis, Catherine, 83.02; 1996, Handler, Bertha, 82.87; 2033, Mellett, Albert, 82.76.

Type-Copist, Gr. 1; competitive list—Type-Copist, Gr. 2; prom. 6-23-38; appropriate; N. Y. C. Housing Authority; \$960; temporary—not to exceed two months—448, Sokel, Rita, 88.67; *1165, Pierce, Nona, 85.74; 1957, Curtis, Catherine, 83.02; 1996, Handler, Bertha, 82.87; 2095, Eisen, Ruth B., 82.45; 2193, Klaw, Sallie A., 81.95; 2244, Spatz, Esther, 81.67; 2258, Wolfson, Muriel, 81.57; 2275, Binenbaum, Esther, 81.44; 2279, Nussgarten, Julia, 81.42; 2302, Sofer, Adele, 81.27; 2312, Kraushaar, Raymond, 81.21; 2319, Fertig, Helen, 81.14; 2320, Brown, Morris, 81.13; 2324, Zwillich, Ella C., 81.07; 2329, Bloch, Raissa, 81.04; 2332, Posner, Sylvia, 81.03; 2337, Klein, Beatrice, 80.98; 2338, Wolfsh, Bernice, 80.95; 2341, Reich, David, 80.94; 2341a,

Stoper, Bernard, 80.93; 2346, Alfino, Marie, 80.90; 2363, Richards, Gertrude, 80.71; 2365, Nicolls, Gwendolyn, 80.70; 2368, Faso, Anne, 80.67; 2369, Lombardo, Sarah, 80.65; 2374, Hirsch, Ruth, 80.61; 2379, Shapiro, Rose, 80.59; 2381, Armstrong, Audrey E., 80.58; 2383a, Rosen, Betty J., 80.55; 2384, Blum, Pearl, 80.54; 2391, Goldberg, Esther F., 80.50; 2414, Moshkow, Helen, 80.22; 2425, Ferro, Josephine, 80.12; 2434, Gacnik, Frances A., 80.03; 2490, Iarossi, Esther G., 78.75; 2494, Nesbitt, Anne S., 78.52; 2507, Princiotta, Rose, 77.89; 2512, Lofaso, Beatrice R., 76.92.

Transitman and Computer, Gr. 3; promotion to Transitman, Gr. 4; prom. 8-29-38; appropriate; Board of Transportation; \$2,700; probable permanent—23, Molatch, George, 77.75; 29, Dermody, John M., 75.25.

Transitman and Computer, Gr. 3; promotion to Transitman, Gr. 4; prom. 8-29-38; appropriate; Board of Transportation; \$2,700; probable permanent—1, Caplan, David, 87.65; 5, Karas, Wm., 86.06; 11, Pryzgodzki, Frank A., 85.12; 12, Hally, Edward F., 85.12; 17, Appelbloom, Morris S., 84.75; 20, O'Keefe, Maurice J., 84.52; 26, Szollosy, Charles, Jr., 84.02; 30, Imundo, Angalo C., 83.50; 31, Aalto, John A., 83.37; 36, Christie, Wm. J., 82.87.

Clerk, Gr. 3; promotion to Clerk, Gr. 3; prom. 1-8-36; City-Wide; Welfare Department; \$1,800-\$2,399; probable permanent—9, Moneit, Rebecca, 87.95; 11, Blue, Mildred J., 87.91; 17, Levy, Jacob M., 87.66; 22, Ginsburg, Isidor, 87.10; 31, Ginsberg, Harry L., 86.63; 32, Nolan, Margaret M., 86.60; 33, Coogan, Richard P., 86.59; 35, Barmon, William, 86.45; 37, Miles, Stanley W., 86.41; 44, Boylan, William J. A., 86.08; 46, Mulaney, Dorothy, 86.06; 47, Lempert, Harry, 86.00; 49, Braunstein, Joseph, 85.98; 50, Tierney, William J., 85.97; 55, Mapelli, Joseph L., 85.85; 56, Loughlin, Thomas F., 85.84; 59, Holtzer, Martin, 85.75; 60, Fein, Murray A., 85.68; 67, Bermon, Julius, 85.53; 78, Higgins, Francis J., 84.96; 79, Fagen, Israel, 84.95; 80, Egan, Marie P., 84.94; 82, Bellew, Francis B., 84.87; 83, Diugatch, Israel, 84.86; 90, Cowen, Abe, 84.78.

93a, McKeever, James A., 84.66; 95, Finkelstein, David, 84.61; 97, Toohig, John J., 84.53; 99, Coccaro, Barbato, 84.51; 100, Cronin, Timothy E., 84.51; 106, Flinder, David, 84.45; 111, Vesce, Charles A., 84.33; 115, Schwan, Sidney, 84.28; 118, Goldberg, Henry, 84.23; 119, Gold, Max, 84.21; 120, Aronson, Dorothy, 84.18; 123, Milyko, Veronica C., 84.10; 124, McGivney, Anna G., 84.08; 125, Friedman, Hyman, 84.08; 126, McLaughlin, Marie V., 84.06; 128, Quinn, Henry E. F., 84.05; 129, Woodlock, John E., 84.05; 132, Eberhard, Nicholas J., Jr., 84.03; 137, Payne, William L., 83.90; 138, Bradley, Alice P., 83.86; 143, Rotante, Anthony, 83.76; 144, Brennan, James F., 83.75; 149, McNamara, Grace U., 83.68; 152, Tannenbaum, Harry, 83.65; 153, Glennon, Cecilia B., 83.62; 156, McGee, Joseph J., 83.46; 158, Ghee, Bernard, 83.43; 160, Goldman, Jacob, 83.35; 161, Rayner, Lillian A., 83.31; 162, Muccio, Florentine J., 83.30; 163, Evans, Nathan, 83.30; 165, Katz, Joseph, 83.28; 166, Connors, John N., 83.26; 168, Minsky, Sol, 83.25; 169, Keir, Abraham L., 83.25; 177, Rodkin, Herbert, 83.10; 178, Karp, Max, 83.08; 179, Malzacher, Gerald J., 83.06; 181, Bernstein, Sidney, 83.01; 182, Coone, Martin M., 83.00; 187, Fisher, Yetta, 82.92; 188, Gold, Sidney, 82.90; 196, May, Edward J., 82.78; 200, McKenna, Edward L., 82.75; 201, Ruliffs, Geo., Jr., 82.75; 203, Rosenzweig, Harry, 82.74; 204, Finkelstein, Max, 82.72; 205, Wunder, Louis J., 82.71; 206, Hodoly, Albert A., 82.70; 207, Pleasant, Evelyn E., 82.70.

209, Reich, Sidney, 82.66; 210, Herman, Louis, 82.61; 211, Rubin, Mitchell, 82.59; 216, Currie, John E., 82.48; 217, Kronenberg, Louis, 82.43; 219, Pravder, Sidney, 82.41; 224, Dulberg, Frank, 82.31; 228, Glasser, Bluma, 82.24; 229, Lenahan, Rose M., 82.22; 231, Broseman, Mildred A., 82.18; 237, Feuer, Irving L., 82.15; 239, Duetsch, Joseph S., 82.11; 240, Downes, Thomas A., 82.08; 242, Engles, Joseph G., 81.98; 243, De Martino, Joseph, 81.95; 245, Spain, Arthur A., 81.95; 246, De Luca, Alfonso, 81.93; 248, Levine, Paul, 81.90; 250, Kramer, Joseph, 81.88; 252, Chasen, Bernard, 81.85; 253, Finkelman, David, 81.81; 254, Saiber, Jacob, 81.81; 257, Sorokin, Benjamin, 81.76; 258, Schiller, Abraham, 81.76.

259, Romeo, Raffaella, 81.75; 260, Shanley, Charles A., 81.71; 261, Friedman, Lillian, 81.70; 263, Newman, George, 81.70; 265, Hewitt, Alice G., 81.65; 266, Hanlon, Joseph, 81.65; 267, O'Gorman, William, 81.63; 268, Flaumanbaum, Solomon, 81.62; 269, Silverberg, Samuel S., 81.61; 272, Carmel, Rose, 81.56; 275, Pelham, William G., 81.54; 277, Suckenkik, Leo, 81.51; 278, O'Connell, Kathryn, 81.51; 280, Abrams, Maurice, 81.03; 281, Sena, Joseph F., 81.48; 282, Vigianno, Leonard J., 81.46; 285, Pascale, William V., 81.38; 291, Burke, Cornelius J., 81.30; 292, Dono, Michael A., 81.29; 293, Atlas, Henry J., 81.28; 295, Molen, Florence L. M., 81.23; 297, Lanzilotti, Eldridge N., 81.16; 299, Parisi, Nunzio T., 81.15; 300, Tammany, Harry, Jr., 81.13; 301, Toia, Matthew J., 81.11; 303, Guy, Meyer, 81.11; 304, Jaeger, Marie H., 81.09; 305, Gruner, Samuel, 81.05; 306, Ritchie, George, 81.03; 308, Zagoren, Harry J., 81.01; 309, Gordon, Philip, 80.98; 310, Gibbons, Thomas P., 80.91; 311, Murphy, Charles F., 80.85; 312, Hurley, Irene

APPOINTMENT POSSIBILITIES

Eligible Lists Certified to City Agencies During Week Ending Nov. 7, 1939.

Title	Last Number Certified.
Accountant, Grade 2.....	125*
Architectural Draftsman, Grade 4.....	13*
Assistant Court Clerk, Grade 2 (Promotion).....	21
Assistant Engineer, Grade 4, City-wide (Promotion).....	43
Assistant Engineer (Designer), Grade 4, Department of Public Works.....	7
Assistant Engineer (Sanitary), Grade 4.....	4
Assistant Gardener.....	187*
Assistant Landscape Architect, Grade 4 (for appropriate appointment).....	27
Assistant Supervisor, Grade 2.....	547*
Attendant-Messenger, Grade 1.....	506*
Automobile Engineman, City-wide (Promotion).....	147
Auto Truck Driver (for appropriate appointment).....	26,176
Bookkeeper, Grade 1 (Men).....	495*
Buyer (Drugs and Chemicals) (for appropriate appointment).....	8
Cashier, Grade 3.....	36*
Clerk, Grade 1.....	3,300*
Clerk, Grade 2 (for permanent appointment at \$1,200).....	933*
Clerk, Grade 2 (for temporary appointment at \$1,200).....	1,066
Clerk, Grade 2 (for permanent appointment at \$840).....	1,865
Clerk, Grade 3, City-wide (Promotion).....	399
Conductor.....	247*
Court Attendant.....	81
Court Stenographer.....	40
Electrician.....	41
Elevator Operator (for appointment at \$840).....	141
Fireman, Fire Department.....	3,172*
Gardener.....	86*
Inspector of Masonry and Carpentry, Grade 3.....	15*
Inspector of Plumbing, Grade 3 (for appropriate appointment).....	18*
Junior Engineer (Electrical), Grade 3.....	39
Laboratory Assistant (Bacteriology) (for appointment at \$1,400).....	22
Laboratory Assistant (General).....	104
Landscape Draftsman, Grade 4 (for appropriate appointment).....	9
Law Clerk, Grade 2-Law Examiner, Grade 2 (for appropriate appointment).....	72
Mechanical Engineer, Grade 4, City-wide (Promotion).....	5
Patrolman, Police Department (Special List).....	40
Playground Director (Men).....	139*
Playground Director (Women).....	100*
Policewoman.....	23*
Porter (for appointment at \$1,200).....	382
Printer.....	3*
Probation Officer, Domestic Relations Court.....	48*
Public Health Nurse, Grade 1.....	177*
Resident Buildings Superintendent (Housing).....	7
Special Patrolman.....	120
Station Agent.....	752*
Stenographer and Typewriter, Grade 2 (for permanent appointment).....	944
Stenographer and Typewriter, Grade 2 (for temporary appointment).....	1,193
Stenographer and Typewriter, Grade 3, Department of Welfare (Promotion).....	11
Supervisor, Grade 3.....	59*
Supervisor of Markets, Weights and Measures.....	34
Telephone Operator, Grade 1 (for temporary appointment).....	273
Temporary Title Examiner, Grade 2.....	147
Transitman, Grade 4, Board of Transportation (Promotion) (for appropriate appointment).....	29
Transitman, Grade 4, City-wide (Promotion) (for appropriate appointment).....	36
Typewriting Copist, Grade 2 (for appropriate appointment).....	2,033
Watchman-Attendant, Grade 1.....	451

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

A., 80.76; 314, Ahearn, Francis, 80.65; 316, Handwerker, Louis, 80.56; 317, Rizzo, Joseph L., 80.55; 318, Singer, Abraham E., 80.53; 319, Weiss, I. Herbert, 80.53; 321, Smith, William C., 80.45; 323, Durlach, Charles E., 80.41; 324, Braverman, Max, 80.40; 327, Klugist, William J., 80.28; 328, Lewis, James N., 80.21; 329, Stern, Paul E., 80.21; 330, Pheney, Elizabeth J., 80.21; 333, Weir, George W., 80.13; 334, Zettler, Warren B., 80.10; 336, Cernik, Anton J., 80.03; 337, Scordley, Vincent J., 79.98.

338, Kavanagh, Rondzo P., 79.93; 339, Curran, John J., 79.91; 340, Shaw, Pearl, 79.91; 342, Farry, John J., 79.88; 343, Arth, Philip G., 79.76; 345, Fitzgerald, Thomas D. J., 79.68; 346, McKenna, John J. A., 79.66; 347, Dolan, Edward R., 79.65; 348, Windmuller, Richard, 79.63; 349, Connors, James P., 79.61; 350, Horgan, Raymond J., 79.60; 351, Marcano, John J., 79.55; 352, Roberto, John J., 79.53; 353, Mangan, Dorothy B., 79.46; 354, Masterson, Robert G., 79.46; 355, Suchoff, Isidore, 79.38; 356, Goldstein, David, 79.38; 357, Miller, Joseph F., 79.38; 359, De Mayo, Vincent J., 79.25; 360, Kimball, Robert E., 79.23; 361, Casey, Thomas F., 79.23; 362, Hernan, Howard J., 79.21; 364, Uhlfelder, David J., 79.15; 365, Pottis, Edward E., 79.13; 366, Lerkowitz, Sidney, 79.11.

367, Stapleton, Marie C., 79.05; 368, O'Connor, John P., 79.00; 369, Quinlan, Helen E., 78.91; 370, O'Connor, David C., 78.91; 371, McKendry, Margaret, 78.91; 374, Melaccio, Donato, 78.90; 375, Netzer, Milton, 78.78; 384, Engel, Charles M., 78.20; 385, Leonard, Edmund J., 78.11; 392, Kahn, Arthur J., 77.90; 393, Brooks,

David B., 77.80; 394, Sampson, Jacob, 77.66; 397, Ramsay, John, 77.35; 398, Levinson, Ruth, 76.91; 399, Gummley, Francis H., 76.90.

Stenographer & Typewriter, Gr. 3; promotion to; prom. 8-11-37; Welfare Dept.; \$1,800 to \$2,399; probable permanent—3, Rubenstein, Frances, 82.42; 4, Garter, Rae, 81.34; 5, Goldstein, Edna, 81.10; 6, Katz, Mary, 80.46; 7, Resnick, Ruth, 79.59; 8, Gutentag, Ida R., 79.39; 9, Buchanan, Thelma C., 78.56; 10, Britt, Edith E., 77.94; 11, Halpern, Esther L., 76.84.

Landscape Architect, Gr. 3; competitive list—Assistant Landscape Architect, Gr. 4; prom. 3-24-37; appropriate; Boro President's office; \$2,400; indefinite—may exceed six months and is, therefore, considered probable permanent—27, Wiley, Cynthia, 75.95.

Telephone Operator, Gr. 1; competitive list; prom. 7-15-36; female; Board of Education; \$1,200; temporary to January 31, 1940 leave of absence of regular employee—214, Picardy, Veronica F., 84.20; 220, Braithwaite, Anna V., 84.20; 224, Kehoe, Rose V., 84.10.

Assistant Engineer, Gr. 4; promotion; prom. 2-16-38; Public Works Dept.; \$3,480; probable permanent—5, Ancell, John H., 78.48; 6, Okun, William H., 78.28; 7, Kulberg, Abraham J., 77.10.

Assistant Engineer, Gr. 4; promotion; city-wide; prom. 1-11-39; City Planning Commission; \$3,120; probable permanent—14, Gottlieb, Sergius, 79.90; 21, Kochman, Emil J.,

Jr., 79.40; 40, Driscoll, Timothy J., 78.37; 43, Schulman, Louis, 78.05.

Junior Engineer—Sanitary—Gr. 3; competitive list; Assistant Engineer—Sanitary—Gr. 4; prom. 7-19-39; appropriate; Public Works Dept.; \$2,180; probable permanent—3, Stern, Arthur C., 80.30; 4, Scacciaferro, Salvatore J., 79.65.

Laboratory Technician, Gr. 2; competitive list; prom. 9-27-39; appropriate; City College; \$1,400; probable permanent—4, Jost, Elizabeth L., 94.95; 5, Kruger, Ruth G., 94.25; 6, Naidus, Edward S., 92.95; 7, Kimler, Alexander, 92.95; 12, Es'n, Ruth E., 91.35; 13, Heinemann, Bernard, 91.30; 14, Robbins, Sylvia S., 90.75; 15, Jurist, Vivian, 90.70; 16, Levenkron, Esther, 90.60; 17, Rosenberg, Philip H., 90.55; 18, Member, Samuel, 90.55; 19, Cooper, Anita, 90.25; 20, Goodkin, Edith, 90.15; 21, Zuckerman, Celia, 89.95; 22, Friedman, Irving, 89.95.

Sanitary Engineer, Gr. 4; competitive list—Assistant Engineer, Sanitary; prom. 8-19-39; Health Dept.; \$3,120; probable permanent—3, Stern, Arthur C., 80.30; 4, Scacciaferro, Salvatore J., 79.65.

Special Patrolman; competitive list; prom. 10-4-39; subject to investigation; Welfare Dept.; \$1,200; probable permanent—1, Conry, Thomas J., 78.992; 2, Reynolds, Bernard B., 78.991; 4, Pekerow, Boris, 78.985; 6, Curry, Bernard F., 78.980; 7, Kleinbaum, Max, 78.965; 8, Krafchick, Solomon, 78.963; 10, Delson, Sanford, 78.960; 11, McKernan, William J., 78.940; 12, Nanna, Albert N., 78.929; 13, Brown, Golden, 78.921; 14, Moreland, Joseph E., 78.920; 15, Ryan, Frank J., 78.919; 16, Kalish, Samuel, 78.890; 17, Lukofsky, Milton B., 78.880; 18, Finn, William F., 78.880; 19, Newhall, Richard W., 78.875; 20, Rosen, Max, 78.871; 21, McCoy, Peter F. D., 78.865; 22, O'Brien, George F., 78.860; 23, Zaje, Ladislaus I., 78.860; 24, Vasa, Ralph L., 78.849; 25, Gorland, Emanuel, 78.843; 27, Lagler, Leslie L., 78.858; 30, Zinn, Leo, 78.820; 31, Zosnofsky, Judea N., 78.820.

32, Fauerbach, Robert F., 78.820; 33, Garberini, Paul T., 78.807; 34, Perwin, Hyman A., 78.805; 35, Tropp, Simon, 78.800; 37, Egnotas, Stanley, 78.800; 38, Burg, Louis, 78.800; 39, Shapiro, Harry J., 78.800; 41, Freedman, Alfred, 78.794; 42, Goodman, Carl I., 78.789; 43, Kelly, Robert D., 78.784; 45, Gaster, Seymour M., 78.779; 46, Blume, Herbert L., 78.763; 47, Bronikowski, Edward S., 78.760; 48, Sohmer, Julius, 78.757; 50, Leibowitz, Samuel, 78.743; 52, Peterman, Jesse R., 78.729; 53, Benjamin, David, 78.720; 54, Cohen, Seymour L., 78.720; 55, Crosby, Martin, 78.700; 56, Gartland, Henry F., Jr., 78.700; 57, Kucharski, Ladislaus, 78.700; 58, Skiver, Ernest H., 78.700; 60, Weinschel, Moe, 78.700; 61, Carrig, John J., 78.680; 62, Hecht, Lorimer F., 78.680.

63, Fagelman, Samuel, 78.680; 64, Gunning, James R., 78.667; 65, Friedland, Albert A., 78.658; 66, Mittleman, Adolph, 78.636; 67, Stone, William J., 78.622; 68, Anderson, Thomas M., 78.620; 69, Bartow, Martin J., 78.620; 70, Kelly, John J., 78.620; 71, Singer, Cecil L., 78.611; 72, Hammesfahr, John P., 78.610; 73, Einhorn, Josef, 78.599; 75, Brennan, William T., 78.590; 76, Geller, Charles, 78.589; 77, Chertoff, Louis, 78.590; 78, Richards, Anthony, 78.580; 79, Gold, Aaron A., 78.578; 80, Sullivan, Daniel P., 78.578; 81, Richman, Lawrence, 78.564; 82, Savage, Donald A., 78.561; 83, Corsun, Edward, 78.560; 85, Murway, Herman A., 78.547; 86, Sheehan, Benjamin, 78.540; 87, Ahearn, Lawrence E., 78.520; 88, Roche, James, 78.520; 91, Howell, Osmond J., 78.500.

93, Power, William H., 78.492; 96, Sternfeld, Bertram F., 78.484; 97, Polan, James N., 78.483; 99, Kunkes, Irving, 78.480; 100, Desmond, Walter T., 78.480; 101, Mannion, James T., 78.474; 103, Zabriskie, Henry, 78.466; 104, Neversen, Enoch T., 78.460; 105, Prudente, Christopher, 78.448; 106, Dreyer, William J., 78.440; 107, Burke, Walter J., 78.428; 108, Morgan, Cyril D., 78.411; 109, Salan, Martin L., 78.410; 110, Valenza, Salvatore, 78.409; 111, Thompson, Thomas D., 78.407; 112, Anderson, Gillespie N., 7

Municipal Certifications

APPOINTMENTS

The following appointments were announced this week by the Municipal Civil Service Commission:

(Continued from Page 13)

vatore S., 77.40; 40, McPartland, Frank J., 78.20; De Vito, Dominic J., 75.80.

WED., NOV. 8, 1939

Clerk, Gr. 4; promotion list; prom. 1-29-36; City Court; \$2,400; probable permanent—1, Furlong, James W. J., 80.78.

Stenographer - Typewriter, Gr. 3; promotion list; prom. 8-11-37; City Court; \$1,800; probable permanent—1, Diamond Frank, 79.33.

Laborer; regular list—Auto Truck Driver; appropriate; prom. 1-25-39; Markets Dept.; \$5.50 a day; probable permanent—24888, Bove, Domenick; 25031, Guidice, Carmine; 25053, Maters, Frank G.; 25070, Ruggiero, Frank C.; 25099, D'Amato, Frank M.; 25134, Capobianco, Antonio; 25195, Rubinetti, Francisco P.; 25208, Di Paula, Anthony S.; 25232, Simineri, Michael G. E.; 25330, Baione, Vincent; 25349, Alviigi, Dante; 25409, Gamba, Vincenzo; 25454, Signorini, Umberto T.; 25472, Diceibue, Giuseppe G.; 25480, Pezzello, Biagio B.

Clerk, Gr. 1; competitive list; Male; prom. 5-1-36; Hospitals Dept.; \$840-600 WM; probable permanent and also temporary less six months (leave of absence of regular employee) — 2288, Whitman, Julius, 84.50.

Clerk, Gr. 1; competitive list—Clerk, Gr. 2; prom. 2-15-39; appropriate; Hospitals Dept.; \$840-600 WM; probable permanent and also temporary less six months (leave of absence of regular employee)—108, Abramowitz, Abraham, 90.83; 985, Dietz, Wm. T., 87.51; *1083, Litow, Anne, 87.50; 1340, Perlmutter, Victor J., 86.80; 1403, Cynamon, Mendel, 86.67; 1693, Ross, Irwin, 86.17; 1699, Kaplan, David, 86.16; 1720, Kupor, Max, 86.12; 1768, Goldfarb, Beatrice, 86.03; 1787, Brown, Justin M., 86.02; 1804, Taxis, Rose, 85.99; 1865, Cohen, Eleanor, 85.89; 2093, Berkowitz, Max H., 85.54; 2112, Clark, Julia C., 85.52; 2208, Silverman, Hyman, 85.38; 2251, Schwartz, Miriam, 85.32; 2253, Cirincione, Salvatore, 85.32; 2256, Rim, Joseph, 85.32; 2321, Frishman, Leonard, 85.27; 2355, Siegler, Dorothy, 85.18; 2363, Sulsky, Sylvia, 85.17; 2632, Smith, Doris, 84.86; 2644, Lerner, Meyer, 84.84; 2736, Gensler, Rhoda V., 84.75; 2821, Kepplow, Rhoda L., 84.65; 2826, Liebman, Gwendolyn, 84.65; 2833, Weinstein, Sidney, 84.64; 2847, Solomon, Herman S., 84.63; 2891, Greenberg, Sarah R., 84.57; 2893, Deitch, Selma, 84.57; 2904, Ringel, Mildred R., 84.55; 2944, Tucker, Ralph, 84.49; 2956, Wells, Mary E., 84.48; 2959, Dubaer, Molly, 84.48; 2961, Friedman, Joseph, 84.48; 2964, Schindler, Aaron S., 84.47; 2977, Schwartzberg, Miriam, 84.46; 2979, Besswanger, Dorothy, 84.45; 2981, Betrocchi, Alfonso, 84.45; 2982, Blum, Max, 84.45; 2983, Seidman, Irving, 84.45; 2984, Tappis, Samuel, 84.45; 2986, Foster, Virginia H., 84.45; 2987, Rothfeld, Felix, 84.45; 2988, Tanzer, Milton, 84.44; 2990, Smiley, Leah, 84.44; 3000, Schnitman, Norman, 84.43; 3002, Birabam, Harold, 84.43; 3010, Perner, Andrew F., 84.43; 3021, Palatnick, Abraham, 84.42.

3022, Crystal, B. Stanley, 84.41; 3023, Elfonte, Sylvia R., 84.41; 3024, Nagler, Thelma, 84.41; 3025, Danziger, Abraham N., 84.41; 3030, Smith, Sylvia M., 84.41; 3033, Duke, David W., 84.41; 3038, Youngerman, Charlotte, 84.40; 3040, Weltman, Helen, 84.40; 3048, Schackman, Sidney, 84.39; 3060, Yontov, Estelle, 84.38; 3062, Steinberg, Ruth, 84.38; 3063, Boxer, Ruth, 84.37; 3067, Schwaber, Gertrude, 84.37; 3069, Kemelhor, Lillian R., 84.37; 3073, Holtzman, Dora, 84.37; 3091, Van Nostrand, Helen M., 84.34; 3094, Heiser, Irving D. J., 84.34; 3097, Goodwin, Sarah A., 84.34; 36, Fliegen, Sylvia, 91.98; 983, Port, Rose, 87.51; 1024, Wisotzky, Estelle, 87.42; 1025, Cooney, Catherine C., 87.41; 1026, Burnstein, Dorothy, 87.41; 1029, Dobsavage, Gertrude, 87.41; 1031, Goldstein, Nancy, 87.41.

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Clerk, Gr. 1; competitive list; Male; 5-1-36; Office of the Comptroller; \$840; indefinite—may exceed six months (Revenue Div.-Sales Tax)—2288, Whitman, Julius, 84.50.

Clerk, Gr. 1; competitive list; Clerk, Gr. 2; prom. 2-15-39; appropriate; Office of the Comptroller; \$840; indefinite—may exceed six months (Revenue Div.-Sales Tax)—108, Abramowitz, Abraham, 90.83; 985, Dietz, Wm. T., 87.51; 1083, Litow, Anne, 87.50; 1403, Cynamon, Mendel, 86.67; 1412, Feifel, Herman, 86.65; 1607, Getman, Sidney R., 86.32; 1653, Bolotin, Betty, 86.24; 1699, Kaplan, David, 86.16; 1720, Kupor, Max, 86.12; 1751, McGibney, Geo. J., 86.08; 1778, Horowitz, Mack, 86.03; 1787, Brown, Justin M., 86.02; 1804, Taxis,

Rose, 85.99; 1818, Rothstein, Randolph, 85.97; 1851, Perlmutter, Pearl, 85.92; 1865, Cohen, Eleanor, 85.89; 1876, Bloom, Abraham, 85.87; 2027, Siegel, Beatrice, 85.64; 2093, Berkowitz, Max H., 85.54; 2112, Clark, Julia C., 85.52; 2208, Silverman, Hyman, 85.38; 2251, Schwartz, Miriam, 85.32; 2253, Cirincione, Salvatore, 85.32; 2256, Rim, Joseph, 85.32; 2321, Frishman, Leonard, 85.27; 2355, Siegler, Dorothy, 85.18; 2363, Sulsky, Sylvia, 85.17; 2632, Smith, Doris, 84.86; 2644, Lerner, Meyer, 84.84; 2736, Gensler, Rhoda V., 84.75; 2821, Kepplow, Rhoda L., 84.65; 2826, Liebman, Gwendolyn, 84.65; 2833, Weinstein, Sidney, 84.64; 2847, Solomon, Herman S., 84.63; 2891, Greenberg, Sarah R., 84.57; 2893, Deitch, Selma, 84.57; 2904, Ringel, Mildred R., 84.55; 2944, Tucker, Ralph, 84.49; 2956, Wells, Mary E., 84.48; 2959, Dubaer, Molly, 84.48; 2961, Friedman, Joseph, 84.48; 2964, Schindler, Aaron S., 84.47; 2977, Schwartzberg, Miriam, 84.46; 2979, Besswanger, Dorothy, 84.45; 2981, Betrocchi, Alfonso, 84.45; 2982, Blum, Max, 84.45; 2983, Seidman, Irving, 84.45; 2984, Tappis, Samuel, 84.45; 2986, Foster, Virginia H., 84.45; 2987, Rothfeld, Felix, 84.45; 2988, Tanzer, Milton, 84.44; 2990, Smiley, Leah, 84.44; 3000, Schnitman, Norman, 84.43; 3002, Birabam, Harold, 84.43; 3010, Perner, Andrew F., 84.43; 3021, Palatnick, Abraham, 84.42.

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1032, Herman, Beatrice R., 87.41; 1034, Cohen, Sylvia F., 87.40; 1036, Golan, Mary C., 87.39; 1044, Levine, Lillian, 87.37; 1045, Bloom, Rose, 87.37; 1051, Cohen, Elizabeth, 87.36; 1054, Coelho, Lois T., 87.36; 1056, Samuels, Isabel T., 87.35; 1057, Gombberg, Bertha, 87.35; 1058, Bieak, Agnes C., 87.35; 1060, Sheehy, Margaret W., 87.33; 1061, Weisberg, Ida, 87.33; 1064, Karpil, Mildred, 87.33; 1067, Feldman, Irma, 87.32; 1070, Goldstein, Dora, 87.32; 1071, Weidmann, Clara, 87.32; 1075, Minden, Janet H., 87.31; 1077, Sherman, Annette I., 87.31; 1078, Zaifert, Sarah, 87.31; 1079, Radin, Ida H., 87.31; 1081, Francis, Louise, 87.30; 1083, Litow, Anne, 87.30; 1090, Belkin, Ruth, 87.28.

Clerk, Gr. 2; female; competitive list—Clerk, Gr. 2; prom. 2-15-39; Hospitals Dept.; \$1,200; probable permanent—36, Fliegen, Sylvia, 91.98; 367, Siegel, Ruth R., 89.31; 403, Cosgrove, Catherine, 89.15; 616, Stahl, Bessie K., 88.52; 696, McMahon, Muriel A., 88.24; 771, Breiman Lena, 88.01; 785, Fischer A., 87.98; 799, Klein, Selma W., 87.94.

Investigator (Non-Social Service); competitive list—Law Clerk, Gr. 2—Law Examiner, Gr. 2; prom. 9-24-36; appropriate; Welfare Dept.; \$1,740 & \$1,500; probable permanent—19, Adler, Adele S., 85.80; 23, Lew, Irving, 85.60; 24, Glennon, Aloysius W., 85.60; 25, Lutsky, Jacob, 85.60; *26, Becker, Theodore, 85.60; 27, Friedman, Harry S., 85.50; 28, Singer, George J., 85.50; 29, Steinberg, Irving, 85.40; 30, Reich, David, 85.40; 31, Shames, Saul A., 85.30; 32, Faust, Martin, 85.30; 33, Zelman, Irving, 85.10; 34, Rosenblatt, Edgar S., 85.10; 35, Terkeltaub, Solomon B., 85.00; 36, Seidenfeld, Samuel, 85.00; 37, Grief, David D., 84.90; 38, Goldberg, Max, 84.90; 39, Halpern, Leonard M., 84.90; 40, Comenetz, Jesse, 84.80; 41, Millman, Henry I., 84.80; 42, Vogel, Leon, 84.70; 43, Hochberg, Charles B., 84.60; 44, Rieder, Abraham M., 84.60; 45, Milstein, Max, 84.60; 46, Goldberg, Irwin, 84.50; 47, Burlakoff, Bernard, 84.40; 48, Wilner, Harry, 84.40; 49, Colin, Seymour L., 84.30; 50, Fleischman, Ernest, 84.30; 51, Rothstein, Harry S., 84.30; 52, Gordon, Abraham, 84.30; 53, Sorokin, Nathaniel, 84.20; 55, Weintraub, Harry, 83.90; 56, Rubin, Sol, 83.90; 57, Gold, Harold, 83.90; 58, Wekstein, Morton N., 83.90; 59, Shapiro, Seymour J., Esq., 83.80; 60, Willigan, William L., 83.70; 61, Riley, Florence L., 83.70; 62, Barkin, Seymour, 83.70; 63, Shereff, Harry, 83.60; 64, Halprin, Edward J., 83.60; 65, Schneider, Peter, 83.50; 66, Nadelberg, Alexander, City; 67, Dawson, Fred P., 83.40; 68, Zunbalist, Emanuel A., 83.40; 69, Birnbaum, Rudolph, 83.40; 70, Hershfield, Samuel S., 83.30; 71, Goldstein, Julius, 83.30; 72, Ambrose, Victor J., 83.30.

Investigator (Non-Social Service); competitive list—Patrolman P. D. (Special List) prom. 10-4-39; appropriate; Welfare Dept.; \$1,740 & \$1,500; probable permanent—1, Propp, Seymour, 95.40; 2, Millet, David, 95.33; 3, Mayer, Stanley, 94.34; 4, Sullivan, Richard F., 94.19; 5, Fink, Isidore, 94.03; 6, O'Donnell, Denis A., 94.00; 7, Schneider, Peter, 93.98; 8, Kaweckil, Casimir J., 93.47; 9, Brown, Julius, 93.40; 10, Wainerdi, Harold R., 93.28; 11, Cohen, David S., 93.19; 12, Stokien, Edward J., 93.07; 13, Malakoff, Jules I., 93.03; 14, Lipschitz, Harry, 92.98; 15, Selin, Charles, 92.91; 16, Bender, Samuel, 92.82; 17, Carry, Edward J., 92.75; 18, Weinberg, Milton, 92.75; 19, Hammerman, Murray, 92.61; 20, Karmiel, Bernard S., 92.52.

21, Bernstein, David, 92.26; 22, Gallati, Robert R., 92.12; 23, Wein-

stein, Alfred, 92.03; 24, Peretz, Max, 92.82; 25, Wolfson, Milton L., 91.70; 26, Billia, Hubert J., 91.61; 27, Biederman, Gerald, 91.54; 28, Blumenthal, George, 91.47; 29, Farnan, Joseph P., 91.40; 30, Hefstein, David, 91.38; 31, Schmerzler, Sam, 91.33; 32, Jones, Richard F., 91.28; 33, Murphy, Michael J., 91.21; 34, Hart, Edward W., 91.05; 35, Berec, Lee, 91.05; 36, Keln, Henry, 91.05; 37, Burke, James J., Jr., 91.00; 38, Sheridan, Philip R., 91.00; 39, Zeller, Samuel, 91.00; 40, Ende, Asher H., 90.98.

Fireman; regular list—Porter; prom. 9-21-38; appropriate; New York City Housing Authority; \$1,140 & \$1,200; probable permanent—136, Clark, Philip; 141, Karabell, Arthur; 162, Goldman, Isaac G.; 172, De Stefano, Michael; 308, Calogero, Elia; 323, Laren, Michael P.; 324, Zolfo, John B.; 327, Lo Bianco, Angelo; 330, Harris, Lawrence; 332, Cassamesi, Joseph; 334, Randazzo, Joseph; 336, Harrow, William S.; 341, Napoli, Joseph; 343, De Laurentis, Alfonso; 344, Flynn, James; 350, Ustendahl, Alphonso; 354, Tazewell, Charles A.; 358, Treccagnoli, Americo N.; 361, Golloub, Abe E.; 362, Rea, Michael P.; 365, Costello, Louis; 366, Waldman, Leo A.; 367, Gillard, Ward H.; 368, Fertet, Mathew; 369, Russo, Thomas.

371, Schwartz, George; 372, Revelli, Pasquale; 373, Sarlo, Nicholas H.; 374, Sarlo, Frank J.; 375, Dawyot, Alfred; 376, Comito, Vito; 377, Sciallo, Antonio; 378, Monteleone, Pasquale; 379, Falco, Jerry; 381, Coppola, Dominick; 382, Murray, Walter; 385, Noto, Joseph P.; 386, Renna, Pasquale J.; 388, Melore, Lawrence; 389, Arena, Gasper; 390, Kreutzer, Meyer M.; 391, Williams, Fleming; 392, Bergonzi, Michael; 394, Coco, Thomas; 396, Fiore, Carmine A.; 397, Kozberg, Raymond; 398, Larson, Edward; 399, Piccolo, Frank.

Sergeant; promotion; prom. 6-10-37; Police Department; \$3,500; probable permanent—314, MacDonnell, Joseph A., 88.09; 315, Moroney, Thomas A., 88.09; 316, Oberle, Herbert J., 88.08; 317, Lyon, Chester W., 88.08; 318, Hibbard, James W., 88.08; 319, Markey, Joseph F., 88.08; 320, Ferguson, John E., 88.07; 321, Corcoran, Daniel P. A., 88.07; 322, Fleury, Charles J., 88.05; 323, Reedy, Edward M., 88.04; 324, Cusick, Peter P., 88.02; 325, Barry, Frank P., 88.01; 326, Higgins, Paul D., 87.99; 327, Devine, James E., 87.99; 328, Schaefer, Bernard, 87.98; *329, Hofmann, Frederick, 87.99; 330, Hernon, James J., 87.98; 331, Conway, George A., 87.97; 333, Murray, Francis A., 87.97; 334, Jordan, Carl A., 87.97.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Borough President's Office; \$1,500; probable permanent—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Water Supply, Gas & Electricity Dept.; \$5.50 a day; probable permanent—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Borough Works Dept.; \$1,500 & \$1,400; probable permanent (8)—indefinite to at least Dec. 31st, 1939 (5)—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Water Supply, Gas & Electricity Dept.; \$5.50 a day; probable permanent—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Borough President's Office; \$1,500; probable permanent—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Borough Works Dept.; \$1,500 & \$1,400; probable permanent (8)—indefinite to at least Dec. 31st, 1939 (5)—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; appropriate; Comptroller's Office; \$1,200; indefinite—in the Emergency Revenue Div.—25714, Cirigliano, Joseph A.

Laborer; regular list—Auto Truck Driver; prom. 1-25-39; Borough President's Office; \$1,500; probable permanent—25714, Cirigliano, Joseph A.

Captain; promotion; prom. 9-10-37; Police Dept.; \$5,000 (4800); probable permanent—58, McGowan, Peter J., 84.23; 59, Quinn, Robert E., 84.23; 61, Sullivan, Patrick, 84.20; 62, Littlefield, Gerard R., 84.20; 63, Mitchell, George P., 84.11; 64, Winthrop, David, 84.05; 65, Douglas, Albert, 84.03; 66, Meade, Michael B., 84.02.

Saturnary Engineers; preferred list; Public Works Dept.; \$9 a day; temporary—less six months (substitute)—Halton, Thomas D.; Carroll, Joseph G.; Fender, Laurence H.; Schupp, George; McLaughlin, John; Clifford, William W.; Knab, John; Burns, Robert.

Junior Engineer, Electrical, Gr. 3; competitive list; prom. 11-1-39; Transportation Board; \$2,160; probable permanent—13, Goldwag, Herbert, 86.46; 14, Feingold, William; 85.78; 15, Foote, Richard P., 85.43; 16, Hoffman, George M., Jr., 85.11; 17, Dravneek, Wm. R., 84.52; 18, Summers, Harry A., 84.11; 20, Clark, Joseph A., 83.57; 21, Moore, John A., 83.42; 22, Bunin, Julius, 83.36; 23, DeWitt, David, 83.15; 24, Grove, Arthur W., 83.13; 25, Rowe, Irving, 83.12; 26, Wegele, Rudolph V., 83.06; 27, Rudd, Wallace C., 83.01; 28, Bastado, George R., 82.89; 29, Small, Charles S., 82.87; 30, Campani, John, 82.84; 31, Gioberti, Peter A., 82.63; 32, Donelan, Khat-chik O., 82.59; 33, Makon, Cosmos, 82.50; 34, Mitkevich, Vladimir V., 82.50; 35, Bell, E. DeWitt, 82.50; 36, Adashko, J. George, 82.27; 37, Rodgers, Edgar J., 82.26; 38, Ulans, Roman I., 82.13.

39, Lacy, Wm. R., 81.72; 40, Wiggers, Edwin A., 81.51; 41, Stoller, Morton J., 81.46; 42, Gabalis, Charles A., 81.17; 43, Gorin, Leo, 81.09; 44,

Rosenhein, Elihu, 80.94; 45, Zelaites, Charles A., 80.90; 46, Sobell, Morton, 80.83; 47, Garlan, Herman, 80.76; 48, Zenoni, Walter E., 80.58; 49, Dublin, Max, 80.58; 50, Cafarelli, Saverio, 80.53; 51, Egan, Alexander, 80.52; 52, Nacinovich, Thomas P., 80.12; 53, Danziger, Wm. D., 80.04; 54, Schenker, Bernard, 80.04; 55, Shneyer, Frank W., 79.94; 56, Henrikson, Frank W., 79.87; 57, Blume, Alan E., 79.85; 58, Wald, Sidney, 79.83; 59, Dublin, Lewis I., 79.77; 60, Behrens, Harold F., 79.71; 61, Merlin, Abraham G., 79.60; 62, Friedman, Henry, 79.46; 63, Baylen, Morris M., 79.17.

64, Gerrish, Donald, 78.96; 65, Sutton, Wm. J., 78.76; 66, Hopkins, Edward J., 78.67; 67, Gould, Gerald G., 78.

Rulings on City Commission's Calendar

Amended Dietitian Service Will Provide Advancement

Orderly advancement according to merit in the Dietitian Service was given a step forward Thursday at the weekly meeting of the Municipal Civil Service Commission, when the service was amended following a public hearing. The proposal now goes to Mayor LaGuardia, and if he signs the order, to the State Commission.

The amended titles, along with the salary when maintenance is not included, are Dietitian (\$1,500); Senior Dietitian (\$1,500-\$1,800); Head Dietitian (\$1,800-\$2,400); Chief Dietitian (\$2,400-\$3,600), and Director of Dietetics (\$3,600 and up).

Maintenance is figured at the value of \$360 a year.

Other points on the calendar, with dispositions in boldface, follow:

Board Action For Disposition

5270. Matter of creating the titles of District Property Manager, Assistant District Property Manager, Real Estate Broker, and Assistant Real Estate Broker in the Board of Estimate (No. 5128 on 11-1). **Filed.**

Director of Examinations

5283. Proposed recruitment plan for one examination. **Approved.**

5286. Report relative to proposed procedure for handling provisional appointments (No. 4376 on 9-27). **Approved.**

5287. Appeals of 16 employees, whose titles were not included under the terms of the advertisement, for permission to compete in the forthcoming examination for promotion to Clerk, Grade 4 (City-Wide). **Denied.**

5288. Proposed amendment of the competitive class by including under the heading "The Social Service" the following title: Psychiatric Social Worker—\$1,800 to but not including \$2,400 per annum. **Approved.**

5289. Report re objections of the Board of Transportation to certain features of the change of title ex-

amination from Porter to Maintainer's Helper (various groups). **Referred to Commissioner Morton.**

Certification Clerk

5295. Requesting approval of his action in certifying the list for Special Patrolman to the Dept. of Welfare on Nov. 4. **Approved.**

Director of Examinations

5298. Final experience key for Radio Operation Assistant. **Approved.**

5301. Deny request of J. George Adashko that the list for Junior Civil Service Examiner (Electrical Engineering) be declared appropriate for Mechanical Draftsman (Electric), Grade 3. **Denied.**

5303. Requesting that application be made for one additional budget line in the title of Junior Civil Service Examiner (Architectural) at \$2,700 per annum and two additional budget lines for Junior Civil Service Examiner (Engineering) at the same salary, in the office of the Commission, and one additional line for Civil Service Examiner (Engineering) at \$3,500 per annum. **Approved.**

5306. Proposed amendment of the competitive class by including therein, under the heading Radio Broadcasting Service, the following title: Accompanist—\$1,800 to but not including \$2,400 per annum. **Approved.**

5307. Advising that appointments as Maintenance Man in the New York City Housing Authority from the appropriate list of Handyman, which were previously reported as having been made out of order, are in fact correct (No. 4739 on 10-18). **Approved.**

5308. Advising that the list for Promotion to Foreman of Laborers, Grade 1, Borough President of Queens, which was certified to the Dept. of Welfare as appropriate and which was returned unused by that department, is actually appropriate for Foreman of Laborers in the Commodities Division of that department; recommending appropriate lists for other positions as Foreman of Laborers in that department (No. 4883 on 10-25). **Referred to Examiner Stern.**

5311. Deny petition of Robert Horowitz and others that Bookkeepers, Grade 1, and Clerks, Grade 2, in the Office of the Comptroller, Dept. of Finance, be declared eligible for promotion to Clerk, Grade 3, even though they have not the necessary two years in their grade. **Approved.**

5313. Recommending that the Asso. of Plumbing and Heating Contractors of Greater New York, Inc., be recognized by this Commission in connection with the examination for Master Plumber, and that the Five Borough Asso. and the Greater City Asso. be stricken from the rolls of the associations so recognized, inasmuch as they are now merged in the Asso. of Plumbing and Heating Contractors of Greater New York, Inc. (No. 2453 on 8-7). **Approved.**

5315. Deny appeal of Towermen, I.C.O.S., for eligibility in the next promotion examination for Motormen-Conductor. **Denied.**

5316. Order a promotion examination for one position. **Approved.**

5317. Final key for rating Junior Assessor (open competitive and promotion) and Promotion to Assessor. **Approved.**

COMMUNICATIONS

5324. Dept. of Hospital. Returning certifications of Oct. 25 for

Senior Hospital Helper and for Hospital Helper; advising that no appointments can be made until the reclassification of these positions is effected by the Budget Director. **Stop payroll.**

5325. Office of the Comptroller. Request to continue services of 38 temporary Clerks in that department for an additional period up to and including Nov. 30, 1939. **Approved to Dec. 15.**

5326. Dept. of Public Works. Returning certification of Oct. 18 for the position of Maintenance Man at \$1,800 per annum, for the reason that two persons declined appointment and the remaining eligibles lacked the qualifications necessary for the position. **Referred to Examiner Stern.**

5338. Bureau of the Budget. Forwarding lists tabulating those titles where the application of the Mc-

Carthy Increment Law fails to carry out its original purpose because the range of the grades is more than \$600. **Referred to Examiner Stern.**

5344. Charles V. Smith et al. Requesting that Marine Stokers formerly employed in the Ferry Service in the Dept. of Docks who have been placed on a preferred list be certified to other city departments as Marine Stoker, Laborer or similar titles. **Approved for Oiler, Laborer.**

LATEST CERTIFICATIONS

(Continued from page 14)

81.94; 2210, Landecker, Marian, 81.85; 2211, Redisch, Miriam, 81.85.

Asst Physician, Gr. 1; competitive list—Medical Inspector, Gr. 1—Tuberculosis; prom. 1-20-38; appropriate; Health Dept.; \$600; temporary—less six months—29, Heimann, Harry, 89.08; 31, Horowitz, Morris, 88.32; 32, Battaglia, Biagio, 88.24; 33, Schiller, Israel A., 87.76; 34, Kalkstein, Mennasch, 87.72; 35, Ingegno, Alfred F., 87.00; 36, Bogoshian, Chas. K., 86.92; *37, Grossman, Solomon, 86.72; 38, Hurwitz, Paul, 86.48; 39, Greenblatt, Monroe H., 86.36; 40, Robin, Morris J., 86.32; 41, Berner, Herbert, 85.96; 42, Zizmor, Judah, 85.76; 44, Cares, Reuben, 85.72; 45, Krinsky, Milton, 85.64.

Third Rail Maintainer; competitive list; prom. 3-22-39; Transportation Board; 70 cents an hour; temporary—less six months—2, Westervelt, Walter J., 90.64; 3, Otten, Theodore F., 90.28; 4, Jenzen, William R., 90.20; 5, Carletti, John, 88.00; 6, Colston, Harold V., 86.12; 7, Fahy, Herman A., 85.36.

Conductors; promotion; prom. 4-26-39; Transportation Board; 65-75 cents an hour; probable permanent—3, Aldridge, Frederick, 81.21; 4, Rosenthal, Joseph, 80.69; 5, Beakes, Joseph, 80.69; 6, Stapler, Robert, 80.15; 7, Spillane, Patrick, 80.00; 8, Crook, Howard, 79.99; 9, Marks, Russell P., 79.94; 10, Katz, Sylvan, 79.93; 11, Pocz, Lawrence E., 79.91; 13, Hunt, William F., 79.81; 14, Kirsch, Charles L., 79.79; 15, Polikoff, Abraham, 79.67; 16, Quigley, Bernard, 79.61; 17, Dassori, Joseph C., Jr., 79.56; 18, Levine, Samuel, 79.51.

Oiler—Marine; preferred list—Marine Stoker; appropriate Board Act 5-18-38—provided that persons on list have license where such is required; Public Works Dept.; \$115 a month; probable permanent—Beyer, Wm.; Stanton, Michael; Brooks, Dee; MacFarlane, James N.; McGivern, John; Day, William; McNamara, Edward J.; Chaconis, Manuel; Silbar, Joseph R.; Smith, Charles V.; Langone, Vito; Joyce, Michael; D'Aquila, Bernardino; Dugan, Timothy; McHale, Patrick; McCann, Lawrence J.

Mechanical Engineer, Gr. 4; promotion—city wide; prom. 11-1-39; Parks Dept.; \$3,120; probable permanent—1, Spivak, Benjamin L., 81.97; 2, Wurmfeld, Charles J., 80.38; 3, Brinkerhoff, Gilbert G., 77.68; 4, Carroll, James D., 77.02; 5, Falotico, Vincent L., 75.18.

Mechanical Engineer, Gr. 4; promotion—citywide; prom. 11-1-39; Comptroller's Office; \$3,120; probable permanent—1, Spivak, Benjamin L., 81.97; 2, Wurmfeld, Charles J., 80.38; 3, Brinkerhoff, Gilbert G., 77.68; 4, Carroll, James D., 77.02; 5, Falotico, Vincent L., 75.18.

Probation Officer—Catholic—Male; competitive list; prom. 2-10-37; Domestic Relations Court; \$1,680; probable permanent—98, Krepplein, John F., 82.28; 170, Curry, John P., 78.16; 177, Suozzi, Frank J., 77.80.

Social Investigator; competitive list; prom. 12-1-37; Welfare Dept.; \$1,500; probable permanent—2225, Gurowitz, Eya, 82.55.

Title Examiner, Gr. 2; competitive list—Temporary title; prom. 4-28-37; Law Dept.; \$1,800; temporary—2, Hausman, Max, 88.28.

Clerk, Gr. 1; competitive list—Clerk, Gr. 2; prom. 2-15-39; appropriate; Comptroller's Office; \$840; indefinite—may exceed six months (Revenue Div.—Sales Tax) is probable permanent—1340, Perlmutter,

Victor J., 86.80; 1693, Ross, Irwin, 86.17.

Clerk, Gr. 2—Female; competitive list; prom. 2-15-39; Hospitals Dept.; \$1,200; probable permanent—667, Freidowitz, Ethel, 88.34.

FRI., NOV. 10, 1939

Inspector of Steel, Gr. 3; preferred list; Board of Transportation; \$2,400; probable permanent—Kelly, Revel S.; Martin, Charles E.

Clerks, Gr. 1; competitive list; Male; prom. 5-1-36; Health Dept.; \$840; probable permanent—

Clerks, Gr. 1; competitive list—Clerk, Gr. 2; prom. 2-15-39; appropriate; Health Dept.; \$840; probable permanent—1082, Brandt, Bertram, 87.30.

Junior Structural Steel Draftsman, Gr. 3; competitive list; prom. 8-2-39; Docks Dept.; \$2,160; indefinite—may exceed six months and is, therefore, considered probable permanent—174, Shuldiner, William, 77.60; 213, Rowland, Walter, 76.41; 229, Helfgott, Meyer D., 75.85.

Rigger, competitive list—Inspector of Hoists and Rigging; prom. 8-24-38; appropriate; Parks Dept.; \$8.50 a day; probable permanent—13, Hensen, Bernard S., 79.50; 13a, Levy, Sydney, 79.41; 14, Atkins, Bob, 79.40; 15, Lenzing, Fred C., 79.34; 16, Greene, Alexander L., 79.28; 17, Green, John P., 79.17.

Junior Accountant, Gr. 1; promotion; prom. 8-9-39; Public Works Dept.; \$1,800; probable permanent—1, McAvoy, N. Wayne, 81.42; 2, Maksym, Arthur F., 81.22.

Laborer; regular list—Auto Truck Driver; appropriate; Public Works Dept.; \$5.50 a day; probable permanent—24888, Bove, Domenick; 25031, Guidice, Carmine; 25053, Matters, Frank G.; 25070, Ruggiero, Frank C.; 25099, D'Amato, C.

Frank M.; 25154, Capobianco, Antonio; 25195, Rubinetti, Francesco P.; 25208, DiPaola, Anthony S.; 25232, Simineri, Michael G.; 25274, Vitano, Vincenzo; 25330, Baione, Vincent; 25349, Alvigli, Dante; 25354, Culotta, Angelo M.; 25383, Altamore, Frank A.; 25409, Gamba, Vincenzo; 25454, Signorini, Umberto T.; 25472, Diceieue, Giuseppe G.; 25473, Godingo, Antonio J.; 25480, Pezzello, Biagio B.; 25524, Lucarelli, Angelo R.; 25572, Stanck, Rudolph J.; 25590, Pellegrino, Saverio; 25594, Broccolo, Jos. L.; 25860, Tardio, Miguel; 25671, Tanzilo, Fulvio.

25714, Cirigliano, Jos. A.; 25817, Schiavone, Pasquale M.; 25855, Gambino, Karl C.; 25937, Guarracino, Richard; 25960, Morelli, Salvatore R.; 25972, Sampogna, Marko J.; 25868, Mussachio, Carmine J.; 25991, Palese, Rocco A.; 26007, Tkachuk, Peter; 26017, Tepedino, Emilio A.; 26088, Carmello, Giuseppe J.; 26132, Ihde, Raymond H.; 26143, Brown, Harry P.; 26173, Armellino, Raffaele; 26174, Lopresti, Guerinio; 26176, Vito, Ricca; 26177, McCarthy, Joseph C.; 26178, Frisse, Caloggia J.; 26181, Tully, Joseph H.; 26182, Swider, John P.; 26183, Silvestri, Jas. L.; 26186, Guinazzo, Daniel; 26187, Guinazzo, Frederick; 26189, Marinelli, Dominick; 26194, Liguori, Salvatore V.; 26197, VanGuilder, John; 26199, Lumarola, Joseph P.; 26201, Fulfars, James; 26202, Fillineri, Albert A.; 26203, Scarabino, Antonio R.

Porter; regular list; prom. 7-12-39; NYC Housing Authority; \$1,020; probable permanent—198, Mazzocchi, Albert; 327, LoBianco, Angelo; 379, Falco, Jerry; 381, Coppola, Dominick; 382, Murray, Walter; 385, Noto, Joseph P.; 386, Renna, Pasquale J.; 388, Melore, Law-

rence; 389, Arena, Gasper; 390, Kreutzer, Meyer M.; 391, Williams, Fleming; 392, Bergonzi, Michael; 393, Petruzzello, Antonio; 394, Coco, Thomas; 396, Fiore, Carmine A.; 397, Kozberg, Raymond; 398, Larson, Edward; 399, Piccolo, Frank; 400, Cutro, Anthony; 401, Friend, Emanuel; 402, Cardinali, James; 403, Coffaro, Anthony; 404, Piccolo, Ralph J.; 405, Miner, James L.; 406, Bunker, Bellamina; 407, Amarosa, Angelo; 408, Bergen, Harlan E.; 409, Brogan, James J.; 410, Tully, Arthur F.; 411, Hookman, Joe; 412, Jauert, Henry; 413, Frizell, Henry J.; 414, Warwick, Edwin; 416, LaBarbara, Wm.; 417, Mascia, Nicholas; 418, Firpo, Aurelio; 419, Nicoletta, Peter; 420, DiCapua, Daniel; 421, Gubitosi, Francesco.

Laboratory Helper—Male; regular list—Porter; prom. 7-12-39; appropriate; Health Dept.; \$960; indefinite—may exceed six months (social security project) and is, therefore, considered probable permanent—*198, Mazzocchi, Albert; 379, Falco, Jerry; 386, Renna, Pasquale J.; 389, Arena, Gasper; 397, Kozberg, Raymond; 403, Coffaro, Anthony; 405, Miner, James L.; 407, Amarosa, Angelo; 409, Brogan, James J.; 410, Tully, Arthur F.; 411, Hookman, Joe; 413, Frizell, Henry J.; 416, LaBarbara, Wm.; 419, Nicoletta, Peter; 420, DiCapua, Daniel; 423, Lomax, Dwight E.; 425, Paladino, Dirco; 426, Kanegis, James; 427, DeCostanzo, Anthony; 428, Vichot, Bernard G.; 429, Delane, Aniello; 434, Blaney, Geo. H.; 435, Green, Sam.

Cleaners—Women; regular list—Laboratory Helper; prom. 4-26-39; appropriate; Health Dept.; \$960; probable permanent—22, Rosen, Ida; 25, Jackowski, Frances; 27, Frante, Katherine M.; 28, Tummarello, Antoinette R.; 29, Golding, Anita R.; 31, Chernin, Lillian; 33, Saunry, Mary C.; 34, Sexton, Ellen; 35, Guerin, Hannah D.; 36, White, Lettie; 37, Bost, Anna C.

Stationary Engineer; preferred list; Borough President's Office—Bronx; \$9 a day; temporary—not to exceed five months—winter—Schupp, George; Halton, Thomas D.; Carroll, Joseph G.; Fender, Laurence H.

Stenotypist, Gr. 2; competitive list—Stenotypist, Gr. 3; prom. 3-18-37; appropriate; NYC Housing Authority; \$1,200; probable permanent—18, Sobage, Gladys, 87.53.

Stenotypist, Gr. 2; competitive list—Stenographer & Typewriter, Gr. 2; prom. 11-7-38; NYC Housing Authority; \$1,200; probable permanent—1095, Freedman, Charlotte J., 84.51; 1222, Romano, Olga A., 83.54; 1247, Heffernan, Margaret, 83.31.

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Restoration of State Increment Law Seen

Important hearings are now being held in Albany by Budget Director Abraham S. Weber and heads of State Departments to fix the 1940 budget for New York State. Most employees are confident that no serious cuts for State departments will follow these hearings. They also believe that the legislature will restore the provisions of the 1937 Feld-Hamilton law, which was suspended last year. Because of widespread interest in this measure, The Leader has asked John T. De Graff, counsel for the Association of State Civil Service Employees, to write an article explaining its provisions.

Although the economies of the 1939 session were, in a large measure, taken out of the hides of State employees, they are convinced public discussion has shown that the State government is operated on an efficient and economical basis.

Citizens, as well as members of the Legislature, have concluded that it was unwise to suspend the salary plan embodied by the Feld-Hamilton Law—to save \$1,000,000 in a budget of \$400,000,000.

The Feld-Hamilton Law is close to the hearts of State employees because it puts salaries, for the first time, on a fair and equitable basis. It provides for advancement on the basis of efficient service.

Feld-Hamilton Law

The Feld-Hamilton Law was essentially a contract with State Civil Service employees. It was hailed as the most forward step in the history of budget making. It was called a "career law" not only because it established fair wage standards, but because it set forth a sound permanent salary policy.

The salary schedules fix a comparatively low minimum wage, with the provision that employees shall be advanced by five annual increments until they reach a maximum salary. The salary scales have never been criticized by any public or private agency. New employees are appointed at the minimum salary and workers, who have received the maximum salary after five years of service, remain at that level until they are promoted to a higher position.

1932 Survey

The Griffenhagen Legislative survey in 1932 revealed that State salaries had been in a chaotic condition for over 20 years. There was both underpayment and inequality. Employees performing the same duties received widely different rates of pay. Thousands of titles were inaccurate and failed to indicate the work actually performed.

The first purpose of the Feld-Hamilton Law, sponsored by the Association of State Civil Service Employees in 1937, was to end this inequality by establishing fair salary scales and providing that employees

doing similar work should receive the same salary.

Raises Delayed

The salary provisions could not be put into effect immediately. Adjustments were to be made by annual increments over a period of years. The Feld-Hamilton Law will mean some additional expense until the adjustments are made. But eventually it will effect substantial economies. And it will correct inequalities that threatened to destroy the morale of State workers.

The Feld-Hamilton Law is a long-range economy measure because, when an employee at the maximum rate leaves the service through death or resignation, his position is filled at the minimum rate. This stabilizes the budget for personal service. At the same time it provides an initiative for new employees.

The law provides the machinery to adjust salary scales to conform with changing wage levels. A Standardization Board of five members assembles evidence and changes salary scales, whenever necessary. Of equal importance is the creation of a Classification Division in the Civil Service Department empowered to reclassify positions so each title accurately reflects the nature and importance of the work performed. This is a permanent agency because the continued maintenance of a proper classification system is essential. Most of the positions in the State Departments in Albany, New York City and other centers have been classified. The Division is now proceeding to classify employees in the State institutions. When this is completed, New York will have a sound and efficient public employment system that will serve as a model for other states.

Music List Appropriate

Instead of ordering a new exam for Music Librarian, the Civil Service Commission ruled Thursday that the Instructor of Music list is appropriate for appointment.



JOHN T. DEGRAFF Explains Feld-Hamilton Law

'El' Line Workers Reassured on Jobs

From many comments by employees, The Leader has learned that workers on the Second and Ninth Ave. Elevated lines have fears that they will lose their jobs before transit unifications occurs. These fears, according to reliable authorities, are unwarranted.

Action on the discontinuance of the lines, they say, is remote, and it is probable that they will be included in any unification plan adopted by the city. It is also believed that no attempt will be made by the city to dismiss elevated employees, even if the lines are later scrapped, until a Civil Service status is granted.

Beginning Next Issue Tuesday, Nov. 21st

A New Feature!

in THE LEADER

AMUSEMENT PARADE

- THEATRE
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- BRIGHT SPOTS

Covered by D. FRANK MARCUS

Basketball Tourney Opens Next Tuesday

With a double-header opener set for Textile High School gym, the Municipal Athletic League basketball tourney gets under way next Tuesday night. The names of the competing departments will be announced tomorrow by the Parks Dept. when the full schedule up to Dec. 21 is announced.

In addition to the Textile gym, games are to be held at two Parks Dept. gymnasiums, while City officials continue a search for several other appropriate locations for games.

Games will take place Tuesday nights at Textile; at Carmine Gym, Clarkson St. and Seventh Ave., Man., on Thursday nights, and at the gym at President St. and Fourth Ave., Brooklyn, on Saturday afternoons. Double-headers will be billed each time.

Seven departments are in the class A loop, while nine will participate in the B competition. The divisions are based on the standings of the teams in last year's tourney.

754 for Steno-Type Test

The city-wide promotion exam to Stenographer-Typewriter, Grade 2, will be taken by 754 candidates Saturday morning at Seward Park H.S., Grand and Essex Sts., Man.

College Exam in Jan.

The exam for College Clerk is expected in the January series of the Municipal Civil Service Commission. The Leader learned yesterday. A college degree is to be the requisite for this test. The list will fill vacancies in 600 posts in the four city colleges.

Custodial Test Nov. 25

The 3,000 candidates for the federal position of Junior Custodial Officer, Bureau of Prisons, Dept. of Justice, will take the written exam Saturday morning, Nov. 25, at the offices of the U. S. Civil Service Commission, 641 Washington St., and at the High School of Commerce, 66th St. and Amsterdam Ave.

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- Foreman of Plumbing
- Electrical Inspector
- Electrician License
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- Management Assistant, Housing
- Steamfitter
- Postal Clerk-Carrier
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- tilating
- Superintendent Asphalt Plans
- City Planning Exams
- Navy Yard Exams
- Superintendent Plant Operation
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- Foreman (Track, Cars and Shop)
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