

# COMPLETE LIST OF POLITICAL JOBS FOR HARRIMAN TO FILL



Employees of the Business Office, State University College of Medicine, all members of the New York City chapter, Civil Service Employees Association, attend unveiling ceremonies at the Basic Science Building, Brooklyn. From left, Milton Miller, Allyn Abbott, Leonard Aster, Vincent Ruggi, Florence Pegrish, Iris Smith and Roslyn Mendelson. (Photo by Steve Moates, Medical Photographer.)

## Seniority of Employees Argued Before State Board

ALBANY, Nov. 15—The State Employees Personnel Relations Board has heard a grievance concerning the right of an employee to a "preferred" shift of duty.

The grievance originated in Brooklyn State Hospital. Two supervising nurses, Stanley Murphy and Anthony Contento, had requested a transfer from the evening shift (4 p.m. to 12 p.m.) to the day shift (8 a.m. to 4 p.m.). There was a vacancy on the day shift, but this was filled by the promotion of another individual—who, incidentally, is named Calvin Murphy, and is a brother of the appellant Stanley Murphy.

### Three Arguments

The case went through the regular personnel relations machinery at the hospital and finally reached the top Personnel Board. The case is based primarily on three factors.

One is that seniority in the title should give the right to transfer to the day shift.

Second, each of the men is married and has a family; and because of their seniority and years of service, they argue they should have preference for vacancies on the day shift.

Third, is the desire of the two individuals to obtain further educational qualifications which have been established by the Mental Hygiene Department for the title they hold, and which they need for further promotion. Most

schools of nursing, they say, hold evening classes. The two had, in fact, enrolled for several day courses at a college of their choice, but these courses are in the pharmacy school rather than in the nursing school, which operates primarily in the evening.

The Personnel Board adjourned hearings until December 1, when the case will be resumed in Albany.

### Falk to Head State Civil Service?

ALBANY, Nov. 15—There has been a rumor that Alex A. Falk, Democratic member of the State Civil Service Commission, will be asked to become head of the Commission under Averell Harriman. Falk has told intimates he may consider retiring, but has not made up his mind.

### State Civil Defense Chief Resigns

ALBANY, Nov. 15—Colonel Lawrence Wilkinson has resigned as chairman of the State Civil Defense Commission, effective December 1. He gave pressure of private business as the reason. Governor-elect Averell Harriman will appoint a successor as chairman, from among the present members of the Commission. All the commissioners' terms expire July 1 next.

### William Murray's Job Is Made Permanent

ALBANY, Nov. 15—William J. Murray, who has filled the post of administrative director, State Civil Service Department, on a provisional basis since July, 1952, has received a permanent non-competitive promotion to the job. His salary is \$13,000 plus.

The LEADER begins with this issue a listing of the so-called "political," or "patronage" or "spoils" jobs available for filling by Governor-elect Averell Harriman.

Technically, not all of these jobs are "spoils," although Democrats throughout the State are hungrily awaiting their chances at them. And certainly many competent individuals are employed in them.

Next January 3, for the first time in twelve years, a new administration will take office in Albany. Along with the change in statewide executive offices will come a change in the officials who work with the Governor — policy-making officers. But the so-called "exempt" and non-competitive" classes contain, as a matter of reality, more than policy-making officials. Jobs in great range and variety of title and salary are included. In addition to policy-making jobs, there are literally thousands of positions to which appointment is made without examination, and many of these without any relation to any criteria of merit and fitness, as generally understood.

### Harriman Wants Talent

However, Governor-elect Harriman has already made it clear that he intends to fill the top exempt posts available to him with the best people he can find. He is scouring New York State for what his associates call the "finest talent" although the search is mainly for the finest talent in Democratic circles. Harriman has literally begged certain distinguished persons to come into the State service with him, even if only for a year.

Not all policy-making jobs in State government are available to the Governor immediately upon taking office. Some of the top positions of boards, authorities, commissions, divisions and other agencies run for fixed terms set by law. For example, the term of John P. O'Connell, chairman of the

State Liquor Authority, has until April 12, 1958, before it expires. The term of Benjamin F. Feinberg, chairman of the Public Service Commission, won't expire until February 1, 1959; and that of Paul E. Lockwood, Public Service Commissioner, runs until February 1, 1963.

Thus, it is seen that no Governor is ever able to make a "clean sweep" and eliminate all officials of the opposite political faith, even if he should desire to do so.

But even with the restrictions placed upon him by statutory requirements, Harriman will still have available an enormous list of positions to fill.

### About Salaries

While most of the salaries listed here are from the 1954-55 Executive Budget, they do not in all cases reflect changes that were made by action of the Budget Director. Thus, the salaries as listed for commissioners, and in most cases for deputy commissioners, are correct and up-to-date.

The salaries for some of the lesser posts do not, however, include increases that were made on October 1, retroactive to April 1. In preparing this listing, The LEADER has found that no single compilation exists which lists clearly and unmistakably, every exempt job and its actual salary. Where no salary appears next to a title, it means that the salary has not appeared in the budget, that it was paid out of some lump sum appropriation, or out of some special fund. The salaries listed do not include "lulus," expense accounts.

Before reading the list below (and that which will follow next week) it is essential to understand something about the way jobs in the State service are considered.

There are two main divisions  
(Continued on Page 16)

Questions answered on civil service. Address Editor, The LEADER, 97 Duane Street, New York 7, N.Y.

## Politics and Civil Service

Conscious of the importance of political changes on the affairs of public employees, The LEADER has prepared an article dealing with the significance of these changes. The article has been written after lengthy research and interviews with the top men in the new administration which takes office January 3.

The article was to have run in this issue, and was so announced last week. In the meantime, however, The LEADER'S editors were gathering material for the listing of exempt and non-competitive jobs in State service. These positions, and the persons who hold them, are certainly of the deepest interest to all civil servants. The names of some who will hold exempt jobs under the incoming Democratic administration have already been announced.

Therefore, we have decided to run the entire listing of exempt and non-competitive positions this week and next, in the meantime holding for a subsequent issue our discussion of the effects and significance of the recent election upon public employees.

Together, the information in this and in coming issues, dealing with the intimate facts of politics and its impact upon civil service, will constitute a contribution of major importance to all connected with public service.

# List of Jobs Harriman Can Fill

(Continued from Page 1)  
In State service; the unclassified and the classified services.

**Unclassified Service**  
"The unclassified service," says Rule III of the Civil Service Commission, "shall comprise all elective officers, all offices filled by election or appointment by the legislature on joint ballot; all persons appointed by name in any statute; all legislative officers and employees, all offices filled by appointment of the governor, either upon or without confirmation by the senate, except officers and employees in the executive offices; all persons appointed by the secretary of state subject to the approval of the governor; all elections officers, the head or heads of any department of the government, all persons employed in or who seek to enter the public service as superintendents, principals or teachers in a public school or academy or in a state normal school or college, and all persons in the unclassified service on December 31, 1928, who were continued in office either for an unexpired term or until the appointment and qualification of their successors by the state departments law.

"The classified service," Rule III continues, "shall comprise all positions not included in the unclassified service, and shall be arranged in three classes: the exempt class, the competitive class, and the non-competitive class."

**Exempt Class Jobs**  
Rule V lists positions in the exempt class, as follows:

1. The deputies of principal executive officers authorized by law to act generally for and in place of their principals.
2. One secretary of each state department or division, temporary state commission, or other state officer, authorized by law to appoint a secretary.
3. One clerk, and one deputy clerk if authorized by law, of each court, and one clerk of each elective judicial officer, and also one deputy clerk if authorized by law, of any justice of the supreme court.
4. All unskilled laborers in the service of the state or a civil division thereof or in the service of a city in which the provisions of the civil service law are administered by the state commission.
5. All other subordinate offices or positions for the filling of which competitive or non-competitive examinations may be found to be not practicable.

The listing which follows includes department heads and members of boards and commissions, in the unclassified service, and all jobs in the exempt class in State government, except exempt laborers.

**Non-Competitive Jobs**  
Next week The LEADER will publish the complete list of non-competitive jobs. "The non-competitive class," according to Section 17, Article 2 of the Civil Service Law, "shall include such positions as are not in the exempt class or the labor class and which it is impracticable to include in the competitive class. Appointments to positions in the

non-competitive class shall be made after such non-competitive examination as is prescribed by the rules." The non-competitive class has frequently been considered the dumping-ground for many political clubhouse boys.

In subsequent issues, too, The LEADER will describe the nature, titles and salaries of jobs in such recent agencies as the Waterfront Commission. This study will also include a survey of the "hidden" jobs in State service which are filled by means other than civil service examination.

Following is the first section of the listing—the exempt jobs.

### DEPARTMENT OF AGRICULTURE AND MARKETS

Commissioner of Agriculture and Markets, \$17,000.  
Administrative finance officer, \$7,567.  
Administrator of Niagara Frontier Milk Marketing Area.  
Assistant commissioners of agriculture and markets (2), \$15,500, \$14,490.  
Assistant director of milk control, \$7,120.  
Associate attorney, \$8,090.  
Attorneys (2), \$6,320.  
Director of milk control, \$10,216.  
Chief supervisor of kosher law enforcement, \$6,146.  
Counsel to Department of Agriculture and Markets, \$10,845.  
Director of agricultural statistics.

Director of animal industry, \$7,935.  
Director of dog licensing, \$5,430.  
Director of food control, \$7,935.  
Director of food laboratory, \$7,330.  
Director of institution farms, \$6,745.  
Director of Markets, \$7,935.  
Director of State Fair.  
Attorney, \$5,232 (Buffalo Office).  
Senior Attorney, \$5,467.  
Director of miscellaneous services, \$7,582.  
Director of plant industry, \$7,646.  
Director of weights and measures, \$6,026.  
Executive assistant to the Commissioner of Agriculture and Market.

Executive officer.  
Executive Secretary to the Koshor Advisory Board, \$3,604.  
Farm labor coordinator, \$6,407.  
Processing plant investigator, Secretary, \$6,826.  
Secretary to the Commissioner of Agriculture and Markets, \$3,588.

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Four years' statistical research experience and one year of specialized experience are required. College study may be substituted for part of the experience requirement.

Apply to the Second U. S. Civil Service Region, 641 Washington Street, New York 14, N. Y. Mention exam title and number, 2-239 (54).

Questions answered on civil service. Address Editor, The LEADER, 97 Duane Street, New York 7, N.Y.

Supervisor of kosher law enforcement, \$4,823.

Veterans' agricultural consultant.

### DEPARTMENT OF AUDIT AND CONTROL

Chief consultant of municipal affairs, \$10,375.  
Chief examiner of municipal affairs, \$10,375.  
Chief of municipal research, \$10,375.

Counsel and mortgage liquidation officer.  
Counsel to the retirement system.

Deputy comptrollers (3), \$15,500.

Executive assistant to comptroller, \$3,000.  
Assistant Counsel, Employees' Retirement System.

First deputy comptroller, \$16,400.  
Personal stenographers to the comptroller (2), \$4,053, \$2,614.

Public information officer, \$9,325.  
Secretary to the comptroller, \$6,385.

Division of Audits and Accounts  
Assistant counsel (audits and accounts), \$9,378.

Associate counsel (audits and accounts), \$10,375.  
Division of Municipal Affairs  
Assistant counsel (municipal affairs), \$9,378.

Associate counsel (municipal affairs), \$10,375.

### BANKING DEPARTMENT

Superintendent of Banks, \$18,500.  
Chief, division of research and statistics, \$7,528.

Executive assistant to superintendent of banks.  
First deputy superintendent of banks, \$13,500.

Secretary to the superintendent of banks, \$3,940.

### DEPARTMENT OF CIVIL SERVICE

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appointments limited to one year), \$4,096.

President, Civil Service Commission, \$18,500.

Civil Service Commissioners (2), \$13,700.

### DEPARTMENT OF COMMERCE

Commissioner of Commerce, \$17,000.  
Assistant Deputy Commissioner, Assistant Director, Bureau of Planning, \$7,225.

Assistant Director, Division of State Publicity, \$9,378.  
Associate Attorney (Commerce), Deputy Commissioners (1) \$15,500, (2) \$13,500.

Director, Bureau of Business Publicity, \$8,800.  
Director, Division of Commerce and Industry.

Director, Division of State Publicity, \$10,900.  
Director, New York Office, \$10,900.

Director, Washington Office, \$13,000.  
First Deputy Commissioner, \$13,500.

Secretary to the Commissioner, \$4,163.  
Secretary to the Advisory Committee on Technical Industrial Development.

Secretary to Woman's Council.

(Continued on Page 4)

### Highway Engineer Trainees Needed

Jobs as highway engineer trainee, \$3,175 and \$3,410 a year, with the Bureau of Public Roads, U. S. Department of Commerce, are now open for receipt of applications. Jobs are in Washington, D. C., and throughout the country.

Candidates must have completed, by September 30, 1955, three-fourths of the credits for a bachelor's degree in civil engineering, for \$3,175 jobs. Completion of full college program, by September 30, 1955, or four years' civil engineering experience will qualify for \$3,410 jobs.

Maximum age of 35 does not apply to persons entitled to veteran preference.

Apply to the Board of U. S. Civil Service Examiners, Bureau of Public Roads, Department of Commerce, Washington 25, D. C., until Tuesday, February 8. Mention title and exam No. 435 (B).

### BAINSON HONORED

Philip Bainson, newly appointed administrator of the NYC Sanitation Department, was guest of honor at a buffet supper and entertainment held by Sanitation Terminal Employees Local 832, AFL. Mr. Bainson, who was a founder of the union, was praised by the "front office" of the department.

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### Steno and Typist Jobs Open in Washington

The U. S. Civil Service Commission will receive applications until further notice for stenographer, \$2,750 to \$3,175 a year, and typist, \$2,750 and \$2,950. Jobs are open in Washington, D. C. and vicinity.

There are no educational or experience requirements.

Candidates will take a written test of general abilities, a typing test, and a stenographic test at 80 words a minute.

Minimum age is 18; there is no maximum.

The exam is open to both men and women. Special provision will be made for blind applicants.

Apply to the U. S. Civil Service Commission, Washington 25, D. C. until further notice. Mention title and exam number, 434.

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# Assn, Members Shown In Varied Activities



The membership committee of Ray Brook chapter, Civil Service Employees Association. Front row, from left, Dr. Norman Sheffrin, chairman; Stella Perry, Marguerite Sweeney, Catherine Rice, Agnes Dora and Frank Ratigan, co-chairman. Back row, same order, Francis Hockey, chapter president; James Martin, treasurer; Charles Dowe, Dorothy Kennedy, Emmett Brown, John Bala and Clyde Perry.



A group of members from the James E. Christian Memorial chapter, Health Department, CSEA, who attended the chapter's steak roast at Picard's Grove in Salem, N. Y., recently. The group includes, left to right: Dr. William Siegel, past chapter president; Charlotte Clapper, CSEA secretary; Sally Degnan, chapter member; Dan Klepak, chapter president; and Carol Van Guyslag. Edmund G. Freitag took the photo.



A contingent from the State Public Service Commission, at a function of the Civil Service Employees Association. Sitting, left to right: Edith Fruchthendler and Kenneth Valentine, NYC office; Margaret Mahoney, Albany office. Standing: Philip Wexler, NYC; Robert Husband, Robert Eckstrom, Raymond C. Carriere, Albany; and Charles Kenny, NYC.

# THE STATE SCENE

The Leo Lannings (he's the director of the State Division of Veterans' Affairs) have sailed for Europe, but they will be back within a month. It's the first vacation in some time for the division chief.

Scene stealer in the Commerce Department's new aviation film, "Wings Over New York," is David Moylan, son of Neal Moylan, director of the department's motion picture bureau.

Stanley LeNoir, president of the Commerce Department bowling league, is proud the league now operates under ABC sanction. That's the American Bowling Congress, of course.

Frank Sullivan, top man in the Civil Service Department's legal bureau, finds the election result brought a sudden flood of inquiries about Section 22 of the State Civil Service Law. That's the section that spells out "protection" for exempt employees, among others, against dismissal if they are volunteer firemen or veterans.

Unsung hero of the recent GOP

campaign wasn't a professional politician. It was scholarly William J. Embler, the municipal affairs expert for Audit and Control. He asked the question that brought about the major Republican drive on school aid. The pro's credit the issue as getting out a big upstate vote.

Report along Capitol corridors that Saul Kaplan, popular legal brain trust for the Assembly minority, was offered post of secretary to Averell Harriman, Governor-elect, but declined.

Ironic note: Some State officeholders, now worried over their prospects under the incoming Democratic administration, formerly were Democrats who switched sides during the 12-year Dewey tenure.

And some GOP officials face the prospect of looking for new jobs on their own time after January 1. This column learns that many of the top Dewey aides are staying on the job rather than taking vacation time that is due them, in order to help make the transition in government as orderly as possible.

## Clair E. Smith Succeeds E. T. Gawkins in \$13,570 State Public Works Post

ALBANY, Nov. 15 — The retirement of Edward T. Gawkins, well-known Deputy Chief Engineer in charge of Highways, Parkways, and Thruways in the New York State Department of Public Works, came after 43 years of service in the State.

In announcing Mr. Gawkins' retirement, Superintendent of Public Works B. D. Tallamy pointed out that during his service in the Babylon office, he had assisted materially in programming the present system of modern highways and parkways on Long Island, and that recently he had reviewed all preliminary plans for the New York State Thruway.

### Clair E. Smith Gets Post

Mr. Gawkins has been succeeded in the post of Deputy Chief Engineer in charge of Highways,

Parkways, and Thruways by Clair E. Smith, a career employee for 31 years.

Mr. Smith entered State service in 1923 as an engineering laborer in the Department's Hornell office, advancing in nine years to Assistant Civil Engineer (Highways). During World War II, he spent 13 months in Greenland as resident engineer in the construction of harbor and airfield installations. After returning to Hornell, he advanced to Senior Civil Engineer. On October 1, 1951, he transferred to the Department's main office in Albany where as Associate Civil Engineer he served in the office of the Chief Engineer. Following this in 1954, he became Principal Civil Engineer in charge of Plans and Design under Mr. Gawkins. His provisional appointment pays \$13,570 a year.

## Employees Win Awards

ALBANY, Nov. 5 — The New York State Merit Award Board announced the following awards granted to State workers for constructive suggestions promoting efficiency and economy in State operations.

\$50 jointly to Charles P. Stricos, 178 Colonial Avenue, Albany, and Joseph W. Styno, 182 Hill Street, Troy, both Income Tax Examiners with the Department of Taxation and Finance, for their revision of a form which aids non-resident taxpayers in apportioning their taxable income.

\$65 to Harold B. Stone, Clerk in the Motor Vehicle Bureau's offices at 504 Central Avenue, Albany, for

his suggestion to devise a new form which substantially improves the procedures for handling Motor Vehicle licensees' operating records between the Albany and New York City offices of the Bureau.

\$25 to Abraham Paskin, 525 Warren Street, Albany, for his suggestion to use a form requesting information on a deferment of gain from the sale of a personal residence.

Certificates of Merit were also voted by the Board to Hyman Schlossberg, Motor Vehicle Bureau, NYC; Kenneth C. Jewett, Division of Employment, Watertown; and Samuel J. Cipriano, Craig Colony, Sonysa.



Mr. and Mrs. Ward J. Robinson, who have been in charge of the Glov-Burr Colony for Girls, Gloversville, since 1933, were guests of honor at a retirement party given by co-workers and friends at Rome State School. The couple has 22 years' State service.

# Listing of 'Exempt' Jobs in State Service

(Continued from Page 2)

## CONSERVATION DEPARTMENT

Commissioner of Conservation, \$7,000.  
 Conservation investigator.  
 Deputy Commissioner of Conservation, \$15,500.  
 Secretary to Department of Conservation, \$9,000.  
 Secretary to Conservation Commissioner, \$3,785.

### Division of Parks

Finger Lakes State Parks: assistant secretary, \$4,829.  
 Long Island State Park: appraiser, counsel.  
 Niagara Frontier State Park: executive secretary, \$9,583.

### Division of Saratoga Springs Reservation

Counsel to Saratoga Springs Commission.  
 Executive officer, Saratoga Springs Commission.  
 Medical director of Saratoga Springs Reservation.

## DEPARTMENT OF CORRECTION

Commissioner of Correction, \$18,500.  
 Deputy commissioners of correction (3), \$15,500 and \$13,000.  
 Resident psychiatrist (\$2,700 flat), Dannemora and Matteawan State Hospitals.  
 Secretary to superintendent at Westfield.

## EDUCATION DEPARTMENT

Commissioner of Education, \$20,000.  
 Administrator, Educational Practices Act.  
 Assistant Commissioner for Pupil Personnel Services and Adult Education, \$13,000.  
 Assistant Commissioner for Finance and School Administrative Services \$13,000.  
 Assistant Commissioner for Professional Education, \$13,000.  
 Assistant Commissioner for Higher Education, \$13,000.  
 Assistant Commissioner for Instruction Services, \$13,000.  
 Assistant Commissioner for Vocational Education, \$13,000.  
 Assistant Commissioner of Education (research), \$13,000.  
 Associate commissioners of Education (2), \$14,500.  
 Counsel, \$11,950.  
 Deputy commissioner of education \$15,500.  
 Executive assistant to the commissioner, \$10,900.  
 Executive secretary of professional conduct, \$9,250.

Head stenographer, \$4,308.  
 Assistant Commissioner for State Museum and Science Service.

Members of professional boards and grievance committees (including member and secretary to Board of Examiners in Optometry; and member and secretary to Board of Examiners in Podiatry).  
 Secretary for Boards of Examiners, \$9,250.

Secretary of board of architect examiners, \$3,600.

Secretary of board of certified public account examiners, \$9,250.  
 Secretary of board of dental examiners, \$9,250.

Secretary of board of examiners of professional engineers and land surveyors, \$9,250.

Secretary of board of medical examiners, \$9,250.

Secretary of board of nurse examiners, \$8,750.

Secretary to board of pharmacy, \$9,250.

Secretary to board of regents and commissioner, \$8,500.

In Each State College for Teachers: secretary to each President, \$3,588.

In the State College for Teachers at Buffalo: placement secretary, \$3,036.

New York State Roosevelt Memorial: secretary.

Board of Trustees, State University of New York

Business assistant to the President, \$10,900.

Counsel to the Board of Trustees, State University of New York, \$10,900.

Associate counsel to the Board of Trustees, \$7,587.

Public relations officer, \$7,803.

Secretary to the Board of Trustees, State University of New York, \$9,378.

State University architect, \$10,900.

Harpur College: secretary to Provost.

## EXECUTIVE DEPARTMENT

Office of the Governor

Assistant counsel to the governor, \$16,370.

Assistant to the secretary to the governor, \$7,725.

Assistant secretary, \$11,500.

Chauffeur, \$3,025.

Confidential law assistants (4), \$7,400, \$4,900, \$4,700, \$4,500.

Confidential stenographers (11), \$10,100 (2), \$4,561, \$3,984, \$3,886, \$3,588 \$3,050 (3), \$2,871, \$2,650.

Counsel to the governor, \$18,500.  
 Executive assistant, \$15,000.  
 Executive assistant to the secretary to the governor, \$7,000.

Executive secretary, \$7,750.  
 Executive telephone operator-Information assistant, \$3,505.  
 Office assistant (7), \$2,692, \$2,611 (2), \$2,278, \$1,990 (2), \$1,840.  
 Secretarial stenographers (2), \$4,720, \$3,588.

Secretary to secretary to Governor, \$5,808.

Secretary to Governor, \$16,500.

Secretary to the counsel to the Governor, \$5,050.

### Division of Alcoholic Beverage Control

Chairman, State Liquor Authority, \$17,000.

Commissioners (4), \$10,800.

Assistant chief executive officers (7), \$7,856, \$8,145 (5), \$9,100.

Associate counsel, \$6,301.

Chief executive officer \$9,599.

Confidential stenographer, \$3,082.

Counsel to the State Liquor Authority, \$10,575.

Deputy Commissioners (8), \$7,567, \$7,278 (3), \$6,989, \$8,145 (2).

Secretary to A.B.C. Commissioners (6), \$4,252 (1), \$3,036 (5).

Secretary to the State Liquor Authority, \$7,942.

### Division of the Budget

Director of the Budget, \$18,500.

Administrative assistant.

Administrative deputy (budget), \$12,000.

Secretary to director, \$3,036.

### Division of Housing

Commissioner of Housing, \$17,000.

Assistant counsel (3), \$7,870.

Assistant to the Com'r of Housing (3), \$8,485, \$7,600, \$6,700.

Counsel, \$10,300.

Deputy Commissioner, \$14,780.

Executive Assistant to the Com'r of Housing, \$7,600.

Secretary to the Commissioner, \$3,850.

### Division of Safety

Director of Safety, \$15,400.

Deputy Director of Safety, \$11,600.  
 Executive Assistant to Director of Safety, \$5,000.

State Building Code Commission Chairman, State Building Code Commission, \$17,000.  
 Commissioner (4), \$15,400.  
 Counsel to State Building Code Commission, \$9,750.  
 Executive Assistant, \$8,500.  
 Public Relations Officer, \$10,000.  
 Secretary to the Chairman, \$3,850.

Technical Director, Building Codes, \$12,000.

### Division of Standards and Purchase

Commissioner of Standards and Purchase, \$17,000.

Reputy Commissioner (2), \$13,366, \$10,750.

Executive assistant to the commissioner of standards and purchase, \$8,181.

Garage manager.

Secretary to commissioners of standards and purchase, \$3,945.

### Division of Veterans' Affairs

Director of Veterans' Affairs, \$17,000.

Counsel to the division, \$9,737.

Deputy directors (2), \$12,020.

Secretary to director, \$3,670.

Executive assistant to the director.

### State Commission on Pensions

Counsel to State Commission on Pensions.

### State Commission Against Discrimination

Commissioners (5), \$13,700.

Director of public relations, Education and Research, \$9,850.

Executive secretary to Commission Against Discrimination, \$10,900.

General counsel, \$13,000.

## DEPARTMENT OF HEALTH

Commissioner of Health, \$18,500.

Counsel to the Department of Health, \$9,798.

Deputy Commissioners of Health (2), \$16,500, \$14,885.

Executive assistant to Commissioner, \$7,750.

## Roswell Park Memorial Institute

Chiefs of the medical departments of the Institute (various specialties), (15)-  
 Director of cancer research (biochemistry).  
 Director of cancer research (biology).  
 Director of cancer research (physics).  
 Resident dentist.  
 Resident physician (not to exceed 25).

## State Tuberculosis Hospitals

T. B. interne (not to exceed 2 in any hospital).

## New York State Rehabilitation Hospital, West Haverstraw

Resident physician (orthopedic surgery), (not to exceed one year), (4).

Resident physician (pediatrics).

Resident physician (physical medicine), (not to exceed one year).

## INSURANCE DEPARTMENT

Superintendent of Insurance, \$18,500.

Department counsel (insurance)-Deputy superintendents of insurance (4).

Executive assistant to the superintendent.

Insurance research consultant.

Insurance research analyst.

Secretary to superintendent of insurance, \$4,264.

## DEPARTMENT OF LABOR

Administration - General

Industrial Commissioner, \$18,500.

Confidential investigator, \$5,316.

Counsel to the Industrial Commissioner, \$9,800.

Deputy industrial commissioner (4), \$13,000, \$10,000.

Executive assistant to the industrial commissioner, \$8,275.

Field representative (women in industry), \$6,910.

First deputy industrial commissioner, \$15,000.

Personal secretary, \$3,588.

(Continued on Page 5)

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# Listing of 'Exempt' Jobs in State Service

(Continued from Page 4)

**Public relations consultant, \$10,000.**  
**Secretary to Department of Labor, \$7,298.**  
 Secretary to the Governor's Committee on "Employ the Physically Handicapped."  
 Secretary to industrial commissioner, \$4,407.  
**Board of Mediation**  
 Member of Board (7), \$35.83 a day.  
 Assistant to executive secretary, \$9,063.  
 Counsel to Board of Mediation, \$9,300.  
 Executive secretary, \$10,270.  
**Board of Standards and Appeals**  
 Chairman, Board of Standards and Appeals, \$15,900.  
 Commissioner, \$18,500.  
 Members of Board, \$13,800.  
 Counsel to Board of Standards and Appeals, \$10,000.  
 Executive secretary to Board of Standards and Appeals, \$9,300.  
 Assistant to executive secretary, \$1,063.  
**Division of Employment**  
 Administrative assistant to the Unemployment Insurance Appeals Board.  
 Assistant Director of State Unemployment Insurance.  
 Assistant Executive Director-Director of State Unemployment Insurance Fund.  
 Director of Unemployment Insurance Claims.  
 Executive secretary, Appeals Board Division of Placement and Unemployment Insurance.  
 Executive secretary to the Unemployment Insurance State Advisory Board.  
 Research assistant to the Unemployment Insurance State Advisory Board.  
 Unemployment Insurance Administrative Assistant.  
**Workmen's Compensation Board**  
 Chairman, Workmen's Compensation Board, \$17,000.  
 Member of Board (12), \$12,500.  
 Administrative Deputy (W. C.), Administrator of Compensation Claims.  
 Assistant Compensation Medical Director.  
 Assistant Secretary to Workmen's Compensation Board (3).  
 Compensation Claims Referees (47).  
 Compensation Medical Director.  
 Director of Publications and Public Relations.  
 District Administrator (W. C.), Buffalo, Syracuse, Rochester, Binghamton, Albany offices.  
 Chairman, Podiatry Practice Committee.  
 Members (2), Podiatry Practice Committee.  
 Expert consultants in Dust Disease (3).  
 General counsel to Workmen's Compensation Board.  
 Members (3), Medical Practice Committee.  
 Secretary to Workmen's Compensation Board.  
 Senior compensation claims referee.  
 Supervising compensation claims referee.  
 Welfare consultant.  
 State Labor Relations Board  
 Member of Board (3), \$14,800.  
 Associate general counsel.  
 Executive secretary.  
 General counsel.  
 Secretary to general counsel.  
 Secretary to the chairman.  
**The State Insurance Fund**  
 Commissioner (8), \$40 a day.  
 Deputy executive director (3), \$15,000, \$14,500.  
 Executive assistant.  
 Executive director.  
 General attorney.  
 Medical director.  
 Public relations counsel.  
**DEPARTMENT OF LAW**  
 Assistant Attorneys - General and/or Deputy Assistant Attorneys-General \$15,636 to \$8,660 (not more than 102).  
 Clerk to Attorney-General, \$2,806.  
 Confidential investigator.  
 Executive assistant to Attorney-General, \$9,000.  
 First Assistant Attorney-General.  
 Secretarial stenographer.  
 Secretary to the Attorney-General, \$3,900.  
 Solicitor General, \$16,500.  
**DEPARTMENT OF MENTAL HYGIENE**  
 Commissioner of Mental Hygiene, \$18,500.  
 Administrative advisor.  
 Executive Director, Mental Health Commission.  
 Secretarial stenographers.  
**Department of Mental Hygiene**  
 State Hospitals and Schools  
 Medical Interns (10).  
 Resident Dentist (5).  
 Resident psychiatrist (not to exceed 36 in any State hospital with a patient population over

5,000 or with an admission rate of 2,000 or more per year).  
 Resident psychiatrist (not to exceed 15 in any State hospital with a patient population of less than 5,000).  
 Resident psychiatrist (not to exceed 10 in any State school or Craig Colony).  
 Student Nurse (125).  
**New York State Psychiatric Institute**  
 Director of scientific research (brain surgery).  
 Director of scientific research (sex aberrations).  
**DEPARTMENT OF PUBLIC SERVICE**  
**State Division**  
 Chairman, Public Service Commission, \$19,500.  
 Commissioner (2), \$18,500.  
 Commissioner (NYC Office) (3), \$18,500.  
 Assistant counsel (13), \$5,905 to \$12,403.  
 Assistant public relations officer, \$6,070.  
 Assistant secretary, \$5,650.  
 Chauffeur.  
 Chief of Accounting and Rates Bureau, \$10,000.  
 Chief of General Engineering Bureau, \$10,000.  
 Chief of Motor Carrier Bureau, \$10,130.  
 Chief transportation engineer-Confidential secretary to Chairman, \$4,308.  
 Counsel to Public Service Commission, \$18,500.  
 Director of Accounting, Public Service, \$12,500.  
 Director of Public Service Research, \$8,538.  
 Director of Transportation Division, \$12,000.  
 Director of Utilities Division, \$13,500.  
 Executive assistant to the Chairman, \$6,700.  
 Executive secretary, \$8,145.  
 First assistant counsel (8), \$12,500.  
 Hearing examiner (7), \$10,250; \$9,500; \$8,945; \$8,130 (2); \$10,000; \$7,815.  
 Law apprentice (4) (not to exceed three-year term), \$4,280 (2); \$3,591 (2).  
 Public relations officer, \$8,800.  
 Public service information assistant, \$2,658.  
 Secretaries to Commissioner (4), \$4,239; \$4,163; \$4,308; \$4,175.  
 Secretary to Public Service Commission, \$9,640.  
 Secretary to counsel, \$4,017.  
 Secretarial-stenographer, New York office, \$3,588.  
 Supervising hearing examiner (2), \$11,000.  
 Secretarial assistant.  
**DEPARTMENT OF PUBLIC WORKS**  
**Administrative Division**  
 Commissioner of Public Works, \$19,500.  
 Assistant director of Rights-of-Way and Claims.  
 Assistant to the Director of Rights-of-Way and Claims (2), \$7,500.  
 Department counsel (Public Works).  
 Deputy Superintendent.  
 Director of Rights-of-Way and Claims, \$10,900.  
 Executive assistant.  
 Office assistant.  
 Public Works field representative.  
 Superintendent of Operations and Maintenance, \$13,540.  
**Division of Architecture**  
 State Architect, \$13,540.  
**Division of Construction**  
 Chief engineer of Department of Public Works, \$15,000.  
 Director of Municipal Planning.  
**Division of Operation and Maintenance**  
 Chief Watchman.  
 Superintendent of Executive Mansion.  
**Division of Public Buildings**  
 Assistant Superintendent of Operations and Maintenance, \$9,976.  
 Building Superintendents (4), \$6,407 (3), \$5,292.  
 Custodian of Assembly, \$2,300.  
 Custodian of Senate, \$2,300.  
 Secretary to Assistant Superintendent of Operation and Maintenance, \$3,588.  
**DEPARTMENT OF SOCIAL WELFARE**  
 Commissioner of Social Welfare, \$18,500.  
 Member, Board of Social Welfare (15), \$40 a day.  
 Assistant to the Blind.  
 Assistant to Commissioner of Social Welfare.  
 Counsel, \$10,900.  
 Deputy Commissioners of Social Welfare (5), \$11,425 (3), \$13,500.  
 Director of Indian Services.  
 Secretary to Commissioner of Social Welfare.  
**Department of Social Welfare**  
 Institutions  
 Junior housemothers.

**DEPARTMENT OF STATE**  
 Secretary of State, \$17,000.  
 Administrative Assistant to the Executive Deputy Secretary of State, \$5,320.  
 Advisory Committee Members (10), \$20 a day.  
 Assistant Director, Division of Cemeteries.  
 Confidential Investigator, \$6,108.  
 Deputy Secretaries of State (3), \$12,475, \$8,800, \$7,540.  
 Director, Division of Cemeteries.  
 Director of Elections and Laws Bureau.  
 Secretary to Barbers Advisory Committee, \$4,036.  
 Secretary to Cosmetology Advisory Committee, \$4,036.  
 Secretarial stenographer.  
 Secretary to Secretary of State, \$3,855.  
 Secretary to the Land Board, \$8,145.  
**Division for Servicemen's Voting**  
 Directors (2), \$9,230.  
 All officers and employees appointed to this Division are exempt pursuant to statute.  
 Chairman, \$8,000.  
 Secretary, \$8,000.  
**Division of State Athletic Commission**  
 Chairman, State Athletic Commissioner, \$13,800.  
 Commissioner (2), \$57 a day.  
 Chief Deputy Athletic Commissioner.  
 Confidential investigator.  
 Counsel to State Athletic Commission (Part-Time).  
 Deputy Athletic Commissioners (7).  
 Executive Secretary of State Athletic Commission.  
 Public Information Officer (part-time).  
**Division of State Harness Racing Commission**  
 Commissioner, \$18,500.  
 Secretary to the Commission, Steward (4).  
 Supervisor of Saliva Tests (5).  
**Division of State Racing Commission**  
 Assistant to Racing Steward.  
 Assistant to supervisor of saliva tests.  
 Counsel to State Racing Commission (part-time).  
 Racing diagnostician.  
 Secretary to Commission, Steward.  
 Supervising racing inspector.  
 Supervisor of saliva tests.  
**DEPARTMENT OF TAXATION AND FINANCE**  
 Commissioner of Taxation and Finance, \$18,500.  
**Bureau of Motor Vehicles**  
 Assistant Deputy Commissioner of Motor Vehicles.  
 Chief damages evaluators (2).  
 Commissioner of Motor Vehicles.  
 Confidential investigator.  
 Deputy Commissioners (4).  
 District Deputy Motor Vehicle Commissioner.  
 Executive assistant to Commissioner of Motor Vehicles.  
 Secretary to the Commissioner.  
**Division of Taxation**  
 Tax Commissioner (2), \$16,400.  
 Associate attorneys (12), \$6,385 (6); \$5,166; \$5,787; \$5,650.  
 Chief Estate Tax Surrogate's Clerk, \$7,582.  
 Deputy Commissioner of Taxation and Finance, \$11,500.  
 Director of Collection.  
 Director of Corporation Tax, \$10,000.  
 Director of Income Tax, \$11,500.  
 Director of Miscellaneous Taxes, \$11,500.  
 Director of Pari-Mutuel Revenue, \$8,800.  
 Director of Truck Mileage Tax-District Tax Supervisor and Estate Tax Appraiser, \$10,000.  
 Estate tax appraisers (6), \$5,320; \$5,166; \$6,385 (2).  
 Estate tax appraisers and attorneys (6), \$5,787; \$4,044; \$5,166; \$3,505; \$5,787 (2).  
 Estate tax appraising accountants (2), \$6,385; \$4,000.  
 Estate tax investigators.  
 Legal assistant to Commissioner of Taxation and Finance, \$6,000.  
 Metropolitan estate tax supervisor and appraiser, \$9,078.  
 Metropolitan realty appraiser, \$6,385.  
 Principal attorneys (estate tax) (2), \$8,061.  
 Secretary to Commissioner of Taxation and Finance.  
 Principal estate tax appraisal clerks (3), \$3,670, \$3,934; \$3,640.  
**Division of Treasury**  
 Deputy Commissioner, \$12,000.  
 Secretary to Deputy Commissioner, \$4,300.  
**OFFICE OF THE LIEUTENANT-GOVERNOR**  
 Secretary to the Lieutenant

Governor, \$6,960.  
 Stenographer to the Lieutenant-Governor.  
 Research consultant, \$10,500.  
 Executive assistant, \$10,000.  
 Assistant secretary, \$5,500.  
**OFFICE OF THE WHITEFACE MOUNTAIN AUTHORITY**  
 Secretary.  
**NEW YORK STATE BRIDGE AUTHORITY**  
 Secretary.  
**OFFICE OF THE TEACHERS RETIREMENT BOARD**  
 Secretary.  
**NEW YORK STATE YOUTH COMMISSION**  
 Executive Secretary to Youth Commission.  
**STATE BOARD OF EQUALIZATION AND ASSESSMENT**  
 Director of Equalization.  
 Consultant to the State Board of Equalization and Assessment.  
**TEMPORARY STATE HOUSING RENT COMMISSION**  
 State Rent Administrator, \$17,000.  
 (Continued on Page 8)

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TUESDAY, NOVEMBER 16, 1954

## A Paycheck Every Two Weeks?

**P**AYCHECKS every two weeks instead of twice a month?

This has been waved away as not feasible in New York State and in various local communities.

But the facts show that the bi-weekly paycheck may be not only feasible, but also desirable.

Communities that have tried it are finding that both employer and employee like it when paychecks are handed out every other week instead of twice a month, according to the Municipal Finance Officers Association.

Bristol, Conn., and Kansas City, Mo., are two of the latest cities to adopt bi-weekly instead of semi-monthly pay periods. Twice-a-month pay periods occur 24 times a year, whereas payments made every two weeks come 26 times a year.

Workers prefer getting their pay every two weeks on the same day because it means getting paid more often. They also get an extra day's pay, because the fiscal year consists of 52 weeks and one day. In Leap Years, they get two days' added pay.

### Why Employers Like It

Employers like the system for a variety of reasons. For instance, in Bristol, the change was made to apply one week to school department employees and the next week to city employees. In this way, Bristol leveled out the work load in the comptroller's office. In Kansas City, one reason that the bi-weekly system found favor was that it made mechanical accounting faster, because calculations for income tax, social security, and other deductions are now based on the same number of days.

Other benefits, seen from the employer's view, include: (1) Some reductions in absenteeism when pay day is on Fridays. Absenteeism often happens on the day after pay day but would not be so great when the next work day is on Monday. And (2) less need to advance pay for Thanksgiving, Christmas, and other holidays. "Advances" are common in some communities, although not at the State level.

The federal government has used the bi-weekly method since 1945. Detroit, Mich., adopted the plan in that year, too. Among other public employers to use the method are: the Port of New York Authority; Cincinnati, O.; Fort Lauderdale, Fla.; Richmond, Va.; Milwaukee city and county, Wis.; Rockford county, Ill.; and Seattle, Wash.

The bi-weekly pay check is certainly something for New York State and its various communities to consider.

## Comment

### ONE COMMENT ON ELECTION

Editor, The LEADER:

I can not refrain from jotting down a few thoughts arising in connection with the results of the razor-edged plurality which resulted in the election of a Democratic Governor.

No right-thinking person can say that Governor Dewey was not a great Governor, or that he did not try to bring about many improvements in the various State departments, particularly in Mental Hygiene.

The biggest "boner" pulled by the administration was to assign an incapable body of men to work on the reclassification of salaries, or, as it should have been called, "downgrading and upgrading ad libitum."

In The LEADER of March 2, 1954, there appeared on Page 4 a headline, "How 50 Grades Will Become 38 Grades in New York State Plan." I need not tell you what a disappointment it was to most of us when it was not adhered to.

I wonder if the very fragile margin by which the Republican Governor was defeated might not have been contributed by resentment of the civil service employees.

STATE EMPLOYEE  
Brooklyn, N. Y.

### TRUCK WEIGHERS' CHECKS LATE

Editor, The LEADER:

There are two truck weighing stations at Silver Creek with a complement of 24 men. The time cards are mailed four or five days before the 15th and 30th of each month. Yet our checks do not arrive until two or six days after these dates. They lie in Mayville too long before we get them.

Why can't they be mailed to direct to us, or to the senior truck weigher? Can anything be done about the delay?

TRUCK WEAHER

### Silver Creek, N. Y. SENIORITY LOSS IS PROTESTED

Editor, The LEADER:

The NYC Civil Service Commission is considering a contemplated change permitting certain groups of assistant civil engineers in the City civil service to be given the title of civil engineer, without examination.

While it is obvious, under seniority rules, that no objection can be raised when a person gaining a higher title by promotion examination also may have seniority over a person who already has the higher title, it is manifestly unfair that a person who has the higher title should lose seniority to a person gaining the higher title without examination.

The promotion examination to the title of civil engineer has been held frequently enough in the past few years so that aspirants to the title have had the opportunity to gain the title and many men with the same background as the special groups in question are now civil engineers through the regular and proper procedure.

MATTHEW G. FORTE  
Brooklyn, N. Y.

## Young Tells Fable Applicable to U. S. Exempt Jobs

Chairman Philip Young of the U. S. Civil Service Commission told a La Fontaine fable at the annual conference on public administration, Civil Service Assembly, in Miami Beach, that fits the employees included in Schedule C. Policy-determining and confidential jobs are included in this schedule and the jobs are in the exempt class.

The fable: A grasshopper spent a pleasant summer. When fall neared, he began to worry about food for the winter. He told an ant he wished he, too, had stored food, as ants do. But the ant revealed that the food stored away is hardly enough for the teeming colony and advised the grasshopper to become a cockroach, be nice and warm indoors all winter, and eat food people drop on the floor.

"But how do I go about becoming a cockroach?" asked the grasshopper.

"That," said the ant, "is an administrative decision. I merely advise on policy."

QUESTIONS of general interest are answered in the interesting Question Please column of The LEADER. Address the editor.

# MODERN PUBLIC ADMINISTRATION

This column is designed to be of service to administrators, supervisors, and employees who are interested in new ideas pertaining to government operations. The material in this column is gathered from communities throughout the United States.

### TESTS OF RUBBER ROADS CONTINUE

U. S. HIGHWAY officials are awaiting the outcome of tests of rubber roads.

The American Public Works Association says that during the last five years, experimental patches of surfacing containing rubber have been laid on selected parts of roads all over the country. The patches will be observed for five years.

Those favoring rubber roads hope they will prove to be longer lasting, skid-proof, more resilient. A major disadvantage has been high cost, but backers believe they may have this licked. Asphalt and rubber had to be mixed at a chemical plant and shipped hot to construction sites. This meant high transportation costs and limited the shipping range. Now, however, rubber pellets—no bigger than a pencil eraser—have been developed. They can be packed in bags, thus cutting shipping costs and eliminating the time-distance restriction.

### CLOCK-WATCHING IS ALL RIGHT, IN ITS PLACE

WORKERS should be clock-watchers when they are taking a coffee-break or other rest period.

That is the view of an employees' union of the Tennessee Valley Authority. Union officials told the Civil Service Assembly that since employee organizations played a part in making TVA's policy on rest periods, they "should assume primary responsibility for seeing that employees properly observe this privilege."

The union circulated a memo on the subject of rest periods, titled "Let Your Conscience Be Your Guide."

Following are three questions that the memo suggested workers ask themselves:

"Do I take only 15 minutes for a rest period?"

"Do I stagger the coffee period so that at least one person will always be available to answer the phone, find material in the files, and take care of any other business that might arise?"

"Am I leaving myself and TVA open for criticism by shopping, by getting haircuts, facials, etc., on rest period time?"

The employee who could answer the first two questions "yes" and say "no" to the last one was using rest periods properly, the memo said.

### HOW TO ACT IN JOB INTERVIEW

THINK of your job interview as an opportunity instead of an ordeal and you can make a better impression on prospective bosses.

That is one of the pointers given in an article in Public Personnel Review, quarterly publication of the Civil Service Assembly, "How to Be Interviewed" stresses the fact that interviews are held not to trap the applicant but to yield information not obtainable from a written test. In an interview, for example, employers can stack up one person against other applicants in such things as appearance, temperament, and alertness.

Advice given to persons about to be interviewed includes knowing the background and interests of those who comprise the oral board so that you will feel more at home with them. Other tips in proper preparation are:

Keep a copy of your application and review it carefully before the interview; you might be asked to go over the highlights of your experience.

Study the class specification and the examination announcement, so that you know the duties and responsibilities of the job you seek.

Think through each qualification required; appraise your own knowledge and background in each area and measure it against the job sought; know the areas in which you are weak.

Do some general reading in areas in which you feel you are weak. Get a good night's sleep and watch your general health and mental attitude.

The day of the interview it is best to get there a little ahead of time in order to compose yourself. Dress your best, but not your flashiest. This is a business interview and your appearance should indicate your regard it as such.

Be natural; confident, but not cocky. Get comfortable, but don't lounge or sprawl. Don't wisecrack or make small talk. Don't dominate the interview. Be attentive. Make sure you understand the question. Reply promptly but not hastily. Don't switch sides in your reply merely to agree with your interviewer—frequently he may be seeing if you will defend your point of view against opposition. Don't tell long anecdotes. Don't be technical. Don't use slang terms. Leave your exhibits at home.

### PUBLIC WORKS DEPARTMENT USES 2-WAY RADIO

AFTER storms, streets of Montgomery County, Md., have been cleared of fallen limbs and other debris more quickly than before.

Reason is better coordination of the divisions of the county's public works department. The better coordination came about through use of a new two-way radio system in the department.

The installation consists of 36 mobile units, three base stations, and two automatic repeaters. The repeaters permit the system to operate day and night. Since a dispatcher is not required, contacts may be made directly between trucks during any emergency without the need to wait for someone to put the system into operation.

### U. S. Jobs Open For Design Patent Examiners

Design patent examiner jobs, \$3,410 and \$4,025 a year, with the U. S. Patent Office, Washington, D. C., are now open for receipt of applications. Appropriate college study or experience is required. Apply until further notice to Board of U. S. Civil Service Examiners, U. S. Patent Office, Washington 25, D. C. The exam is No. 436 (B).

### Exam Still Open For VA Psychologist Jobs

The U. S. exam for clinical psychologist, \$5,940 to \$10,800, has closed for receipt of applications under announcement 247. Candidates for posts with the Veterans Administration should apply under announcement 430 (B).

The jobs are at VA hospitals throughout the country.



Shown receiving a plaque commemorating twenty years of service in the Suffolk County Welfare Department is Commissioner J. Milford Kirkup. Making the presentation are Sergei A. Bessaraboff, Deputy Commissioner, and Camilla Hildreth, president of the Welfare unit, CSEA chapter.

To help win Friends and build circulation . . . .  
The Civil Service Leader, by arrangement with a famous  
manufacturer of dolls brings you your choice of:

# TWO PHENOMENAL GIFT VALUES made to sell for \$12.95

Yours for only \$4.43 plus 22c for handling and mailing,  
with two coupons from the Civil Service Leader or your  
mailing label if you are a subscriber.

ALICE



Alice is the latest in beautiful dolls, with rooted hair you can comb and set. She's a big doll too — 19 inches in her stockinged feet, almost two feet tall if you count the brim of her pretty picture hat. Her head is made of lifelike vinyl plastic, with cute blue eyes that close when she's asleep. And she cries "Mama" when you squeeze her. She's wearing a stunning faille dress trimmed with lace, and knit panties. Perfectly molded of latex, she can take a bath any time her little mommie wants her to. And there are two curlers to help set her hair.



Anne is a pert little baby you'll love to cuddle. Dressed in a wooly snow suit, she's just big enough to wear Size 1 regular clothes. All of 24 inches tall, with adorable lifelike vinyl plastic head, she has eyes that open and close, cries "mama" when you spank her. Of course, Anne is made of latex throughout so that you can bathe her again and again, dress her and undress her just like a real baby. Anne is looking for a little girl to love her and give her a home.

ANNE



## The Leader's Lay-away Plan

Reserve Alice or Anne, or both, for Christmas giving to your favorite young lady. Send \$1 in part payment and fill in the coupon below. We will put the dolls of your choice away for you as soon as they are ready.

## How To Order Your Doll

To get Alice or Anne immediately, send \$4.43 plus 22c for mailing and handling charges. (In N.Y.C. please add 12c for city sales tax). If you prefer, you may visit The Leader office after November 1 and carry off the doll of your choice.

Box 700 — Civil Service Leader  
97 Duane St., New York 7, N. Y.

Please hold  ALICE  ANNE for me.  
I enclose \$1 in part payment. I will send balance with two coupons before Nov. 25th.

Name .....

Address .....



Box 800 — Civil Service Leader  
97 Duane St., New York 7, N. Y.

I enclose \$4.65 (plus two coupons or my mailing wrapper address) for which please send me:  ALICE  ANNE

Name .....

Address .....

\*If your address is in New York City please add 12c for N.Y.C. sales tax.

\*The Leader's Money Back Guarantee. If, for any reason, you are not completely satisfied with Alice or Anne, you may return the doll for a full refund.

Comparable dolls have been advertised in New York City Papers as \$12.95 value.

# Embassy and Consular Jobs For Clerks, Stenos And Typist Are Open

The State is helping the U. S. to fill overseas jobs as stenographer and typist. Apply at 1 East 19th Street, NYC. A U. S. State Department representative will interview applicants until Friday, December 3. Jobs are open for women and men willing to work in any of the department's 270 foreign service diplomatic and consular posts overseas. Some jobs are also open in Washington, D. C.

Stenographers and typists are needed, at \$3,150 a year, plus rental allowance, cost-of-living allowance, and hardship post differential, which may scale upward to a total of 25 per cent above base pay. Stenographers must take dictation at 80 words a minute and type 50 words a minute accurately by the touch system. Typists must do 50 words a minute accurately by the touch system.

Stenographer openings in Wash-

ington, D. C., are at \$2,950 to \$3,175, depending on experience. Applicants must take dictation at 80 words a minute, type 50 words a minute, and be U. S. citizens over 18.

Veterans between 21 and 28 are sought for assignment in overseas posts to do clerical work and pick up mail pouches from airports. They must type 35 words a minute. Jobs pay \$3,150 a year, plus possible differentials.

In addition to three years' work experience or the equivalent, the U. S. requires that overseas candidates be single, without dependents, between the ages of 21 and 35, pass a physical exam meeting military standards, and be U. S. citizens of at least five years' standing.

# Pay of One State Title Increased

ALBANY, Nov. 15 — The minimum salary for bottling plant worker, Saratoga County, has been temporarily increased to \$2,608, the third year rate of new salary grade 3, J. Earl Kelly, Director of Classification and Compensation, announced.

Mr. Kelly also said nine new titles have been added to State service, including bottling plant worker for service outside Saratoga County, \$2,320 to \$3,040. The other titles:

Assistant director of Saratoga Springs Reservation, \$8,090 to \$9,800.

Associate in English education, associate in foreign languages education, associate in mathematics education, and associate in science education, all \$6,590 to \$8,070.

Drink hall supervisor, \$2,580 to \$3,350.

Education publications editor, \$5,090 to \$6,320.

Senior cancer research State pediatrician, \$7,300 to \$8,890.

# Insurance Discussion At Capital Conference

ALBANY, Nov. 15 — Insurance will be the main topic of discussion at the Capital District Conference to be held Tuesday, November 16, at CSEA headquarters in Albany. A social gathering will be held at 5:30 P.M. and dinner will be served at 6 P.M.

Joseph D. Lochner, executive secretary of the Association, and Laurence J. Hollister, assistant manager of Ter Bush and Powell group insurance, will speak. Subjects covered will include the present CSEA membership campaign and the Association's group insurance program, including Blue Cross, Blue Shield, and Accident and Health insurance. Blue Shield and Blue Cross were recently in-

corporated into payroll deduction as a result of Association efforts.

**Philosophy of Conference**

Lawrence W. Kerwin, Conference president, plans to initiate discussion on the background and philosophy of the Conferences and their place in the parent CSEA organization. Also on the agenda will be a report by Michael P. Petruska, Conference treasurer, on budgetary problems for the ensuing year. Other officers attending will be Alfonso Bivona Jr., vice president, and Mrs. Esther M. Wenger, secretary.

Presidents and delegates of Capital District chapters affiliated with the Conference have been invited to attend. Approximately 75 are expected at the meeting.

## POLITICAL JOBS

(Continued from Page 5)

Confidential investigator. Counsel. Executive assistant to the State Rent Administrator. First Deputy State Rent Administrator. Public relations officer.

### OFFICE OF THE NORTHWESTERN NEW YORK WATER AUTHORITY

Attorney. Chief engineer. Secretary.

### NEW YORK STATE THRUWAY AUTHORITY

Chairman, State Thruway Authority, \$19,500. Member, State Thruway Authority (2), \$17,000. Administrative assistant to the Chairman. Confidential assistant to the Chairman. Assistant public relations officer. Executive assistant to the Chairman. Secretary to the Chairman. Thruway Authority. Special counsel. Public relations officer.

### OFFICE OF THE NIAGARA FRONTIER BRIDGE COMMISSION

The general counsel.

### OFFICE OF THE JUDICIAL COUNCIL OF THE STATE OF NEW YORK

The executive secretary.

## CROSSING GUARD JOBS IN BKLYN.

Applications are now being received at police precinct houses in Brooklyn for 200 civilian school crossing guard jobs in that borough. Both men and women are eligible to apply.

Pay is \$1.50 an hour. School crossing guards work three to four hours a day, five days a week.

There are no educational or experience requirements. A written test will be held.

Candidates must be U. S. citizens and residents of Brooklyn. Age limits are 25 to 50. Minimum height for men is 5 feet 5 inches, for women 5 feet 2 inches.

Last day to apply at the Brooklyn precinct houses is Wednesday, December 8, at midnight.

Civilians are now guarding school crossing in the Bronx, where the program was first inaugurated. About 250 successful candidates for the recent exams for Queens posts will be appointed about December 15 or 20, the Police Department's School Crossing Guard Bureau reports.

# U.S. Jobs Now Open

Applications may be obtained from the Second U. S. Civil Service Region, 641 Washington Street, New York 14, N. Y.; from any post office except the New York, N. Y. post office; or from the address indicated in each notice. Mention exam number. Last day to file applications is given at end.

2-33-1 (54), MOTION PICTURE CASTING ASSISTANT, \$4,205; SCENARIO WRITER, \$7,040; PHOTOGRAPHER (MOTION PICTURE CAMERAMAN), \$4,205 and \$4,620. Requirements: casting assistant, four years' experience; scenario writer, six years' experience; photographer, four or four-and-one-half years' experience. Apply to Board of U. S. Civil Service Examiners, Signal Corps Pictorial Center, 35-11 35th Avenue, Long Island City 1, N. Y. (No closing date).

380. PHYSICAL THERAPIST, \$3,410 to \$5,060. Jobs are with the Veterans Administration.

169. PHYSICAL THERAPIST, \$3,410 and \$4,205.

424-B. OCEAN TRANSPORTATION SPECIALIST, \$4,205 to \$10,800. Requirements: at least four years' experience involving practical working knowledge of ocean transportation problems and activities. Apply to Board of U. S. Civil Service Examiners, Department of the Navy, Main Navy Building, Washington 2, D. C. (No closing date).

425-B. STUDENT TRAINEE, \$2,750 to \$3,175. College student work

study program for scientific and technical personnel, at Potomac River Naval Command. Students may alternate work experience and college study, or attend regular college terms and work during summer. Senior high school students, or freshmen, sophomores or juniors are eligible, depending on specialty. Apply to Board of U. S. Civil Service Examiners for Scientific and Technical Personnel, Potomac River Naval Command, Building 37, Naval Research Laboratory, Washington 25, D. C. (No closing date).

### MESSENGER MEDICALS

Medical exams for 791 messenger, grade 1, candidates will be held November 22, 26 and 29. There are 192 provisionals in the messenger title, who will be speedily replaced by eligibles as soon as the list is established.

Assortment of Beautiful  
**GREETING CARDS**  
for all occasions  
at wholesale prices  
**32 for \$1.00**  
If not delighted, return in 5 days for refund.  
**IDEAL GIFT & NOVELTY CO.**  
63-29 206 St., Bayside 64, N. Y.

Questions answered on civil service. Address Editor, The LEADER, 97 Duane Street, New York 7, N. Y.

Fine REAL ESTATE buys. See Page 11.

**SLIP-ONS**  
The Modern Diaper Fastener  
Non-corrosive stainless steel  
—Eliminate pins  
Safe for mother and baby  
Only \$1 for 4 pairs (8 slip-ons)  
No sharp edges to stick or come open  
Easy to adjust (Just open or close arm)  
Some of the many other uses of Slip-Ons are to fasten bibs, aprons at nape or plastrons. To fasten blankets for moving or traveling. To tie back curtains, drapes. To hold trouser cuffs for bicycling. To replace missing front buttons on skirts or trousers, also broken belt loops. To hang skirts on clothes hangers. As a tie clip or money clip. As a paper clip for medical, tax, insurance, other important records. Send \$1 cash, check or money order, sorry no C.O.D.  
W. ALTHOFF, P.O. Box 2 Murray Hill Station, New York City (16), N. Y.



**STOP SCORCHING YOUR LUNGS**  
USE THE NEW SPIRAL SMO-KOOLER



Eliminate HEAT, the dangerous element in smoking. SMO-KOOLER \$1 Post radiates heat, giving pure, ester, smoke-free smoke. Scientific design, amber ends, attractively gold-plated end, attractively gold-plated. Only 3 1/2" long. Cooling effect of 12" holder. A must for careful cigarette smokers. Ideal gift. Satisfaction guaranteed.  
SMO-KRAFT  
4002 6th Ave., Brooklyn 32, N. Y.

**FEET KILLING YOU?**  
No shoe in the world will give you the comfort that the attachment of  
**SOLE LIFTS**  
to your present shoes can give you. Satisfaction guaranteed or your money back. Send \$1, total cost, specifying for men or women, to Duke Mfg. Co., Suite 5B, 305 W. 52nd St., N. Y.



**IF YOU ARE TALL or SHORT or REGULAR SIZE**

We manufacture hand tailored, beautifully styled ladies' coats and suits. Featuring Forstmann, Anglos and Cashmere Fabrics. Offered to you at wholesale factory prices.

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260 W. 39 St. (bet. 7 & 8 Aves.)  
CH. 4-4274 — 16th Floor  
Open Mon. through Sat.

**This Week Special**

Apex Vacuum Cleaner Canister Type List Price \$69.95 **Now \$29.75**

Super Chef Broil-Quick Regular \$79.95 **Now \$44.95**

REFRIGERATORS  
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VACUUM CLEANERS  
TOASTERS  
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ROTISSERIES  
STEAM IRONS  
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Questions answered on civil service. Address Editor, The LEADER, 97 Duane Street, New York 7, N. Y.

**LINDEN TREE HEALTH REST**  
Viola Road P.O. Box 388 Spring Valley, N. Y.  
Tel.: Spring Valley 6,1692-9655

The Health Resort for week-ends; for vacations; for health building. School of Nutrition, short intensive courses given on principles and methods of food preparation. Order Dr. Chase's new book on NUTRITION FOR HEALTH—\$6.50 per copy—a complete guide on hygiene and health and the prevention and treatment of disease.

PHOTO by Con Edison



**Bedroom Battle.** Here's one reason bedrooms collect lint so fast, but your vacuum cleaner gets it all—dust, too. With its many attachments it does a thorough floor-to-ceiling job quickly, cheaply. Only 1¢ to vacuum 27 minutes. Con Edison electricity speeds the job... costs so little.



# HOW WOULD YOU LIKE TO OWN A SHARE OF MY NEW BROADWAY MUSICAL COMEDY "LUCKY STAR"

### Broadway Bonanza

A Broadway hit show is a Broadway Bonanza. The returns on the investment are absolutely fabulous, compared to the usual returns on the usual investments. Ask any of the lucky insiders, who belong to the exclusive circle of investors in Pajama Game, Kiss Me, Can Can, Seven Year Itch, Tea House Of The August Moon, Oklahoma, Guys And Dolls, Kiss Me Kate, South Pacific, Peter Pan, Boy Friend, Fanny, and so many more. I repeat, a Broadway hit show is a Broadway Bonanza.

### Public Invited

The purpose of this ad is to give the public a chance to own a piece of a Broadway Musical Comedy. 295 Units have been presently allocated privately, and 295 Units have been allocated to the public, at the same terms of \$500 per unit. You can buy more than one of the public \$500 units, or half of one at \$250, or a fifth of one at \$100.

### Profits

Each investor gets his customary share of the net profits from the Broadway company and road companies. Plus these potentials: Stage productions in Great Britain and the Dominions; Albums, Records, Sheet Music; Pictures, TV, Radio; Commercial Concessions, etc. These by-products earn substantial amounts for many shows.

### Experience

After 25 years' experience as an executive with major picture companies, and many Broadway shows, you develop a sixth sense about stars. I saw Jackie Gleason in a secondary role, and gave him his first star part in a big musical. I gave June Haver the same big break in another musical. I gave Chet O'Brien, now with Arthur Godfrey, his first chance to be the director of a big musical. I gave Charles Sanford, now with Max Liebman, his first chance to be the musical director of Broadway shows. Plus many more who made good.

### Lucky Star

She is Lady Lucky Starr, 7th daughter of a 7th daughter. She "dopes out the stars" for Hollywood stars, and tells them when to get married; get divorced; get a new contract, etc. He is Horace Cope, 7th son of a 7th son. When a 7th daughter meets a 7th son, that's musical comedy, with accent on the comedy.

### Funny Musical

I am producing this frolicsome musical because it's a fresh idea; because theatre-goers are crying for a chance to laugh; and because funny shows have a funny habit of becoming successful shows — and

successful pictures. Also, because Fred Hillebrand has given me six song hits, although two song hits can make a hit show. I am now lining up the talent, with rehearsals and bookings scheduled immediately after the casting is completed.

### Fabulous Bonanzas

Oklahoma, South Pacific, Kiss Me Kate, Guys and Dolls, etc., didn't issue sure-fire guarantees that they would be sure-fire bonanzas. Their lucky investors took their chances, and hit Bingo—with a Bango! And now they positively know, that "There's No Business Like Show Business," and no profits like hit-show profits.

### Lucky Investors

Summarizing, here's your chance to own a piece of a Broadway Musical Comedy. There are just 295 Units presently open to the public, at \$500 per Unit. You can buy more than one Unit, or a half of one for \$250, or a fifth of one for \$100. Those lucky investors have no patent on Broadway Bonanzas. You now have the same chance to make an investment, and the same chance to make some of those fabulous profits. Send me this coupon and your check, and hitch your wagon to this star, this "Lucky Star".

### Standard Contract

Pursuant to established custom and usage with Broadway shows, a Limited Partnership will be formed under the laws of the State of New York, after subscriptions are closed. The "Standard Theatrical Contract For Limited Partnerships", as revised for "Lucky Star", will then be sent to all subscribers, and a Master Copy filed with the County Clerk of New York County, as prescribed by law.

A. F. WAXMAN, GENERAL MOTORS BUILDING  
1775 BROADWAY, NEW YORK 19, N. Y.

Herewith my check for (            ), for (            ) units of "Lucky Star"

Herewith my check for (            ), for (            ) portion of one Unit

Please send receipt and contract to address listed below.

Name (Please Print or Type).....

Address.....

City..... Zone..... State.....

Please make checks or money orders payable to Lucky Star Account.

### Housing Employees Rewarded for Ideas

Cash awards and certificates went to 12 NYC Housing Authority employees for ideas they suggested:  
\$50—Albert M. Rodriguez and Nils Sjolun.  
\$25—Clarissa Van Carpels, John F. Fray, Jacob S. Levy, Ruth Magram and Elmer Zellen.  
Honorable mention—Anne Chevro, Thomas Fitzgibbon, Albert Gordon, Blagio Lezza and Angela S. Signoriello.

### Air Jobs in Alaska

The U. S. exam for airway operation specialist (communications), \$3,410 a year plus cost-of-living differential, announcement 9-67-1 (53) remains open for receipt of applications, for jobs in Alaska, although applications have closed for jobs in Hawaii and other Pacific posts.  
Apply for the Alaska jobs to Board of U. S. Civil Service Examiners, CAA Aeronautical Center, P. O. Box 1082, Oklahoma City Okla.

### STATE

#### Promotion

9913. ASSOCIATE EMPLOYMENT MANAGER (Prom.), Division of Employment, \$6,590 to \$8,070. One year as senior employment manager or senior employment security manager. Fee \$5. (Friday, December 17).

9914. EMPLOYMENT SECURITY SUPERINTENDENT (Prom.), Division of Employment, \$7,300 to \$8,890. One year as assistant employment security superintendent or associate employment manager. Fee \$5. (Friday, November 17).

9160. DEPUTY CLERK, GRADE F (Prom.), New York County Court of General Sessions, \$7,370. Six months in grades E, H, J, or K, as assistant deputy clerk, court crier, law assistant or librarian. Fee \$5. (Friday, December 10).

### COUNTY AND VILLAGE Open-Competitive

111. ASSISTANT PHOTO COPYING MACHINE OPERATOR, Orange County, \$2,300 to \$2,500. Apply to Orange County Civil Service Commission, County Building, Goshen. (Thursday, November 18).



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QUALIFY for SAVINGS up to 30%  
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(Capital Stock Company... not affiliated with U. S. Government)  
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Name..... Age.....  Single  Married (No. of Children.....)  
Residence Address..... Occupation.....  
City..... Zone..... County..... State.....

Location of Car.....  
Year..... Make..... Model (Diz., etc.)..... No. Cyl..... Body Style..... Cost..... Purchase Date  New  Used

1. Additional operators under age 25 in household at present time:

Age	Relation	Marital Status	No. of Children	% of Use

2. (a) Days per week auto driven to work?..... One way distance is..... miles.  
(b) Is car used in any occupation or business? (Excluding to and from work)  Yes  No  
3. Estimated mileage during next year?..... My present insurance expires..... /..... /.....  
4.  Please include information on Comprehensive Personal Liability Insurance. 019

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Our modern plan qualifies you for savings on your automobile insurance of up to 30% below  
**OVER A QUARTER MILLION POLICYHOLDERS... OVER \$30,000,000 IN ASSETS**

manual rates. You deal directly with the Company and eliminate the added expense of soliciting agents and brokers.

Wherever and whenever you need service, over 550 professional claims adjusters are ready and waiting to help you 24 hours a day. Send for rates on your car.

# U.S. Personnel Director Plan Weighed for Civil Service

WASHINGTON, Nov. 15 — The Personnel Director system of administering civil service, which New York State and NYC adopted in rapid succession, is being considered in the Federal government. Recruitment would be under the Personnel Director, who would be a White House functionary. The rules and appeals would be handled by the Civil Service Commission, which would function in the White House personnel offices.

The reorganization, if it is adopted, and if it follows the New York State and NYC pattern, would permit of the appointment of new Civil Service Commissioners.

The project of practically one-man rule of recruitment activities is the result of experience showing that three-member Commissions tend to be dominated by the Chairman, or Commission President, anyway. Also, there is support in principles of scientific administration for separating the examining, listing, investigation, certification and hiring functions of a Personnel Director from the quasi-judicial and rule-making duties of a Commission, although the Personnel Director usually

heads the Commission, as in New York State and NYC.

**Pattern Changing**

The Personnel Director plan for the U. S. was proposed by Franklin D. Roosevelt when he was President. So strong was the opposition in Congress that President Roosevelt abandoned the idea, and never returned to it. In New York State the plan met the same fate at first, when proposed by Governor Thomas E. Dewey, but he came right back with a somewhat modified plan the next time, and it was enacted. The NYC reorganization went through last year without a hitch, at the first attempt. It had the backing of Mayor Robert F. Wagner.

The Federal civil service pattern has been changing gradually since the war. More and more Local Boards of Examiners in departments are conducting tests. This is part of the general decentralization. Under the proposed new U. S. plan for civil service, now being considered by President Eisenhower, though he has given no hint he favors it, many large departments would do their own examining and hiring, an extension of the Local Board plan. The Commission would exercise over-

all supervision.

**League's 'Baby'**

The National Civil Service League has been plugging for the Personnel Director plan for years. It induced Governor Dewey to make his first attempt to get it enacted, and supported him in both attempts. It backed the idea for NYC. It is expected to favor application of the principle to the Federal government, although some aspects of the tentative plan that now exists might find disfavor with the League, unless safeguards are included against the possibility of injecting politics into the merit system through reorganization of the Commission.

The League regards the overall record of the present Commission as good, and has a particularly warm regard for the soundness of Chairman Philip Young's views.

# Eligible Lists

- STATE Promotion**
- EMPLOYMENT SUPERINTENDENT,**  
(Prom.), Division of Employment, Department of Labor.
1. Ross, Charles, W Albany ..... 97500
  2. Unger, Edna, NYC ..... 96150
  3. Nunn, Millicent, NYC ..... 94000
  4. Solar, Ronia, NYC ..... 91200
  5. Dunson, Thomas, Binghamton 89000
- SENIOR TAX ADMINISTRATIVE SUPERVISOR (CORPORATION), (0015),**  
(Prom.), Department of Taxation and Finance.
1. Doran, Edward, Albany ..... 102000
  2. Gilbrook, Donald, Albany ..... 91870
  3. Clark, Nicholas, Bklyn ..... 86350
- SENIOR TAX ADMINISTRATIVE SUPERVISOR (CORPORATION), (0060),**  
(Prom.), Department of Taxation and Finance.
1. Joseph, Maurice, Flushing ..... 86650
  2. Worthman, Herman, Bronx ..... 84270
- ASSOCIATE CORPORATION TAX EXAMINER,**  
(Prom.), Department of Taxation and Finance.
1. Generich, John, Bklyn ..... 104600
  2. Scully, Edward, Albany ..... 99400
  3. Tiborg, Bernard, Rego Park ..... 96700
  4. Smith, Kermit, Albany ..... 94850
  5. Reedy, Robert, Albany ..... 94800
  6. Henk, Robert, Elmsere ..... 94200
  7. Klusmeyer, Fred, Queens Vlg 91100
  8. Shoudy, Andrew, Albany ..... 89450
  9. Levin, Herbert, E Elmhurst 86450
- TAX ADMINISTRATIVE SUPERVISOR (CORPORATION),**  
(Prom.), Department of Taxation and Finance.
1. Joseph, Maurice, Flushing ..... 88150
  2. Worthman, Herman, Bronx ..... 88050
  3. Generich, John, Bklyn ..... 84540
  4. Hiseberg, Bernard, Rego Park ..... 83740
  5. Levin, Herbert, E Elmhurst 84040
  6. Lubowsky, Max, Jackson Hst ..... 81700
  7. Schwartz, Abraham, Bklyn ..... 80700

18. Lacki, Loretta, Buffalo ..... 83900
19. Zimmer, Henry, Buffalo ..... 83400
20. Coyle, Catherine, Buffalo ..... 82970
21. Enkerad, Donald, Buffalo ..... 81400
22. Merkling, Paul, Buffalo ..... 81010
23. Schulz, Dorothy, Buffalo ..... 80550
24. Wytrowski, Elizabeth, Buffalo ..... 80520
25. Machnica, Patricia, Buffalo ..... 78070

**Budget, Budget**

Riddle for today: What weighs 21 1/4 pounds, stands five inches tall, and proposes to spend \$1,595,474,633 and one cent?

Answer: This year's proposed budget for New York City.

And on the subject of measurements, it can be added that the book listing the City's estimated expenses for 1954-55 is 18 1/4 by 11 1/4 inches and 1,069 pages long.

It's the biggest budget anywhere in the United States outside Washington, D. C., where the budget for the whole nation is prepared. The nearest rival for second place is California whose budget runs some \$17 millions behind the NYC figure.

## Horwitz Tells Of Drugs to Aid Mental Patients

Dr. William A. Horwitz, clinical director of the State Psychiatric Institute, NYC, disclosed to the Psychiatric Forum at Brooklyn State Hospital that two new drugs, reserpine and chlorpromazine, are now being used extensively in relieving and making amenable for psychotherapy mental patients suffering from senility and acute alcoholism. He maintained that the drugs have successfully relieved highly disturbed patients, and have also thwarted incipient illnesses.

Dr. Edward L. Pinney, president of the Forum, introduced the speaker, while Dr. James K. Rappa presided. It was the second lecture in the current season.

The forum is now in its eighth year of community activity and is the only one of its kind in the nation.

## U. S. Geologist Jobs Open

Tuesday, December 28 is the last day to apply for U. S. jobs as geologist, \$3,410 and \$4,205 a year, in optional fields of mineralogy and petrology, geomorphology and glaciology, geology of metallic and non-metallic mineral deposits, sedimentation, stratigraphy, paleontology, ground water geology, geology of fuels, general geology, and engineering geology.

Apply to the Board of U. S. Civil Service Examiners, Geological Survey, U. S. Department of the Interior, Washington 25, D. C. The exam is No. 432 (B).

Candidates for \$3,410 jobs must have a bachelor's degree including geology and allied subjects, or at least 30 semester hours in geology and allied subjects plus experience to equal a four-year college course. An additional year's experience is required for \$4,205 jobs. Graduate study may be substituted for this experience.

Students who expect to complete educational requirements by September 1, 1955 are eligible to apply.

Age limit for \$3,410 jobs is 38, except for persons entitled to veteran preference. There is no age limit for \$4,205 positions.

## Peekskill Seeks Youth Activities Chief

The City of Peekskill is seeking a director of youth activities, \$4,000 a year, to have charge of the administration of a city-wide youth recreation program.

The exam is open to all qualified residents of New York State. Candidates must be college graduates, preferably with major work in recreation, and have one year of supervisory experience in a recreation program. In addition, either two years of non-supervisory experience, or 36 graduate credits in appropriate courses, are required.

Apply to the City Clerk, City of Peekskill, N. Y., with Friday, November 26.

**REAL estate buys. See Page 10.**

# SHOPPERS SERVICE GUIDE

**Do Your Xmas Shopping Early**

\$295 Nylon Full Slips  
\$1.95 Half Slips  
\$4.95 Nylon Gowns  
Exceptional Values

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HATS, COATS, SUITS, DRESSES.  
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Alteration Center: 37 Christopher St., N. Y.

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PERSONALIZED CHRISTMAS CARDS  
to suit your individual taste. All types; tremendous selection to choose from. Imports made to order. Visit Sincerely Yours, 42 W 37 St. bt 5 & 6 Ave

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Assorted colors. Low prices.  
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Items Too Numerous To Mention  
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AT PRICES YOU CAN AFFORD  
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SELLING INTANGIBLE ITEM.  
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ment with bar. 3 frigidaires.  
All modern improvements.  
Act quickly . . . . .

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\$12,700 UP

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- Completely Detached
- 5 Large Rooms
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6 room ranch, 50 x 100 plot,  
oil heat, beautifully land-  
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\$1,000.

JAMAICA PARK \$9,990

Detached, on a beautiful  
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Oil heat. Screens and storms.  
Just 2 blocks to Van Wyck  
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apts., beautifully furnished, kitch-

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Beautiful detached 9 rooms,  
oversized plot, finished base-  
ment with ample bay,  
tree lined street, garage, near  
shopping, schools and trans-  
portation. Owner leaving for  
Florida. Call today.

ST. ALBANS

10 ROOMS  
of everlasting stucco, mod-  
ern with steam heat \$11,000  
\$1,000 Down

SO. OZONE PK.

6 large modern up to date  
rooms, heat and many extras  
a real buy at \$7,500  
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ern, screens, storm, garage,  
lovely neighborhood. Price  
\$12,000.

\$1,000 Down

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2 family, 6 rooms down, 3  
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bargain at \$11,000.

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3 story basement, 12 rooms,  
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Price \$10,500. Cash \$1,000.

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Beautiful detached and  
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6 1/2 large rooms, 3 spacious  
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Beautiful. Fully detached  
bungalow, 5 rooms. Oil-steam  
heat. 3,000 square foot plot.  
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6 rooms, 3 bedrooms. Full  
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JAMAICA, L. I.

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In the heart of CHAPPELLE GARDENS, Hollis. Beautiful 9  
room home wit hexra lavatory on first floor, modern bath and  
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\$13,500

#### ALSO — LUXURY WITH AN INCOME

A true center hall, wood-burning fireplace, large rooms, can be  
one or two family home, 2 baths and beautiful kitchens, 10  
rooms (6 on first floor), beautiful corner land-  
scaped plot 80x100, 2 car garage. Reduced to. . . . . \$16,800

JAMAICA: 6 rooms, extra lavatory on first floor, very large  
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Fully detached 6 modern rooms,  
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Modern 8 lovely rooms, and porch,  
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One year old 6 room ranch  
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modern kitchen and bath, out-  
door patio and driveway. Alu-  
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\$10,500 mortgage with a month-  
ly payment of \$87.

Price \$15,000

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P.M. Sat. to 1 P.M. FREE PARKING

### ST. ALBANS

Here is a lifetime buy! Of solid  
brick with 1 1/2 baths, finished  
basement, oil heat, modern kit-  
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\$11,900

CALL

OL 7-1635

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Beautiful 1 family, 10 rooms,  
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Occupancy. Convenient location.

\$3,000 Cash

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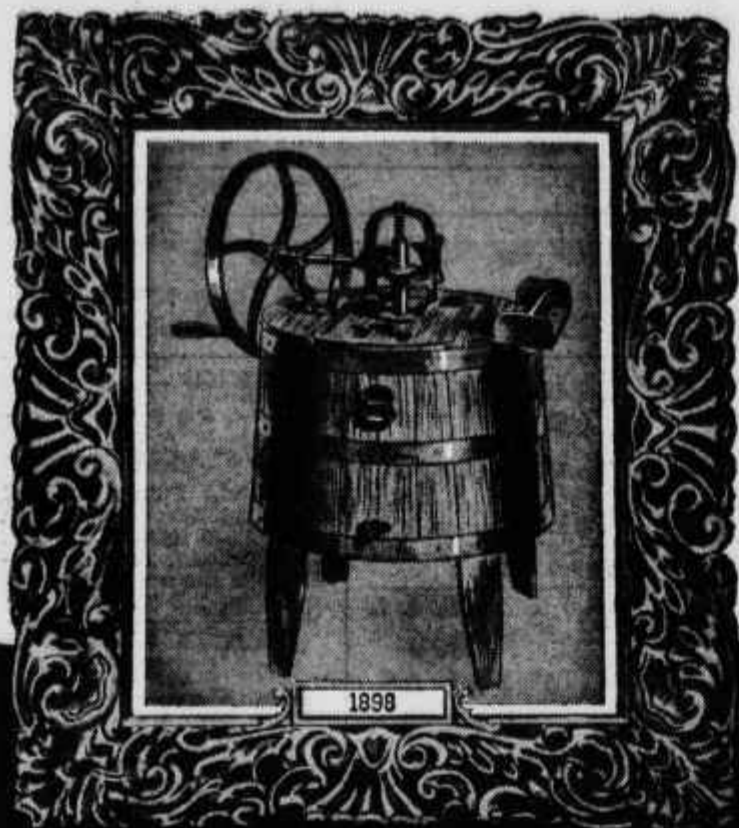
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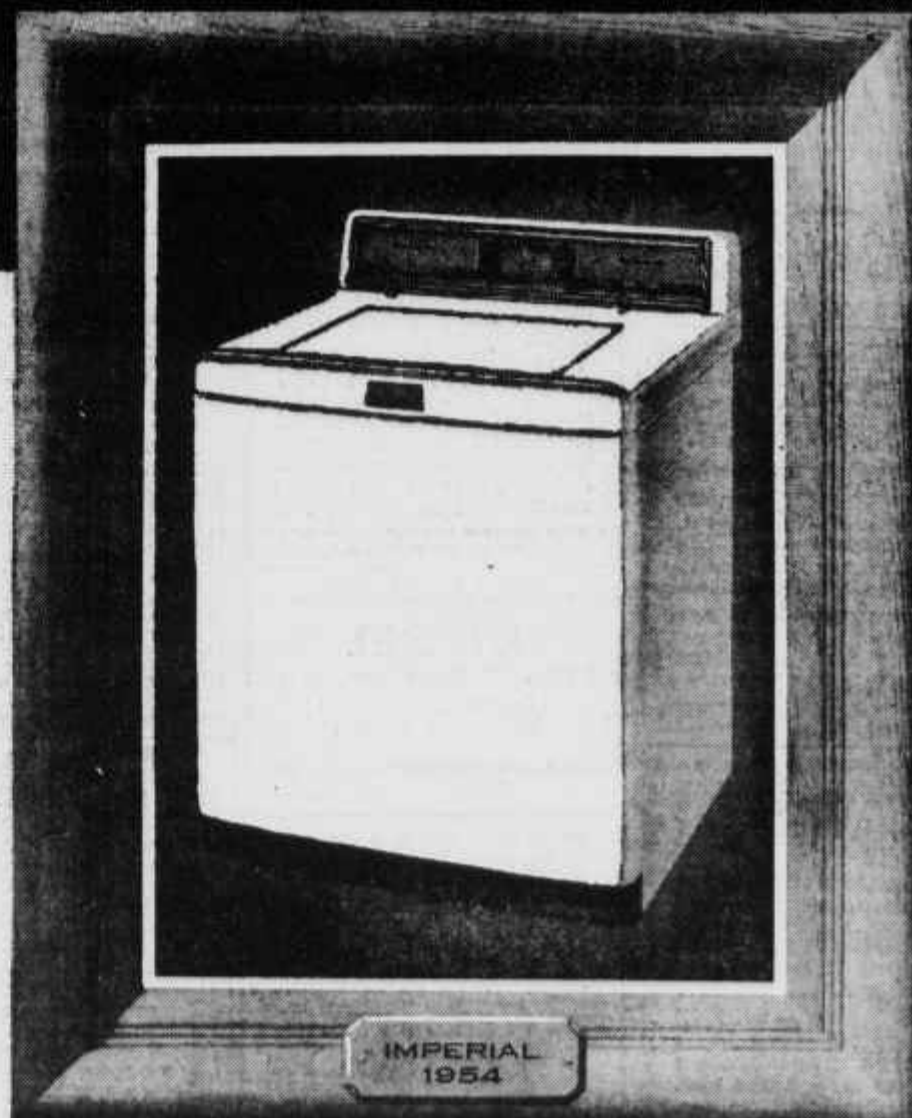
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All Whirlpool prices include:  
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 on transmission,  
 installation, 1 year service &  
 home demonstration  
 +  
 Matching **SUPREME DRYER**  
 Regular \$329.95 - Now \$199

**Whirlpool**

**B**ACK IN 1898, WONDERFUL WHIRLPOOL MADE AMERICA'S FINEST WASHERS... and year after year for more than half a century, Whirlpool engineering, research and production genius has continued to create the world's finest Automatic Washers and Dryers for millions of house wives... until today, Whirlpool is the world's largest manufacturer of home laundry equipment.

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GR 5-2325-6-7-8

Open Daily 9 A. M. to 7 P. M.

### 3-Day Session Held by State Pharmacists

The New York State Dept. of Mental Hygiene Pharmacists Association held its annual meeting and seminar in Albany on October 24 through 26.

The business meeting was held Sunday evening at the Hotel Wellington. Plans for the coming year were discussed, as well as hospital pharmacy policies, problems, changes in formulas, and the coming wage hearing.

Members present were Alfred Drautz, Carl Hergert, Kenneth Roseboom, Everett Crowell, Robert Silverman, Anthony Santulli, Conrad Klingele, Morris Kantor, James Lavery, Wm. McGee, Vincent Grifo, George Marsh, Frank Demo, Isador Saphiro, Bernard Miller, Israel Puro, Bartholomew Montefusco, Harry Winters, George Orr, Lawrence Mann, Anthony Devito, Robert Marra and Helena Halpern.

The group met with Dr. Henry Brill, assistant commissioner, and Daniel J. Doran, assistant to the commissioner. In the afternoon they assembled at the Albany College of Pharmacy for a seminar under the direction of Dr. Francis J. O'Brien, Dean. Lectures included "Modern Prescription Compounding," "Chemotherapy in Cancer," "Questionable Aspects of Fluoridation," and "Report on New Drugs."

At the reception and dinner Monday evening, Dr. T. F. Fraulky spoke on "Hormones in Your Life."

The program was concluded Tuesday morning with a lecture on "Radio Isotopes in the Pharmacy" by Professor J. M. Laspertina, and "The Story of B12" by Professor M. Verderame, both from the College of Pharmacy. Thanks were given to Dr. O'Brien for the splendid seminar.

#### Meet on Wages

Tuesday afternoon the wage appeal committee met with the Division of Classification and Compensation.

## U. S. Jobs

Last day to apply given at end of each notice.

417. **CLINICAL PSYCHOLOGIST**, \$5,940 to \$10,800. Jobs will be filled in Federal agencies throughout U. S., except in Veterans Administration. Requirements (for \$5,940 jobs): (1) either (a) doctorate in psychology, or (b) graduate study in psychology or experience in clinical psychology to total three years; and (2) two years' experience, at least one year of which was in medical setting. Additional experience required for higher paying posts. Apply to U. S. Civil Service Commission, Washington 25, D. C. (No closing date).

4-34-1 (51). **ASTRONOMER**, \$3,410 to \$9,600. Jobs are in the Washington, D. C., area.

238. **BACTERIOLOGIST - BIO-CHEMIST - SEROLOGIST**, \$4,205 to \$8,360. Positions are with the Veterans Administration.

375. **CARTOGRAPHER**, \$3,410 to \$10,800; **CARTOGRAPHIC AID and CARTOGRAPHIC DRAFTSMAN**, \$2,750 to \$4,205; **CARTOGRAPHIC TECHNICIAN**, \$4,820 to \$5,940. Jobs are in the Washington, D. C., area.

#### John O'Brien in Plea For CSEA Unity

MIDDLETON, Nov. 15—John D. O'Brien, former 4th vice president of the Civil Service Employees Association, this week asked all those who had voted for him to "close ranks and make for the strongest possible unity within the Association." O'Brien was defeated in his try for the 2nd vice presidency. "I extend my thanks to all who assisted me in the campaign and all who voted for me," said Mr. O'Brien. "But more important than any individual is the continued growth of the Association. We must all work for this harmoniously and unselfishly. Our problems this year are likely to be heavy. If we are to continue our advances, we must forget animosities, and work toward the single end of improving wages and working conditions."

"Looking Inside," LEADER'S weekly column of analysis and forecast, by M. J. Bernard. Read it regularly.

# State Specifications For Food Service Jobs

The State Department of Civil Service has a three-year project of revision of standard specifications for State jobs. The LEADER publishes installments from time to time.

#### MISCELLANEOUS FOOD PREPARATION & SERVICES SERIES

**Dining Room Attendant, Labor Grade 1.**

**Dining Room Attendant (TB Service), Labor Grade 2.**

**Head Dining Room Attendant, Grade 4.**

**Pasteurization Plant Operator, Grade 4.**

**Canning Plant Operator, Grade 5.**

**Coffee Roaster, Grade 6.**

**Assistant Meat Cutter, Grade 4.**

**Meat Cutter, Grade 5.**

These employees provide various services related to the preparation of food in State institutions. Other positions concerned with food preparation and service are classified in the following series: cook, 3102; dietetics and nutrition, 3105; and baker, 3201.

**Dining room attendant** serves food and maintains cleanliness and order in a dining room or cafeteria of an institution; sets and waits on tables; sweeps and mops dining room floors; washes dining room furniture, windows, and woodwork; washes dishes; sets up trays; may requisition and store dining room supplies; makes coffee and toast; prepares salads; may escort working patients to and from the dining room. A Dining Room Attendant works under the supervision of a Head Dining Room Attendant, cook or dietitian. The major responsibility of this position is the serving of meals rather than their preparation. A Dining Room Attendant may supervise working patients in repetitive manual work. Positions assigned to dining rooms which have a number of tuberculous patients have a "tuberculosis service" parenthetical title and are allocated to Labor Grade 3 in recognition of the hazard of infection. Dining Room Attendant is allocated to Labor Grade 1 and no examination is required.

**Head dining room attendant, Grade 4** is responsible for the upkeep and food service in a very large dining room or group of small dining rooms in an institution; oversees the service of meals; supervises the cleaning of the dining area; requisitions and is responsible for storing and cleaning dining room supplies; instructs and supervises attendants and working patients or inmates in dining room work; supervises the preparation of fruits, salads, toast, and coffee. A head dining room attendant has responsibility for food service under the direction of a Supervising Dietitian or Food Service Manager who makes general assignments, and has supervision over Dining Room Attendants or Attendants and working patients. Qualifications: Two years of experience in caring for inmates or patients in an institution.

**Pasteurization plant operator, Grade 4** operates, maintains, and cleans equipment in a pasteurization plant; pasteurizes raw milk to destroy harmful bacteria; cleans and sterilizes tanks, inter-connecting pipes, and all equipment in actual contact with the milk; may operate a cream separator; cleans or supervises the cleaning of the pasteurization plant when not engaged in operation; may perform incidental duties such as delivering milk, routine farm work, and performing semi-skilled minor repairs to equipment; keeps daily and monthly records of plant operation. Qualifications: Although competitive examinations are not held for this class, candidates must have one year of experience in the processing of milk and the cleaning and sterilizing of dairy equipment.

**Canning plant operator, Grade 5** operates canning plant machinery and prepares fruits and vegetables for canning; instructs and supervises inmates or patients in the quantity canning of fruits and vegetables; during the winter months may perform general kitchen and cooking work or take care of fires and small boilers and act as relief night watchman. A canning plant operator is responsible to the business officer for the sanitary and efficient operation of the canning plant. Production in this position is incidental to teaching inmates how

to can and preserve fruits and though competitive examinations are not held for this class, candidates must have three years of experience assisting in preparation and cooking of food on a large scale, one season of which must have been in canning plant operation.

**Coffee Roaster, Grade 6** has charge of roasting coffee for use in State institutions; weighs in green coffee; runs green coffee through cleaning mill; roasts cleaned green coffee in electric roasting furnace; weighs roasted coffee and puts it up in 100 lb. bags; keeps machinery in good running order; keeps record of coffee roasted and shipped; may grind and mix spices. A coffee roaster is responsible to the institution business officer for the economical processing of coffee. Qualifications: Although competitive examinations are not held for this class, candidates must have one year of experience working under a skilled coffee roaster.

**Assistant Meat Cutter, Grade 4** cuts and issues meat, poultry, and fish at a State institution; assists the meat cutter in receiving and weighing incoming shipments of meat, poultry, and fish; cleans fish; dresses poultry; grinds sausage and other meats; puts up orders from the kitchens and weighs meats out; may slaughter swine and cattle; sharpens knives; oversees patients who clean the

meat shop or does cleaning himself; substitutes for the meat cutter in his absence. Qualifications: Although competitive examinations are not held for this class, candidates must have one year of experience as a butcher and meat cutter.

**Meat Cutter, Grade 5** is in charge of cutting and issuing meat and slaughtering livestock at a State institution; receives, inspects, weighs, and signs for incoming shipments of meat, poultry, and fish; cleans or supervises the cleaning of fish and dressing of poultry; cuts meat from carcasses in the most economical manner; fills requisitions from the ing patients assigned to his shop; for custody and conduct of work-weighs out meats; may slaughter swine and cattle; is responsible

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Members of the Association of Chief Engineers, and friends, are shown at the annual banquet, held at the Henry Hudson Hotel, NYC. On the dais, are J. J. McIlvaine, Don Clarke, Alfred E. McMurdie; Secretary Harold C. Dressel, School for the Blind, Batavia; Vice President Irving J. Scott, Creedmoor; President David L. Alloway, Attica; Paul Priebe; J. J. Larrell; H. J. Bernard, executive editor, The LEADER; Assistant Secretary Clifford F. Bishop, Fredonia State Teachers College. The Association is planning regional membership drives.

ACTIVITIES OF EMPLOYEES IN STATE

Employment, Albany

SEEN AND HEARD Department: Dick Macy is about ready to make the "Big Swap," going to forsake Unit 1 to go to greener pastures, namely the Machine Unit.

Roland Bedard, now a senior clerk on the 3rd floor, returns to the scene of his former crimes, Unit 1, daily for coffee and chit-chat with his old friends.

The farewell luncheon tendered Carol Rieck by her co-workers of Unit 1 at O'Connors Restaurant was a very happy occasion. Along with a fine luncheon, the guests were entertained by Mrs. Nonie Brandies who, it is reliably reported, beats a real gone tune on the 88. Arrangements for luncheon and farewell gift were ably handled by Eileen Sehl and Elise Jackson.

One of the new clerks had a hard time locating that elusive "Tray Stretcher" the other day.

Things that make the day brighter: The parties being planned by various units to welcome Christmas season (outside the building, of course); the calm, quiet, even disposition of Frank Blot, supervisor of Unit 1, even when all H— breaks loose; the monthly visit of the nuns of the Little Sisters of the Poor and the House of Good Shepherd, their grateful smiles and their whispered thanks of "God Bless You"; the everlasting game of open and close the windows played by the hot blooded and cold blooded staffers.

Marcy State Hospital

THE MEMBERSHIP committee of Marcy State Hospital chapter, CSEA, for the 1955 membership campaign, consists of the following:

Powerhouse, Willard E. Jones, George McGuigan, Curtis H. Small; safety department, Francis J. Quinlan, Marvin R. Wengert; bakery, Julius Mezger; butcher shop, James F. Jennings; storehouse, Donald Sperry; paint shop, Joseph A. Allwood; garage, O. Paul Rhodes; laundry, Mary H. Methe; industrial shop, Eugene Schmelcher; carpenter shop, tinshop, masons, Edward J. Knamm, Edward Roth; sewing room, Esther Kittredge.

Housekeeping department, Olive Wright; grounds maintenance, Humphrey P. Jones; medical records, pharmacy, mail room, telephone operators, Howard F. Kane; business office, George Humphrey; social service, Gail Damon; school of nursing, Kathleen Watson; ch. supr. office, psychology, directors offices, Margaret E. Coyne; exchange store, Margaret E. Coyne; occupational therapy and library, Alex Magnitsky; recreation and band, Russell Pinegan.

West cafeteria, Helen Young-hanz, Mary Bilodeau; west kitchen, Henry Humphrey, Elwin Geary, Clarence Owens; "G" building, William A. Rice, Joseph Mezza, Howard Clute, Roy A. Jones, Vincent Graves, Louis DeFurio, Leonard Jackson; "F" building, Mary M. Terrel, Evelyn Huas, Edna S. Reed, Evelyn Roberts, Ida Duggleby, Irene Lawless, Grace Money-smith, Laurena Butts; "E" building, Olga Allwood, Margaret A. Simpson, Bertha Guild, Helen

Bergen, Myrtle Beck; "C" building, Frances V. Amo, Irene J. Hall, Gertrude Damuth, Homer Paquet, Bernice Daniels; "A" building, Betty F. Smith, Robert J. Stockwin, Thressa Pianella, Mae Beckett, Marion H. Weiss, Alice E. Smart, Leo Piercyns.

"D" building, Anne K. Golden, Fred Jakubowski, Elmer Dykeman, Harry E. Miller, William Jackson, Charles Powers, Mary Battista, Mamie Carnwright, Albert A. Mokry; Morningside, Gertrude K. Rice, William Mangan, Elva Jones, G. Eford Spring, Edith Fitzpatrick, Sylvia Tanner; farm, Harry S. Chapman, Sharon Graves, Edward Cox; farm colony, Arthur Walsh, Glenn T. Brennan, Wallace C. Barber, Edna B. Smart; food service administration, Howard F. Kane.

As in former years, Marcy State Hospital chapter will cooperate to the best of its ability to pass its total in new membership.

Napanoch

THE FOLLOWING officers of Napanoch chapter, CSEA, were elected unanimously: Joseph F. Grable, president; Edward A. Hartley, vice president; Frank Knowlton, secretary - treasurer; Warren L. Cairo, delegate; Al Gallo, civilian representative, and Stanley Lawrence, uniformed personnel representative.

Arthur S. Westcott, Napanoch employee who retired November 1, was honored at a party at the Armory, attended by 100 employees. Coffee, cake and ice cream were served. Major Hanlon, superintendent, presented Mr. Westcott with a check from Napanoch Benevolent Association. The Major complimented Mr. Westcott on the fine, honest and loyal service to the State for the past 20 years.

Honeymooning are Sergeant Frank Schonher and his bride. This blessed union, rumored many times, is now fact.

Annual Reward Dinner

The officials and employees gave Reward Dinner for the inmates because of their exemplary behavior during the past year. The entire population of 1,035 marched to the Armory, which had been decorated for the occasion. The affair was outstanding in every sense of the word, with every inmate conducting himself like a gentleman.

After dinner, a special program consisting of talks by several inmates and distinguished guests, including the Rev. Emery Sweet, Henry Tugender and Thomas J. Murphy, president of Ulster County Grand Jurors' Association, was given. In addition, Dee Camio's Band from the Nevele Country Club, with the permission of the A.P. of M. Union, furnished several beautiful numbers. Napoleon Reed, star of radio, stage and television, sang several songs which were greeted by loud applause from the inmates. The program was concluded with an inmate singing the Lord's Prayer.

The results of this constructive activity were most successful in the opinion of officials, guests, employees and inmates.

Employees anxiously awaiting Governor-elect Averell Harriman's message to the 1955 Legislature, to learn what State employees may



Rochester State Hospital honors Edna Wilson, hospital supervisor, at a retirement party. Left to right: Mae Carroll; P. J. McCormack, a speaker; Miss Wilson; Archie Graham, in charge of arrangements; John McDonald, who addressed the audience; Martha Finnegan; Nellie Klein. Standing in the rear is the Rev. Eugene Golding, who acted as toastmaster.

hope to gain in the next four years. Of course, the uniformed personnel will continue efforts for a 40-hour week at present take-home pay.

The duck which had adopted Napanoch's front lawn as his home for several days, disappeared mysteriously. Rumors are circulating. Duck soup?

Psychiatric Institute

AN OPEN MEETING was held at Psychiatric Institute under the sponsorship of the institute's CSEA chapter. Dr. Lawrence C. Kolb, senior director, was principal speaker. Delegates to the CSEA and MHEA business meetings presented their reports. Fred Romagnoli, photographer, took pictures of the proceedings.

Watch out, Ed Murrow! You have high class competition. Dr. Kolb narrated the mental health film on WRCA-TV October 31. Institute personnel in the film were: Dr. Stanley Lesse, who demonstrated good interviewing technique; Doctors Sperry and Waelsch, who demonstrated laboratory procedures; Mrs. S. Scian, illustrating nursing technique. Mr. Fields' hands were in evidence as he assisted Dr. Ransaboff and his staff at the operating table.

Dr. William Horwitz spoke at Brooklyn State Hospital's Psychiatric Forum, November 4. His topic, "An Evaluation of Drug Therapy in Psychiatry."

Allyn Wright, animal care department, is a new member of the publicity committee. All news of various departments and offices should be sent to committee members (complete list in November 3 LEADER). These persons will transmit news to J. Kehring (Kelly), storeroom, who will send it to The LEADER. The cooperation of all is invited.

A cake and ice cream party was held in the business office in honor of Alice Thoms, senior medical records clerk, to celebrate her 25th year in State service. Stuart C. Martin, steward, presented her with a 25-year pin.

Georgia Georgeson, food service, has received permanent appointment as dietician.

The work of Dr. Franz Kallmann, research genetics department, has received fine mention in an article in the November 6 Saturday Evening Post, entitled "Dr. Kallmann's 7,000 Twins."

Alfred Boykin, housekeeping, and Jessie Garz, food service, were

married recently. A gift was presented by fellow employees. Congratulations and best of luck to the happy couple.

Gussie Arnold, housekeeping, was on vacation, has now returned to work.

Since the Institute team has withdrawn from the Metropolitan Conference bowling league, a group has been formed to bowl locally. Members are E. Fragiaco, S. Martin, C. Morley, C. Thomas, F. Cinque, L. Schneider, H. Schroll, J. Porpora, C. Hagesmeier and J. Kehring.

Margie Duffy's son (she's in food service) played on the winning American soccer team which defeated the invading Irish team October 31.

Kings Park

WITH the stage setting of scarecrows, leering pumpkins and corn stalks, and the music of McGuire's Hobgoblins, Kings Park chapter's Halloween party started off with a bang. Prizes for best costumes went to Marion Keretski, resplendent in a sparkling oriental costume, and to Jerry Melvin, complete with frock coat and baggy trousers as a hobo. Honorable mention went to Mr. and Mrs. John McGrath, the hula sisters "Emily and Ernestine." Mrs. Bridie Lavelle won the television set. A total of \$514 was donated to St. Charles Hospital in memory of a former employee, Mrs. Janet Biagan, R.N. Other prizes included a clock radio, spaghetti fork and a case of beer.

Attention, Volunteers! Volunteers are needed to run projectors to show movies to patients in several services. Art Workman recreation office, will instruct all who volunteer. If you can't do it, tell your friends. Here is a chance to be of service and to learn a real skill.

Participating in the ward activities program for nurses and charge attendants the week of October 25 to 29 were: Frances Barnes, Anna Giedel, Margaret McEriain and Alexander Stevenson, R.N.'s, and Patrick Belton, Millie Bellinger, Jarvis Daily, Florence Froelich, Frank Crilly, Florence Maiden, Joseph Maiden, William Moore, John Ryan, Rebecca Sauer and Owen Tormey. The previous week, participants were: James Bartley, Mildred Cade, August Frockler, Anthony Herbert, Anna Marie Landrigan, Mary McWilliams, Ernest Raper, Clarcy Raper, Kate Rousseau,

Janet Spiers, Michael Salerno, Letitia Smith, William Thow and Ella Thow.

Nurses Prepare for Exam Fourteen graduate nurses are taking the nurses qualifying exam of the National League of Nursing on November 16. Twenty head nurses and supervisors participated in the workshop at Pilgrim State Hospital during October.

Keeping track of the secretarial department: Emma Medwig and Mrs. Marjorie Munroe are in Building L. Mable O'Rourke is in Group 2.

The best and rosiest of futures is wished Marlon Peterson, OR nurse in Building L, and Orrin Hill, who were married November 7 at the Methodist Church, Kings Park. The reception was held at Link's, Centerport.

Double congratulations to Dr. and Mrs. Barbaro, parents of twins, a boy and girl, and to their older sister, Jeannette.

Girl Scout Doings

Under the medical director of Dr. Von Tauber, the first official Girl Scout meeting was held in the Children's Unit in Group 4. Mrs. Daniel Muccio of East Northport, chairman of Suffolk County Girls Scouts, presided. She has been in scouting many years and has adopted the Kings Park troop as her "own." Mrs. L. Davis, a Grey Lady, is Unit chairman. Patrol leaders, Mrs. Edith Taffie, Mrs. Howard Brondum and Mrs. P. Kemerer, will be joined by Mrs. Marie Slavin and Mrs. Austin Smith at future meetings. Two girls who were Scouts prior to hospitalization were chosen as patrol leaders. The Food Service Department provided refreshments. Employees assisting at the meeting were Miss Plitt, O.T. aide; Mrs. Menoz; Mrs. Uporsky, supervisor of the Girls' Unit, and Mrs. Bradley, head nurse on the children's ward.

The second meeting will be held November 18 at 3:15 P.M., at which time leaders and children will be officially registered as a Brownie troop.

Syracuse State School

THE ANNUAL dinner-dance of Syracuse State School chapter was held in the Roof Garden, Onondaga Hotel.

Guests included Dr. Sidney W. Bisgrove, senior director, and Mrs. Bisgrove; Acting Director, Dr. Lloyd E. Watts; State Senator John H. Hughes; State Assembly-

(Continued on Page 15)

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TOWN AND COUNTY EMPLOYEE NEWS

ACTIVITIES OF EMPLOYEES THROUGHOUT NEW YORK STATE

# County Representatives Make Plans for the Future

ALBANY, Nov. 15 — Representatives of County and local chapters in New York State are planning a group of events designed to make County employee activities more effective.

Vernon A. Tapper, co-chairman of the County Division, Civil Service Employees Association, told the County employee leaders that several workshops are being planned for coming months — one in Rochester on January 15 in connection with the Western Conference meeting; and one in Syracuse on February 5, in conjunction with the Syracuse chapter's annual dinner. Mr. Tapper stated that Claude Rowell, chairman of the Western Conference, favors having the counties in that area conduct workshops.

**Tapper, Borely Co-Chairmen**  
At the meeting of County representatives held in Albany on October 28, S. Samuel Borely was elected co-chairman with Mr. Tapper of the County Division.

A Planning Committee was also set up, consisting of Mrs. Lula Williams of Broome County; Mrs. Eve Armstrong, Suffolk; Donald Edick, Oswego; and Joseph McKenzie, Erie. This committee will meet regularly with John F. Powers, CSEA president, to plan objectives.

### What's a Workshop

There was a discussion at the meeting on the subject "What Is a Workshop?" Mr. Tapper explained that about a year and a half ago, the County chapters in the central part of the State thought it would be a good idea if they held meetings at which they could exchange ideas. These meetings were called "workshops." Programs consisted of "panels," at which various experts initiated discussion, which was then participated in by the entire audience, with questions asked and answered. Such subjects as retirement, civil service, Association membership, fringe benefits, legislation, and public relations were among the subjects discussed.

### McDonough Speaks

William F. McDonough, executive assistant to the president of the CSEA, addressed the October 28 meeting on the subject of retirement benefits. Mr. McDonough urged that moves be made to add the advantages of social security, or to have similar benefits added by the State.

Mrs. Lula Williams suggested that a copy of the resolutions approved by delegates and pertaining to local workers be sent to Donald Scribner, executive secretary of the County Officers Association.

### Tompkins

AT Tompkins County Memorial Hospital, Charlotte Schulte and Marie Miller are on vacation. Hazel Benson is a patient. Frank Whelpley is back from vacation. Doris Dove is a patient in the Good Shepherd Hospital, Syracuse.

Dr. William Gragg of the Board of Education is ill.

Deepest sympathy to Dorothy Sherwood of the hospital staff on the loss of her grandmother, Mrs. Nellie Sherwood.

### St. Lawrence

**PRESIDENT** Welthia B. Kip has listed the following committees for St. Lawrence chapter (County Division):

**Auditing:** Roland Watson Jr., Canton, chairman; Joel Howard, Waddington, and Frederick Woodruff, Potsdam.

**Membership:** Marian C. Murray, Gouverneur, and Betty Whalen, Ogdensburg, co-chairmen. Ogdensburg: David Bell, Mary Manning, Mary Hackett, Brooks Warner and Arthur Dubrule, Potsdam; Lorraine Woodruff, Stanley Howlett, Don Blackmon and Herman Hiter, Gouverneur; Glenn Miller, Yale Gates and Mabel Kittle, Canton; Cora Barbour, Lauriston Hazen, James Kane, Cora Barbour, Ceylon Allen, Helen Powers, Frances Mulholland, Frederick Woodruff, Sue Comuntzis and Virginia Aldous.

**Publicity:** Glenn Miller, Gouverneur; Mary Manning, Ogdensburg; E. Stanley Howlett, Potsdam, and Virginia Aldous, Canton.

**Grievance:** Yale Gates, Gouverneur, chairman; Rodger Daniels, Parishville; James Kane, Canton; Oscar King, Mitchell; LeMay, Henry J. Robillard, Betty Whalen and Harold Mitchell Jr., Ogdensburg; Marshall D. Lepper, Halfesboro; Lauriston Hazen, North Lawrence; and Albert Fuhr, Potsdam.

**Legislative:** the board of directors.

**Advisory:** Glenn W. Miller, Gouverneur, chairman; Donald E. Sanford and Leo LeBeau, Ogdensburg; Alton C. Scruton, Charles E. Bowers and Henry Denner, Canton; Carl E. Burns, Lisbon; and Ora Wright, Gouverneur.

**Finance:** John Loucks, Ogdensburg, chairman; E. Stanley Howlett, Potsdam; Mary Manning, Ogdensburg; Joel Howard, Waddington; Glenn W. Miller, Gouverneur, and Cora Barbour, Canton.

**Social:** Lefe Gooshow, Norfolk, and Florence Wood, Canton, co-chairmen; Ruth Venier, Edna Hall, Jane Wallace and Edgar Mooney, Ogdensburg; Mabel Byrns, Katherine Fullerton and Lorraine Woodruff, Potsdam; Clethia Rushman, Cora Barbour, Marlene Morrow, Jack Moon, Myron Crinklaw, Ceylon Allen and Carl Burns, Canton.

**Gift:** Clethia Rushman, Canton; Betty Whalen, Ogdensburg; Katherine Fullerton, Potsdam, and Yale Gates, Gouverneur.

**Public Relations:** Marshall Lepper, County Welfare, chairman; Florence Wood, County Clerk; Albert Fuhr, Sheriff; P. R. Woodruff, Treasurer; John M. Loucks, District Attorney.

**Budget:** Carl Burns, Lisbon, chairman; John Loucks, Ogdensburg; Florence Wood, Canton; and Stanley Howlett, Potsdam.

### Cattaraugus County

A DINNER MEETING of Cattaraugus County chapter, CSEA, was held October 28 at the Myers Hotel, Salamanca, with 81 in attendance. The regular business of the organization was conducted with reports of all officers and the grievance and membership committees.

Anna Present gave the report of the nominating committee, as follows: Shirley E. Corbett, president; Myron F. Klink, 1st vice president; Clifford West, 2nd vice president; Marcelann Kinney, secretary; and Edward Kemp, treasurer. Election will be held at the December chapter meeting.

Jack M. Kurtzman, CSEA field representative, was principal speaker. He discussed "What the Civil Service Organization Means to the State, County and Municipal Employee." Discussions were held on pending State legislation affecting civil service employees, and on the Retirement System and possibilities of Social Security benefits.

Next meeting will be held at Little Valley in December, with Minnie Boberg as chairman of the dinner and entertainment committees.

### Onondaga

THE EXECUTIVE committee of Onondaga chapter, CSEA, met November 9 in the offices of the Recreation Department.

Mrs. Norma Scott, president, presided, and reported on activities and progress the chapter has attained. Mrs. Scott also submitted suggestions for a bigger and better chapter.

Anna Osterdale, Mrs. Laura Gurniak, Arthur Darrow and Donald Boyle gave informative reports of the CSEA Albany meeting.

The workshop to be held in Syracuse on February 5, in the Onondaga Hotel, will be most interesting. Notices of the program will be sent to all chapters. Start planning to attend.

The chapter extends sympathy to the family of the late William O'Brien. Mr. O'Brien was formerly employed at Pioneer Homes, Syracuse Housing Authority.

### Exam Study Books

Excellent study books by Arco, in preparation for current and coming exams for public jobs, are on sale at The LEADER Bookstore, 97 Duane Street, New York 7, N. Y., two blocks north of City Hall, just west of Broadway. See advertisement, Page 15.

Questions answered on civil service. Address Editor, The LEADER, 97 Duane Street, New York 7, N. Y.

Fine REAL ESTATE buys. See Page 11.

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men Lawrence M. Rulison and Searles G. Schultz; regional attorney of the CSEA, Thomas H. Dyer; president of Onondaga County chapter, Norma Scott; president of Syracuse chapter, Thomas Ranger.

A cocktail party preceded the banquet. Part E. Bregard, toastmaster, introduced the speakers and guests. Dancing was enjoyed to the music of Ken Drum's orchestra.

The co-chairmen of the dinner-dance committee were James T. Welleher and Albert E. Bregard, assisted by Janet Milne, Mrs. Alice Schneider, Mrs. Gladys Holmquist, Mrs. Vera Clemo, Jane Dankow, Fred Thomas, Howard Gray, Tom Osborne and Felix Munn. The various members of the committees worked hard to bring about a pleasant evening, and deserve a great deal of credit for their successful achievement.

### Creedmoor State Hospital

FIFTY-SEVEN employees of Creedmoor Hospital were honored at an impressive ceremony November 4 in the assembly hall. The occasion was the awarding of 25-year service pins. The program opened with band selections by the patients' orchestra, led by Irving Fiedler, bandmaster. Dr. H. A. LaBurt, director, invited Father Boniface, Catholic chaplain, to make the invocation.

Dr. James Brussell, Assistant Commissioner of Mental Hygiene, made the principal speech. He spoke about the great improvements in Mental Hygiene hospitals in the past 25 years and congratulated the 57 for their part in its improvement.

Those receiving pins were: William Adams, Luther B. Baird, Agostino Benedetti, William Brinkerhoff, Marion Brown, Elizabeth Burbury, Ellis Busk, Elizabeth Clement, Josephine Cooper, Alpherie Coutu, Frank M. Criden, M.D., John L. Duffy, Richard Farrell, Margaret Fischer, William Grant, Agnes Greene, Thomas Greene, Forrest Hastings, Alfred Haughn, Peter Henderson, DBS, Mary Hughes, Timothy Kealy, Joseph Keane, Michael Keany, Beatrice Langan, William Leech, Mabel Loomis, William Loomis, Nora McCarthy, Patrick McCormack, Kyran McEvoy, Mary McKeller, Frank L. McManus, John Mangan, Alice Mathers, Charles Mellon, Jack Moore, M.D., Daniel Moynihan, Thomas Neville, Wilhelm Nielsen, Catherine O'Connor, Edward O'Kane, Anton Petri, Hannah Purcell, Sadie Robertson, Myrtle Rocks, Mary Rooney, Margaret Scanlon, Irving Scott, Carl Self, John Smith, Lillian Stocker, Peter Sweeney, Sadie Sweeney, Robert Thompson and Kathleen White. The affair closed with a benediction by the Rev. E. Wendell Stephan, Protestant chaplain of the hospital.

Dr. Berardelli went fishing again with Captain LoCurto on his Tone B and won the pool with a six-pound cod. Andy Finukin and the doc are real fishing enthusiasts and have made this boat their headquarters.

Leona Keddy is spending a few weeks with her father and mother in Plattsburgh.

### New York City

NEW YORK CITY chapter, CSEA, will hold its regular monthly dinner meeting on Thursday, November 18 at 6 P.M. at Gasner's Restaurant, 78 Duane Street, Manhattan. Sol Bendet, chapter president, announced.

### District 10 Public Works

AT THE last monthly meeting of the executive council of District 10, Public Works chapter, final plans were made for the chapter's annual dance and turkey party, which will be held November 20 at Oscar's Rest, East Islip.

Among the invited guests are John F. Powers, Association president; Henry Shemin, chairman of the Metropolitan Conference and the chapter presidents in Suffolk County.

The council authorized the treasurer to pay the chapter dues in the Metropolitan Conference.

President Lull read a notice of the conference meeting on November 13 and it was voted that Mr. Lull, Mrs. Pearsall and Mr. Greenauer represent the chapter at this meeting.

All reports of the annual meeting in Albany were held in abeyance until the quarterly chapter meeting which will be held in the district office on December 16.

### Gowanda State Hospital

THE TENTH annual dinner meeting of Gowanda State Hospital chapter, CSEA, was held at the VFW Post on November 6. Invocation was given by Father Dreschler, resident Catholic chaplain. Benediction was given by the Rev. Lehman, Protestant chaplain. Harold Kumpf was toastmaster.

Guests included Dr. Erwin H. Mudge, assistant director; Dr. Ralph W. Bohn, clinical director; Claude E. Rowell, president, and Celeste Rosenkranz, 1st vice president, Western Conference; Jack M. Kurtzman, CSEA field representative; Phil Kerker, public relations director; and Maxwell Lehman, editor of The LEADER.

Mr. Kerker, speaker for the evening, stressed the point that the CSEA must continue to fight for better working conditions, better understanding between the employee and the administration. He also pointed to the need of having well-trained officers in the Association and chapters, but, most of all, a better understanding must be gained between the public and public servant.

A report was given by the various chapters on the progress of Gowanda chapter. A brief report was given by the president on chapter activities and the progress of the State Association. Comments were made on the new 38-grade salary schedule. It was felt that many inequities remain, which will have to be corrected through the Association.

Mr. Ferro described ten of the "most important" resolutions submitted and accepted at this year's annual meeting of the CSEA, including the 40-hour week for all State employees; time and one-half for overtime (which the State does not give its employees, but which is mandatory by law to be given in industry); retirement after 25 years' service for all Mental Hygiene employees; a better and more liberal pension plan and investing retirement allowance.

The following were elected to the board of directors: Dr. Mustille, staff; Flossie Moore, office; C. Porter, police; Clemon Keller, engineering; Joseph Paulucci, farm; M. Anderson, food service; Donald Hill, garage and grounds; Donald French, occupational therapy; B. Palcic, recreational; Sophia Jonak, laundry; Eleanor Horton, housekeeping; Archie Frost, maintenance; Joe McCarl, storeroom; R. Bon, V. Neu, A. M. Bull and George Peters, ward service; and Theodore Stitzel, industrial.

Mr. Rowell installed the new chapter officers, who are: Mr. Ferro, president; Isabel Dutton, vice president; Thelma Miller, secretary; Victor Neu, treasurer; and Gunnard Nelson, delegate.

Dancing and refreshments followed the meeting.

### Pilgrim State Hospital

PILGRIM State Hospital chapter, CSEA, held a most successful meeting November 4, which was, as usual, well attended. The chapter's money bank and blood bank are in excellent shape, according to reports of officers.

A resolution was passed inviting State Senator Elisha Barrett to address the chapter's December or January regular meeting. Mr. Barrett will also be sent a list of the 52 resolutions passed by delegates at the CSEA annual meeting, in accordance with a second chapter resolution.

"The Senator has publicly declared his great friendship for CSEA," Dr. Frank J. Pirone, chapter president, said, "and since the new Democratic Governor has promised support to many CSEA objectives, there is now an ideal situation in which opposing political parties can find a common objective and work in harmony."

An analysis of the recent election, said Dr. Pirone, revealed that the candidate who was not supported by Mental Hygiene employees ran 1,200 votes behind his ticket, a significant development with portent of the future.

# Kelly States Official Position on Downgrading

ALBANY, Nov. 15 — Following is the position of J. Earl Kelly, State Director of Classification and Compensation, on the problem of downgrading of State positions. He has notified State departments of this new policy in regard to downgrading:

"1. We shall at this time reclassify those positions which can be adjusted without affecting employees other than incumbents of the improperly classified jobs, and those incumbents will be allowed to receive the salary which applied to their old grades, even though the maximum rate of the new grade is lower. The reclassification of positions in this category will be the first step in the title corrective program.

"2. We shall defer corrective classification action on those positions where it might affect the

status of employees other than the incumbents of the improperly classified jobs.

### 'Earmarked' Jobs

"3. We shall revise our list of earmarked positions which are in this category in order that corrective reclassifications may be hastened. Instead of earmarking of the positions which are improperly classified, we shall earmark all positions in the agency under that title. For example, if the XYZ Commission has two of 10 senior clerk positions that are over-classified, we shall earmark all 10 senior clerk positions, so that the first two which become vacant may be reclassified. Thus, corrections will be achieved quicker than under the present system which requires us to wait until the over-classified positions themselves become vacant."

# Stenos, Clerks Affected By Little-Known Survey

ALBANY, Nov. 15 — A little known survey by J. Earl Kelly, State Director of Classification and Compensation, has come up with some findings that affect stenographers and other clerical employees.

Mr. Kelly asked all State agencies to reexamine their stenographic jobs to make certain they were properly classified.

Objective of the survey was to make certain "no freeloaders" would pick up higher steno pay under the new State salary plan, and to insure that employees actually doing stenographic work get the raises.

Mr. Kelly has notified State appointing officers of these survey results:

1. Some 95 stenographer jobs should be reclassified to other

titles because incumbents are not doing stenographic work.

2. Some 40 positions should be reclassified from other titles to stenographer, thus providing pay increases for incumbents.

### Won't Be Downgraded

Mr. Kelly added that the 95 positions will not be downgraded at this time because such reclassification "would involve seniority considerations." The ruling was seen as having possible significance to the general picture of downgrading that was exclusively disclosed in a recent issue of The LEADER. The 40 positions, however, are being reclassified upward immediately, but incumbents in the jobs must take an examination in order to acquire permanent civil service status as stenographers.

### Kaplan Sues for Claims Examiners

H. Elliot Kaplan is acting as attorney for a group of Unemployment Insurance employees who are suing to prevent use of an open-competitive eligible list for the position of claims examiner. The employees seek a new promotion test. Case was heard on November 12.

### State Employees Clear Office Buildings Fast

ALBANY, Nov. 15—State office buildings in Albany emptied out in record time during a drill on Friday, Nov. 12. The civil defense effort, greatest in Albany history, was designed to "clear out" all of downtown Albany in record time.