Civil Service

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New York, April 22, 1941

Price Five Cents

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Board of Estimate Mulls Over Budget

Then It Goes to Council, Which Can't Raise But Only Lower the Figures

into executive session Monday, April 21, to consider the Mayor's proposed budget for 1941-42. The Board held a public hearing last Wednesday which was packed with city employees, tax-payers and others who came to protest line by line and item by item the Mayor's proposal.

Most vehement of the objections came from representatives of employees in the hospitals whose com-plaints might be tersely summed up with the statement that the employees were underpaid, the hospitals badly equipped and understaffed, and, in short, conditions were pretty bad. A group of hospital in-ternes wanted a flat \$1,000 a year salary. A strong plez was also made on behalf of low-paid hospital help-ers (who receive \$480 to \$600 a year). This year small "token" raises for them have been omitted.

Per Annum Status

An almost universal clamor was raised for general improvements in the salaries of laborers in city departments. Employees of the Department of Parks asked for a per annum status for gardeners and assistant gardeners who now work on a per diem basis.

The public hearing, which began at 10:30 a.m., lasted until 1:30 a.m. Thursday, and before it was through scores of people had had their say. For the most part the nuembers of the Board of Estimate presented a universally bored appearance and the

The Board, of course, can either add to or subtract items, but in the last four years it has made few alterations to the budget handed to it by LaGuardia.

The Board may reconvene today, on a per diem basis?

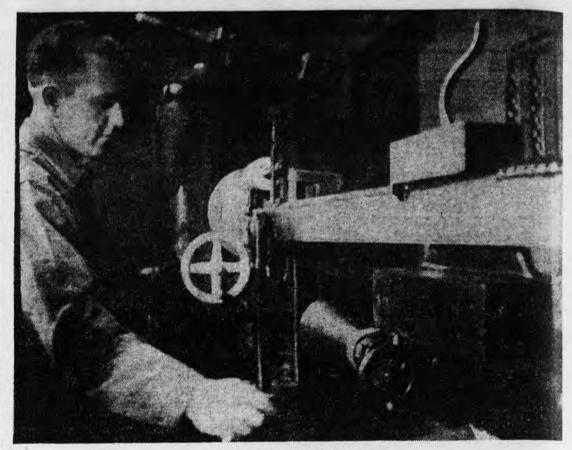
The Board of Estimate went Tuesday, April 22, for a final executive session. According to the city charter, the Board must approve a budget and send it to the City Council by April 27. This date falls on Sunday and so the Board will probably forward its budget to the Council on Friday, when the latter body will receive it in a special meeting.

Can Only Reduce

The Council, which cannot add to the budget but only reduce items, considers it during May and returns it for signature by the Mayor by June 15.

The concensus of opinion among those "in the know" indicated that the Mayor's budget would be ac-cepted without any substantial al-terations. There was, however, evidence that the heavy document full of little figures was in for heavy sailing. The appeal for continuation of Townsend Harris High School definitely sank in with the Board of Estimate, and it may be taken for granted that the Board's decision in the case won't be made without a hard fight.

Two views given to the The Leader, one by a Republican member of the administration and the other by a Democratic Councilman, indicated the course which the budget must pass through this week and Manhattan Borough President Stanley M. Isaacs indicated that he would act to obtain per annum status for many city workers now paid by the day, and a \$50 increase for laborers now earning \$1,500 a year. City Councilman Louis Cohen will general impression was that despite ask certain pertinent questions the protests the Board would OK the Mayor's budget with few changes. Council for final O.K. Why, he will query, isn't the police force brought up to full strength? Why does the budget call for a reduction in the forces of the Sanitation Department? Why are the city's doctors continued



A PRACTICAL MACHINE TEST

is an important part of any civil service exam for a mechanical position. How better to determine a candidate's ability to do a job than to have him do the job? reason the commissions. A Welder candidate has just taken his practical, and the strength of his weld is being tested.

LaborReclassification Killed

Budget Director Turns Thumbs Down, Lists Objections

By BURNETT MURPHEY

(Exclusive)

A proposed resolution which would have transferred about 12,000 labor class employees into a competitive status has been disapproved by Budget Director Kenneth Dayton, who has had the resolution under consideration for more than three months.

Thus the Municipal Civil Service Commission's attempts to abolish the labor class and to bring all employees into the competitive group are blocked for the time being at least.

Objections
In returning the resolution Dayton outlined several main objections to its adoption in its present form. He believes, he said, in the princi-ple of transferring these positions to the competitive class; but in so doing, the Commission should accomplish two main points. The salaries of laborers should be closely related to the job rather than to seniority or place on an eligible list. In other words, he believes that the difficulty of the work performed should determine salary and that the highest pay should go to men doing heavy labor work, while others, even with years of service, who have light duties should receive the smaller rates of pay

Wants More Titles

The second objective the Budget Director wants to see fulfilled is the inclusion of more titles in the reclassification. The proposed resolu-tion had only one title, laborer, with various grades and specialties. Dayton thinks that titles like laundry attendant and porter, which are descriptive of the duties of the position, should be retained.

At the present time there are 45 remaining titles in the labor class. Many previous ones have been transferred to the competitive class singly. The largest transfer occured in September, 1939, when the Civil Service Commission switched 13,000 sanitation workers from the labor to the competitive class.

Originally, it was the intention of the Commission to have all the remaining labor jobs, with the exception of hospital helper and a few others paying less than \$800 a year, put in the competitive class by July 1, 1941. This goal now seems defi-

nitely unattainable. However, the Commission intends immediately to assign an examiner who will conmay be completed in three weeks, with an official of the Budget Director's Office in an attempt to work out a completely new reclassi-

Three Hearings Held

The Commission held three public hearings on its now discarded resolution and changes and amendments followed in each case. The

will also be held. One official of the Commission this week was optimistic enough to predict that adoption of the new resolution might be possible by midsummer.

Mention of the CIVIL SERVICE LEADER is the best introduction to our advertisers.

Be Awarded

The Samuel H. Ordway Medal, an annual award for distinguished service, will be presented to a non - uniformed city employee early next month. The Ordway Medal Committee, consisting of Ewart G. Guinier, director of the service rating bureau of the Municipal Civil Service Commission; H. Eliot Kaplan, executive secre-tary of the Civil Service Reform Association, and Professor A. W. MacMahon, of Columbia University, have been studying the service rating reports of city employees for 1940.

The Ordway Medal is provided Samuel H. Ordway, jr., former city and federal Civil Service commissioner, as a memorial to his father, a pioneer in Civil Service in this country.

In selecting the most outstanding civilian employee, the com-mittee, in addition to reviewing service rating reports, study recommendations by the various city department heads. All permanent competitive civilian employees of the city, regardless of titles and salary, are eligible to receive the

Grade 4 Transitman N. G. as Engineers

A request that the list for Transitman, Grade 4, be declared appropriate for the position of Assistant Civil Engineer, was denied this week by the Municipal Civil Service Commis-

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Merit Medal to Who's Writing Sergeant Test? It's a Secret

Examiners of the Municipal Civil Service Commission are now writing the questions for the coming promo-tion test to Sergeant, Police Department. All details about the test are

shrouded in a black pall of mystery. Even the identity of the men who are drafting the questions is kept a close secret. Only the date and time and place of the test is known-1 p.m. Saturday, June 14, in eight city high schools.

Meantime, officials of the Commission will shed no light on whether candidates will be permitted to bring books and other helpful material to the examination. When the last exam for Police Lieutenant was given, the candidates could bring any books of other literature they wanted along. The theory was that the test was designed to determine a man's ability to use information intelligently, rather than his ability to memorize

There is a possibility that a similar concession will be made on the Sergeant's test, but if it is it will not be announced more than a week before the exam is given.

Study material for the test appears elsewhere in this issue of The LEADER.

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NO DISCRIMINATION AGAINST WOMEN

exists today in Civil Service, although it was not always thus. In certain jobs that require extraordinary physical ability, no women would be interested. But such jobs are rare. Normally Miss or Mrs. American has equal chance with her brother, husband, or boy friend. The above girl, for example, works side by side with male draftsmen in New York City's service.

Sanitation Foreman Test Re-announced

The promotion examination for Assistant Foreman, Department of Sanitation, will be reannounced, probably early next month, and tractor operators will be permitted to apply. This was decided this week by the Municipal Civil Service Commission, which, at the same time, refused a second request of a group of auto enginemen in the department that they be allowed to compete in the exam.

John J. Walsh, president of the Auto Engineman Council, wrote to the commission and protested the exclusion of his colleagues from the test. He declared that their job is a "dead-end" one, and that while they were technically able to take a number of other promotion exams, most of his men were unqualified for positions like Junior Statistician,

Pipe Caulker, etc.

In denying the request, an official of the Commission commented: "Even if those promotion examinations called for experience which auto enginemen in the Department of Sanitation have not had, it is nevertheless true that promotion opportunities for auto enginemen as such, in proportion to their numbers, are far greater than opportunities for promotion open to sanitation men. To motion open to sanitation men. grant the request of a group of city employees that they be admitted to any particular promotion examina-tion merely on the ground that they hold a dead-end position seems... illogical and calculated to create unhappy precedents."

Sanitation Group Sues Department

The Sanitation Benevolent Association is this week filing papers in the Supreme Court to test the right of the Sanitation Department to place obstacles in the way of organization. The argument by the Association's attorney, Philip Kirschner of 50 Court Street, Brooklyn, will claim that the Department has deliberately hampened association has discontinuous discontinuous control of the c hampered organization, has discriminated against members of the SBA, and has consistently favored the Joint Council of Drivers and Sweepers. The SBA will ask the court to enjoin the Sanitation Department from its activities, and to permit members of the department to join any organization of their own choosing, free from coercion.

What Do You Want to Know About New York City Lists?

The Municipal Civil Service Commission has just completed a survey of the number of lists established during 1940, the number of eligibles winning places on them, and other relevant information. A summary of this study

	of lists promulgated		of lists in existence	Number of names on lists Dec.
Type of list	in 1940.	in 1940.	Dec. 31, 1940.	31, 1940.
Open Competitive	85	17,486	277	52,383
Promotion	64	3,257	197	7,295
Total	Number of lists published	20,743 Number of names on lists published	Number of lists in existence	59,678
Type of list	in 1941.	in 1941.	April 16, 1941.	
Open Competitive	56	15,060	308	
Promotion	28	1,635	87	
Total	84	16,695	395	

A list is "published" when the names of eligibles are officially printed in the City Record; a list is "promulgated" when the Commission officially proclaims that it is usable for actual appointments. A period of days or even weeks may elapse between the date of publication and the date of promulgation. The life of the list extends for four years from the promulgation, regardless of when it was published.

Route for Bus Test 15 Enginemen Called Every Day

Practical tests in the operation of erators test will have to be thorough-

will hold examinations for the operation of buses. About 300 additional eligibles will be called for this test, which will be given at the rate

The Civil Service Commission has declared the list appropriate for positions as bus operator and street car operator. Recently, the list was certified to the Board of Transportation to fill 260 vacancies as street car operator, but the Board returned the list and refused to use it. In refusing to use it, the Board contended that the eligibles had been examined in the operation of gasoline-driven, rather than electric-driven, vehicles, and hence were not

qualified as street car operators. However, the Commission hopes to pursuade the Board to use the list and to give eligibles on it a training course in the operation of street Bus Test

Candidates who take the bus op-

passenger cars have been given to the top 150 men on the new auto engineman list, and on May 1 the Municipal Civil Service Commission on a Mack gasoline-driven bus with a conventional gear shift-three forward speeds and one reverse-and a seating capacity of 37 passengers. If the candidate should leave the route except on the instructions of the examiner, he is disqualified.

The following is the first complete description of the route over which the test will be held:

Description of Route

1) The bus will be waiting on Sec-ond Avenue near the corner of 59th Street, in Brooklyn. The examiner will act as instructor during the practice period. Start the bus when told to do so by examiner. Ride up Second Avenue to Bay Ridge Av-You will find that Second Avenue breaks off at 67th Street and continues as Ridge Boulevard. Your test actually begins at the corner of Ridge Boulevard and Bay Ridge Av-

2) Turn left on Ridge Boulevard into Bay Ridge Avenue. (Continued on Page 18)

In an effort to meet serious shortage of nurses in the city hospitals, the Department of Hospitals is now increasing its training facilities to handle 500 additional young men and women who want to learn the profession. The Department offers a three-year training course to high school graduates, and the trainees receive \$20 a month, plus maintenance, after the first four menths, with a practical guarantee of a job once they have graduated.

The nursing schools give basic courses to applicants and, according to officials, "identification of these schools with the Department of Hospitals offers to prospective nurses un-usual opportunities for a broad edu-cational and clinical experience." Graduates of the schools are eligible to take the licensing exams for registered professional nurse in New

High School Graduation

The following requirements have been set by the department for eligibility to take a nursing course:

Each candidate must have completed a four-year, 16-unit, general academic course covering required subjects in high school.

Recommendations for the content of the high school course for students preparing to enter schools of nursing (81/2 units required):

 Science, two years, including biology or general science and a second science, preferably chemistry or applied chem-

1. English, four years...

3. Mathematics, one year (algebra), general mathematics or commercial arithmetic.....

6. Electives (it is recommended that at least two courses in home economics be included and two years of a foreign lan-

16

The schools of nursing of the Department of Hospitals will accept only those applicants whose school records show a high level of achievement. The age range for admission is 18 to 30. Maturity and the ability to think and act on an adult level are important

Physical Requirements

uncorrected physical defects or any tendency to illness. The minimum height for candi-

dates is as follows: women, five feet; men, five feet, four inches. Preference is given to applicants who exceed the minimum by two inches or

Each candidate must be prepared to give proof of United States citizenship either by submitting his or her birth certificate or naturalization papers. Upon completion of the course the student receives the school diploma and is eligible to take the licensing exams given by the Board of Regents of the State of New York. After passing these examinations, the graduate nurse is granted a license to practice in the State of New York as a Registered Professional Nurse.

For full information, communicate with the principal of the school of nursing in which you are interested. Schools of Nursing, Superintendents of Nurses, Department of

Hospitals

Miss Blanche Edwards, R. N., Principal, Bellevue Hospital School of Nursing, Welfare Island, N. Y.

Change Tests For Bookkeeper, Accountant

There have been many protests from candidates and others interested in the bookkeeper, grade 1, junior accountant, accountant and senior accountant examinations, and last week the New York City Civil Service Commission made a number of changes concerning eligibility and other requirements for some of these tests, and refused requests for changes on others.

Many prospective candidates protested that the one year of service required for the bookkeeper, grade 1, exam prevented them from competing. They pointed out that the Commission reduced the experience requirement to six months for the promotion exam to clerk, grade 2.

However, the Commission declared that there were already 1,923 people who filed for bookkeeper, grade 1; and that there are only six vacancies at present. With so large a field, there was little reason to admit additional people. The Commission also decided to hold the written test, as scheduled, on June 21, despite the fact that this excludes a number of persons appointed immediately after the adoption of the 1940 budget on July 1 last year.

Jr. Accountant Postponed

The Commission, however, did grant a request to postpone the written test for junior accountant in order to permit about 25 additional men to qualify. These men were appointed on September 30 and under the one year requirement they would have been ineligible if the tests were held on September 13 as

originally planned.

A request by employees in the titles of railroad cierk, attendantmessengers, stock assistants, telephone operators, and process servers that they be allowed to compete in the junior accountant exam was denied. These employees, said the Commission, are entitled to promo-tion in the clerical service, since their work is of a semi-clerical na-ture and the "admittance of these titles would be an artificial promo-

Other Request Overruled

Employees in actuarial, statistical and the clerical services have requested permission to take the accountant test, declaring that in 1939 they were allowed to compete in an exam for accountant, grade 2. How-The applicants must be in good by the Commission. The date for the written exam for accountant was ever, these requests were overruled set for June 28, but acceding to still other requests, the Commission has decided to postpone it until some time after July 1. This will permit employees appointed July 1, 1940, to take the test.

An examination for senior accountant, also set for June 28, was likewise advanced until after July 1.

Nursing for Women and Mills School of Nursing for Men, foot of East 26th Street, New York City.

Miss Ella Glendinning, R. N., Principal, Cumberland Hospital School of Nursing, 39 Auburn Place, Brooklyn,

Miss Mary Pauline Harty, R. N., Principal, Harlem Hospital School of Nursing, 136th Street and Lenox Avenue, New York City. Miss Anne Johnson, R. N., Princi-pal, Kings County Hospital School of

Nursing, 451 Brooklyn, N. Y. Clarkson Avenue,

Miss Ella Rosencrance, R. N., Principal, Metropolitan Hospital School of

College Clerk List

Successful Candidates Face More Tests

The complete eligible list for tests-the oral-will start on May 2 issue of The LEADER. There are a total of 1,081 names on the list, representing those who succeeded in passing the written test out of an original field of more than

Eligibles on the new list still face qualifying oral and practical tests. called for the steno exam. Failure in either of these will result in disqualification.

The first part of the remaining page 14.

Clerk, Grade 2, Board of Educa- and groups of about 30 candidates will be called each day until all have tion, more popularly known as college clerk, is published in this in the month the first of the qualifying tests in stenography will be held.

It is optional with the candidate whether, he takes the stenographic test, but he cannot qualify for the position of secretary unless he does, Stenography is not required for general work. It is expected that from 300 to 500 of the top eligibles will be

The complete list of names for college clerk appears in this issue on

Sanitation Men Learn About Disposal

most important problems faced by New York's modern, mechanized Department of Sanitation. How this refuse is disposed is the subject of the fifth lecture of the well-attended Department of Sanitation in-service training courses at Hunter College auditorium. Lecturer on this important subject is Mr. Joseph C. Zangerle, chief engineer of the Division of Waste Disposal.

"Refuse," Mr. Zengerle says, "is composed of garbage, rubbish, in-combustibles and ashes, incidental to the life of the community." Garbage consists of the waste materials from household, hotel or restaurant kit-chens and the vegetable and animal wastes from markets, grocery stores and similar establishments. Rubbish includes paper, wood, rags, leather, rubber, dried leaves and all other combustibles not classed as garbage, plus such incombustibles as boxes,

barrels, cans, bottles, crockery and

metal articles.

The Division of Waste Disposal is responsible for the final disposal of all ashes and refuse not disposal of all ashes and refuse not disposed on landfills. Two methods are used in this: 1. Unloading at waterfront dis-posal stations for transportation to Riker's Island; 2. Incineration.

The prompt, efficient disposal of waterfront disposal stations in Manrefuse collected in the most popu- hattan and three in Brooklyn. This lated city in the world is one of the most important problems faced by modernistic station at the East River and 91st Street. There are sixteen destructors (incinerators) located in the five boroughs, five of which are

inactive at the present time.

Motion picture slides showing how these incinerators work accompany Tuesday's lecture.

SANITATION WORKERS

The Leader stories about labor conditions in the Sanitation De-partment have been temporarily suspended. Official agencies are suspended. Official agencies are investigating the conditions already described in these columns, and The Leader will not impair such investigations by "tipping off" those involved. The Leader promises its readers a full report shortly, including revelations that may startle the city. We welcome further information from Sanitation employees. As in the past, everything will be treated in strictest confidence.

Civil Service Commission Moves To End Confusion on Subway Jobs

To avoid constant confusion in position paying less than \$1,500, actions at less than the maximum sale Board of Transportation, the cording to a previous ruling by the unicipal Civil Service Commission. However, the Commiscipal Civil Service Ci the Board of Transportation, the Municipal Civil Service Commission has formulated a policy this week to govern eligibles who accept appropriate positions and others who take jobs for less than the advertised salary. The new policy will not be put into effect formally until a conference is held with officials of the Board of Transportation.

The Board of Transportation has vacancies in four different titles which have wide salary

For example, porter (railroad) and car cleaner jobs pay 50c, 48c, 46c and 43c an hour; maintainer's helper, group b, pays 65c, 62.5c, 52.08c; maintainer's helper, group c, 70c, 63c, 56c; and railroad clerk, 55c, and 50c. Vacancies in the titles of railroad

porter and car cleaner are filled from the sanitation man, class a, list No. 2. An eligible on this list who accepts an appointment to an appropriate job is removed from the list for any sion amended this proviso so as not to apply to the positions in the Board of Transportation. An official pointed out that these jobs are only in one department and re-appoint-ment involves only a transfer in assignment rather than the loss of services, training, etc. Therefore, the Commission directed the Board to use the following procedure in making these appointments.

Here's the Procedure

The eligible lists for all five positions will be certified in regular or-der. The eligibles highest on the list will receive the jobs paying the largest salary. When other vacancies oc-cur the Board will move the lower salaried workers up to the higher paying jobs.

Several other problems arising out of certifying lists to the Board of Transportation were also cleared up by the Commission this week. Eli-gibles on the maintainer's helper, group b and c lists, who accept posi-

certification for higher paying jobs, Ordinarily the acceptance of a job would cause their names to be removed from the list, but the Commission points out that there is a difference of 13 cents an house difference of 13 cents an hour in some of these positions. In actual practice, the Board will probably reassign the lower paid workers to bet. ter salaried positions as vacancies occur, rather than going through the formality of having the list recertified.

Eligibles from the clerk, grade 2, list, who accept appropriate positions as railroad clerk, will be removed from the eligible list, in accordance with an earlier ruling.

The Commission also decided that eligibles appointed to the Board of Transportation on a temporary basis to replace men called into military service will not be re-certified for permanent appointment in any other city department for a period of 90 days. If, however, a permanent job opens up in the Board, they will be given a chance for it.

New Moves in Subway Conflict Antagonism Between TWU, Transportation Bd. Grows Sharp

made in the checker game between Mayor LaGuardia and the Transport Workers Union. The

1. Governor Lebman signed the LaGuardia-sponsored bill which makes a transit employee liable to 20 years in prison "if he leaves unattended any car, bus, or other transit facility"...The TWU challenged the constitutionality of this bill and assailed it as "an instrument designed to deprive organized labor of the right to strike."
2. The Board of Transportation

sent letters to 32,000 employees tell-

Last week many moves were ing them that they didn't have to Justice Valente declared the picketpay dues to any organization to hold ing "has for its ultimate object the their jobs. Two copies of the letter, accomplishment of an unlawful puraimed directly at TWU members, pose and involves a malicious intent were sent to each employee, one to to annoy and intimidate members of

"Strikes are a matter of deep con-

statement fully, pointing out the various problems which arise in con-

nection therewith and the manner in

which the department copes with

A. Strikes as a matter of concern

1. The Police Department is prin-

cipally concerned with strikes be-cause of the effect they have on per-

sons immediately involved and par-

2. Because of the duties and re-

sponsibilities imposed upon the po-

lice by law, they are placed in a

4. No matter what action the De-

5. The attitude of the police must

partment takes, criticism is inevi-

be one of impartiality with favors

being shown neither side and justice

b. Conspiracy-Conspiring to in-

being accorded to all.

B. Problems which arise.

more common of which follow:

terfere with trade or business.

ticularly upon the general public.

A. Valente enjoined the TWU from tional two year term by Mayor La-

5. The Board of Transportation granted two week vacations with pay to all employees having one year's service and a maximum of 20 days sick leave. Vacations and sick leaves standardized on all three divisions. The union discounted these moves, said they weren't very much, and gave to some employees what they already had.

6. On Saturday, officials and members of the TWU picketed Board of Transportation headquarters, 250 Hudson Street. Speakers urged transit employees be dealt with in the "American Way." The TWU demands continuation of its closed shop contract, wants collective bargaining on the same basis as in private industry.

Speakers said they didn't want to strike.

attack on Quill, Sunday, speaking at a Communion Breakfast of New York firemen. LaGuardia let loose with both barrels, referring to Quill in most uncomplimentary terms, and presaging a fight to the

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LATIN AMERICAN INSTITUTE 11 West 42nd St. LA. 4-2835 keep home, the other to carry in his pocket and discuss with his fellow employees. The TWU saw this as a union-busting move.

3. Supreme Court Justice Louis

The 70 year-old Board of Transportation chairman, scheduled to retire automatically, was given an additional control of the schedule of the sche

picketing homes of former members. Guardia.

Question 17

Answer to

to the Police.

Question 17

cern to the police."

to do acts he has a right to abstain from doing or preventing an act he has a right to do. Discuss this

d. Assaults, threats, intimidationstrikebreakers, patrons, etc.

e. Malicious mischief-damage to property.

f. Unlawful assemblies.

h. Mass picketing and illegal picketing.

2. Inconvenience to public-Pickets crowding sidewalks.

b. Depriving of necessary services. Boycotts.

d. Fradulent appeals to public.

e. Handbills and placards. f. Annoyance of patrons.

Department problems—
 Assignment of men to strikes

depletes patrol force. b. Arrests take up time in court.c. Members of force are assaulted.

peculiar situation regarding strikes. d. Members of force sued in civil 3. In most strikes the Department is called upon to take some sort of action by either side or by both

e. Criticism for failure to take summary action upon demand. 4. Injunctions.

a. Policemen used as witnesses.

5. Hiring of strikebreakers and professional thugs. a. Out of town persons brought

b. Roam in gangs, intimidating and assaulting—usually in automo-

biles. 1. The most serious problems arise from violations of law, the 1. At the outset, the commanding taken from place on strike, (Continued on Page 1) C. Manner in which the Department copes with strikes.

a. Disorderly conduct — insulting language, breach of peace, shouting,

principals on both sides. They are advised regarding laws affecting them, rights and limitations. Both are impressed with the desirability of no disorders.

2. The commanding officer determines the manner of handling strike, number of pickets, number of policemen required.

3. All facts regarding the strike are ascertained and the Desk Officer phones such information to the Telegraph Bureau.

4. The Desk Officer prepares form U. F. 35 in sextuplicate. One copy is forwarded to the Division Commander, one copy is forwarded to the Borough Commander, three copies are forwarded to the Bureau of Operations and one copy is retained in the Command. The Bureau of Operations forwards two copies to the State Department of Labor.

5. Supplemental reports are forwarded on form U. F. 35 when strike has been settled.

6. Patrolmen are assigned in an adequate number to police the location properly.

Superior officers are assigned to properly supervise subordinates.

 Mounted patrolmen are assigned where necessary. Employees are properly protected at their homes.

10. Goods being delivered to or vehicles

(Continued on Page 18)

CIVIL SERVICE PREPARATION

JR. PROFESSIONAL ASST. OPTIONS—Legal Asst., Writing and Editing, Bus. Analyst—Review Lec-

JR. DRAFTSMAN ACCOUNTANT, JR., SR. CITY ELECTRICIAN CARD PUNCH OPERATOR ASST. FOREMAN, SANITATION

STATE EXAMS

Examiner Moth, and Proc., Labor Mediator, Jr. Personnel Tech.

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FIREMAN and PATROLMAN YOU NEED SPECIALIZED TRAINING

sides.

table.

To become a Fireman or a Patrolman you must prepare. Time is short. Examination in the summer. Be guided by our outstanding record: Last Fireman exam, No. 1 man.
 Last Police mental exam, No. 1 man.
 Saultation Man No. 1—out of 87, 000.
 Last Police Lleut, exam, No. 1 and No. 2 man—four out of the first five.
 000.
 of our Sanitation students placed on list.

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Hospital Helper List Male Group Is Published This Week

hospital helper (men) is published in this issue of The LEADER.

the list will begin in about three weeks. The literacy test will be same time.

not been set, but it is probable that ready next week.

The complete eligible list for it will be held on Saturday, May 10. The Civil Service Commission will attempt to have all remaining parts of the exam finished by the end of The list contains more than 1,400 May so that appointments can be made. There are nearly 1,000 provi-Qualifying literacy, physical and medical exams for those on the life will begin in about three new lists.

weeks. The literacy test will be Meantime, the Commission is com-given first and both men and pleting the list for laundry worker, women will compete in it at the for which applications were issued at the same time the hospital helper The actual date for this test has filing was open. This list should be



State of the state



By CHARLES SULLIVAN .

Date Set For Printing Test

And Here's the Kind of Exam Apprentices Will Get

The LEADER learns exclusively that an approximate date has been set for the printing apprentice exam: the test will be held the last week in May, according to present prospects. It is anticipated that notices will go out to all candidates this week or next.

The exam for printing apprentices was one of the most popular in recent years. The requirements weren't stiff. Candidates had to have an elementary school education, and the age limits were 17 to 20. The scheduled exam will be a written one, and it will be followed by a physical test. The physical test will require candidates to be in good physical health, free of hernia, heart disease, or other defects which might impair efficiency or be hazardous to fellow employees There will be a test for eyesight, but it isn't very strict. A hearing test

-Junior-

Accountant

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PSYCH, SOC. W'K'R

will require that ordinary conversation be heard at a distance of 15 feet with one ear.

Sample Questions

For the written test, which comes first, the Leader prints below sample questions:

For each question below, the can-didate must decide which ONE of the five suggested answers is correct.

SHORT means most nearly (a) tall, (b) wide, (c) brief, (d) heavy, (e) black. 2. RAISE means most nearly (a)

lift, (b) drag, (c) drop, (d) throw,

Which is obtained from a tree? (a) copper, (b) salt, (c) cotton, (d) glass, (e) rubber.

4. Wood is better than coal for starting a fire because wood (a) is tougher, (b) is easily chopped, (c) catches fire more easily, (d) burns

longer, (e) is light.
5. The saying "There is no rose without its thorn" means most nearly (a) public institutions serve all classes of people, (b) each man has his place in the world, (c) even the best work has some disagreeable features, (d) opposites often attract each tures, (d) opposites often attract each other, (e) promotion depends upon effort and efficiency.

6. KNIFE is to CUT as GUN is to (a) forbid, (b) shoot, (c) run, (d) carry, (e) buy.

7. GOOD is to BAD as HIGH is to (a) near, (b) far, (c) distant, (e) low, (e) here.

Card Punch Exam Due

To Be Announced Within Few Weeks

predicted that new card punch and stenographer-typist examinations would be announced within the next few months.

The LEADER now has definite information that the U.S. Civil Service Commission is planning a new test for card punch operators. Moreover, the Commission plans to throw open indefinitely tests for women typists and stenos. Male typist and steno tests already have "open" status. This means that there is no "closing" date when a person may apply. Anyone having the proper qualifications may apply at any time.

It is expected that the new exams will be announced within a few weeks. Duties and requirements for the preceding card-punch exam were as follows:

Alphabetic Card-Punch Operator, \$1,260

Under Card-Punch Operator, \$1,260 Age limits: 18 to 53. Duties

Alphabetic Card-Punch Operator: To operate an alphabetic card-punch machine. This is a machine used to requirements are made public.

Several weeks ago The LEADER | record alphabetic and numerical information by punching holes in cards in such a manner that complete words and names, together with numerical data, can subsequently be printed by the alphabetic tabulating or accounting machine. The alphabetic keyboard is arranged to correspond with that of a typewriter.

Under Card-Punch Operator: To operate a numerical card-punch machine. This is a hand or electric driven device provided with perfora-tors controlled by means of keys and used for perforating numerical data on small cards that can be subsequently tabulated on numerical tabulating machines.

Requirements

Applicants must have had two months' full-time experience, or three weeks' intensive and systematic training, in the operation of card-punch machines.

Weights Alphabetic Card-Punch Operator:

clerical tests, 50; alphabetic keyboard test, 50. Under Card-Punch Operator; cleri-

cal tests, 100.

However, it is not altogether certain that the same requirements will hold for the coming exam. The LEADER will inform all who are interested as soon as precise duties and

NYC, State, U.S. Civil Service DICTATION **Plan Joint Exams** \$1 WEEK (DAILY) Morning, Afternoon, Evening Graded classrooms, 60 to 220 w.p.m., Typing \$1 week (daily) Gregg-Pitman beginners, review Steno Test First

WASHINGTON. - Preliminary discussions have been held between officials of the U.S. and Service Commissions which may JR. ACCOUNTANT lead to the certification of eligibles from state and city registers to Federal jobs.

The LEADER also has learned that the possibility of holding joint Federal, state and city exams and the placing of eligible names on a common register also was discussed. U. S. Civil Service Commission re-

cently was given authority by the President to use eligibles on state, county and municipal registers to fill federal jobs. Frankly, the Commission isn't enthusiastic over the A "Political Maneuver" plan because few state, county and municipal commissions have standards equal to those of the U.S. However, both New York state and city are exceptions, and officials here believe a number of their registers might well be used.

Officials of the New York City Civil Service Commission are understood here to be pleased over the prospect of holding certain tests in cooperation with the Federal com-

As explained by Washington offi- supervisors.

cials, the plan would save considerable money. Only one set of examiners would be needed and fewer employees could give and grade a test. The exam given all contestants would, of course, be the same. It has been suggested here that the plan could best be started by a joint typist or stenographer test.

The plan in Washington is being handled by the Council of Personnel tween officials of the U.S. and Administration, an adjunct of the New York City and State Civil Civil Service Commission. Head of the council is Frederick M. Davenport, a New Yorker who is a former epublican member of the House of Representatives. He served with President Franklin D. Roosevelt in the New York State legislature. Henry Hubbard, assistant to Davenport, has been actually carrying on the negotiations. He will negotiate with other state and local civil service commissions.

Calls Suspension

Charges that the suspension of nine supervisors on the WPA Arts Project is a political maneuver designed to destroy the project were made by Ann Wharton, representative of the United Federal Workers. She ob-jected to the removal of the supervisors without a hearing, pointing out that similar tactics were used to destroy the Federal Theatre. She urged WPA officials to investigate their cases speedily and determine the nature of the charges against the

A Digest of News for General Investigators

Association Changes Name - 31,000 Circularized About Jobs-A Few Law Appointments Made—Accountants Ask Questions— Rejected Candidate Gets Re-examination

Eligibles Association. Its membership now covers nine registers. These are: Customs Inspector, Customs Patrol Inspector, Immigration Patrol Inspector, Assistant and Associate Investigator (Law), Assistant and Associate Investigator (Accounting), Assistant Investigator (Pharmacy) and Assistant Investigator (General).

The U. S. Civil Service Commission recently circularized 31,000 male eligibles on the first three registers regarding Naval Police positions. While the House Appropriations Committee refused to approve funds for the Naval Police, it is said the President and the Secretary of the Navy still feel that Marines now on certain guard duty should be replaced by older and civilian specialists. The delay in appointments is therefore considered to be tempo-

Law Appointments

There have been some appointments from the Assistant Investigator (Law) register to "appropriate" positions in New Jersey. The Civil Service Commission is using this particular list for certification to special investigative positions at \$2,600 and the Association hopes to have this action extended to some of its other

Progress is being made in finding out specifically why there is said to be a shortage of accountants for federal positions when no appointments are being made from the Assistant The bill has Administration backing and Associate Investigator (Account- and its approval is believed to be asing) registers. One eligible on the sured.

The Customs and Immigration Assistant register has been approached recently on a position The Customs and Immigration Assistant register approached recently on a position as proached Investigator in the Bureau Immigration Bureau.

Durning Invited

The Collector of Customs, N. Y. City, Mr. Herry Durning, has been invited to address members of the Association on the subject of present employment possibilities in the Cus-toms Service for male and female eligibles on the Inspector of Customs register.

Regarding Border Patrol for which so many on Immigration Patrol Inspector register were disqualified by changing requirements after the candidates were examined, it is now learned that at least one rejected candidate turned down for physical deficiency has won a re-examination, In another case a candidate rejected on the oral test because he lacked initiative and decision turned out to be an ex-marine with valuable technical radio qualifications, and who in 1929 received a Carnegie Hero medal and a \$500 award for heroism in say. ing a person from drowning in the Atlantic Ocean.

The Leader will keep General In-vestigator Eligibles fully informed of all information of importance to

Overtime Bill Approved By Senate

The Senate has approved the Walsh bill which will permit time and a half pay for more than 40 hours a week to be paid to per annum employees in the field services of the War, Navy and Coast Guard,

FIREMAN

The mental test is expected to be held in June or July of 1941. Those who pass the mental should be called for the physical in October or November of this year. Both of these tests are expected to be severe and few persons, regardless of their education and physical condition, can hope to attain a high place on the eligible list without specialized training. Not one man in 100 can hope to attain 80% in the physical examination unless he trains for months in a well-equipped gymnasium under the guidance of experienced instructors.

INVITATION

We invite any citizen between the ages of 18 and 29 to call at any hour, day or evening, to be examined without obligation by our physician, attend a mental class and observe the physical classes in session.

If, after the medical examination, an applicant is found fit, he may take advantage of our course, classes for which meet three times weekly at any hour of the day or evening, to suit the convenience of the student. Over 80% of the officers and firemen now in the department are graduates of this Institute. Young men who are interested should inquire of any fireman or policeman as to our reputation and success in training applicants for this position.

PATROLMAN

The present list for Patrolman should be exhausted early in 1942. Therefore, the examination should be held early in the Fall of 1941. Since the Patrolman and Fireman examinations are somewhat similar, we suggest that you take advantage of the combination course and prepare for both tests (if you are at least 5 ft, 8 in. in height), at a reduced combination fee.

Examinations Expected in Near Future MOTOR VEHICLE LICENSE EXAMINER: Class forms Tues.
April 22, 8:30 P.M. MOTOR VEHICLE INSPECTOR (BUS): Class forms Tues... April 22, 8:80 P.M.

CARD-PUNCH OPERATORS: Prepare for Next Exams and Openings in Commercial Field. STATIONARY ENGINEER'S LICENSE: Class now forming.

FINGERPRINT TECHNICIAN:

POST OFFICE CLERK-CARRIER; RAILWAY POSTAL CLERK

EXAMS FOR WHICH APPLICATIONS HAVE CLOSED STATE COURT ATTENDANT: Tues. and Thurs. at 1:15, 6:15 and 8:30 P.M.

ASST. SUPERVISOR, GR. 2: Wed. and Fri., at 7:80 P.M.

BOOKKEEPER, GR. 1: Tues., Thurs. and Fri., at 6:15 P.M. CITY ELECTRICIAN: Wednesday, at 8:30 P.M.

Asst. FOREMAN (Sanitation) Class meets Thurs., 1 p.m. & 8 p.m. Lecture repeated Fri., 8 g.m. JR. ACCOUNTANT (Prom.): Class forms Tues., 6:15 and 8:30 P.M., and Thurs., 6:15 P.M.

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Appointments

Speeded Up

In the future, eligibles on federal

registers may expect certification and appointment within a reason-

able time after application and examination. Last week the U. S. Civil Service Commission made defi-

nite plans for a complete, stream-

lined reorganization of its entire ex-

amining process. As soon as is prac-

ticable the Examining Division will

be enlarged to take over the Appli-

cation and the Certification Divi-sions. Each minute detail involved in application, examination, certifica-

tion and appointment will be handled by this one department. Be-sides eliminating waste steps, de-

partrantal appointing officers will be able to recure all information about canadata from one office, instead of three separate sources, as

N. Y. Supplies 18.7 %

Of All Defense Workers

The local district office of the

U. S. Civil Service Commission is doing yoeman's work in supplying

workers for the national defense

According to the latest appointment figures, the district office, which handles recruitment for New York and New Jersey, supplied 18,7 per cent of the entire personnel added to the manu-

facturing establishments of the Army and the shore establish-ments of the Navy in the United

States and its possessions during

last week. The total employees added to these two departments in

the six-day period was 665. Ad-

ditional appointments to other departments swelled last week's appointments to 1,200. The figure has been running as high as 1,400 a

week since January.

at present.

program.

Laborers Needed; Apply Immediately

Age Limits 18 to 55; Job Pays Up to \$1,320 a Year

for laborers was opened for applications over the week end by the U.S. Civil Service Commission. The application period ends at the close of the business day

Opportunity For General Mechanics

Are you handy with tools?
Have you had two years of general mechanical experience? Would you like to work for Uncle Sam? The U.S. Civil Service Commission is receiving applications for one week only for Junior General Mechanic. Salary, \$1,320 to \$1,380 per year. Maximum age, 50. Health, good. You can get an application blank at 641 Washington Street, N. Y. C.

The announcement issued by the The announcement issued by the Commission specifically states, "A general jobbing or all-around maintenance mechanic is the type of employee desired for this position." The general mechanical experience must have been acquired in two or more of the metal working or wood-working trades. Vacancies will be filled in the metropolitan area, in both New York and New Jersey.

There will be no written test. Merely obtain and file your applica-tion at the offices of the U. S. Civil Service Commission, 641 Washington Street, New York City, before 4 p.m. Monday, April 28, 1941.

Duties

The duties of the job are: "Under supervision of artisans to perform various kinds of tasks involving con-struction or maintenance in the trades or skilled occupations; and to perform related work as required."

Applicants must be in sound physi-

cal health capable of performing arduous duty. Vision must be at least 20/30 in one eye, 20/100 in the other, glasses permitted. If you are under 50, in good health, with two years of general mechanical experience, this is a swell opportunity to get a job with Uncle Sam. The 50year age limit does not apply to candidates with military preference. War veterans, over 50, may file.

Turn to page 15 for full require-

Time Change On Radio Program

Beginning Tuesday, April 22, Servants of the City, a weekly radio program over WBNX, sponsored by the Municipal Civil Service Commission, will be heard from 4 to 4:15 p. m. instead of 2 to 2:15 p. m. The regular Tuesday program of the Commission over WNYC is heard

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843 Eighth Ave. 50th-51st Sta. ASK FOR JACK

Washington St., Manhattan.

The position of laborer pays
\$1,080 to \$1,320 a year. Age limits
for applicants are 18 to 55.

Other important information about the test follows:

Duties

A "short-order" examination today, Tuesday, April 22. Applior laborers was opened for apor laborers was opened for apo manual labor as required.

Requirements
Applicants must show that they have completed at least four grades

cation, and on the extent and quality of experience in relation to the duties of the position, and on your fitness for the job.

Duties of schooling; or that they have had Remember, filing closes today, To perform general manual labor at least six months' experience in Tuesday, April 22.



TRAINING FOR DEFENSE

is one of the major activities these days of the Board of Education. The half dozen men above are learning emergency skills at the Brooklyn headquarters of the Board; skills vitally needed by America.

U. S. News-Flashes

No Space, No Jobs

Passage of the lend-lease bill and the establishment of new Federal agencies has brought hundreds of persons to Washington to look for Federal jobs.

Strange as it may seem, hundreds of employees are needed, and no doubt many of the jobhunters would be hired on the spot, but there are no offices in which to put them.

It's a fact that the Federal government has taken over just about all the available office space in Washington, and the number of employees being hired has slowed down because of the lack of space. There isn't a defense agency in Washington that doesn't need space, and now Uncle Sam is trying to arrange for the lease of several hotels and apartment buildings to use as office buildings.

Internal Revenue Field Jobs May Go Under Civil Service

Internal Revenue Bureau has sent three personnel experts to the field to make a survey of field personnel and the cost of extending the classification act to its field jobs. The study isn't expected to be competed before six months.

Defense Agencies Grow

Defense has spread to nearly every federal department, agency and bureau. That nearly every government bureau is doing defense work is at-tested by the fact that the list of defense departments, agencies and bureaus now numbers 135. Only a handful of agencies remain on the outside.

The Civil Service Commission determines whether an agency belongs on the defense list. For awhile it was very strict; only War, Navy, State, and Civil Aeronautics Administration were on the list. Now, if any bureau can lay a reasonable claim to defense work, the Commis-sion will place its name on the list.

St. Elizabeth's Hospital, a government institution for the insane, was one of the most recent to be placed on the list. Officials explained that the hospital was losing its nurses and attendants to Navy, Army and Public Health Hospitals. By being on the defense list, the hospital will be in a position to stop transfers of its per-

Ramspeck Act Waiting

The executive orders making the Ramspeck Act effective are still on the President's desk, but they are unsigned. Any day now you can expect action.

All the exams-New York City, New York State, and United States—open at this time are listed on the exam pages. For complete examination news, follow The LEADER'S exam pages regularly.

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FIREMAN—PATROLMAN §

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each year. Siment Job," with (3) list of U. S. Government Jobs,
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IN NEW YORK STATE CIVIL SERVICE

By MORTON YARMON .

First Details on

New Hospital Attendant Test

issue has published exclusive in-formation on the Hospital At- Decoration Day week-end. The tendant test and list, now learns LEADER urges its readers not to tendant test and list, now learns that a new exam will definitely be held in about two months, Commission unt' blanks are medical requirements before going probably on Saturday morning,

ready. Full information should to work.

(Exclusive) probably will be available within men and women between 18 and 45. The Leader, which issue after a week or two. The filing dead-A 50-cent filing fee will be charged. Candidates are to be rated on a trueand-false test made up of 100 ques-

June 21.

Application blanks are being rushed through the presses, and be available next week.

The requirements will be identical zones, and jobs are offered to residents. That is, dents in those institutions located

within their zone. Roughly, the opportunities within each zone are pretty nearly the same.

The sudden call for a new exam was caused by the exhaustion of the present 15,000-name list for appointment to Wassaic State School. No more women eligibles in Zone 3 are available for appointment in this institution, and only a handful of men remain. Wassaic is located in the western part of Dutchess County, close to the Connecticut border, and employees are being drained off by the defense boom in nearby Connecticut towns. Eligibles in the three other zones are to be canvassed im-mediately for Wassaic appointment,

(Continued on Page 18)

News About State Lists

expire this week, four years after establishment:

Open Competitive 27-Junior Stenographer, Warren County.

April 27—Property Manager, DPUI, April 27—Stenographer-Clerk, Dig. trict I, Public Welfare Department, Onondaga County.

April 27-Game Protector, Erie

Promotion

April 26 - Senior Stenographer, Agriculture and Markets Depart-

April 27-Assistant Actuarial Clerk, Insurance Department.

April 27-Assistant Special Deputy Clerk, County Court, Bronx County,

Clerk, County Court, Bronx County,
Here are some late appointment
items from State lists:
Assistant Steam and Electrical
Operating Engineer (Power Plant
Shift Engineer), State and County
hospitals, departments, and institutions—This list, certified by judicial
districts and by counties has been districts and by counties, has been moving right along, the latest ap-pointment on April 15. Already working are these eligibles: 1, 7, 8, 29, 37, 46, 61, 66, 70, 7f 81, 83, 84, 87, 91, 106, 107, 113, 120, 128, 131, 134, 135, 149, 162, 164, 166, 168, and 174, a total of 29.

Junior Examiner of State Expenditures—Nos. 16-A and 36 were appointed April 1, and these on April 16: Nos. 37, 38, 40, 42, 43, 45, 47, 48, and 52. All are at \$1,600.

Assistant Social Worker, Mental Hygiene: Already appointed are Nos, 1, 3, 4, 5, 7, 8, 11, 14, 15, 16, 17, 18, 21, 23, 24, 26, and 37.

Jones Called to Connecticut

State Civil Service Commissioner Howard P. Jones is one of a group of experts who will serve as examiners for the position of Connecticut State Personnel Director in Hart-

Study Questions—Court Attendant DPUI Tests These Will Help You on the Coming Test: Part 4

As preparation for the coming | debtor's real property situated with- | service of a summons by refusing to State Court Attendant test, in the county where the judgment is scheduled for Saturday, May 2, The LEADER has been publishing excerpts from previous tests for this position. Last week we published the first 15 practical questions on the most recent test, held in 1935. Below are the answers to these questions, along with 15 more. Answers and further questions will appear next

Answers

1.	True		8.	True	
2.	True		9.	False	
2	False		10.	False	
4.	False		11.	True	
8	True		12.	False	
	True		13.	False	
Ť.	True		14.	True	
		15.	False		

believe to be true, the F after those you believe to be false.

When a judgment is docketed It becomes a lien on the judgment

17. A "Supplementary Proceeding" is a proceeding to levy on the earnings or income of the judgment debtor. T F

18. Ejection is an action at law to recover the possession of personal property where a person having the right of possession is excluded from it by another. T F

19. If the volume and page number of a case is known, but not the name, a correct place to find out the name of the case is "Shepard's Cita-

tions." T F
20. "42 N. Y. 546" refers to the reports of the New York Court of Appeals. T F.

"265 N.E. 75" refers to page Encircle the T after statements you elieve to be true, the Professional Reporter. T F

22. The decisions of the Appellate Division are reported in the "Miscellaneous Activities." T F and "Judicial Department" always 23. If a person seeks to avoid mean the same thing. T F late Division are reported in the "Miscellaneous Activities." T F

viding subway employees with

Here are the most important Civil

Service bills still on the Governor's

desk. (It's still time, incidentally, to

write him how you feel about any

one of these measures.) If the Governor doesn't sign a bill given to

him in the last days of the Legisla-

Senate

S.I. 46, Mahoney bill, providing

that promotion exams shall consist

of two parts, a written test and credit

for seniority and record, the list to

include all those getting 70 per cent

S.I. 759, Coughlin bill, permitting

S.I. 809, Hampton bill, providing

defense training job until

for two-platoon system in all fire

veterans or their widows in veteran relief bureaus to stay on until June

is automatically dead.

departments.

additional

April 1, 1942.

in relief bureaus.

leave for subway workers.

accept the paper, service may be validly made by placing the summons at his feet and calling his at-tention to the fact that service of a

24. All City and Municipal Courts

are courts of record. T F
25. The Supreme Court is the only court of general original juris-diction. T F

26. The legislature may create local courts and confer upon them all jurisdiction now held by the Su-preme Court. T F

Where a court does not have jurisdiction over the subject matter, jurisdiction may be conferred by consent of parties to the action. T F

28. The County Courts in Bronx, Kings, Queens, and Richmond have no civil jurisdiction. T F
29. A summons on a County Court

may be served in any county within

rights to drafted Civil Service em-S.I. 2046, Halpern bill, granting

right of appeal to competitive employees. S.I. 2076, Condon bill, determining

who gets fees submitted by candidates for DPUI tests.

Assembly

A.I. 58, Kreinheder bill, eliminating hearings on charges within 60 the probationary period for promoted days. As of late last week, that employees.

A.I. 333, Sherman bill, granting special privileges to veterans in time of lay-offs, and ordering Civil Service commissions to publish monthly lists of vacant or unfilled positions.

A.I. 621, Barrett bill, extending the eight-hour day to guards of institutions.

ture by May 3-30 days after the A.I. 1197, Fite bill, extending Civil adjournment of the session-the bill Service to portions of the State not yet covered.

A.I. 1315, Ehrlich bill, granting reasonable sick leave to employees of State institutions.

A.I. 1407, Crews bill, reinstating aliens on the subway lines who failed to apply for citizenship by December 19, 1939.

A.I. 1530, Wadsworth bill, eliminating age requirements on school

exams. A.I. 1632, Fite bill, extending the life of the Fite Commission.

A.I. 1751, Crews bill, providing that length of eligibility on a pre-S.I. 1402, McCaffrey bill, allowing ferred list shall be equivalent to the New York City teachers to accept an number of years spent in the service,

four-year minimum. A.I. 1869, Ostertag bill, continuing S.I. 1495, Wicks bill, providing sick the Salary Standardization Board to

December 1, 1945. A.I. 1990, Gugino bill, extending S.I. 1517, Hampton bill, prohibiting the removal of provisional veterans veteran preferences to those who became citizens after entrance into S.I. 1905, Page bill, guaranteeing military service.

Here are latest flashes on coming

Names of eligibles on the Payroll Examiner and promotion to Senior Payroll Examiner lists have already been placed on the cards in the State
Civil Service Commission's certification division. The lists should be
out some time this week.
The Payroll Examiner list will be
used only for upstate certifications

used only for upstate certifications until October 5, when the present list expires. Only New York City eligibles remain on the present list. After October 5, eligibles on the new list will get jobs throughout the State. Further dates for Employment

Counsellor experience interviews have been scheduled. They'll be held April 25 in Buffalo, April 26 in Rochester, in New York City on April 30 and May 1-2, in Albany on May 9, and wind up in Syracuse the following day. The list is expected some time early in June.

Progress of the Firshein v. Reavy case, which aims to throw out the Unemployment Insurance test, has been held up while the State prepares its answer to the plaintiff's charges that the exam was irrele-

vant, unfair, etc.
Rating of experience has just started on the Junior Economist test. It will be summer, though, before the list is published.

ford on Friday and Saturday.

Civil Service Bills Still Await Lehman's O.K.

was all.

Governor Lehman has as yet approved the Cariello bill prosteered clear of nearly all the Civil Service bills placed before him by the State Legislature. He has approved the Wicks bill extending the railroad anti-sabotage act to subways, and the Seelye bill allowing pension contributions by draftees, and dis-

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Junior Stenographer The following are the latest certi-

fications, in New York City and Albany, from popular State lists. P means permanent; T means tempo-

Junior Cle	rk	
R	anking	Pct.
P-New York-\$900	835	85.85
P-Albany-\$900	3,010	82.00
T-New York-\$900	2,520	82.60
T-Albany-\$900	5,398	79.525
Junior Stenogr	apher	
P-New York-\$900	1.147	85.70
P-Albany-\$900	2,188	80.60
T-New York-\$900	1,297	85.20
T-Albany-\$900	2,347	77.80
Junior Typ	ist	
P-New York-\$900	916	87.96
P-Albany-\$900	1,919	85.00
T-New York-\$900	1,290	86.90
T-Albany-\$900	3,092	80.84
Assistant File	Clerk	
P-New York-\$1,200	178	88.70
P-New York-\$900	100	89.50
P-Albany-\$1,200	119	89.20
P-Albany-\$900	1,130	85.60
T-New York-\$1,200	459	87.30
T-Albany-\$1,200	438	87.40
T-Albany-\$960	1,194	85.60
T-Albany-\$900	1,351	85.20
Assistant Cl		
P-Albany-\$1,200	520	88.02
T-New York-\$1,200	234	89.33
T-New York-\$1,060	558	87.91
T-New York-\$900	437	88.37
T-Albany-\$1,160	1,027	86.71
T-Albany-\$960	3,883	83.20
Assistant Stenog		
P-New York-\$1,200	105	89.80
T-New York-\$1,200	1,164	84.10
T-New York-\$900	1,794	80.90
T-Albany-\$1,200 (from		20000
Sr. Steno, list)	786	86.25

 Sr. Steno. list)
 786

 T.—Albany—\$900 (from Sr. Steno. list)
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 P-New York-\$960... 383 T-New York-\$1,160... 222 T-New York-\$900... 1414 79.299 T-Albany-\$1,200 83.70 Latest permanent appointments from these lists are: Junior Clerk
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Albany—\$1,200 . 192
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Question, Please?

by H. ELIOT KAPLAN CONTRIBUTING EDITOR

This Department of Information is conducted as a free LEADER service for Civil Service employees, for eligibles, for all who desire to enter the Service. Address your questions to Question, Please?, The Civil Service Leader, 97 Duane Street, New York City. If space does not allow printing your answer, you will receive a reply by mail. Therefore, enclose stamped, self-addressed envelope. Questions for this column receive thorough analysis by a well-known Civil Service authority.

No Guarantee To Per Diem Employees

D. R.-The Civil Service law does not specifically provide for the length of service, days of employment, hours of work or method of payment of public employees. There is nothing in the law that gssures a per diem employee em-ployment for five days a week. How many days each per diem employee may work, the hours of assignment, etc., is within the discretion of the department head. He is not required to "guarantee" per diem employees at last 250 days of work each year. That is the budgetary maximum he is authorized to permit each per diem em-ployee. So also may per diem employees be required to work overtime if necessary and make up for it by time allowance on daytime

The Law About Temporary Appointments

J. O. S.-The new law (chapter 612, laws of 1940) relating to temporary appointments in the New York state and city services went into effect October 1, 1940. Up to that time temporary appointments could be made for only one month and without regard to standing on the eligible list, at least so far as the state service was concerned. In the Hilsenand case the court held that under the former law there was no authorization for temporary appointments for more than one month except in the cases where there were no eligible lists available, that is, provisional ap-pointments not exceeding four months. The law relating to provisional appointments in the ab-sence of eligible lists was not changed by the 1940 law. The law relating to temporary appoint-ments was changed so as to permit temporary appointments for longer than one month and not over six months in proper cases. The Civil Service Commission is required to determine whether a "temporary" position will actually continue beyond six months by "making due inquiry" thereof. If it finds that the position is one that is likely to

continue beyond six months, or there is no substantial evidence as to the definitiveness of the period of employment, the Commission may require that the alleged temporary position must be filled as a permanent one and certification will be made from the list in regular order. Even in the case of temporary positions that the commission finds to be actually such, certification will be made from the list in order of those willing to accept the temporary appointment. Those temporarily appointed will not lose their right to certification for permanent positions. They will continue on the eligible list and will be certified in regular order of original standing on the list when vacancies for permanent positions become available. In the last analysis, the determination as to whether the position should be filled as a temporary one or as a permanent one will depend on the particular facts in each case, and the commission will have to exercise its discretion and judgment as to the merits. Those who are appointed to temporary positions will not acquire "permanent status" unless they have been reached in regular order for permanent appointment and completed the probationary period of service which wi" begin with the date of appointment to the permanent place. Incumbents of temporary positions are not accorded the privileges or rights generally available to permanent appointees. They are not permitted to become members of the retirement system and do not have the benefits of restrictions on removal accorded permanent incumbents.

No 'Right' To Leave of Absence

C. F. C .- An employee in the state or municipal Civil Service has no "right" to a leave of absence from one position to undertake a probationary period of service in another position—in effect holding his resignation from the old position in abeyance. This is at most a privilege which may or may not be accorded to an em-ployee with the consent and approval of the department involved and the Civil Service Commission. I agree with you that the privilege ought to be extended as a matter of fairness and have encouraged the commissions to permit it in all meritorious cases. I have long felt that when an employee in a lower position accepts either a promotion or another ap-pointment in a higher position after original entrance test, that he ought to be permitted to "try" out the new position and if he finds that the department does not believe he can make the grade in the new position, then he might well be placed in his old position. This would be fair both to the department and the employee

The Beggs-Brennan Cases

P. A. F.-The Court of Appeals did not change its ruling or de-cision in the Beggs and Brennan cases, as you appear to have been erroneously informed. On the contrary, the Court declined to change its ruling. It would appear, therefore, that the interpretion the Municipal Commission-has given the original opinion of the Court is correct. (Incidentally, Court is correct. The LEADER'S interpretation proves now to have been the correct one. article explaining the court's ruling in the Beggs case was published right after the decision was handed do ---- -- EDITOR.)

Civil Service Privileges

G. L.-The rights and privileges to be accorded to public employees and persons on Civil Service eligible lists who are inducted into military service are provided in the Page Bill now before the Governor for consideration. It is believed he will approve the bill. Basically it safeguards all the pension, reinstatement, promotion, appointment, seniority, salary incre-ment and similar matters during the period c' military service or training.

Do Draftees Get Vet Preferences?

J. Y.—Those serving in the mili-ary service as "selectees" or "draftees" (whichever you prefer to call them) become after their honorable discharge from such military service "veterans" apparently, but not "war veterans." Prac-tically all the statutes relating to so-called "veteran preferences" are restricted to war veterans. Only war veterans are accorded any privileges in the State or city services in New York. In the federal service, however, the rule appears to be that all veterans, whether war or peace-time are accorded certain veterans preferences in civil service examinations.

National Guard 'Mailman'

E. F.-The fact that you (a national guardsman inducted into the Federal military service) are performing the duties of a "mailman" for your regiment will not give you the right to appointment as a postal clerk in the P. O. Department after you are mustered out of the service. You will not be eligible for appointment unless your name is on the regular list for postal clerk and reachable for appointment in regular order. course, you will be given added credit for your military service when and if you pass the examina-tion for postal clerk in the future.

Different Types of Lists

L. S.-The state and municipal commissions seem to interpret the law relating to reinstatements from preferred lists as meaning that preferred lists must be used before promotion lists. That is, under the present law. There is a bill before the Governor, however, which would provide for use in the order stated of (1) department preferred list (2) promotion list (3) state-wide (or city-wide in case of cities) preferred lists, and (4) original entrance lists.

Postal News

By DONALD MacDOUGAL

Longevity

This week, postal men are talking about longevity. The big House of Representatives hearing is on Tuesday, April 22. Here's some lowdown on the bill and its chances. ...Its chances in the House are good....Its chances in the Senate are so-so....The publicity campaign of postal workers is bearing fruit....The Joint Conference is submitting a brief to the House Committee on Post Offices and Post Roads covering the subject for all its affiliated organizations.

Clerks and Unipocs Discuss Amalgamation

Quietly, during the past two weeks, negotiations have been going on between the Clerks and Unipocs. Subject: Can the two groups amalgamate into one? The Clerks submitted to the Unipocs a detailed memorandum making these points; (1) it would be better to have one organization than two; (2) the amalgamation shall be subject to confirmation by members of both organizations in a national referendum; (3) the referendum would inquire as to whether the members would prefer to stay unaffiliated or affiliated with the AFL; (4) both groups would be bound by the result. Present status of the negotiations: Nothing definite.

All at Sea

One of the least known of all postal services is the Sea Post Service, which, as its name denotes, takes care of the distribution of mail on board ocean-going vessels. Even before the start of the present war, there were less than 100 sea post clerks; and now, with Atlantic travel at a standstill, there remains a handful of men on Pacific vessels. These men are entitled to first-class accommodations on the steamships to which they are assigned, and they get expenses for board and lodging while in foreign countries. They are subject to ship's discipline to the same extent as passengers. Appointments are made only through transfer from the Railway Mail Service or from the classified personnel of first and second-class post offices.

Politics

Isolation or Intervention? That's the problem bothering the boys in the approaching elections of the Railway Mail Association. Specifically, it comes down to this: should the Association interest itself actively in the legislation now before Congress, or should it as a group remain content with an interest only in these problems that concern postal men directly? The latter course is advocated by a group known as the Active Nucleus Party; the former by a group called the Progressives. And while these parties, as such, won't dominate the elections, still there is this divergence.

Stray Stuff

If you Dodger fans must tell your favorite team what you think of them, telegraph, don't write. Uncle Sam frowns on naughty language to the extent of a \$5,000 fine, five years in prison, or both...Railway postal clerks don't wear a uniform. Only a badge.

Symphony
The New York Post Office Symphony Orchestra is preparing an outstanding program for its coming concert at Julia Richman High School, 67th Street and 2nd Avenue, on Sunday evening, May 4. One of the big numbers on the program is Ballad for Americans. Any post office employee who plays an orchestral instrument or would like to sing in the chorus is welcome to join the group. If you'd care to join, go over to the Church Street Annex, Room 511, any Wednesday evening. Conductor of the orchestra is Jacob Katz; of the chorus, Alba Blum.

Mutual Benefit Get-Together

Annual spring get-together of the Bronx Central Post Office Mutual Benefit Association will be held Saturday evening, May 10, at Vasa Castle Hall, 149th Street and Walton Avenue. Free refreshments. Proceeds go to the sick fund.

How the Postal Retirement System Works

In response to many requests, we asked Martin Shapiro, President of Local 251, National Federation of P. O. Clerks, to write us a piece about retirement. Here it is:

The mandatory retirement age for supervisors is 70 years. A clerk, carrier or laborer must retire at age 65. Any supervisor who has at least 30 years of service may retire at his option at 68. A clerk, carrier or laborer who has at least 30 years of service may retire at age 63.

All employees pay 3½ percent of their salary towards their retirement. If an employee has 30 years of service and if during this period of time he has received \$1,600 a year for any 5 years of that service, he receives \$1,200 a year upon his retirement. The retirement system went into effect in August, 1920. In 1930 several additions were made to the law which may give employees of the future a little more than \$1,200 a year. Under that change the government allows \$30 a year for every year of service up to and including 30 years of service. That results in \$900. Then an employee is permitted to use his total deductions of the 30 years toward the \$900. At the present time a dollar has the equivalent value of about 81/2 cents, so if an employee contributed a total of \$4,000 during his life time in the Post Office and wanted to apply it to his account, the account would read:

\$40,000 x .0854628 equals \$341.85 plus the \$900 gives him a retirement of \$1,241.85. However, this feature will not benefit the clerks, carriers and laborers until 1950, and even then by a small margin above the \$1,200 he receives now.

How to Figure

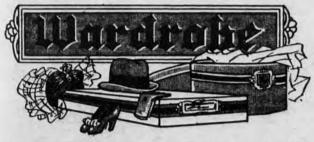
In 1940 a new addition was made to the retirement law. Employees are permitted to-purchase additional retirement over \$1,200 a year. An employee may contribute up to ten percent of his salary. The employee must contribute in multiples of \$25. Since the retirement dollar is worth approximately 81/2 cents, the total of his voluntary contributions times the 81/2 cents will give the additional amount of annuity purchased. The employee never loses any of this money since if he dies before he retires his estate will receive the amount he contributed. And if he retires he will receive the additional annuity. And if his death should occur after retirement and he hasn't withdrawn all his money by the increased annuity, then his estate will get the remainder. However, I do not like this feature for the reason that if an employee contributes and after 5 or 10 years changes his mind, or else some unforeseen large expenditure arises, he cannot withdraw that money. Every penny he contributes voluntarily to purchase additional money remains in his account. And the only way he can get it back is to resign his position, or if he is dismissed. If he dies his estate gets it. But while he is in the active position he cannot get his money back.

Additional Retirement

If an employee has at least five years of service and because of some illness becomes too disabled to work he may retire on disability. He then receives an amount based on his years of service. A good approximate way to figure is to allow \$40 for every year of service. If for example the employee has ten years of service he would receive \$400 a year; fifteen years of service \$600 a year If the employee recovers he is permitted to seek reinstatement with any Post Office. He is allowed one year after recovery to do this. And generally he is reinstated with the same salary te was receiving when he became disabled.

(To be continued)

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MEMBER, AUDIT BUREAU OF CIRCULATIONS



Tuesday, April 22, 1941

Postal Workers Deserve Support

HIS week postal workers are converging in Washington from throughout the United States. They are there for a single purpose—to protect their living standards in the face of rising cost of living.

The facts are simple.

- (1) Postal employees have had no salary increase since 1925.
- (2) The increase they're asking is only \$1.90 a week after ten years of service, and an additional \$1.90 a week each succeeding five-year period.
- (3) Promotion opportunities for carrier or clerk are comparatively few, and for most men and women these become dead-end jobs.

The program of the postal workers is embodied in a measure now before Congress known as the longevity bill. A House Committee is to hear the assembled postal workers this week on the longevity bill. It is understood that the balance of the bill's chances is precarious. No one can say whether it will pass or whether it will fail. That's why the postal workers should have the fullest support, especially of other Civil Service employees.

Congressman George O'Brien, of Michigan, stated the case for the postal workers aptly when he said: "It is a commonly accepted principle that for faithful and conscientious performance of duties in any line of endeavor there should be commensurate remuneration, and that remuneration should be increased in the degree that the employee's value to his employer increases. This is an accepted idea in private industry and in many government departments... Most of those who make the government service their life work and sole means of income are young people, and either have or will have a home with a family. As the family grows the longevity pay will provide gradual increases in wages to correspond with the increase in the size of the family...No matter how efficient a postal worker may be, he knows that in the first five years of service he has reached a peak in salary. This is an unnatural situation. Certainly it is not conducive to the wellbeing of any individual for him to realize after working for five years that he has already accomplished all he can reasonably expect to accomplish in his lifetime so far as salary is concerned."

These points are properly taken. Let's hope that Congress realizes the importance of postal employees to the nation—sufficiently to grant them the small salary increase they're asking.

And to make sure, all Civil Service employees should get behind the postal workers for the big push.

A Petition to the Mayor On the 11-Squad Chart for Cops

Dear Mr. Mayor: As a member of New York City's Police Force, I feel that the 11-squad chart, which would give us a 48-hour swing each week, will improve the morale and efficiency of the men. I urge that you, as Chief Executive of the city, get behind the 11-squad plan and help us to gain the decent working hours which it provides.

Name				 					 					٠	•
Daniel Land															

Precinct.....

Home Address

[Please send this coupon to the Civil Service Leader, 97 Duane St., N. Y. C. It will then be forwarded to Mayor LaGuardia.]

Sont

Repeat This!



STILL another group is readying to organize Sanitation Men... One place where influence is of no avail is Hunter College Model School. . . Evidence for disbarment proceedings against a New York City councilman is in the hands of a noted attorney. He hasn't yet decided about bringing the evidence before the Bar Association. . . . An attorney for the SEC was put away after he called Ben Cohen on the long-distance telephone at 1 a.m. to tell him that he had evolved four different schemes, each one guaranteed to solve the nation's economic ills.

Labor Department

Postal employees half a century ago really had a battle before they won the eight-hour day. For five years after passage of the 1888 law the Department stymied it by maintaining that the eight-hour day meant a 56-hour week. Officials multiplied eight hours by seven days to get this figure. They held that if a man worked nine hours a day for six days, he actually owed the government two hours' work at the end of each week. It took the courts years to throw this argument out.

Census News

A federal agency reports that this country has 123,000,000 rats. Which practically means one for each of us...Certain cops are being criticized for seeking free notary service on Civil Service applications...An investigator working with a public official, fearing threats because of his

Merit Men



A FEW WEEKS AGO Mayor LaGuardia, emerging from his annual budget retreat, unexpectedly appointed Thomas Joseph Patterson assistant budget director. None was more surprised or pleased at this news than Patterson himself.

He replaces Lester Stone, who goes back to the Mayor's offices as press and public relations secretary

It was back in 1906 when Patterson, today a tall, well-dressed man with slightly graying hair, first entered Civil Service as a clerk in the Department of Finance "at what was then supposed to be a very good salary—\$1,040." Soon afterwards he was transferred to the Comptroller's Office to help prepare the de-

partment's annual report. Later,

when the budget making duties were turned over to the Board of Estimate, he moved again. In 1933 when the Budget Director's Office was created, he was transferred to it. In 1935 he was promoted to chief examiner.

Of his appointment Patterson says: "It fulfills one of those hopes that we in Civil Service always have. It should be an incentive to Civil Service employees to see career men in high appointive jobs."

Patterson has known the Mayor a long time. He worked with him at frequent intervals since 1920 when the Mayor was president of the Board of Aldermen and a member of the Board of Estimate. Even then, he says, the Mayor was greatly interested in budget matters.

Outside of his work, Patterson has little time for other activities. "This is the kind of job," he says, "that ties one up. You either have to be here most of the time or take a little bag home at night with reports and other materials."

From his long experience in Civil Service Patterson has drawn some definite conclusions about it. He thinks it has reached a high point of development, but admits that sometimes there are injustices. "I've seen some of the best workers take exams and fail—it seems a shame. But generally speaking, it does bring out the survival of the fittest. Some tests should be made more practical, though I

"We're going through a different era. We are getting a more intelligent group but they lack the practical experience we used to get. I'd like to see people who have had some business experience coming into the service instead of those who get all their experience in the service."

don't know just how.

exposes, has installed a device to record telephone conversations. . . . How come the DPUI's budget is never made public? . . . The

War Department expects to hire 225 additional hostesses for the army camps; 15,000 applications are already on hand.

letters

The Lack of Federal Information

Sirs: Why doesn't The LEADER really do something about the lack of information coming from the United States Civil Service Commission? Once a fellow takes a federal exam he might just as well forget about things. Sometimes he hears from the government, sometimes he doesn't.

I can't see any reasonable explanation for this. Since a merit system will break down once the public stops taking exams, it is certainly a duty of the commissions to give the public some idea of what is happening. Keeping candidates in the dark, it seems to me, is about the best way of undermining confidence. Even if nothing untoward is happening, the mere silence from the commission brings on suspicion.

The city and state commissions, no matter how rushed, give candidates and eligibles information of every kind. Let's bring the Federal Commission out into the light!

EDWARD HOULIHAN.

The LEADER has received a great many letters carrying the same complaint: "We can't get information from the federal Commission." Commission, on the other hand, has frequently indicated that the mous difficulties under which it works sometimes make it impossible to impart the precise information desired by an eligible. The func-tioning of the federal Commission is far more flexible, less bound by simple regulations, than the city and commissions. At the same such federal Civil Service state commissions. formulas as the "quota system" of selecting personnel in relation to the population of various states, render it difficult to give an eligible the kind of answer he wishes to a question. The Commission is doing all it can, under the circumstances, to enlarge its information facilities, and interested persons may have noticed that information today flows more readily than it did, say, a year ago. Nonetheless, it is our belief that the complaint of Mr. Houlihan is essentially justified. The Leader will attempt in some measure to alleviate the problem by enlarging its scope of federal news-coverage.—Editor.

Photostat Operators

Sirs: The list for Photostat Operator, Kings County Register's Office, has been established, as per announcement in The LEADER of

April 8.

A practical examination was given to but 15 of the successful candidates in the written test. This was not r. ted. The list was then established on the basis of the written examination: 2 per cent of it being on photostat work, 98 per cent clerical.

Will those who are desirous of protesting this peculiar discrimination communicate with me with a view to taking legal action if necessary.

Address Mr. J. R., in care of The LEADER, 97 Duane Street, New York City.—Editor.

An exclusive LEADER feature-

CIVIL SERVICE IN WAR-TORN ENGLAND

J. Reagan McCrary, chief editorial writer of the New York Daily Mirror, has just returned from England. Before he left, Seward Brisbane, editor of The LEADER, asked Mr. McCrary to interview Civil Service employees and officials in Britain. What has happened to Civil Service in war-torn England? Has the merit system stood up or broken down? Have government workers done their part in the war effort? How have working conditions of government employees altered? The postal worker, the fireman, the stenographer, the sanitation man, the government clerk—what happens to their jobs when bombs are creating havoc? How are Civil Service employees performing their job of running the empire in time of crisis?

Mr. McCrary spoke to Civil Service workers—went into

Mr. McCrary spoke to Civil Service workers—went into their homes, their shops, their offices; he studied the new conditions that confront them. And his exclusive story, soon to appear in The LEADER, is an exciting, vital contribution—important to every Civil Service employee and

official.

POLICE CALLS

By BURNETT MURPHEY

Lehman Signs Police Bill

Despite opposition of police groups, Governor Lehman last week signed the Wadsworth Police Mobilization Bill which empowers him to use local the orders anywhere in the State in case of an empower.

the Wadsworth Police Mobilization Bill which empowers him to use local the wide forces anywhere in the State in case of an emergency, police forces only be used only within the corporate limits of Hitherto, local police could be used only within the corporate limits of their own localities. Enactment of the Wadsworth Bill, sponsored by the terror of State Governments, permits the Governor to instruct the head council of State Governments, permits the Governor to instruct the head of a local police force to dispatch his men wherever it is deemed necestry for them to serve. Thus, New York City cops could be sent anyof a local them to serve. The sary for them to serve. The where in the State for duty.

In case cops are sent elsewhere than their own communities, the local In case copy are substitute copy while the regulars are busy. Such afficials serve only until the return of the regular police,

Watch The LEADER for an important Police story next week.

Richmond Post Holds Entertainment

The Richmond County Police Post 1175 held its annual entertainment and reception on Sunday at George Cromwell Center, Pier 6, Tompkins-

St. George Association Communion

The St. George Association of the Police Department will hold its fourth annual Communion and breakfast on Sunday, May 4. A parade beginning at 7:45 will start at Fifth Ave. and 61st St. and proceed to St. Thomas on 53rd for Communion. Breakfast will followed to St. Thomas church on 53rd for Communion. Breakfast will follow at the Hotel Astor.

Latest Vacancy Statistics

At last week's end there were 709 vacancies as patrolman in the department. An additional 22 vacancies will probably be created when repartment. An additions are acted upon. The latest batch to step out will bring to a total of 72 the number of retirements since April 1, the date men with 20 years of service on April 1, 1940, begin receiving an extra \$50 year pension.

There is still no word on when the Mayor will authorize new appointments to fill the constantly swelling number of vacancies.

Suit Before Court of Appeals

The suit of a group of eligibles on the male telephone operators list to compel the use of their list for police department jobs is still before the Court of Appeals awaiting decision. When the exam for this position was announced, it was the intention of the Civil Service Commission to use the list to replace uniformed men who were serving at switchboards in the various precinct houses. However, before the list was completed, Commissioner Valentine used the regular patrolman list for telephone opera

The Court of Appeals will now rule on whether the Commissioner was within his rights in this action, or whether the male telephone operators list should be used for the jobs.

Specials vs. Regulars

The suit brought by a group of eligibles on the Special Patrolman list to compel the Municipal Civil Service Commission to rescind the recent certifications of regular patrolmen eligibles and use their list instead for jobs on the city subways has been adjourned for two weeks. The special patrolmen contend they should have gotten the jobs as special subway police, and that their list had been declared appropriate for just such posts. The Commission acted on orders from the Mayor in using the regular patrolman list, from which no other appointments have been made since

The firm of Goldstein & Goldstein, of 135 Broadway, is handling the

case for the eligibles.

11-Squad Chart: Nothing New

There is nothing especially new on the 11-squad chart, but efforts are still continuing to get the measure introduced in the City Council. If the present state of international events were not so pressing, undoubtedly there would have been action by this time. But some officials are cagey about enacting a measure which might have the net effect of decreasing the amount of police protection the city now has-even with the addition

PBA Nominations

Nominations for officers of the Patrolmen's Benevolent Association will e made at the regular meeting of delegates on Tuesday, May 13, at the Hotel Commodore.

Books for the Sergeant Test

As the sergeant exam gets closer, the last minute cram rush gets under way. So, if you haven't had a chance to look at the latest books, here is a list with some descriptive material:

New York Criminal Law, by Eugene Schwartz and William Goffen, is a 1,000-page volume, just off the press, that covers the essential procedural and substantive features. Basic cases and many recent ones are cited to illustrate the statutes. Ample chapters cover The Law of Arrest, Bail, Arraignment, Pleadings, Venue, Jurisdiction, Extradition, Evidence, Principals, Accompliants, tipals, Accomplices, Accessories, Compounding, Double Jeopardy, Intent, Perjury, Bribery, Conspiracy and all the major crime classifications. In-didently, Eugene Schwartz, one of the authors, is a lecturer at the Schwartz School (\$5.00).

The Law of Arrest, by Clarence Alexander—433 pages on arrest, extradition, evidence, malicious prosecution, crimes, etc., with supplements through 1940 (\$2.00).

Police Interrogation, by Lt. W. R. Kidd-198 pages on questioning wit-

hesses and prisoners (2.00).

Identification Problems—Criminal and Civil, by Israel Castellanos, M.D. -215 pages covering fingerprints, dactylocope, bloodstains, hair, radiog-laphy, electrocardcography (\$2.00).

Modern Police Work Including Detective Duty, by James J. Skehan-

87 pages of material on police procedure, discipline, crimes, and miscelous problems (\$3.00). Police Methods for Today and Tomorrow, by George D. Callan-361

Pages covering arrest, investigations, reports, evidence, firearms, use of the lab., fingerprinting, photography, bills, etc. Police Systems in the United States, by Bruce Smith—384 pages of in-letesting material on police problems, organization and services (\$4.00).

Home Study Course for Police Sergeant is a mimeographed collection of material for intensive study prepared by Westchester Civil Service Institute. Institute (\$2.50). There are four study manuals specially prepared for the Sergeant—Aid (\$1.00), Arco (\$1.50), Cord (\$1.50) and Morton (\$2.00). These contain previous examination sample questions, and special hints. The new manual is a must if you are really cramming. The Columbian Institute has prepared a Postanova Cuida and Index which sells for \$1.00 and the has prepared a Reference Guide and Index which sells for \$1.00 and the Leading has put out a pamphlet with questions and answers and the 1937 test (40c)

All of these books may be purchased at The Leader Bookshop, 97 Duane St, New York City.

Welfare Department News

Chitterchatter

Lou Jaffee is Acting Director of the Division of Special Investiga-tion. . . . Polly Carter Field, Assistant Director of Press and Public Re-lations, is collecting seeds for her garden these days. All kinds. Thank you. . . . Ed Rhatigan, Director of Public Assistance, is due for a big story in the Queens press—local boy makes good business..., Bill Paschell is back on the twelfth floor of 902 Broadway after tearing himself away from a Connecticut farm, where he spent a pastoral vacation.... Louise Spero of the Bureau of Finance and Statistics has just returned from a vacation in Florida. . Cliff McAvoy, Deputy Commissioner, is a first-rate violinist. . . . Then there is Teddy Schoenfeld in the Division of Methods, Procedure and Office Management and Arthur McGuire, Director of the Commodities Division—both pianists of con-cert calibre. Townsend Hand, Community Relations Chief, composes on munity Relations Chief, composes on the piano. . . And Sarah Barish, Brooklyn Case Supervisor, looks right nice with 16 pounds gone. . . . The Department's a-nual report is being readied. . . The Non-Settle-ment Office is buzzing with glee over the successful piece of business of getting funds out of occupied France for a local relief recipient, Which is carrying efficiency much farther than efficiency could go by itself. . . . Somebody told Ed Sanderson that summer is here. Ed's going coatless. . . . The home relief case-load has been dropping rapidly in

Study Books

Social Work Books Received at Municipal Reference Library-Social Work Yearbook, 1941, Russell Kurtz, editor; Introduction to Social Case Work, Josephine Strode; Social Supervisor and Investigator, Aid Pub. Co.; Education for Social Un-derstanding; Programs of Case Work and Group Work Agencies, Gaynell

The American Public Welfare Association this week distributed two booklets: Intake in a Public Agency, Inez Tylor; and The Place of Case Work in the Public Assistance Program, Eda Houwink.

Ranen Explains His Approach

Your reporter saw an article by Ellis Ranen the other week on the subject of staff relations, so we asked

no sole rights or privileges of any kind given to any one staff organiza-tion recognized in the Department, no matter what its size or orientation. The natural conclusion from this is that all our organizations are treated equally under the Department regulations. This principle of equal treatment is the most important factor in any management relations with staff organizations under Civil Service. In our Department, we require organizations, groups or individuals, whether they represent the majority or the minority of other organizations or individuals organized independently, to register with the Depart-ment and subject themselves to all regulations enunciated in the Commissioner's Executive Orders. It is made clear to them that while there are certain privileges given to all organizations, they are all similarly subject to our limitations. This, of course, does not necessarily mean that the principle works as satisfactorily for one organization as it does for another.

"On the question of distribution of political literature, the Department has taken a very definite stand, prohibiting its distribution by all organizations, irrespective of whether they are in the majority or in the minority. As a matter of fact, in this respect the Department is governed by a rule of the State Welfare Department prohibiting any political activity. The fact that a group may be a minority within a minority and therefore entitled to freedom of expression does not affect the distribution of litera-ture dealing with political subjects. Actually, even if it did not deal with purely political subjects, I don't think we would permit the Department to become a battleground for the majority and minority groups of all our recognized organizations, as this would increase unrest, effect a waste of Department time and a loss of efficiency. In almost every one of our organizations there is a minority which disagrees with the views and policies of its majority or its leadership."

To Maintain Social Gains

Recommendations were made the other day by the students and members of the faculty and alumni of the New York School of Social Work who sponsor the Conference to Maintain and Extend Social Services. The recommendations were identified with the following fields:

The assurance of a livelihood for him for a capsule statement of his viewpoint. Here it is:

"The basic philosophy governing all aspects of our relations with or- all aspects of our relations with or- all children of suitable education and favorable conditions sky, DO 15; Yetta Karp, DO Slobodkin, DO 72; Rose Nar. Henriette Crocco, DO 99; Gutbrod, DO 43; Hattie J. I. all aspects of our relations with or-

ganized groups is that there can be for growth and development; social services for children and adults who are at a disadvantage compared with their fellows; and the guarantee of real political, economic and social equality, unhampered by restrictions upon creed, race or color.

The conference was called to pre-pare a program that could be used as a basis for social action. If the economic and social security of the American people is to go forward, social services must be expanded—this conclusion of the White House Conference was reiterated by the

New Certifications To Welfare Dept.

Certifications for clerical vacancies in the Department of Welfare have continued with the latest lists submitted to the department con-taining sixty-two names for thirtyfive permanent positions and fortytwo certifications for temporary jobs.

The last number reached in the certification for permanent posi-tions is 4,033 while the last number of the list for temporary positions is 4,579.

The Attendant-Messenger list has been certified to the Park Department to the extent of 471 names. The last number reached in the certification for the permanent position

The Orange and Blue

Numbers add up-and sometimes become significant. Food stamp statistics, for example. At this time approximately 300,000 sales will have made and approximately \$4,000,000 paid for orange stamps; \$2,000,000 in blue stamps will have been distributed free. Thus the food buying power of the relief population has been increased by \$2,000,000 since March 1 and the business community has benefited to the same extent in new and additional business.

Recent Assignments

In the list of assignments for-warded last week, the following correction should be noted.

David Kaplun, Asst. Supervisor working in the capacity of Acting Case Supervisor of D.O. 40, is still working in D.O. 40 and has not been transferred to D.O. 46.

ASSISTANT SUPERVISORS

ASSISTANT SUPERVISORS
Abigail Semans, DO 11; Alfred Lockitt, DO 83; Austina J. Jackson, DO 84.
SOCIAL INVESTIGATORS
Edith Frankel, DO 32; Lee Leibowitz,
DO 73; Ernest Schroeder, DO 17; Milton Kurland, OAA-Man.; Blanche Dansky, DO 15; Yetta Karp, DO 72; Mollie
Slobodkin, DO 72; Rose Narin, DO 60; Henriette Crocco, DO 99; Gretchen
Gutbrod, DO 43; Hattie J. Dolgin, DO
40; Fannie Schwartz, DO 84.

Mental Hygiene Notes

Brooklyn Ball

Fourth annual ball of the Association of Brooklyn State Hospital Employees was held Saturday night at the Columbus Club, 1 Prospect Park West, Brooklyn. Joseph E. Walla was chairman of the arrangements committee, assisted by David Carey, Rose Wesner, Helen O'Brien, James Pritchard, Jack Graney, Maurice Garbus, Margaret McLaughlin, Alma Graham, Lawrence Gamache, Carrie McCourt, Helen Kennedy. Cleda Sutton, and Mildred Eliassen.

Veteran

Another long-time employee of Hudson River State Hospital is about to retire. This time it's John Leydon, Special Attendant Truck Driver in the Farm and Grounds Department, who leaves April 30 after 34 years, three months, and 22 days service in the Poughkeepsie institution. This Friday at 12:30 p.m., a farewell party will be held in the Amusement Hall.

Eating and Thinking

That's the title of a cute item appearing in the current Mental Hygiene News. Here it is:

"What this country needs is not a good five-cent cigar or a longer, cooler smoking cigarette but a real

tween what a person eats and drinks, and the results such eating 993 among the women. Latest appointments are 3,885 among the men and 940 among the women. Outside New York City, the latest for the great and 540 among the women. Latest appointments are 11,716 among the men and 7,931 among the women. Latest appointments are 9,029 for the men and 7,171 for the women. effect is there, whether we can describe and prove it or not. What we eat and drink affects the brain as well as the body."

Bowling

The women's bowling team Harlem Valley State Hospital will celebrate recent victories at a dinner Wednesday evening, April 23. In charge of arrangements are Charlotte Linehan, Katherine Wall and Alyce Kowalski. . . Recent resignations: student nurse Thaddeus Adamiec, Arthur Michaels. New employees at Wassalc State School: Ruth Pitkin, Mrs. Lydia P. Mar-Josephine Marino, Ernest White, Helen Burke ... These have resigned: Clarence Perry, C. James

Progress of the List

Here's the latest on the progress of the rapidly decreasing Hospital At-

In zone 4, questionnaires have gone down to eligible No. 12.103. Within

tween what a person eats and the men have gone to 4,158 and to

men and 7,171 for the women.

A total of 132 permanent appointments-84 men and 48 women-have been made in zone 2, along with two temporary appointments. There have been 262 certifications, with 36 still outstanding. Last number certified was 6,366 (860 in the zone) and last number appointed was 4,805 (660 in the zone). Questionnaires have gone down to 7,736 (1,064 in the zone) among the men and to 3,192 (424 in the zone) among the women.

In zone 3, 253 certifications have been made. Of this number, 133 were appointed, but 14 failed the medical test after appointment. 78 persons failed to report, refused appointment, failed the medical prior to appointment, or were rejected because of unsatisfactory employment records.

Lowest man certified was 12,479 (920 in the zone) and lowest man appointed was 11,501 (744 in the zone). Among the women, the lowest certified was 14,155 (1,015 in the zone), and the lowest appointment was 11,-464 (838 in the zone).

Mention of the CIVIL SERVICE LEADER is the best introduction to

awakening as to the relationship be- the five borough, certifications among our advertisers.

Teachers Newsweekly

Review of the Week

An impressive array of alumni and defenders of Townsend Harris High School spoke at the budget hearings last Wednesday. Included were former State Senator Albert D. Wald, Municipal Court Justice James W. Donoghue, Mark Starr, vice-president of the American Federation of Teachers, Assemblyman Davidson, Professor Edman of Columbia, and Mrs. George Z. Medalie, member of the Board of Higher Education. . . . Mrs. Medalie read a resocation... Mrs. Medalie read a reso-lution adopted by the Board of Higher Education to urge the restoration of the \$100,000 eliminated from the 1941-1942 budget funds.... from the 1941-1942 budget funds. . . . Fireworks started as soon as she finished speaking. . . . Reuben Lazarus, another Board member, stated that the board had not arrived at a definite decision on the subject. . . . Asked to explain by Borough President Lyons, Lazarus said, "The resolution adopted unanimously provided that three members of the board appear before the Board of Estimate pear before the Board of Estimate pear before the Board of Estimate to urge restoration of the fund. It did not specifically provide for their appearance today." The debate on Townsend ended with a castigation by President Marshall of those who sought to contrast the achievements of intellectually superior Townsend students to the thousands of ordinary public school students. Marshall students to the thousands of ordinary public school students. Marshall said., "It's very bad business for people who don't know anything about public education to make the intellectually snobbish kind of statements that were made today."... Ten more teachers have joined Uncle Sam's military forces, seven with the draft at \$21 per month, two via the draft at \$21 per month, two as second lieutenants at \$131 per month and one, Daniel J. Brimm, teacher of Aviation Mechanics in the High School of Aviation Trades, as lieutenant commander assigned to the Navy's Bureau of Aeronautics in Washington, at \$250 per month. . . . For the third year in succession Newtown High School's X-Ray won

the award for typographical excellence at the Columbia Scholastic Press Conference. . . . George F. Pigott, Jr., director of the emergency national defense training program, has announced that the Board of Education will conduct special classes for soldiers in Fort Totten and Fort Tilden in auto mechanics and clerication. Tilden in auto mechanics and cleri-cal work. . . . College graduates who would like to become teachers are would like to become teachers are urged to learn a trade . . . not to practice the trade, but to teach it. . . . At that, many substitutes on the present License Number One list probably wish they had learned a trade, not to teach, but to practice it. . . Released time will be discussed at a luncheon at the Hotel Delmonico, Wednesday, April 30, 1941, under the auspices of the Teachers Guild Associates. . . A beaded vest that once belonged to Buffalo Bill is on display at the Midwood High School. High School,

Test for Teacher Of Home Economics

A new examination for license as substitute teacher of home economics (foods and household care) was announced by the Board of Examiners. Applications can be obtained at 110 Livingston Street, Brooklyn, and must be filed, with the \$2 examination fee, by Monday, May 5.

Applicants are required to have a baccalcureate degree or equivalent preparation, including 12 semester hours in appropriate courses. Six of the twelve hours must pertain to junior high school work, and at least one course must be in history. philosophy, principles or problems of education, adolescent development or educational psychology, methods of teaching or educational psychology, special methods of teaching the sub-

supervised practice teaching in the subject may be substituted for the teaching experience.

Age limits are 18 to 41. These may be waived for applicants who have served as substitutes, teachers-in-training, or teachers of approved WPA projects within the past five

New Eligibles

The Board of Examiners placed the following names on eligible lists for holders of licenses as teacher of day high schools in the subjects indicated. Auto Mechanics: John J. Rohan, Brooklyn, 73.23; Building Mainte-nance and Service: John A. Lavery, Bronx, 77.69. Electrical Installations and Practice: James Hepburn, Bronx-ville, N. Y., 77.84; William Fasbender, Brooklyn, 73.22; Thomas J. Dinan, Bronx, 70.33. Woodurning: Edward Bronx, 70.33. Woodturning: Edward Morgan, Bronx. 79.36. Woodwork-ing: Stephen J. Seifert, Richmond Hill, 75.86; Ignetius Ferrante, Elm-hurst, 74.19; Charles H. Johnson, Walden, N. Y., 73.76. Trade Dress-making: Yolanda Perri, Brooklyn,

Playgrounds Open

Spring is here, officially. The circus made its annual appearance in the Garden, Mayor LaGuardia gave his annual pitching performance in the local ball parks, the Board of Estimate held its annual budget hearings. All these happenings indicated the arrival of the gentlest, most desired season of the year. But the most definite, most certain sign that Spring has arrived was the announcement, last week, by Acting Superintendent of Schools, John E. Wade, that 160 elementary school playerous will be opened school playgrounds will be opened to children until 6 p.m. each evening. High school students and adults will

You and I

by May Andres Healy

May Andres Healy is granted the widest latitude in expressing her views. Her opinions do not necessarily represent the views of The Leader

LTHOUGH the Mayor asks the Board of Estimate to prune five and a half million dollars from the education budget for 1941, some members of the board display a definite inclination to disregar

The Mayor's wishes.

The unwilling members of the Board of Estimate feel the Mayor has gone too far in his drastic recommendations for cuts in the educational budget, especially when the slash will affect teachers in training, the bureau of attendance, evening schools, wage standards and teaching positions—all important phases of our existing school system, which cereives the best in the action. tainly is one of the best in the nation.

There, too, are other matters of school organization sorely and adversely affected by the proposed mutilation of education funds, but the ones mentioned above are enough to have made several men of the board look askance at the Mayor's suggestions. Beyond the knowledge that the intended budget would partially cripple the school system, as we know it these doubting board members also expressed the common view that the Mayor had been woefully inconsistent in his statements about the budget for education. And in lieu of that it's evident they intend to make up their own minds.

Only Two Are Bound

Of the entire board probably only two members are bound to follow th

Mayor's instructions implicity, the president of the council and the comp

troller. The others by their questions at the recent budget hearing indicated they felt the original Board of Education budget was none too larg for the operation of the New York City School system. Therefore we hope the opposition on the board of estimate intends to

return some of the items the Mayor seeks to delete. For instance, an fair-minded city official would realize at once that to cripple the Burea of Attendance would also lessen the amount of state aid received by the

Attendance officers are necessary to keep some children in school. I the children are not kept in school, and the attendance drops, state all which is based on attendance, also decreases. The bureau of attendance already is under-manned, but the Mayor's proposed budget almost total incapacitates it. It makes no sense whatever when the Mayor, or anybod else, cries about lack of capital to operate and then proceeds to shut off source of revenue.

No Sense

And speaking of making no sense, the action of the Mayor in cuting the education budget, after the terrific fight staged in Albany this year for full state aid by teachers, stands out to us as one of the silliest move in the history of New York City's administrators.

The teachers fought a bare-knuckled fight with the legislature to kee state aid from being slashed to bits. They won a victory which made is unnecessary for the city to assume the full burden of education. In addition, they actively favored the release of the relief surplus so the Mayor could draw upon it—not for education, but for any purpose he saw fit could draw upon it—not for education, but for any purpose he saw fill in short, the teachers have tried to help the LaGuardia administration not hinder it. Yet the Mayor would cripple the school system for no rearreason. The city isn't broke, it isn't even hard up. We fear this may be

a whim of the Mayor's.

That makes us pretty mad.

Park Topics

By B. R. MEEHAN

Richmond Park **Employees to Dine**

The fifth annual dinner and dance of the Richmond Council of the Greater New York Park Employees Association, will be held Saturday, April 26, at Atlantic Inn, 2052 Rich-mon Road, Grant City, Staten Is-

George Curry is chairman of the arrangement committee.

Park Employees Elect Officers

At the March meeting of the Greater New York Park Employees Association, Inc., held at the Bronx County Building, 161st Street and Walton Avenue, the following offi-cers were elected for the ensuing year: President, James J. Flannafirst vice-president, James Gerard: second vice-president, James Campbell; secretary, Edward F. Johnson; treasurer, Selma Bernstein; financial secretary, Angelo Rubano.

Promotion to Gardener

Study Series No. 20

The following is a continuation of recommended readings for study preparation.

Principles and Practice of Pruning by M. G. Kains.

Shrubs by F. F. Rockwell. Garden Lilies by I. Preston. Gladiolus by F. F. Rockwell

Vines for Every Garden by Dorothy H. Jenkins.

Weeds by W. C. Muenscher,

Henderson's Handbook of Plants and General Horticulture by Peter Henderson.

Our Shade Trees by E. P. Felt. 231. Fusarium is (a) hibiscus (b) soil fungus (c) tiger lily (d) a

232. Plant disease control methods are generally classified into four groups: (a) protection (b) eradication (c) immunization (d) exclusion.

Discuss thoroughly the importance of each measure.

233. Chlorosis is (a) damping off (b) the grub of beetles (c) a plant disease (d) green coloring matter in

234. The horticultural term "pip" has several meanings. Discuss three.
235. Muscari is (a) grape hyacinth
(b) rose-mallow (c) painted daisy (d) a mulching medium.

236. The invalid statement, with reference to pachysandra is (a) that it is a sub-shrub (b) that it is a ground cover plant (c) that it is eas-

ground cover plant (c) that it is easily propagated by cuttings (d) it does not produce fruit.

237. Directions: N. Y. C. is divided into five boroughs. Each park in item 1-20 is located in one of these boroughs. On the answer sheet, write the name of the borough in which the park is located.

1. Canarsie. 11. Fort Greene. Dyker Beach. 12. La Tourette. Baisley Pond. 13. Shore Road. Clove Lakes. 14. Sound View

14. Sound View. 15. Willowbrook.16. Fort Tryon.17. Highland. Jacob Riis. Highbridge.

Sunset. 18. Wolfe's Pond Crotona. 9. Ft. Washington. 19. Inwood Hill, 10. Ferry Point. 20. Cunningham.

238. Burgundy mixture is (a) a apper spray used effectively on small fruits (b) a lawn seed mixture men and 50 cents for ladies. (c) a type of mulching material recommended for tulips (d) a substitute for bone meal.

ANSWERS

The following are answers to Study Series No. 19, which appeared in last week's LEADER. 220. (a), 222. (b), 224, (c) 226, (b),

228. (b), 229. (c), 230. (c).

A new set of questions, and ans-wers to above questions, will appear next week's edition of LEADER.

Climbers, Pruners

The Climbers and Pruners Eligible Association will hold its next meet ing on April 24, at Germania Hall, 16th Street and 3rd Avenue, at 8 p.m. All eligibles who have taken their practical test should make an effort to attend. The budget report, its effect on climbers and pruners, and future appointments will be dis-

Park Supervisors to **Hold Annual Dance**

The annual entertainment and dance of the New York City Park Supervisory Employees Association will be held at Manhattan Center Bellroom, 34th Street and Eighth Avenue, Wednesday evening, May 28.

Music by Dan King and his famous

Music by Dan King and his famous rchestra. Entertainment at 11 orchestra. o'clock by the World's Fair Review. Subscription prices are \$1 for gentlemen and 50 cents for ladies. Dancing until 2 a.m.

Advance tickets can be bought

from President, John J. Devlin, 1254 Franklin Avenue, Bronx, New York.

Park Supervisors To Hold Dance

The annual entertainment and dance of the New York City Super-visory Employees Association will be held at Manhattan Center, 34th Street at Eighth Avenue, on Wednes-

Odds 'n' Ends

Scenes at the twenty-fifth annual dinner of the Manhattan Park Astendants dinner held at the Hotel Abbey on April 15...The distinguished appearance of Mrs. Julia Lamb...John Fallace still a waltz king... Joe Mertl's rendition of that lovely song (at least he tried)...Mary Ann Halpin's infectious giggles...Joe Durkin's dancing routine (still a youngster)...Francis Sullivan surrounded by a group of old timers... Anthony Konchalski the only rhumba dancer present... Mary Sulliven as nice as ever...In all it was a huge success...Five hundred and seventy-six candidates filed for Gardener's promotion exam...The Five Boro Permanent Ass't Gardeners Association were represented at the mate on April 15. by a committee rendered at the next meeting of the invited to attend, since there will of three. Mr. Edward Sanseverino, organization, the first Tuesday in read a full report on the budget.

Study Corner

Junior Accoutant by Frank A. Dunn.
....15 sessions for \$20. Other courses tions for those studying for the visory Employees Association will be held at Manhattan Center, 34th Street at Eighth Avenue, on Wednesday evening, May 28.

Dan King and his famous orchestrat and World's Fair Review will feature the entertainment for the evening. Subscription, \$1 for gentlemen and 50 cents for ladies.

....15 sessions for \$20. Other courses are being given by Delehanty. New York Business School, Mondell, Rand School and Drake's, and H. A. StichDelehanty's is turning out Airplane Craftsmen, Welders and Machinists in 7 to 10 weeks for the defense industries....Iowa State College Library has published a list of books and publications for mechanical trades in connection with defense cal trades in connection with defense activities. It contains a list of 350 books on subjects from Air Conditioning through Wood Working.

The Municipal Reference Library

N. Y. U. has opened a course for has available a number of book tions for those studying for the promotion examinations in the Sani

tation Department:
Hopkins: Elements of Sanitation.
New York City: Department of San itation. In-Service training course. American Public Works Associa tion. Street Cleaning Practice.

An interesting booklet called "In tensive College Typing" has bee released by Charles B. A. Const. released by Charles R. McCann of the McCann School of Busines Reading, Pa. He advocates use strong fingers and includes 74 le sons which can be practiced at home

president, spoke extensively about May, at 8:30 p.m., at the City Courter by the plight of the Ass't Gardeners with house, 52 Chambers Street, Manha the City Courter by the City Courter reference to holidays, no sick leaves and five-day week during winter. Mr. Frank Bonjiorno maintained that by placing all Ass't Gardeners on a per-annum scale, the city would effect a savings of approximately \$24,-000 in the 1941-42 budget, and in addition gain 69,000 man working hours. Mr. Max Selkowitz discussed the different type of work that was necessary to perform under their title. Salary requested was \$1,550 per annum with four increments. A full report of the committee will be

tan...The playground director's la expires September 20, 1942; As Gardener, April 12, 1943; Climb and Pruner, May 14, 1944; Pollo woman (Parks), February 14, 194 Plumber (Parks), Jenuary 3, 19 Attendant Messenger, December 1941...The next meeting of the sistant Gardener Eligibles Associ tion will be held on Tuesday ev ning, May 27, at 8 o'clock in the a ditorium of Washington Irving His School, East 16th Street and Irving His School, East 16t Place, Manhattan. All eligibles

New York City Male Hospital Helper List

Qualifying, Written, Medical and

1 C G Rubino
2 L Liebers
5 Daniei Kulansky
5 Daniei Kulansky
6 W Pel Gludice
6 F R Ostrohansky
1 Harry Berman
7 Sam
1 Louis Friedman
9 Solomon Forman
1 Solomon Forman
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2 Solomon Forman
3 Solomon Forman
4 Solomon

A Volgare
J Petranelli
Gorodetsky
H Rosenberg Vold
L H Longobardo
Samuel E Tram
Hyman L Thirer
oble D Hobson
Max Moskowitz
R J Norman
Michael Maffia

Teltelbaum
obn W Corry
othan Savitzky
A A Schames
S Tabloosky
R Herman
Joseph Murphy
A Paradiso
J A Herman
Joseph Murphy
A Paradiso
J A Herman
J McHale
M A Yates
R A Culhane
M Bromberg
Peter Stalker
L Gariffo
Louis Cavellini
P J Bortnuk
A O'Dwyer
J J Sheehan
James Curto
S Mancues
J Raspanti
T Q Fasulo
G F Corio
G M White
J L Einhorn
Richard Victor
W V White
M G Trody
Edward Hondy
E MacKnight
Jacob Fass
Rubin Itkin
Abraham Itkin

Void H A White

6 Yold

5 Leo T Addeo

5 Morts Becker

5 Sidney Straus

1 E J Cooperman

1 E L Peristein

1 B I Fudim

1 A Bradshaw

5 William Yanni

7 Hillp Manz

2 P J Batinglia

D Thomas Centri

5 M Weisberg

2 John F Sacco

8 W Y Yskobchuk

8 E F Zelninger

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R. H. Lawson
Alf J. Jaconetti
A. J. Jaconetti
H. M. Maher
D. Llebeskind
Alex Groenwald
Paul Liebeskind
N. Tannuzzo
L. J. Latone
J. D. Siriani
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Bernard Hessel
N. E. Von Alten-

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185 Jack Opris
186 Joseph Pando
187 John Devine
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190 Samuel Katz
191 W S Orenstein
192 M M Biltzer
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194 N A Lepick
195 J Ficaratta
196 J Bordonaro
197 D R Beatrice
198 James A Foy
199 E W Murphy
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201 Jos Quagliato
202 W G Donaldson
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218 E L Conaway
219 Morris Cohen
220 Max Fallick
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223 Joseph Siskind
224 Andrew Adler
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255 D J McGrath
250 W Weber
257 Murray Stern
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259 David Marks
260 Hyman Klein
261 W A Rushforth
262 W Ward, Jr
263 Robt H Ward
264 Morris Kinsler
265 Jack Marks
266 Ben Kreps
267 W Z Vicienton

265 Jack Marks
266 Ben Kreps
267 W S Tricarico
268 Hyman Zucker
269 Jacob Sugar
270 Sol Zucker
271 G E Elliott
272 A Schneid
273 Herman Krull
274 C V Fenalver
275 Peter A Scala
276 A S Triolo
277 Hester Zelinger
278 Z Alston
279 S E Anderson
280 Herman Wilson
281 Bernard Ehrlich
282 Hy H Abrams
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790 N B Lehrman
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793 C W Green
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830 C J Lagas
831 J S Kasprak
832 W R D Penta
833 Paul Hafling
834 L Rodriquez
835 Void
836 G J Campe
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838 Boris Primack
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840 J J Trapani
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843 T Schultz
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845 P Gottilleb
840 F P Pontecorvo
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848 Fred Brennan
849 R S Gordon
848 Fred Brennan
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850 J W Keating
851 Void
852 Julio Perez Jr
853 D I Linschitz
854 E C Warden
855 Isaac Giskin
856 Void
857 M T Munoz
858 Oscar Eills
859 A A Coles
860 E A Desanto
861 M Rivera
862 W N Williams
863 Carter N Pope
864 J B McKinney

see J B McKinney
865 Vold
866 D B Colon
867 V F Borek
868 E E Hernandez
869 J H Bibbins
870 Vold
871 Thomas Mines
872 R E Wallace
873 C E Taylor
874 Julius H Horton
875 Willie S Morris
876 G W Perry
877 J J Kosich Jr
878 S Mendel
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880 W Smalls
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899 Jerry Gusack
990 Joseph Kapuikin
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908 N Austin
909 I Krutchowsky
910 V Guerrero
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915 Henry Hansen
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918 J C Robinson
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921 John Relly
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952 A S Everett
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978 Vold
979 C S Sedgwick
980 S Tannenbaum
984 A R Pico
978 Vold
979 C S Sedgwick
980 S Tannerse
989 Vold
981 William Cantor
982 Charles Morton
978 Vold
979 C S Sedgwick
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989 Vold
970 W Sephararese
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| 1089 G A Schreiber | 1090 Edward J Devine | 1200 Edward J Lynch | 1091 HC Beaubian | 1092 Maurice Jones | 1092 Maurice Jones | 1093 Maurice Jones | 1094 L J Pazziola | 1096 P Villanova | 1203 Joseph P Scala | 1096 P Villanova | 1204 Charles J Austin | 1096 P Villanova | 1205 Joseph P Scala | 1097 Vold | 1209 Henry Seabrook | 1009 Henry Seabrook | 1

| 1236 Walter P Schulz | 1404 Samuel Yablow | 1237 Vold | 1405 M J Flynn | 1406 John P Flynn | 1407 D T Lacamera | 1408 John P Flynn | 1407 D T Lacamera | 1408 John S Joh

Eligibles on the above list are entitled to the special \$1-a-year subscription offer to The Leader. The regular price is \$2. Send check, cash, or money order to Civil Service Leader, 97 Duane Street, New York City.

ADVERTISEMENT

BIDS AND PROPOSALS

State of New York, Executive Department, Division of the Budget, Capitol, Albany, N. Y.
Sealed proposals will be received by Hon. Abraham S. Weber, Director of the Budget, Room 113, State Capitol, Albany, N. Y., until 5 P.M., Wednesday, April 39, 1941, when they will be opened and read for approximately 65,000 lbs. of trap grease at Pilgrim State Hospital, Brentwood, Long Island, N. Y., for a period of one year from date agreement lesigned. Hospital employees will remove the grease from the traps and place it in suitable barreis or containers which the high bidder shall furnish the State under the agreement. Sald grease will be available about three times a year and the high bidder shall remove the material from the hospital grounds promptly, or on specified dates when so notified by the hospital authorities of lis availability. For further information, consult Mr. P. J. Vander Poel, Steward at the above Hospital.

Financial adjustment for the grease shall be based on hospital weights, and the State reserves the right to cancel the agreement with the successful bidder in the event that during the year the State decides to turn the grease over to another State institution that has use for it. All proposals should be submitted in typewritten form in a sealed envelope, as there are no proposal forms furnished.

LIQUOR LICENSES

Notice is hereby given that License No. RL1120 has been issued to the undersigned to sell beer, wine and liquor at retail under the Alcoholic Beverage Control Law at 20 West 56th Street, City and County of New York, for on-premises consumption. Miyako, Inc., 20 W. 56th St.

LEGAL NOTICES

LEGAL NOTICES

WASIL SARKOVITCH ALSO KNOWN AS SARKOWISH — CITATION — The People of the State of New York, by the Grace of God, Free and Independent, to the Attorney General of the State of New York, U. S. Veterans Administration, Elia Chachitz, Nastasia D. Sarkovich, Wiera Sarkovich, infant under 14 years of age; Sersius Sarkovich, infant under 14 years of age; Michael Sarkovich, infant under 14 years of age; Pawel Czajczyc, Zosia C. Kozicka, Jan Danielkowicz, Michael Danielkowicz, Anna Danielkowicz, Helena Danielkowicz, Anna Danielkowicz, Michael Danielkowicz, and to "Mary" Sarkovich or Sarkowish the name "Mary" being fictitious, the widow of Wasil Sarkovich, etc. deceased, if living, or if dead, to the executors, administrators and next of kin of said "Mary" Sarkovich or Sarkowish deceased, whose names and Post Office anddresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; and the next of kin of Wasil Sarkovich also known as Sarkowish deceased, whose names and Post Office addresses, are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; heing the persons interested as creditors, next of kin of otherwise in the estate of Wasil Sarkovich also known as Sarkowish, deceased, who at the time of his death was a resident of 167 East 102nd Street, New York, City.

Send Greeting: Upon the petition of The Public Administrator of the County of New York, having his office at Hall of Records, Room 308, Borough of Manhattan, City and County of New York, as administrator of the goods, chattels and eredits of said deceased:

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the County of New York, as administrator of the goods, chattels and eredits of said deceased, should not be judicially settled. In Testimony Whereof, We have caused the seal of the Surrogate's Court of the said County of New York, the 16th day of April in the year of our Lord one thousand nine hundred a

GEORGE LOESCH, Clerk of the Surrogate's Court.

GEORGE LOESCH.
Clerk of the Surrogate's Court.

VERONA MORITZ—CITATION — The
People of the State of New York,
by the Grace of God, Free and Independent, to the Attorney General of the
State of New York, Gabriel Moricz, Consul General of Hungary, Diana Rothschild, and to "John" Moritz, the name
"John" being fictitious, the husband of
Verona Moritz, deceased, if living, or if
dead, to the executors, administrators
and next of kin of said "John" Moritz,
deceased, whose names and Post Office
addresses are unknown and cannot after
diligent inquiry be ascertained by the
petitioner herein; and the next of kin
of Verona Moritz deceased, whose names
and Post Office addresses are unknown
and cannot after diligent inquiry be
ascertained by the petitioner herein;
being the persons interested as creditors,
next of kin or otherwise in the estate of
Verona Moritz, deceased, who at the
time of her death was a resident of
218 East 76th Street, New York City.
Send Greeting: Upon the petition of
The Public Administrator of the County
of New York, having his office at Hall
of Records, Room 308, Borough of Manhattan, City and County of New York,
as administrator of the goods, chattels
and credits of said deceased:
You and each of you are hereby cited
to show cause before the Surrogate's
Court of New York County, held at the
Hall of Records, in the County of New
York, on the 27th day of May, 1941, at
half-past ten o'clock in the forenoon of
that day, why the account of proceedings of The Public Administrator of the
County of New York, as administrator of
the goods, chattels and credits of said
deceased, should not be judicially settled.
In Testimony Whereof, We have caused
the seal of the Surrogate's

ffixed. In Testimony Whereof, We have caused stimony Whereof. We have caused the seal of the Surrogate's Court of the said County of New York to be hereunio affixed. Witness. Honorable James A. Foley, a Surrogate of our said County, at the County of New York, the 10th day of April in the year of our Lord one thousand nine hundred and forty-one.

GEORGE LOESCH. Clerk of the Surrogate's Court.

Complete Listing of College Clerk Eligibles

Clerk, Grade 2 (Board of Higher Education), Sub-ject to Qualifying Oral and Practical Tests

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3 Robert S Burger, 39
3 Sidney Sober, 83
5 Sidney Sober, 83
5 Sidney Sober, 83
5 Sidney Sober, 83
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7 Bernard L Mazel, 87
7 Lillian E Pritchett, 67
9 John DiMarce, 87
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11 Daniel Finied, 87
11 Bernard N Mein, 86
14 Edward S White, 86
15 Louis Pess, 80
16 Bernard N Nein, 86
17 Irving Gerat, 86
18 Mildred H Sussaman, 86
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19 Mildred H Sussaman, 85
20 Serald Riederman, 85
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25 Charles M Heanson, 84
26 Jacob B Grabe, 84
27 Harold L Ruen, 84
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29 Emil Koehler, 84
21 Erasmus L Hoch, 84
22 Eleanor Glassman, 84
23 Eleanor Glassman, 84
24 Helen Sammels, 84
25 Nathin Statzer, 83
26 Ruth Roller, 83
27 Nancy Hudesman, 83
41 Sunford S Tepfor, 83
42 Nancy Hudesman, 83
43 Sunford S Tepfor, 83
43 Lindray Rosenberg, 83
44 Lyman Epstein, 83
45 Lang Dries, 84
45 Janob P Hudesman, 83
46 Lang Dries, 84
47 Hyman Epstein, 83
48 Gerald Albert, 83
49 Darwin C Zobel, 81
41 John Arrige, 83
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49 Max Pave, 83
40 Janob Welmer, 83
41 Hyman Epstein, 83
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43 Claire Neikind, 83
44 Hyman Epstein, 83
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46 Harold Goodelass, 82
47 Pearl Epstein, 82
48 Hydra Siman, 82
49 Hydra Grassman, 82
40 Janob Welmer, 83
41 Lindray Brown, 84
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43 Herbert Fine, 81
43 Anna Strauss, 81
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45 Lindray Brown, 84
46 Harold Rosenzweig, 81
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49 Janob H Huller, 80
40 Janob H Huller, 80
41 Janob H Hu

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177 Julian Kraft, 78
178 Mordecai A Ladden, 78
179 Milton Rosenthal, 78
180 Sidney N Klein, 73
181 Samuel Kirmayer, 78
182 Arthur Bloomberg, 78
183 Morton P Kupperman, 78
184 Lincoln Rosenthal, 78
185 Annette Blechman, 78
186 Irwin Blum, 78
187 Dorothy S Heller, 78
188 Samuel Freeman, 78
189 Milton Todes, 78
190 Bertha H Shapiro, 78
191 Rebecca Kimmel, 78
192 Elifot Rothenberg, 78
193 Ida Rhodes, 78
194 Harold David, 78
195 Lydia M Geballe, 78
196 Jacob Volkman, 73
197 Ruth Feintuck, 78
199 Allee Sternberg, 78
190 Allee Sternberg, 78
190 Elif A Rubinstein, 78
190 Allee Sternberg, 78
191 Rebecca Kimmel, 78
192 Louis Geller, 78
193 Ida Rubinstein, 78
194 Allie R Levy, 78
205 Anna Marie Farrell, 78
206 Bernice P Wolff, 78
207 Georgiana Shimkowitz, 78
208 Emery Szenes, 78
210 Milton Susaman, 78
211 Helen Forsberg, 78
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221 Louille R Frank, 78
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232 Thelma Nagler, 78
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234 Abraham M Shanes, 77
235 Robert J Lawless, 77
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244 Dorothy Mathis, 77
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249 Heroman C Angstreich, 77
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243 Holea Glotherg, 77
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370 Leo S Edelstein, 75
371 Benson Carlin, 75
372 Matilda Young, 75
373 Benjamin Bernstein, 75
374 Dorothy Brauner, 75
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376 Helen Gelles, 75
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378 Raoula Vezler, 75
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378 Saul Travin, 75
381 Carl Schmulowitz, 75
383 Saul Travin, 75
384 Marion E Schuckman, 75
385 Fred O Nebling, 75
386 Lawrence M Tannenbaum, 75
387 Abraham Schmuckler, 75
380 Carlence B Fine, 75
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382 Rubin Bernstein, 75
383 Doris Schreiber, 75
384 Mollie C Levine, 75
385 Daniel Leo Levy, 75
386 Gabriel E Waldman, 75
387 Abraham Schmuckler, 75
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389 Doris Schreiber, 75
380 Carence B Fine, 75
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382 Mollie C Levine, 75
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385 Capin A Moskowitz, 75
386 Rabyn A Moskowitz, 75
387 Joseph N Freedman, 75
388 Rita J Weinstein, 75
389 Rita J Weinstein, 75
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400 Elanche Yetive Lasher, 75
401 Martha King, 75
402 Simeon A Wittenberg, 75
403 Harold J Segal, 75
404 Herman Roth, 75
405 Robert M Strauss, 75
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438 Herry Belfar, 75
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448 Gladys C Bunlin, 75
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450 Vincent Joseph McGrath, 75
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453 Leo Spanglet, 75
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468 Muray Stoopack, 74
471 Alice Katz, 74
472 Harry Freedman, 74
473 Bernard Chasnov, 74
474 Samuel W Greenhouse, 74
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483 Arthur J Tambrino, 74
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526 David Rosenblatt, 74
527 Jules A Wein, 74
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535 Helen V Regan, 74
536 Adolph Baker, 74
537 Bertram S Koel, 74
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541 David Taub, 74
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543 Rita R Benton, 74
544 Edythe S Abramson, 74
545 Ruth P Goodman, 74
545 Buth P Goodman, 74
546 Joseph Shapiro, 74
547 Hyman Delbaum, 74
548 Naomi Y Kane, 74
549 Robert Nemzer, 74
550 Seymour Kallek, 74
551 Abraham A Mandel, 74
552 Arnold Feinberg, 74
553 Anna Welss, 74
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555 Roslyn P Wolin, 74
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557 Kalman Tellem, 74
558 Seymour Shine, 74
559 James Patterson, 74
560 Max Friedlander, 73
561 Arthur Kittower, 73
562 Milton L Wolfson, 73
563 Jessica Z Kaufman, 73
563 Fidney E Kaplan, 73
564 Milton H Harris, 73
565 Sylvia E Rothman, 73
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571 Abraham Rutner, 73
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593 Milton Fisike, 73
594 David Zucker, 73
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601 Sylvía I. Spiegelman, 75
602 Beatrice Brante, 73
603 Etheldreda T. Collier, 75
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606 Rose Kimmel, 73
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608 Lester Cohen, 73
609 Sanford F. Cohen, 73
610 Evelyn S. Svedrofsky, 73
611 Blanche S. Weiss, 73
612 Dorothy Kanofsky, 73
613 Richard C. Fitzpatrick, 75
614 Louise B. Weissfan, 73
615 Ruth Aaronson, 73
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617 Sara V. Hoenig, 73
618 Etta S. Grossberg, 73
619 Rose Silverman, 73
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610 Rose Silverman, 73
611 Blanch S. Weissfan, 73
612 Louis Neugelorn, 73
613 Louis Schwalb, 73
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615 Arthur I. Rudnick, 73
616 Frances Chinitz, 73
617 Arthur I. Rudnick, 73
618 Etta S. Grossberg, 73
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621 Arthur L. Rudnick, 73
622 Louis Silverschutz, 73
623 Louis Schwalb, 73
624 Beatrice A. Gruskin, 73
625 Mirlam E. Clayton, 73
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652 Adele R. Rosenbaum, 72
653 Horbert Rosenbaum, 72
654 Morton Nash, 72
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656 Carl Ullman, 72
657 Herbert Rosenbaum, 72
658 Herbert Rosenbaum, 72
659 Frances Cohen, 72
660 Graf Ullman, 72
670 Emanuel Winderman, 72
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673 Charlotte Epstein, 72
674 Stander Rosenbarg, 72
675 Philip Gelfand, 72
676 Herbert Soloman, 72
677 Charlotte Epstein, 72
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679 Char 688 Carolyn E. Tuthill. 72
700 Ruth Etkin, 72
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720 Jaromberg 900 Helen Kessler, 71 901 Sylvia Weinburg, 71 902 Julius Rom. 71 903 Abrahem Goldferb, 71 904 Adrian Levy, 71

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907 Martin C Hunt, 71

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909 Philip bolivack, 71

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9010 Mary Schikman, 71

9011 Sthel P Lockeown, 71

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9014 Berlie Weiss, 71

9015 Ethel P Lockeown, 71

9016 Marwill R Stone, 71

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9017 Seymour Minsker, 71

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9021 Maxwell Chas Kaufman, 70

9021 Marwill Steinberg, 70

9022 Marwill Steinberg, 70

9023 Marwill Chas Kaufman, 70

9024 Milleon Stone, 70

9025 Sandon Millen, 70

9026 Menry Kaplan, 70

9027 Ewelyn Schwaser, 70

9030 Charles W Wolf, 70

9030 Charles W Wolf, 70

9031 Nathan K Mendelsoin, 70

9031 Nathan K Mendelsoin, 70

9032 Jeannette Krupka, 70

9034 Lester Kovar, 70

9035 Murray E Rosenfeld, 70

904 Florary E Rosenfeld, 70

905 Robert J Kenton, 70

905 Robert J Kenton, 70

906 Rosent J Kenton, 70

907 Jawa L Suber, 70

908 Jawrence Kaplan, 70

909 Minerva Rabinowitz, 70

909 Beatrice Newton, 79

905 Edits Kreindler, 70

907 John D Herfernan, 70

907 John J Herfernan, 70

907 John J Herfernan, 70

907 John J Herfernan, 70

908 Beatrice Swich, 70

909 Rosens Goldberg, 70

900 Minerva Rabinowitz, 70

901 John J Herfernan, 70

902 Beatrice Swich, 70

903 John J Herfernan, 70

904 Florare E Smoothil, 70

905 Rosens J John J Holyah, 70

907 John J Herfernan, 70

908 George J Stolnitz, 70

909 Rosens J John J Holyah, 70

909 Rosens J John J Herfernan, 70

900 Herbert G Rosen, 70

901 John Cella, 70

903 Ge 1067 Austin S Murphy, 70 1068 Josephine Crawford, 70 1069 Ely Trachtenberg, 70 1070 Edward Singer, 70 1071 William Ferman, 70 1072 Mirlam Zeitlin, 70 1073 Hannah S Posin, 70 1074 Nella Ashcroft, 70 1075 Mary Batashoff, 70 1076 Charles D Nadler, 70 1077 Anna Kulick, 70 1078 Myron Greenwald, 70 1079 Max Milton Cohen, 70 1080 Perlette L Abecassis, 70 1081 Charles Preiss, 70

Senior Statistician (Social Service) Subject to Medical

1 Herbert L Bryan, 87,20 1 William Lassow, 81,36 1 Harry N Frankin, 80,12 Harry Sussman, 78,00 Harry Zucker, 73,40

genior Statistician, Subject to Medical

Herbert L. Bryan, 86.98
William Lassow, 84.58
William Lassow, 84.58
William Lassow, 84.58
William Bession, 82.86
William Bession, 82.86
Warry H. Goode, 80.24
Harry H. Goode, 80.24
Harry S. Finikin, 79.22
Harry S. Nagelberg, 78.96
Sylvia L. Parker, 77.90
Harry Sussman, 77.88

Junior Budget Research Aide

Junior Budget Research A

(Open Competitive)

1 VanLaak John W 88.85

2 Fosfer C H 88.85

3 Sheridan Chas B, 88.25

4 Hinman C S 87.65

6 Gaves J S 86.35

4 Allan Leo 86.25

7 Paniels John Jr 5.26

7 Paniels T 82.70

7 Paniels T

Superintendent of Highways,

Clinton County (Open Competitive)

(Open Competitive)

1 Coffey John J 91.15

1 Dobbs Ward J 89.45

1 Vass Chas A, 87.60

1 Lefeve Bernard A, 88.70

1 Hart Edwin L, 85.95

Eble Homer D 85.15

1 Thompson Wm P 80.30

8 Mcliwnine Theo R 78.60

9 Feiton Lymwood H, 77.08

Senior Laboratory Techni-

cian, Division of Tuberculosis.

Health Department

(Open Competitive)

(Open Competitive
i Kurung Jos M 85.332
Brand Goldle 84.132
i Egan Ruth E 84.068
cholino C M 83.468
sliver Doris, 83.392
Thurston A C, 83.268
f Flizgerald Helen 82.132
s Lewis Edith P H 81.562
g Griffin Grace L 81.40
lowelskopf Corn 81.268
lisiberatein Jos K 81.068
li Lieberman Rose 80.732
M Kahn Agnes M 80.732
j Drexier Sam 80.60
Handell Mollle G 80.532

10 Mollie Orshansky, 74.82 11 Joseph Zucker, 73.62 Senior Statistician (Vital

Statistics) Subject to Medical 1 Vivian Pessin, 84.28 2 Harry H Goode, 81.28 3 Sylvia L Parker, 79.30 4 Mollie Orshansky, 75.74

Deputy Medical Superintendent, Grade 4

1 Manuel Kalman, 86.35 2 Harvey Collance, 84.15 3 Ferdinand Piazza, 83.25 4 Benjamin G Dinin, 83.25 5 Louis H Harris, 81.10 6 J Clarence Chambers, Jr. 80.60 7 Abraham Letkensohn, 80.00 8 Jacob Schneider, 78.45

New State Eligible Lists

16 Member Samuel 80.40
17 Greens Juliet 80.268
18 Roth Rosalind 77.932
19 Pirro Fernand 76.868
20 Rabidou Leo A 70.732
21 Baldassarre C R 79.00
22 Zomback Nathan M 79.00
23 Messe Ruth 78.20
24 Ruiter Jos F 78.20
25 Orenstein F E, 78.00
26 Geller Joel 78.00
27 Halpern Ruth 77.932
28 Katz Paul 77.80
29 Drimmer Fred 77.40
30 Goodkind Ruth 77.268
31 Ehrlich Jos M,76.800
32 Schaeffer Tamara T 76.60
33 Brock Miriam R 76.532
45 Beethoven Mary 76.332
55 Shnitzer Ida 76.298
36 Wechsler Leona 76.20
37 Tillou Mary J 76.20
38 Zametkin Marian 75.60
39 Stern Emanuel 75.60
40 Nowill Wm K 75.60
41 Morganstein Jacob S 75.00
General Storekeeper, P

General Storekeeper, Pur-chase Department, West-

chester County

(Open Competitive)

Chester County
(Open Competitive)

1 Mullings R 95.985
2 Mayerink Louis 93.775
3 Kramer J A Sr 92.755
4 Boyle Walter 91.66
5 Jones Hugh R 91.30
6 Malley Edw J 91.290
7 Downey Edward J 90.518
8 Smith Gerald E 90.16
9 Ellers Rudoif M 89.965
10 Schindelman S S 89.875
11 Donovan John F 88.975
12 Traber Chas F 88.34
13 Peterson Albert E 87.860
14 Sachs Julius 87.70
15 Garfinkel Max 87.34
16 Borchers F C 86.965
17 Swift Harry L 86.615
18 Pearsall Arthur E 86.290
19 Kemp Wm F 85.275
20 Minck Edw A 85.085
21 Britcher James C 84.765
22 Bova Consig 83.69
23 Daly Walter F 83.61
24 Murphy Joseph N 83.580
25 Green Arthur 83.515
26 Herb Edw W 83.30
27 Falasca Lawrence 82.39
28 Callaway Wm Jr 82.340
29 Taft Wm H 82.260
30 Palmer Victor L 81.30
31 Stotz Wm A 80.75
32 Hersh Julius D 80.035
33 Wilcox Chas W 80.25
34 Grune Edw F Jr 80.00
35 Ranieri Geo 78.16
36 Rockett Thos F 76.36
37 Byrne James J Jr 76.00

9 Abraham J Schechter, 78,35 10 Sander V Smith, 78,25 11 Beatrice Katz, 78,10 12 Santord Sarney, 77,95 13 Irvin Klein, 76,00

Promotion to Towerman-Independent Division of N.Y.C.—Transit Sys-tem—Operation

tem—Operation

1 Abraham Polikon, 81.875

2 Patrick Casey, 81.875

8 William F Hunt, 81.00

4 Thomas J Dougherty, 79.50

5 Joseph Rosenthal, 79.125

6 Joseph C Dassori, Jr., 79.00

7 Sylvan Katz, 78.25

8 Joseph Beakes, 77.25

9 Milton C Fulbrook, 77.125

10 Joseph E O'Callahan, 76.375

11 Lawrence E Pocze, 75.25

12 John Kelly, 74.00

Chief, Department of Police.

Town of Mt. Pleasant, Westchester County

(Promotion)

1 Rooney Edw Jos 84.488 2 Grady Wm T Jr 81.152 Assistant File Clerk, Division

of Laboratories and Research,

Health Department (Promotion) 1 Glavelli Alice H 88.891 2 Griffiths Ethel T 84.859 8 King Margaret M 83.803 Associate Compensation Hearing Representative, New York Office, State Insurance Fund (Promotion)

1 Moss Perry 88,842 3 Goldman Jacob J 87,497 3 Busell Louis 87,306 4 Vidaver Robert 87,139 5 McEniry Thos J 86,396 6 Kirschenbaum I 83,879

Auditor of Accounts, Surro-gate's Court, New York

County

(Promotion)

1 Neary Thos A 91.11
2 Rosenbaum Samuel 87.92
3 Houlahan Harry C G 87.61
4 Mullen Wm S 86.58
5 Repole Anthony F 86.18
6 Murray Jas L 82.53
Superintendent of Highways,

Warren County

(Open Competitive)

1 Bisbee Frank L 91.10 2 Osborne Herrick 89.05 3 Hastings John A 86.90 4 Ellis Edw M 85.70 5 Davis Norman E 82.35 Senior Aquatic Biologist,

Conservation Department

(Open Competitive) 1 Senning Wm C 90.00 2 Raney Ed C 85.72 8 Royce Wm F 81.96 4 Rayner H John 78.78 Settlement Accounts Clerk,

Public Welfare Department (Open Competitive)

Hrsch Mildred L 91.60 Campbell Elenore 91.10 Murphy Hazel 90.85 Rooney Fran M 90.80 Shull Ralph 87.27 Gugliuzza Grace, 85.98

7 Book Marie 82.55 8 Barr Julia T 79.50 9 Chodacki Helen 76.98 Assistant Analytical Chemist, Conservation Department (Open Competitive)

Conservation Department
(Open Competitive)

1 Hallinan Francis J 85.40
2 Lipschuetz Morris 83.80
3 Dolin Benj H 83.80
4 Morton David 8-83.20
5 Nussberger Fred 82.20
6 Weisler Leonard 81.00
7 Schoen Abraham 81.00
8 Fand Isidore 81.00
9 Powsner Michael 80.40
10 Lieber Maxim 80.20
11 Glick Roy 70.20
12 Witter Francis E 78.80
13 Liberman Samuel 8 78.60
14 Pearl Harry A 78.60
15 Hender Harry A 78.60
16 Gorman Isanc J 77.80
17 Turer Jack, 77.60
18 Coleman Sam A 77.40
19 Kin Stephen R 77.40
20 Chafetz Abe J 77.20
21 Larwood M B 76.80
22 Grabols Bernard 76.80
23 Carr Julius J 76.80
24 Pomerantz Chas D 76.80
25 Englesberg Julius L 76.00
26 Haipern M J 76.20
27 Mizl Daniel 75.60
28 Scarlatta Jos A, 75.00
Administrative Assistant,
Rensselaer County, Board 6

Rensselaer County, Board of Child Welfare

(Promotion) 1 Broderick Marg M 84.80 Special Deputy County Clerk, Onondaga County

(Promotion) (Promotion)

1 Fallon Michael W 92.425

2 Crannage J N 92.245

3 Bundy Stanley A 91.285

4 Pananicles D 90.78

5 Gallagher Paul W 88.18

6 Maier D J 87.235

7 Kopp Hyman 86.69

8 Zinsmeister Eldon 85.50

9 McKinley John H 85.05

10 Roth I 82.12

11 Amendola A F 80.00

12 Bixby J W, 76.50

Senior Accountant P

Senior Accountant, Public

12 Bixby J W. 10.00

Senior Accountant, Pu

Service Commission

1 Angelus, N T. 88.62

2 O'Sullivan, John J. 86.24

3 Boyd, Wm M. 85.48

4 Blois, Louis E. 84.89

5 Jordan, Matt. 83.64

6 Dunigan, J R. 83.52

7 Howard, Frank L. 82.98

8 Mackoul, T R. 82.74

9 Johnson, C Arthur, 82.59

10 Stein, P. 82.21

11 Silbar, Jos I. 82.17

12 Wicker, C F. 81.59

13 Grewilling, C J., 81.23

14 Jannott, E F. 81.18

15 Baker, John L. 80.70

16 Quinn, Frank L. 80.58

17 Gasser, A R. 80.35

18 Vallone, A A., 80.29

19 Larson, Ernest G. 79.89

20 Smith, F H. 77.89

21 Landers, John D, 75.87

Foreman, Shoe Many

Foreman, Shoe Manufacturing Department, Sing

turing Department, Sin Sing Prison

1 Dodd, Joseph M. 98.00

2 Devine, John J. 97.00

3 Bernstein, Jacob. 96.50

4 King, Joseph L. 95.75

5 Leottl, Thos. 94.00

6 Mascall, Joseph. 93.50

7 Ruffle, D. T. 92.50

8 Chimentl, Vincenzo. 92.00

9 Steinberg, Harry, 91.50

10 Feinberg, Joseph. 91.00

11 Schenck, Mack. 90.50

12 Terranova, Nicholas, 90.00

13 Cass, Louis, 90.00

14 Rosenfield, Benj. 90.00

15 Rusoff, Samuel I, 89.50

16 Elliott, Alson R. 89.25

17 Desimone, John A, 89.00

18 Yuhnke, A L, 88.75
19 Bruno, Frank, 88.75
10 Crandell, Sam, 88.00
21 Micucci, Blase A *4.00
22 Maggio, Thos, 88.00
23 Parr, Frederick L, 87.75
24 Abowitz, Abraham, 87.50
25 Wilson, Max. 87.25
26 Piche, Adrien J, 87.25
27 Dijulio, Angelo, 87.00
28 Friedman, Benj, 87.00
29 Tricario, Sal J, 86.75
30 Tino, Luigi, 85.00
31 Goldstein, I, 85.00
32 Tarnowsky, Sam, 84.75
33 Hoffman, Benj, 84.75
34 Hoffman, Benj, 84.75
35 Hoffman, Benj, 84.75
36 Hoffman, Benj, 84.75
37 Hoffman, Benj, 84.75
38 Grimaldi, James, 83.75
38 Grimaldi, James, 83.75
39 Weichand, Peter, 83.50
40 DiPaolo, Fred, 82.75
41 Kreiger, Jacob, 82.75
42 Greco, Louis, 82.50
43 Degen, Otto F, 82.25
44 Sandler, Louis, 82.00
45 Lamb, C D, 81.75
46 Granese, Bart J, 81.75
47 Piche, Sam J, 81.75
48 Guzzo, Frank, 81.50
49 Seminara, Robt, 81.50
40 Discenza, Vincent J, 81.25
41 Gaglianello, Joseph, 87, 81.00
42 Sarkofsky, Max. 81.00
43 Manzi, Raiph F, 80.50
45 Rotolo, Alfonso, 80.50
46 Greensvan, Harry, 80.50
47 Bonafide, Matthew, 80.27
48 Captalo, Anthony, 80.25
49 Sulkowski, Stanley R, 70.75
40 Altstein, Louis, 79.75
40 Altstein, Louis, 79.75
40 Schultz, Arthur, 77.50
40 Berkson, Bert S, 77.00
41 Frezer, Hyman, 77.00
41 Frezer, Hyman, 77.00
41 Frezer, Hyman, 77.00
42 Perlstein, Edward, 70.75
43 Salantri, James, 76.50
44 Bominion, Louis, 70.25
45 Valente, Paul O, 76.50

Head Janitor, Denartment of Public Works, Westchester County

Engel, Earl C. 86.10
 Mathews, Percy R. 85.70
 Coyne, John J. 83.90
 Garthwalte, A. N. 81.70

Associate Clinical Psychiatrist, Department of Mental Hygiene

1 Riemer, Morris D, 82.59 2 Polatin, Philip. 82.07 3 Brussel, J, 81.56

Senior Assistant Physician

Senior Assistant Physicia

1 Tillim. D. M. 86.50

2 O'Neill. L. D. 86.47

3 Baum. Theo. 86.05

4 Yost, Murray A. 85.56

5 Willmott, Robt O. 85.41

6 Bernstein, N. K. 85.02

7 Young, R. J. 84.87

8 Bryan, L. L. 84.62

9 Schutzer, U. 84.61

10 Johnston, Wm C. 84.56

11 Pleasure, H. 84.39

12 Train, George J. 84.15

13 Henne, Frank R. 83.57

14 Murphy, Jas. 83.46

15 Elliott, Helen E. 83.32

16 Lewis, C. V. 83.10

17 Doitolo, Jos J. 83.04

18 Schwartz, J. H. 85.02

19 Cline, Wm B. Jr. 82.96

20 Vaughan, Rolan, 82.57

21 Young, Grace, 82.47

22 Karlan, Samuel, 82.46

26 Chiarello C. J. 82.42

26 Kelarello C. J. 82.42

27 March, Thos. A. 82.26

28 Gildea, Å R. 82.01
29 McGowan, John E. 81.99
30 Schneider, Paul M. 81.98
51 Walters Guy M. 81.85
52 Feldman, Harold, 81.69
33 Lang, Leonard C. 81.53
34 Feinstein S, 81.51
35 Holmes, C M. 81.44
36 Depner, Rudelph J. 81.41
37 Frand, Henry G, 81.32
38 Vyner, Harold L. 81.23
38 Vyner, Harold L. 81.23
39 Kennedy, C J. 81.16
40 Sirkin, Jacob. 80.96
41 Shannon, G W. 80.93
42 Libertson, Wm. 80.78
43 Smith, Thorsten, 80.45
44 Halght, J Rothery, 79.76
45 Swire, Howard, 79.67
46 Hogeboom, W L. 79.55
47 Tomlinson, Paul J, 79.41
48 Horn, Leo N, 79.37
49 Abrahamer, H W, 79.28
Superintendent of Highw Superintendent of Highways,

Chemung County

1 Sweet, Robt W, 89.85 2 McNevin, John J, 88.55 8 Borst, Floyd E, 86.15 4 Mollson, Lester J, 83.65 5 Collin, Fred, 81.90

Assistant Examiner of Town Highway Accounts

Highway Accounts

1 Kracht, A R, 89.96
2 Quinn, Patrick F, 89.75
3 Wolinsky, Moses, 87.30
4 Atwater, Robt T, 87.00
5 Kress, Harold J, 85.78
6 Petersen, Fred, 84.89
7 Gassner, I, 84.00
8 Ford, Leo R, 82.87
9 Latus, Elmer J, 82.23
10 Shelanskey, C J, 81.97
11 Curtls, John, 81.89
12 McCarthy, James F, 80.98
13 Gallagher, John F, 80.59
14 Schiller A, 80.56
15 Steinman, Wm H, 80.40
16 Segal, Jesse, 79.84
17 Meek, John, 70.78
18 Rain, Charles W, 79.69
19 Guarnera, V, 79.20
20 O'Brien, Walter A, 78.71
21 Doyle, Jas J, 78.60
22 Duross, Milton C, 78.60
23 Barcellona, M R, 78.57
24 Morrison, Vernon F, 78.00
25 Delehanty, Robt V, 77.25
26 Gasser Wm D, 76.68
27 Bernstein, Benj, 76.00
28 Roach, John F, 75.00
Account Clerk, One

Account Clerk, County Veteran Relief Commission

1 Macaulay, John T (DV), 80.21 2 Joynt, Eliz, 87.32 3 Mott, Virginia E, 84.50 4 Wadas, Edw L, 79.47 5 Gadziala, Matthew, 79.30 6 Schuderer, Ellen R, 77.00

Senior Medical Biochemist, Division of Laboratories and Research, Department of Health 1 Boyarnick, Max, 85,25

Senior Laboratory nician, Department of Mental Hygiene

Hygiene

1 Osofsky, Abraham G, 83.00

2 Saltzman, Mollie, 82.132

3 Heinemann, Bernard, 81.60

4 Graf, Ernst L, 80.932

5 Fitzgerald, Helen, 80.40

6 Roth, Rosalind L, 78.332

7 Robbins, Sylvia S, 78.332

8 Blust, Helen, 77.732

9 Eckles, John H, 77.40

10 Caroline, Leona R, 77.40

11 Member, Samuel, 77.132

12 Steinberg, Philip, 76.968

13 Adler, Jean, 76.80

14 Rights, Fred L, 76.532

15 Mayer, Sam A, 76.268

16 Cooper, Anita, 76.268

17 Silberstein, Jos K, 75.60

18 Messe, Ruth L, 75.00

19 Weissbard, Edw, 75.00

Examination Requirements

U. S. Tests

Junior General Mechanic Salary: \$1,320 to \$1,380. File by April 28. Place of employment: various government agencies in the New York metropolitan area in New Jersey and New York. Age limit: 16.

Duties

Under supervision of artisans, to Perform various kinds of tasks in-Volving construction or maintenance in the trades or skilled occupations; in the trades or skilled occupations; and to perform related work.

Requirements Two years of mechanical experi-tace, which must have included two fr more of the metalworking or woodworking trades. A general

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jobbing or all-around maintenance mechanic is the type of employee desired by the Commission for this position.

Basis of Ratings

No written test will be given. Applicants will be rated on their experience and fitness.

Machinist (Electrical)

Salary: \$1,800. File by May 16.
Age limit: 62. Requirements: completion of a four-year apprenticeship as machinist, or four years of practical experience in the trade. This must have included one year of experience in the installation, test, repair, and maintenance of motors, generators, switchboards.

Storekeeper

For filling the positions of labor checker, \$1,620; material checker, \$1,620; junior checker, \$1,440; junior storekeeper, \$1,440; under checker, \$1,260. File by April 24. Age limit: 18

Duties

Under immediate supervision to check, verify, and classify work of all descriptions; to receive, store, and issue miscellaneous supplies and materials; to sign check labor and maintain records thereof; to assist in taking physical inventories; to keep incidental records.

Requirements

Requirements Except for the substitution of certain education for experience, applicants must have had two years of experience in the receipt, storage and issuance or shipment of supplies, stores, or materials, and

How to Apply for a Test

For City Jobs: Obtain applications at 96 Duane Street, New York City, (9 a.m. to 4 p.m.), or write to the Application Bureau of the Municipal Civil Service Commission at 96 Duane Street and enclose a self-addressed 9-inch stamped envelope (4 cents for Manhattan and Bronx, 6 cents elsewhere).

For State Jobs: Obtain applications at 80 Centre Street, New York City, (9 a.m. to 5 p.m.), or enclose six cents in a letter to the Examina-

tions Division, State Civil Service Department, Albany. For County Jobs: Obtain applications from Examinations Division,

partment, Albany. Enclose 6 cents. For Federal Jobs: Obtain applications from U. S. Civil Service Commission, 641 Washington Street, New York City, (9 a.m. to 4:30 p.m.), in person or by mail. Also available from first and second class post

offices, Second District.
U. S. citizens only may file for exams and only during period when applications are being received.

Fees are charged for city and State exams, not for federal.

Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment. Applicants for State jobs must have been New York State residents for one year.

The "weights" listed for various titles on these pages refer to the relative value of each part of the exams. Therefore, if the weight of the written part of an exam is 30, this means that the written part counts for 30 per cent of the final mark.

in keeping systematic records, in a storeroom or warehouse operated under well-defined methods. Such under well-defined methods. Such experience must have involved the following: (a) checking and orderly storage of incoming materials; (b) maintenance of stock records such as those required for a perpetual inventory system; (c) taking of physical inventories as required; (d) notification of supervisors or the proper department when stocks are low or should be replenished; (e) preparation of materials for inventories. low or should be replenished; (e) preparation of materials for issuances or shipment.

Substitution of education for experience may be made as follows:

(1) each completed year of a standard 4-year high school course, for three months of the required experience; (2) completion of a commercial course, including bookkeeping, of at least six months' duration, in a resident business school, for three months of the required experience; (3) completion of one year of a course in accounting in a resident school, for six months of the required experience; (4) completion of one year of a course leading to a degree in commercial science or business administration

in a college for six months of the required experience.

In event of any substitution of education for experience as above provided, applicants must have had at least six months of the experience specified.

Regis of Potings

ence specified.

Basis of Ratings

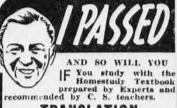
Applicants will be rated on their experience and fitness on a scale of 100. No written test will be given.

Automotive Spare Parts Expert

Salary: \$3,200. Office of the Quartermaster General, War Dept. (Continued on Page 16)

Best Study Books For COURT ATTENDANT

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Court procedure, duties, legal terminology, state government. SERGEANT......1.00 ACC'T & AUDITOR 1.00 POST OFFICE......1.00 FIREMAN......1.50 C.O.D s Accepted-MU. 2-0326 AID PUBLISHING CO. 505 Fifth Ave. N. Y. C.



TRANSLATION

Capital 41 Union Sq., N. Y. AL. 4-4000

Uncle Sam Calls for General Mechanics

(Continued from Page 15)
File until further notice. Age limit;

The until further notice. Age limit:

Duties

To prepare mortality tables of automotive spare parts, and make up lists of balanced stocks and inventories and of spare parts, using standard nomenclature; to prepare instructions and requisitions for corps areas and depots indicating stocks of spare parts to be purchased, stored and issued; to prepare information on parts' interchangeability and on standard nomenclature; to prepare instructions regarding the reclamation or repair of component parts, units, accessories, etc.; to determine what parts it is not economical or expedient to repair and what parts are suitable for certain services or operating conditions required of the equipment; to review complaints originating from defective spare parts and make necessary remedial recommendations.

Requirements

Experience: Except for the substitution of education for experi-

Experience: Except for the sub-stitution of education for experi-ence provided for below, applicants mus show that they have had at least seven years of progressively responsible experience in the auto-

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motive industry, of which not more than three years may have been acquired in the capacity of mechanic. This experience must have included at least three years of responsible experience in both the control and the management of spare parts for automotive equipment for a major manufacturer of automotive equipment, with responsibility for the following:

(1) Determining mortality of individual spare parts for balancing stocks, and for the purpose of tabulating mortality data.

(2) Preparing instructions for distribution of spare parts to authorized service stations.

(3) Preparing instructions regarding maintenance of proper stocks of spare parts, and inventorying and requisitioning for stock replacements.

(4) Preparing lists or catalogs of

requisitioning for stock replacements.

(4) Preparing lists or catalogs of standard and interchangeable parts, using standard nomenclature, for all makes and models of equipment in use, and for consolidated lists of manufacturers' part numbers.

Substitution of education for experience: Each successfully completed year up to a maximum of four years of an engineering course in a college or university of recognized standing, may be substituted for six months of the general experience in the automotive industry. No substitution of education may be made for any of the required three years of specialized spare parts experience.

Basis of Ratings

Basis of Ratings
Applicants will be rated on their experience and fitness.

Regional Agent, Trade and Industrial Education

Salary: \$4,600; also special agent,

\$3,800. Office of Education, Federal Security Agency. File until further

notice. Age limit: 60. Requirements: Applicants must have had six years of experience for Regional Agent, and five years for Special Agent, in work as director of a program of trade and industrial education in a State department of education, or a school system, as a teacher of shop subjects, or in-service teacher trainer in the field of trade and industrial education.

Senior Architect, \$4,600
Also architect, \$3,800; associate, \$3,200; assistant, \$2,600; junior, \$2,-000.
Optional subjects: 1) design; 2) specifications; 3) estimating. File by May 7. Requirements: applicants must have had from six to two years of appropriate experience, depending on the grade of position applied for.

Social Worker, \$2,000 a year. Requirements: Completion of a four-year course leading to a bachelor's degree including one year of specialized study with a minimum of 300 hours supervised field work in an accredited school of social work. Openings as Psychiatric Social Worker in the Veterans' Administration and as Social Case Worker in the Bureau of Prisons. Maximum age, 53. File by May 14. Full details in The Leader, issue of April 15.

Inspector of Coal, \$3,800. Requirements: 10 years extensive commercial experience handling at least 75,000 tons annually. Maximum age, 60. File by December 31.

Regional Agent, Trade and Industrial Education. \$4,600. Special Agent, \$3,800. Requirements: Regional Agent, six years, Special Agent, five years directing a program of trade and industrial education in a State department of edu-

cation, or school system as a teacher of shop subjects or in-service teacher trainer in the field of trade and industrial education. Maximum age, 60. File until further notice.

Assistant Engineman, Steam-Electric, \$2,100. Requirements: At least two years' experience in operation, maintenance, erection or installation of boilers, engines, pumps, or related equipment or at least two years' experience in charge of electrical or mechanical equipment including boiler, heat, light, water system in a plant, factory or large office building. Maximum age, 53. File by April 23.

Senior Architect, \$4,600; Architect, \$3,800; Associate, \$3,200; Assistant, \$2,600; Junior, \$2,000. Optional subjects: design, specifications, estimating. Requirements: two to six years' appropriate experience depending on the grade. File by May 7.

Commodity Exchange Specialist:
Salaries: Senior, \$4,600; commodity
exchange specialist, \$3,800; Associate, \$3,200; and Assistant, \$2,600.
File until further notice. Optional
subjects: 1) economic analysis; 2)
Investigations Commodity Exchange
Administration, Department of Agriculture.
Requirements: College graduation,
plus specialized experience in research or teaching in the optional
subjects.

Expeditor (Marine Propelling Equipment), \$3,200. Requirements: Four years experience in the manufacture of pumps, boilers, Deisel or reciprocating engines. Maximum age, 65. File until further notice.

Bookbinder (Hand), (Machine Operations). Salary, \$1.20, \$1.26 per hour; \$10.08 per day. Require-ments: Completion of a four-year

apprenticeship or four years practical experience plus one year's journeyman experience. Maximum age, 50. File by April 24.

Junior Engineering Draftsman uation or equivalent plus one years or completion of a 400 hour course in drafting or one year of study in an engineering or architectural college. Maximum age, 40, File by April 24, Full requirements in March 25 issue of The Leader.

Head Soil Scientist, \$6,500. Requirements, College graduation pluseight years successful, progressive experience. Maximum age, 53,

Machinist: Salary, \$7.92 to \$8.88 a day. Age limits: 20 to 62. Requirements: four years of apprenticeship or four years of experience in the trade. File until further notice.

Instrument Maker, \$1,800. Requirements: Completion of a four years apprenticeship or four years experience as Instrument Maker in a high-grade instrument or physical laboratory shop. Maximum age, 62.

Junior Engineer, \$2,000. Requirements: Completion of a four year engineering curriculum leading to college degree in engineering. Senior college degree in engineering. Senior students in engineering may also apply. Maximum age, 35. File until further notice. Senior Inspector Engineering Materials \$2.500; Inspector, \$2.300; Associate Inspector, \$2.000; Junior Inspector, \$1.620, Maximum age, 65. File until further notice.

Construction Inspection Coordinator. Salary: \$3,000. Optional subjects: 1) hull; 2) electrical; 3) machinery. Age limits: 65, Requirements: applicants must have had professional experience in the field of at least four years and in addition four years of experience in the optional subject. File until further notice.

Associate Entomologst (Taxonomy). Salary: \$3,200. Requirements: Applicants must have graduated from college and had at least three years' responsible experience in taxonomy of the aculeate Hymenoptera. Upper age limit: \$3. File until further notice.

Research Chemist (Any Specialized Branch). Principal, \$5,600; Senior, \$4,600; Research Chemist, \$3,800; Associate, \$3,200; and Assistant, \$2,600. File until December 31, 1941. Age limit: 55. Requirements: College graduation, and from seven to two years of professional experience in the field, depending on the grade of the position applied for.

Principal Superintendent of Construction, \$5.600; Senior Superintendent of Construction, \$4,600 a year; Superintendent of Construction, \$3,800 a year; Associate Superintendent of Construction, \$3,200 a year. Requirements: Seven to eleven years of experience in the field of general construction, of which a portion must have been as general superintendent on large construction projects involving excavation, reinforced concrete, steel, wood and masonry. Senior Superintendent: Engineering or technical college courses may be substituted, year for year, up to four years of the general experience. Maximum age, 58. File by Dec. 31, 1941.

Instructor, Mobile Laundry, \$2,000. Requirements: At least three years experience in laundry operations, use, upkeep and operation of modern washing and drying machinery, and preparation and use of laundry solutions. Also, at least two years experience as foreman, assistant superintendent or superintendent of large modern laundry or two years as instructor of organized classes in laundry operations or two years experience in the installation and instruction in the operation of machinery and solutions or any equivalent combination of (a), (b), or (c). Maximum age, 53. File until further notice.

Assistant Communications Operator (Air Navigation), \$1,620. Ability to transmit and receive by radio telegraph (International Morse Code) at a sustained speed of 30 words per minute copying on a typewriter. Maximum age, 50. File until further notice. Full details in Feb, 25 issue of The Leader.

3taff Dietitian, \$1,800 a year. Requirements: A.B. degree, with major study in dietetics, including at least 18 semester hours in a combination of the following: food preparation, nutrition, and institutional management. Applicants will be accepted from students now serving in an approved graduate training course. File until further notice.

Attendant, Neuro-Psychiatric Hospital, \$1,020 a year. Requirements: Applicants must have completed at least 6 months of a resident training course in nursing; or 6 months of active service in the hospital corps. Three months of experience as Attendant performing ward duty in an institution for the treatment of mellinstitution for the treatment of mellinstitution for the deaders is acceptable. Age limits, 21 to 48 years. Applications may be filed until further notice.

Principal Tool and Gause Designer, \$2,300 a year; \$2,000 a year; \$2,000 a year; \$2,000 a year; \$1.000 and Gause Designer, \$1.000 a year. Requirements: (Continued on Page 17)

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Rederal, State Tests Still Open For Filing

(Continued from Page 16)

(Continued from Pa

Marineering Draftsman, \$1,800 a Chief Engineering Draftsman, go a year; Principal Engineering go a year; Schior En-sisman, \$2,300 a year; Schior En-ering Engineering Draftsman, Marineering Draftsman,

spector Engineering Materials, banical (Optical Instruments), 6 a year. Requirements: Applisamust have had at least 4 years sperience in the inspection and gof op cal instruments. Colteraining in physics or optics; lated training may be substifor experience. Age limits, 21 years. Applications may be until further notice.

gir Communications Operator sior Communications Operator Navigation), \$1,440 a year. Remeats: Applicants must have a class radia telegraph operator's so similar license issued by gor similar license issued by rederal Communications Compan. Age limits, 18 to 50 years. Cations may be filed until fursetire.

miler Communications Operator
h Speed Radio Equipment), \$1,620
kgr. Requirements: Applicants
kgr. Requirements of the Communicagadio Operator in communicag work, at least 3 months of
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completed a 4-year apprenticeship or must have had at least 4 years of practical experience in the trade. Applications from those with only 2 years of experience will be accepted and may be certified for appointment as the needs of the service require. Age limits, 13 to 62 years. Applications may be filed until further notice.

Principal Inspector (Subsistence Supplies), \$2,600 a year; Senior Inspector (Subsistence Supplies), \$2,300 a year; Inspector (Subsistence Supplies), \$2,300 a year; Inspector (Subsistence Supplies), \$2,300 a year; Assistant Inspector (Subsistence Supplies), \$1,620 a year, Requirements: Satisfactory inspectional experience is necessary. The lengths of experience vary according to the grade of the position. Laboratory experience or college training may be substituted for part of the required inspectional experience. Maximum age, \$3 years. Applications may be filed until further notice.

Senior Inspector, Ordnance Ma-

terial, \$2,600 a year; Inspector, Ordnance Material, \$2,300 a year; Associate Inspector, Ordnance Material, \$2,000 a year; Associate Inspector, Ordnance Material, \$1,800 a year; Junior Inspector, Ordnance Material, \$1,800 a year; Junior Inspector, Ordnance Material, \$1,620 a year. Requirements: Applicants must have had satisfactory experience in the inspection and testing of raw or ordnance materials. Collegiate training in mechanical or civil engineering or metallurgy may be substituted for experience. The degree of difficult of work performed and length and specialization of experience vary according to the grade of the position Maximum age, 55 years. Applications may be filed until further notice.

Toolmaker, \$7.20 to \$9.36 a day Requirements: Applicants must have completed a 4-year apprenticeship or must have had at least 4 years of practical experience in the trade. Applications from those with only 2 years of experience will be accepted and may be certified for appointment as the needs of the service re-

quire. Age limits, 18 to 62 years. Applications may be filed until further notice.

Public Health Nurse, \$2,000 a year. Requirements: Four-year high school course or 14 units of high school study; completion of a course in school of nursing; registered; completion of special course in public health nursing; one year or more of successful public health nursing experience. Additional credit for special experience. Maximum age: 40. File until further notice.

Junior Stenographer, \$1,440 a year. Open only to men. Requirements: The only requirements are that the

applicants must meet the age limits and be U. S. citizens. There will be an examination, as follows: Copying from plain (typewriting), counting 25%; general test, counting 25%; stenography, 50%. Dictation is at the rate of 96 words a minute. Any system of making notes, including the use of shorthand-writing machines, is acceptable, provided the notes are given to the examiner after being transcribed. The use of typewriter for making notes is not permitted. Applicants must supply their own typewriters and tables for the test. Any style of typewriter, except electric, is permitted. Maximum age, 53 File until further notice

STATE SERIES STILL OPEN

Persons who wish to take the following state tests can still file applications until Friday, Mny 2; Assistant Examiner of Methods and Procedures, Assistant Principal, School of Nursing, Assistant in Test Development, Canal Section Superintendent, Compensation Examining Physician, Institutional Teacher (Trade Drawing), Institutional Vocational Instructor (Electric and Oxy-Acetylene Welding), Institutional Vocational Instructor (Machine Shop Practice), Junior Administrative Aide, Junior Personnel Technician, Labor Mediator, Pharmacist, Senior Personnel Administrator, Senior Examiner of Methods and Procedures, Superintendent of Buildings and Grounds, Social Hygiene Medical Consultant, Supervising Nurse, Supervising Tax Examiner, and until May 23 for Superintendent, Department of Correction, Institutional vocational Instructor, Assistant Foreman, Knitting Department, Public Health Nurse.

Nurse.
Residents of the following countles may file for the tests specified. Bronx:
Bookbinder; Broome: Court Attendant, Probation Officer; Cattaraugus: Asst.
Commissioner, Department of Health; Columbia: Junior Laboratory Technician;
Erie Chief Nurse; Probation Officer, Steward, Supervising Medical Social
Worker; Franklin: Probation Officer; Oneida: Investigator, Librarian; Monroe;
Physician, Visitor; Rensselaer: Children's Agent, Investigator; Onondaga:
Machine Operator; Suffolk: Public Health Nurse; Westchester: Assistant
Dietitian, Dietitian, Intermediate Account Clerk and Stenographer, Resident
Physician (T.B.), Supervising Operator. Residents of the City of Newburgh may
file for positions of Clerk and Chief Clerk.
Full requirements for the State-wide examinations appeared in THE
LEADER, April 1, for the county tests, April 15.

Your Chances for Appointment

The latest certifications of the Municipal Civil Service Commission are given below. An asterisk (*) with the "latest number" certified indicates that certification has been made during the past week. The letters P and T stand for "probably permanent" and "temporary."

Candidates can determine the approximate date for a new examination by consulting the expiration date of the list, in the last column below. In some instances, however, a list is exhausted before its expiration date or the Civil Service Commission decides to abolish a list or not to hold another examination for a position.

Readers should remember that certification does not necessarily mean

appointment. Usually more names are certified than there are vacancies. Anyone with a question on a certification should call or write to the Information Bureau, Municipal Civil Service Commission, 299 Broadway, New

York City, Cortlandt 7-888	0.			Yluk
* Title. Able Bodied Seaman	Department.	Salary. P o	T No.	List Expires. 4:28:43
Able Bodied Seaman	Docks	1,800 I 1,25 hr. 1	995	1:15:45
Accompanist	.Welfare	1,500 I	650	7:27:42
Accountant (prom.)	.Docks	2,400 H 1,200-960 H 1,800 H	52	3:28:45
Accompanist Accountant, Grade 2 Accountant (prom.) Airport Assistant Announcer Architectural Assistant Architectural Draftsman Assistant Allenist Assistant Allenist	Mun. Br'dcasting Welfare	1,800 I 1,860 I		2:13:44
Architectural Draftsman	Transportation	3,120 F 2,040 w/m F		4:13:42
Assistant Chemist Assistant Gardener Assistant Engineer, Grade 4 Assistant Supervisor, Grade 2. Assistant Supervisor, Grade 2.	.Correction	1.200 F	1051	4:20:42
Assistant Engineer, Grade 4	.Water Supply	3,120 F	61	4:12:48 3: 5:45
Assistant Supervisor, Grade 2 Assistant Supervisor, Grade 2	Magistrate's Court. Magistrate's Court	1,680 P 1,680 T	817	12:21:42
Ass r Train Disputener (broin.)	Transportation	3,000 up + F	23	2:26:45 2:13:45
Assoc, Assist, Corp. Counsel. Attendant-Messenger. Attendant-Messenger. Automobile Engineman Automobile Engineman (app.) Automobile Machinist Blacksmith Bridgeman and Riveter. Corporler	Parks	4 day-,50 hr. F 1,200 P	2,407	12:20:41
Automobile Engineman	Com. Boro. Works.	1,980 P	144	8: 4:45
Automobile Engineman (app.)	Sanitation	.52 hr. P 9 day P	30	1:10:41
Blacksmith	Public Works	9.50 day P 13.20 day P	39	6:12:41
Carpenter. Cement Mason. Clark, Grade 2. Clerk, Grade 2. Clerk, Grade 2. Clerk, Grade 2 (female). Clerk, Grade 2 (female). Clerk, Grade 2 (female). Clirk, Grade 2 (prom). Climber and Pruner. Climber and Pruner. Court Attendant. Dental Hygienist Dir. of Public Assistance. Deputy Medical Superintendent. Dockbuilder.	Boro. Pres. Rich	2,000 P		10:22:41
Clerk, Grade 2	Tri. Bridge Auth	900 T 840 T	*5,957	2:15:43
Clerk, Grade 2	Water Supply	840 P	6,194	
Clerk, Grade 2 (female)	Hospitals	840 T 840 P	4.420	
Clerk, Grade 2 (prom)	Welfare	1,200 T 1,800 P	216	5:14:44
Climber and Pruner	Parks	1,600 P 1,800 P	218	8: 4:41
Dental Hygienist	Health	1,260 P 6,250 P	61	9:15:43
Deputy Medical Superintendent	Hospitals	6,250 P 4,000 P	15	3: 6:45 3:25:41
Dockbuilder	.Transportation	.75 hr. P	80 85	3: 8:44
Electrical Inspector, Grade 2	Wa, Sup., Gas, El.	1,800 P .85 hr. P		10:26:41 4: 2:45 11:13:44
Elevator Mechanic's Helper	Education	1,200 P	76	2:18:43
Deputy Medical Superintendent Dockbuilder Electrica Inspector, Grade 2 Elevator Mechanic Elevator Mechanic's Helper Fan Maintainer Fireman, F.D Fireman, F.D Fireman, F.D Fireman, F.D Fireman, F.D Health Inspector	Queens College	1.320 P or T	*4.103	5: 8:42 12:14:41
Fireman, F.D.	Hunter College	1,200 T 4 day T	*4,105 *4,214	
Fireman, F.D. (app.)	Transportation	2 400 P	400	6: 8:41
Inspector of Bollers, Grade 3	Housing & Bldgs.	2,400 P 2,400 P 1,800 P		8:25:45 4:26:42
Ins. of Masonry and Carpentry Inspector of Plumbing	Water Supply	1,800 P 1,800 P 3,400 P	75	6:22:41
Janitor Engineer	Education	3,400 P 5,640 P	44	8:20:44 6:11:44
Junior Accountant	Comptroller	1,800 P 3,120 P	157	8: 8:43 3:12:45
Junior Architect	Transportation	2,160 P 1,920 P	45 24	1:22:44
Fireman, F.D. (app.) Health Inspector Inspector of Bollers, Grade 3. Ins. of Masonry and Carpentry Inspector of Pollers, Grade 3. Ins. of Masonry and Carpentry Inspector of Flumbing Inspector of Steel, Grade 3 Janitor Engineer Junior Accountant Jr. Administrative Assistant Junior Architect Junior Assessor Junior Engineer (cleatric) Laboratory Assistant Laboratory Helper (app.) Laboratory Helper Laboratory Helper Laboratory Helper Laboratory Helper Locksmith	Water Supply	2,160 P	56	3:11:45
Junior Engineer (electric) Laboratory Assistant	Health	2,160 P 960 P	109 153	9:26:43
Laboratory Helper (app.)	Hospitals	780 P	69 202	4:25:43
Laboratory Helper	Public Works	860 P 1,500 P	191	9:24:44
Lineman Locksmith Maintainer's Helper, Group A. Maintainer's Helper, Group B. Maintainer's Helper, Group C. Maintainer's Helper, Group C. Maintainer's Helper, Group C.	Correction	1,769 P .5665 hr. P	10 300	1:30:44 2:19:45
Maintainer's Helper, Group A	Transportation	.62½ hr. P	397	4.10:40
Maintainer's Helper, Group C Maintainer's Helper, Group C	Transportation	.70 hr. T .70 hr. P	74	
Maintainer's Helper, Group D	Transportation	.65 hr. T .65 hr. P	*52 26	
Maintainer's Helper, Group D. Maintainer's Helper, Group D. Maintainer's Helper, Group B. Mechanical Main, Group B. Medical Inspector (cardiology). Medical Inspector (pediatrics). Motorman-Conductor (prom.). Patrolman, P. D. List No. 1 Patrolman, P. D., List No. 3. Paver	Transportation	.65 hr. P .85 hr. P	8 15	2:18:45
Medical Inspector (cardiology)	Health	5 session P	22	4:12:42
Medical Inspector (pediatrics) Motorman-Conductor (prom.)	Transportation	5 session P .80 hr. P	189 150	4:19:42 1:29:45
Patrolman, P. D. List No. 1 Patrolman, P. D. List No. 3	Transportation	1,500 P ,50 hr. T	*1.175	10:14:43
Dharmadat	Hospitale	11 day P 1,200 P	64	5: 1:44 6:22:41
Physiotherapy Technician Playground Director. Playground Director. Plumber	Hospitals	1,200 P 1,260 P	25 43	1:16:44 9:20:42
Playground Director	Parks	4 day T	*162	
Policewoman	Parks	12 day P 4 day P	308	1: 3:44
Pumber Pofticewoman Porter Porter Porter Porter	Hospitals	780 P 1,020 P	1.629 *879	9:20:42
Porter	Hospitals	540 w/m P 720 w/m P		
Porter	Hospitals	720 & less P	3,263	0. 0.40
Sani, Man, Class A, List 1	Boro, Pres. Rich.	1,500 P	306 224	6: 8:42 12: 4:44
Sani, Man, Class A, List 2 Signal Man, Group B (prom.)	Transportation	.4842 hr. P	1,800	1:27:45
Social Investigator	Welfare	1,500 P 1,500 P	800 983	2: 6:44
Porter Porter Public Health Nurse Sani, Man, Class A, List 1 Sani, Man, Class A, List 2 Signal Man, Group B (prom.) Social Investigator Social Investigator Special Patrolman Special Patrolman Station Agent Stationary Engineer (etec.) Stationary Engineer (etecam) Stenographer and Typewriter	Correction	1.869 P 1,800 P	297 *312	10: 3:43
Station Agent	Transportation	.55 hr. P	913	8:24:41
Stationary Engineer (elec.)	Public Works	9 day P 9 day P	47	1:15:45
Stenographer and Typewriter	Hospitals	1,200 T 1,200 P	1,366	11: 7:42
Stenographer and Typewriter	Welfare	960 P ,80 hr. P	1,341 *1,500 40	2:17:45
Tax Counsel, Grade 4	Law	1,800 P	36	10:15:44
Tax Counsel, Grade 4. Tax Counsel, Grade 4. Telephone Operator. Third Rall Maintainer. Title Examiner.	Transportation	1,800 T 1,200 P	52 28	8:13:44
Title Examiner	Transportation	1,800 P	15 34	3:21:43 10: 8:44
Trackman Typewriting Copyist Typewriting Copyist Typewriter Repairman Watchman Attendant	Transportation	960 hr. P	1,431	11: 6:44 6:22:42
Typewriting Copylat	Transportation	960 P 1,380 P	2,517	1: 9:45
Watchman-Attendant	Housing	1.200 P	552	5:10:42
		25 week P	•585	
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Assistant Supervisor, Grade 2 (8 2643 candidates filed.

All Civil Service organizations are invited to forward notices of meetings and events for appearance in the Bulletin Board. Please have your notice in by Friday of the week preceding date of the event. There is no charge for this service.

WAGE AND HOUR INSPECTOR ELIGIBLES ASSN.

The Wage and Hour Inspector Eligibles Association will hold its next meeting at the Claridge Hotel, 44th St. and Broadway, Thursday, April 24, 1941, at 8 p.m. Officers of the association state that matters of great importance to eligibles will be discussed.

SAFETY INSPECTOR ELIGIBLES

Officers were elected and plans for the future discussed by the Safety Service Inspector Eligibles, at an organization meeting Thursday night. Chosen for the executive committee were Samuel Mahler, president; Aaron B. Blum, secretary; R. G. Burkhard, treasurer, and Charles F. Albert and W. L. Hanesworth. The next meeting, at which time the executive committee will report on its progress, is called for Wednesday night, April 30, at 7:30 o'clock, in room 411, Pulitzer Building, 63 Park Row, New York City.

ASSOCIATION OF COMPETITIVE EMPLOYEES

The Association of Competitive Employees of the Department of Sanitation will hold its Fourth Annual Dance and Entertainment on Saturday night, May 3, in the Grand Ballroom of the Hotel Edison, 47th Street, west of Broadway. Frederick Miller, the genial chairman of the entertainment committee, reports that a grand vaudeville show has been booked for the evening along with Joe Carroll and his well known dance orchestra.

Well over one thousand persons are expected to attend. Tickets are \$1 and can be purchased in advance or at the door.

Cooperating with the Executive Committee, which consists of George Torre, Pres.; Charles A. Reinhard, 1st Vice-Pres.; Herbert S. Bauch, 2nd Vice-Pres.; Clayton Bayles, 3rd Vice-Pres.; Marie McShane, Treasurer; Thomas McQueeney, Corr. Sec'y; Frank Del Casino, Fin. Sec'y; Elisha Chapin, Recording Sec'y, and William Flaherty, Sergeant-at-Arms, are the following members and chairmen of committees: Emma Cronin, Nathan Canter, Charles Smith, Ed-ward Peyton, Dominick Todaro and Fred Miller.

FIRE DEPT. COMMUNION BREAKFAST BROADCAST

The Communion Breakfast of the Fire Department Holy Name Society, Sunday, April 20, was broadcast by station WNYC from 11:15 a.m. to 12:15 p.m. Speakers included Bishop J. Francis A. McIntyre, Msgr. Francis W. Walsh, Herbert R. O'Connor, Governor of Maryland; Mayor F. H. LaGuardia; Fire Commissioner John McElligott, and Jim Crowley, Fordham football coach.

On the following Sunday, April 27, the Communion Breakfast of the St. George Association of the Fire Department will be broadcast by WNYC.

QUEENS WATER REGISTER ASSN.

The Queens Water Register Association will hold a beefsteak party. entertainment and dance on Friday, May 16, at the Stadium, 40-15 Queens Boulevard, Long Island City. Tickets for the affair may be obtained by calling J. P. Finnerty, Boulevard 8-5000, extension 292.

NEW YORK'S "NEW 69TH"

New York's "New 65th," of the recently organized State Guard, in keeping with the tradition estab-lished by its famous predecessors, will sponsor the first annual Regimental Communion Mass and Breakfast on May 4. Before attending the 9 o'clock Mass at St. Veronica's R. C. Church, 149 Christopher Street, the new guardsmen will assemble at the regiment's armory, 69 Lexington Avenue, and led by Col. George J. Lawrence and the 69th's new chaplain, the Rev. John A. Connolly, will parade to the church. After the Mass, the regiment will breakfast at the Hotel Pennsylvania where they will be addressed by a number of the city's leading figures.

FIRE ELIGIBLES ASSN.

The next general meeting of the Fire Eligibles Association will be held on Friday, April 25, at 8:30 p.m. In the auditorium of P.S. 27, 42nd St., near 3rd Ave., Manhattan.

HEBREW SPIRITUAL SOCIETY, SANITATION DEPARTMENT

The Hebrew Spiritual Society of the Department of Sanitation will hold its ninth annual entertainment and dance on Saturday, April 26 at the Royal Windsor Ballroom, 66th St. and Columbus Ave.

An array of Broadway stars, including Ralph Hayes and his radio and recording orchestra, have been engaged for the evening. The Com-missioners and their families have been invited to attend.

The proceeds will go towards defraying the expenses of scholarships for the sons of members and towards the endowment fund.

STRUCTURE MAINTAINER ELIGIBLES INVITE PLUMBERS

Plumbing eligibles on the Structure Maintainer's list who wish to join the Structure Maintainer's Helper Eligibles Association are urged to write to M. G., care of The LEADER, 97 Duane Street, New York

HOSPITAL, LAUNDRY WORKER ELIGIBLES

The Hospitals and Laundry Work-ers Eligibles Association will hold their next meeting at the Hudson Park Library, 10 Seventh Avenue, on Thursday, April 24, at 8 p.m. It will be to the interest of every eligible to attend as matters vital to his welfare will be discussed.

FIRE ELIGIBLES ASS'N.

The next general meeting of the Fire Eligibles Association will be held Friday, April 25, at P. S. 27, 42nd St. and Third Ave., Manhattan. The meeting is scheduled for 8 p.m. All eligibles have been invited to attend and hear reports on the group's activities.

KINGS COUNTY EMPLOYEES TO VOTE

With the annual election of officers scheduled for the following day, the Kings County Civil Service Employees Association hold their regular meeting Friday, May 2, at 4:15 p.m., at the Surrogate's Court Room, Hall of Records, Brooklyn.

Jesse Krauss, unopposed for president, will be approved in his third term, whle Joseph Morris is unopposed for his fifth term as recording secretary. The other candidates also have no competition recorded on the ballot, although the names of

opponents may be written in.
On the ballot are Charles P. Mc-Closley, vice-president; Robert J. J. Brown, financial secretary; Joseph H. Burdett, treasurer; Samuel Rogers, sergeant-at-arms. These are in the field for the board of directors: Register's Office—J. Tyson McGill, Dorothy E. Buckley, Mary A. Quinn, Alexander J. Weiss; Surrogate's Court—Joseph T. McGarry, John F. McGrath; Records Office—Benjamin Blakeman; County Clark. Clerk—Bessie Hassett; County Court -Jesse C. Rogers.

Running as delegates to the Federation of County Employees are Benjamin Blakeman, Joseph H. Burdett, James A. Byrne, Florence A. Conroy, Edwin Hammond, Estelle E. Julian, William Lewinthal, Alex-Julian, William ander J. Weiss.

In conjunction with the balloting a luncheon will be served at 12:30 p. m. at the Chesterfield, 25 p. m. at the Willoughby Street, Brooklyn.

Officials Aid **In United Appeal**

Postmaster Albert Goldman has been named general chairman of the Governmental and Civil Service Division of the 1941 campaign of the United Jewish Appeal. More than 20,000 Jewish governmental and civil service employees will participate in the appeal, which is organized annually to save the Jewish people abroad from annihilation, to provide tig, assisted by Rose Schneiderman, for the development of Palestine as refugee haven, and to care for refugees coming to the United States. Abraham L. Dorris, first deputy

State Comptroller, is chairman of the the federal employees. Brooklyn Governmental and Civil Service Division of the drive. Lucille L. Kraft, secretary of the Department of Water Supply, Gas and Electricity, will head the city em-

Is Your Exam Here?

Below is the latest news from the Muntcipal Civil Service Commission on the status of exams which attracted 300 or more candidates. The Leader will publish changes as soon as they are made

Administrative Assistant (Welfare):

All specialties completed with the exception of Administrative Procedure in which Part II is almost Asphalt Worker: The rating of the

written test nearing completion.

Assessor (Railroad): Rating of written test completed. The experience oral will be administered as soon as possible.

Assessor (Utility Buildings): Same

Assistant Director (N. Y. C. Information Center): Report on final key submitted for Commission ap-

(Designer). Assistant Engineer Grade 4, Board of Water Supply: Rating of Part II completed.

Baker: Rating of written test completed. The physical and medical will probably be held soon.

Bridge Painter: 392 candidates Buildings Manager (Housing Authority): Written test 50% rated.

Clerk, Grade 2 (Bd. of Higher Ed.);

List published in this issue. Cook: Practical tests will be given soon.

Court Stenographer: Rating held up pending clarification of court action.

Car Maintainer, Group 1 (N.Y.C. Transit System): 493 candidates filed for this examination.

Dentist (Part Time): Appeals be-

ing considered.

Dietitian: Rating of qualifying experience completed. Gasoline Roller Engineer and As-

OPEN COMPETITIVE TESTS | phalt Roller Engineer: Written test Administrative Assistant (Welfare): 50% rated.

completed.

(Welfare).

Junior Engineer (Mechanical), Grade 3: Rating of entire written test completed.

Junior Engineer (Signals), Grade 3: Rating of written test completed. Junior Psychologist: Rating of the written test completed. The oral has

Office Appliance Operator: Qualifying practical tests continue.

Playground Director (Female), Permanent Service: List being computed.

Power Distribution Maintainer (N. Y. C. Transit System): The written test held April 18.

Stenographer (Law): The rating of

Stenotypist, Grade 2: Practical held

Operator (I.B.M. Equipment), Grade 4: Written test being rated.

Transit System): Written test being

sit System): Written test May 2. X-Ray Technician: Rating of written test nearly completed.

Assistant Station Supervisor: Writ- rated. Oral begins this month.

Jr. Administrative Assistant (Housing): Rating of Part II of three specialties in progress with the exception of the re-housing and maintenance specialties which have been

Jr. Administrative Assistant (Welfare): See Administrative Assistant

written test in progress.

April 15. Supervising Tabulating Machine

Telephone Maintainer (N. Y. C.

Turnstile Maintainer (N.Y.C. Tran-

PROMOTION TESTS

and ride down Fourth Avenue to

Bookkeeper Grade 1: 1923 cand Captain (Fire Department); Wr. ten test rated. Service records bei

dates filed.

mputed.
Conductor: Written test complete
Court Clerk, Grade 3 (Magistrat. Court): Rating of written test completed.

Court Stenographer: Rating written test held up pending list

Elevator Operator (Dept. of Repitals): List published. Qualifying practical test begun. Gardener (Parks): 576 candidat

Junior Administrative Assist (City-Wide): Final key approved Senior Dietitian: Rating of write st in progress.

st in progress.
Senior Psychologist: Test held pending final reclassification termination.

Senior Supervisor, Grade 4 (See Service): Applications closed Ap Station Supervisor: Rating of w ten test completed.

Supervisor, Grade 3 (Social Serice): Applications closed March 24 Sergeant (Police Department): A

plication period closed recently. candidates filed. Towerman: Written test rated.

Train Dispatcher: Written Yardmaster: Written test rated.

LICENSING TESTS

Master Plumber: Written test bel prepared. Master and Special Electricity

Part I and Part II rated. Motion Picture Operator: 220 cr

didates filed. Oil Burner Installer: Written

Sergeant Study

(Continued from Page 4)

of company and other property are properly protected.

11. The hiring of professional thugs and bullies is discouraged.

12. Detectives are assigned where

13. Efforts are made to prevent all disorderly acts and other violations of law, arrests are made when such acts do take place and a sincere attempt is made by the police to treat both sides fairly.

Question 18

Although the Police Department has done considerable to reduce the number of traffic accidents, the annual toll of injured and dead due to automobiles in this city still com-mands serious attention. What steps are taken by the Department to reduce these accidents to a minimum and what are the chief difficulties confronting the Department in this regard?

Work out the answer to this question, then compare it with the answer which will appear here next

Bus Test Route

3) Follow Bay Ridge Avenue to

- Fourth Avenue.
- 4) Turn right on Fourth Avenue Ridge Avenue and ride a Fourth Avenue to Bay Ridge Parkway (75th Street).
- 5) Turn right at Bay Ridge Parkway and ride to Third Avenue. 6) Turn right on Third Avenue
- and ride to 74th Street. 7) Turn right on 74th Street and ride to Fourth Avenue.

8) Turn left on Fourth Avenue

ployees division. She will be assisted by Henry J. Rosner, assistant com-missioner of the Department of Welfare. Commissioner M. Maldwin Fersecretary of the Department of Labor, will lead the State employees' cam-paign. Assistant United States Attorney David L. Marks will supervise

All the news ... all the exams ... accurate . . . unbiased . . . in THE LEADER.

63rd Street. 9) Turn left on 63rd Street and ride down 63rd Street toward Second

Avenue. 10) Turn right into Second Av-

11) Ride along Second Avenue to 60th Street.

12) Turn right on 60th Street and ride approximately half way up the block. Perform the "start on incline" maneuver.

13) Ride up to Third Avenue. Turn

left on Third Avenue and ride to

58th Street. 14) Turn left on 58th Street and

ride to Second Avenue.
15) Turn left on Second Avenue and park bus in approximately the same position you originally found the bus.

16) Secure your tag and return the

tag to the monitor.

In doubt? Ask The LEADER'S Free Information Bureau.

New Test for Attendants

but the prospects of acceptance a admittedly slim. Meanwhile, the l is speedily moving to exhaustion other zones as well. (For late progress of the list see "Mental H giene Notes" on page 11).

The Pay

Hospital Attendant jobs start \$54 a month, and increase by jumps to \$66 within a year and half. In addition, employees get coplete food and board. More the 10,000 Attendants work in the State institutions, and openings occur the rate of 200-300 a month. It likely that every eligible on t coming list will be offered a jo just as will soon be the case wi the present list.

Want to Go on the Radio? Here's How to Do It

Do you have a suppressed desire to step up to a microphone and give? Can you sing, whistle, mimic, play the violin, piano, piccolo, xylophone? Do you have an original specialty? Civil Service employees with a yen for radio-performance should sign the attached coupon and forward

CIVIL SERVICE LEADER

BOX A. N.

Are you a potential radio star? and Michaels Brothers furnitu stores are cooperating in giving ci service employees their chance the air. Radio station WMCA w do the rest.

Each contestant gets a handson prize. The two contestants judg best by both the Fox-Fabian The tre audience and the radio audience will get the grand prizes. Any China tre audience and the radio audience will get the grand prizes. Any Cr. Service employee, or eligible, menter the contest. There are no obgations no strings attached. Ju The first Monday in May is Civil
Service night at the Fox-Fabian
Theatre in Brooklyn. The Leader City.

Gations, no strings attached. In mail the coupon below or a post card with your name on it to The Leader, 97 Duane Street, New Your City.

ı	97 DUANE STREET, NEW YORK CITY
:	I'd like to enter the Civil Service Amateur Hour Program, I ca
•	-
!	(State what you do)
	I work in theDepartme
•	I am an eligible on the
i	Name
:	Address
1	City State

musesmelle Parade

By SIDNEY GANS

On the Screen "Lady from Cheyenne" Young is the "Lady from ne" who is attracting visitors

Roxy Theatre this week. The althouse of an background, is in the main edy, with lots of action.

other stories of frontier

graft rears its ugly head in graft rears its ugly head in herse opera tradition. But inef a two-gun-shootin' hero, it's all schoolma'arm who handles mustion so nobly. The school et, of course, is played by et, of course, is played by et, of course or our delicate the does not go 'round sockin' and over the lot (rememand does not go found sockin' suys all over the lot (remem-ten Arthur in "Arizona"?), but the sup her little Wyoming arst by winning woman's sufand then driving out the vilith ballots.

with bands.

sides Miss Young, the cast also
Robert Preston, Edward
Frank Craven, Gladys Frank ge, Jessie Ralph, Stanley Fields, Best, Samuel S. Hinds, Marion and Iris Adrian.

the stage the Roxy is offering the stage the type of stage show, called type of stage show, called type Club," in which are many alities from night life. These iners include Johnny Howard t, the Three Pitchmen, Estelle Leroy, Maysy and Brach, Mar-paye, the Gae Foster Girls, the

Third Week



IADISON **Souare** BOORS OPEN

MANUMADAILLI

SPEATEST SHOW ON EARTH PLENDENTLY REDESIGNED for 1941 MRS. GARGANTUA The Great

MingCole and Mother Goose" by JOHN RINGLING NORTH - Created.
A Costumed by NORMAN BEL GEDDES
td by ALBERTINA RASCH A Costumed by NURBERTINA RASCH LILE OF A LIBERTINA RASCH LIB COURT'S Great Wild Animal Acts Liberting Incomparable

I Mailed BARCA, Heading Incomparable systems of the Secretary of the Secre that Garden, Macy's & Agencies

Twelve Esquires and, of course, the Palisades Park, Luna and Steeple-Roxy Orchestra.

> On the Stage Few Openings Left

Thank the weather for the stage news this week. For we've been



BET YOU CAN'T DO THIS

If you could, you'd be under the Big Top, like Hubert Castle, Barnum and Bailey's ace Wire - Walker, who performs daily at Madison Sq. Garden.

having just the kind of weather which provokes theatre managers to start complaining and the press agents to start mimeographing, "... the waning theatre season." The the waning theatre season." The hits look forward to Summer runs the never-had-a-chance-plays blame the unseasonal climate as they pass out of the picture-or at best into Grade B pictures.

"The waning season" had an auspicious start last week to the ac-companiment of high temperatures and low box-office figures. Low, at least, to the thinking of many mana-gers who had expected the Easter week to bring a bonanza.

The lone opening of this week, Saroyan's "The Beautiful People" at the Lyceum, and promise of only three plays during May are all that's left of one of the best seasons in left of one of the best seasons in years, rich with such entertainments as "Native Son," "Watch on the Rhine," "Lady in the Dark," "Panama Hattie," "Life with Father," "Arsenic and Old Lace," "Louisiana Purchase," "My Sister Eileen," and all the others on which the Critics Circle will this week pass solemnbut not likely unanimous-judgment to select the season's best.

Add signs of Summer: Ben Marthe "bigger and better" plans for

WHEN IN NEW YORK Be Thrifty ... ' New 23-Story Hotel . All Transit Lines at Door · Centrally Located . Free Swimming Pool, Gym . Separate Floors for Ladic-· Alr-conditioned Restauran . Cocktail Lounge • \$7.50 up Weekty \$30 up Monthly Daily \$1.50 up KENMORE HALL 145 EAST 23rd STREET, NEW YORK GEORGE A. TURKEL, MGR. chase . . . the announcements of the open-air concerts.

More About the Circus

Mr. and Mrs. Gargantua the Great, the world's most renowned gorilla couple, are receiving the public in regal state in Madison Square Gar-

The Big Show-Ringling Bros. and Barnum & Bailey-is going great

Restyled by John Ringling North, president, and Norman Bel Geddes, designer of the World's Fair Futurama, the circus this year brings countless innovations in production, beauty, laughter and thrills.

The big 1941 production feature is "Old King Cole and Mother Goose," created, designed and costumed by Norman Bel Geddes, staged by Albertina Rasch and produced by John Ringling North. In this magnificent pageant, in which 2,000 persons and animals participate, are wave after wave of surprise units, including the famous Ringling old street parade bell wagon and steam calliope.

Alfred Court and his three mixed groups of performing wild animals in exciting new routines; the lovely Elly Ardelty starring in the new Birdland, all-girl aerial ballet; Truzzi, master juggler; the famed Diego-Fernandez aerialists from South America; Hubert Castle, wizard of the tight wire; Adrianna and Charly, stars of the bounding trampoline; the great Yacopis, Gauchos, Davisos and Akimotos; the DeOcas from South America in their U. S. aerial debut; Los Navarros in slides-for-life; the renowned Flying Concello troupesthese are some of the 800 outstanding

Palisades Park

One of the greatest inaugural shows in the history of Palisades Amusement Park will be held on Saturday afternoon, April 26th next, when the popular Jersey playground reopens for the season. Ben Bernie and his orchestra have just been signed as the featured free attraction, and will appear in the open-air amphitheatre on Saturday and Sunday of the opening week-end, as well as at the Park Casino for free dancing both nights.

As a special free attraction, a novel beauty contest, open only to girls who wear glasses, sponsored by the Community Opticians association, will be held on the stage of Palisades' amphitheatre on Saturday afternoon, April 26th. Some 300 bespectacled beauties will participate in this unique tourney, with any girl who wears "specs" eligible to enter. Those interested may obtain free entry blanks by writing Contest Director, in care of Community Opticians as-sociation, 6 East 39th Street, New York City.

Palisades Park will feature free vaudeville, free dancing and free parking.

Baseball Notes

The torrid weather of last week seemed more like mid-summer baseball weather rather than just the beginning of the season. To see the fans without suitcoats or vests at a time when everyone is usually still shivering a little, proved that the weather was really unseasonable. New York teams really started off to upset the dopesters in their den's welcome news that the Ri- first few games-the Giants, picked viera, just across the George Wash- sixth, won their first four games, the ington Bridge, will reopen about Yanks chosen as contenders for the May 15... and the increasing stream pennant, lost three of five, while the of notes on the strawhat theatres... Dodgers, dropping three straight to the Giants, gave a jolt to many of their less confident fans who had picked them for the pennant. But trying to draw valid conclusions from the first week or so of the pennant race is almost like trying to decide which horse is going to win the race by how they line up at the

At Jamaica .
Will Robert Morris repeat in the lood Memorial? Racing fans Wood throughout the country are asking themselves this question after J. Frederick Byers sleek son of Jacopo, out of Arch Queen ran a courageous race to finish first in last Saturday's Excelsior. Fans are expected to pour into the Jamaica plant in numbers similar to the record-breaking opening day crowd. The amount of dough that will pass through the totes is anybody's guess.

Prison Guard Test Physical Exam Begins Next Week

the coming Prison Guard list were notified this week to prepare themselves for the qualifying physical examinations. The exams determine if the candidates meet the physical requirements set forth in the original announcements, and if they are in tip-top shape to meet the arduous duties of the job.

First of the exams are scheduled

State Promotion Tests

The State Civil Service Commission opened filing this week for the following promotion tests:

Assistant Construction Foreman, Service 9-b, Grade 3-a, Correction Department, (Usual salary range \$2,100-\$2,600; appointment expected at minimum but may be made at less.) Fee, \$2. File by May 8.

Principal Supervisor of Vocational Rehabilitation, Bureau of Vocational Rehabilitation, Education Department. (Usual salary range \$4,000-\$5,000; appointment expected at minimum but may be made at less.) Fee, \$3. File by May 3.

Chief Mercantile Inspector, Division of Inspection, Labor Department. (Usual salary range \$4,200-\$5,200; appointment may be made at less than minimum.) Fee, \$4. File by April 29.

Typist-Clerk, Department of Public Welfare, Albany County. (Usual salary range \$901-\$1,200; appointment expected at maximum.) Fee, 50 cents. File by April 29.

Clerk, Department of Public Welfare, Albany County. (Usual salary range \$901-\$1,200; appointment expected at maximum.) Fee, 50 cents. File by April 29.

File Clerk, Department of Public Welfare, Albany County. (Usual salary range \$1,201-\$1,620; appointment expected at \$1,300.) Fee, \$1. File by April 29.

Assistant Bookkeeper, Erie County Treasurer's Office. (Usual salary range \$2,100-\$2,400.) Fee, \$2. File by May 3.

Assistant Credit Clerk, Suffolk County Treasurer's Office. (Usual salary \$1,500.) Fee, \$1. File by May 3. for Buffalo on April 28-29, and the examiners plan to be in New York

Modern Apartments

250 EAST 105th ST.

"Union Settlement Apartments"

ROOMS, Kitchenette ___ \$30

ROOMS, Complete Kitchen \$38

Refrigeration - Modern Features

For People on Limited Budgets! Convenient! 1 Block to 3rd Ave 'L'

INQUIRE PREMISES OR

Armstrong & Armstrong

12 E. 41 St., N.Y.C. MUrray Hill 8-1103

One thousand top eligibles on | City from May 6 to 10. They make one-man stands in other centers of the State.

Originally the practice of examining only the top 100 or so was to be followed. However, so many of the Prison Guards as well as eligibles are receiving draft calls that the list will undoubtedly get speedy use.

According to the requirements, candidates had to be between their 21st and 31st birthdays, stand at least five foot nine, and weigh at least 155

The Prison Guard list will appear shortly after the physicals end, probably about the first of June.

In doubt? Ask The LEADER'S Free Information Bureau.

GUARANTEE

Every person who reads this adver-tisement, a beautiful Nationally ad-tised EMERSON RADIO absolutely FREE.

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Not a contest. Just write your
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and I will send you FREE DETAILS of this remarkable offer.

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HELP WANTED

ELIGIBLES ATTENTION | | EARN WHILE YOU WAIT!!

EARN WHILE YOU WAIT!!

This message is directed to those waiting for civil service jobs, and don't knew when they'll be coming along. Here's an opportunity to earn good money, to establish yourself with a substantial business organization. Upon reading this 'ad,' all you need do as the first step in joining our organization is to write for an appointment. Just state that you're interested in increasing your income while waiting for an appointment. The only qualification for this interview is that you have passed a civil service examination. We want your aid in helping to market a new scientific necessity with unlimited prospects. Because of your eligibility we furnish you with merchandise without any investment; provide you with a free course of training; give you every opportunity to earn an excellent income. Thus taking you through portals denied to others. This isn't the kind of oppoffunity that comes along often. Write NOW. Bux 116, Civil Service Leader, 87 Duane St.

STAMPS

nables collectors to obtain their new assues on an approval basis. Free pre-STAMPMART, 289C 4th Ave., N. Y. C.

APARTMENT FOR RENT

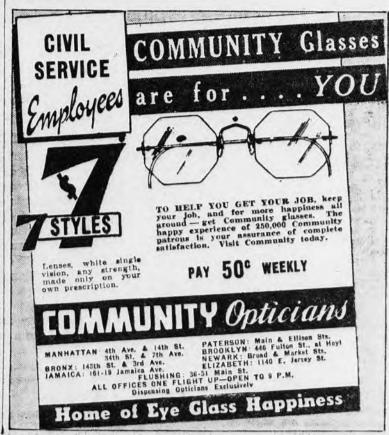
3 SUNNY, bright, newly remodelled rooms; front; complete bathroom, kitchen; steam heat, hot water; completely fire-retarded; all transportation lines at the door of 303 E. 23rd St. \$32.

PHONOGRAPH NEEDLES

NEW Sensational Filertone Needles eliminate surface scratch — last longer. Sample 10c, LEE, 23 West 66th St., New York City.

TRANSFER

SENIOR Stenographer in Albany desires transfer to any location in New York City. Box 111, Civil Service Leader, 57 Duane Street, New York City.



Police, Fire **Lists Become More Active**

There was renewed activity this week on both the New York City police and fire eligible lists. They were certified to fill 125 jobs in the city transit system. The police liwill be used for 54 jobs as special patrolman and 71 platformmen will be taken from the fire list.

special patrolmen \$1,500 and the platformmen get 621/2 cents an hour.

The patrolman list was certified from No. 901 to 1,175. So far 324 men have been appointed as special patrolmen and this week's addition of 54 will bring the total to 378.

There is still no official word on when new appointments to the regupolice force will be made. Vacancies have been piling up for 10 months and the department h dipped to a six-year low in manpower. The effect of this was emphasized by Commissioner Valentine Sunday when he spoke before 4,000 members of the Brooklyn Queens Holy Name Society. He sai ! the shortage of men was "acute" and that the situation might mean that the present members of the force would have to work extra hours on emergency details such as "War duties," "labor troubles," and guarding ships, piers, factories, etc.

Fireman Test Awaiting OK

Budget Director Kenneth Dayton has not yet okayed the announce ment of the competitive test for firemen, but early this week it appeared he would do so, thus clearing the way for the Municipal Civil Service Commission to open the application period early in May, probably Tuesday, May 6.

The test was originally scheduled for April, but the Budget Director, hard at work on the 1941-42 budget, held it up.

It is expected that any man be-tween the ages of 201/2 and 29 will be eligible to apply for fireman, regardless of his experience or educational background. Special credit will be given for certain relevant training, such as courses in chem-Istry, physics, and engineering. At least 50 percent of the final rating of candidates will be based on a stiff physical test which will consist of events which measure agility, coordination, strength and endurance.

The actual events for the physical test have not yet been officially adopted; a tentative description has appeared in previous issues of The LEADER.

The Commission intends to adopt a time schedule on the fireman exam which will allow it to complete all parts and publish an eligible list not later than January 1. This would mean that the written part would be held probably in June or July and the physical events in August and

Full requirements, basis of ratings and other important details about the fireman test will appear in The LEADER as soon as they are officially announced.

Un Radio

The Sanitation Eligibles, via two members of their executive board, will go on the radio twice on Tues-day, April 22; once, at 4 p.m., over MRNX and a second time. over WNYC. Speakers will be Abe Donner. President, and Johnny Mandell, Vice-President, of the Eligibles

Association.
At last Wednesday's budget hearing before the Board of Estimate, Abe and the boys waited until mid-night before they could get an opporto wedge in a few words. Since the words had to be few, they distributed their pamphlet, "The Story of New York's Supermen," to

members of the Board of Estimate.
In relation to the varied athletic program being planned by the sanitation boys, Donner advises all who are interested in participating there--baseball, tennis, swimming, softball, or any other sport-to commu-nicate with eligible John Bendetti, 367 9th Street, Brooklyn.

A general meeting of the Sanita-tion Eligibles Association will be held Thursday, April 24, at P. S. 27, 42d Street, near 3d Avenue, at 8 p.m. All eligibles on the list who are anxlous to be appointed are urged to

WANTED: More Desirable Girls to Train for Secretaries

The NEW YORK BUSINESS SCHOOL, 11 West 42nd Street (cor. 5th Ave.), New York, N. Y., states that they have placed every graduate from their school in very satisfactory positions and need more girls for this training to supply the demand for Secretaries.

An employer recently visited the school and asked for the Principal. He stated, "I now have four of your graduates in my offices and I need another." He said, "Tell me, how do you train your girls, who come right from high school, to become such well trained secretaries?"

My answer was, "Because our school has adjusted its direction to the realities of a secretary's position in the business office of today. You must realize that of every three to five girls now enrolled in some sort of secretarial course, only one will ever obtain a position in an office. 'WE HAVE PLACED EVERY GRADUATE'."

He asked, "Is competition so terrific?"

"Yes, it is," I replied.

"Then, is it true that your school has placed every graduate?"

"Yes, that is true. The New York Business School trains hundreds of girls each year and obtains good positions for all of those who finish the course."

"How do you do it?" he asked.

Here is the substance of what I answered:

The NEW YORK BUSINESS SCHOOL, by a careful study, learns exactly what sort of girls the better employers want and what qualifications they require. To obtain a desirable secretarial position today the girl must meet certain requirements.

THE NEW YORK BUSINESS SCHOOL CHOOSES ITS STUDENTS

First, she must be one of the three most intelligent girls among any average group of seven to ten. So, we accept only girls who are mentally superior, as determined by standard intelligence tests and a general knowledge test.

Second, the better offices also insist that a girl be able to take dictation at 120 to 125 words a minute and transcribe at 50 to 60 words a minute. Many intelligent girls do not have the coordination of ear, brain, and hand necessary for such speed. Many students, for example, who completed the regular course in a certain leading New York Secretarial School, are now sales girls in a department store. This school did not tell them in advance that they could never develop sufficient stenographic speed for a secretary.

The NEW YORK BUSINESS SCHOOL requires that every girl, before entering, take an I. Q. test to determine whether or not she is likely to develop secretarial proficiency. If the test reveals that she is not, this school advises her to take up some other type of work. Only, if she has a particular aptitude for shorthand and typewriting will we accept her as a prospective student, unless it is a case that she just wants a short course on her own responsibility, or what we call a brush-up course.

To obtain a desirable secretarial position today, besides being mentally superior and a proficient stenographer, a girl must also be personally attractive. I think it is a very poor method of obtaining students for a school to accept an unattractive girl or a girl whom the school cannot place into a position. The NEW YORK BUSI-NESS SCHOOL accepts only girls who have the qualifications for secretarial training.

Because our girls are superior to start with, we are able to prepare them in a relatively short time, nine to twelve months, for secretarial positions with organizations of high standing like the Vogue Magazine, Mutual Life Insurance Company, Advertisers Magazine, Chase National Bank, etc.

BEING INTELLIGENT ISN'T ENOUGH

Again, being a superior girl, isn't of itself, enough to obtain a good secretarial position. We cannot place our girls, however attractive, unless we give them special training. Most secretarial schools fall chiefly into one of two groups: Schools which emphasize just shorthand and typewriting, and schools which in addition to these stenographic subjects also teach subjects like commercial law, economics, etc. The really wellpaid secretary spends an average of less than three-fourths of the day in taking or transcribing dictation. The rest of the time she performs other duties which qualify her for a secretarial position. This experience is obtained by the NEW YORK BUSINESS SCHOOL students by training them in our general offices after they have obtained a reasonable amount of speed in dictation. These office duties consist of mailing, editorial work, communication duties, filing, announcing visitors to the Principal, keeping financial records, and personal services for the employer.

If we ask secretaries what they have to do that they weren't trained to do, we learn that in seven out of every ten offices

the secretary has to handle the telephone and switchboard when the regular operator goes out to lunch. We insist that all our graduates become proficient in this particular branch of work. Many job seekers do not know how to operate the switch board. Today, office work is largely performed on machines A secretary has to know what the important machines are used for, so we ask our graduates to devote a certain amount of time to machines at the conclusion of their course. They will not necessarily become machine operators, but they will be qualified to operate these machines and supervise some of this work when they go to positions.

GETTING A JOB—SCHOOL OR EXPERIENCE?

The NEW YORK BUSINESS SCHOOL has an exceller course in machines; including the comptometer, billing machine bookkeeping machine, dictaphone, multigraph, adding machine switchboard, key-punch, in fact, all machines required in an office

The question was asked the writer, "How can a girl just gradu ated from your school convince the prospective employer that the knows as much as the experienced girl he can engage for perhability the same salary?"

I answered him that our school is very thorough. The speed w require is much higher than the average secretarial school and whe our girls take a test, the employer tells us that they are well trained This is due to a unique system our employment department has de veloped in solving this problem of training our girls for the position they obtain.

As stated above, our graduates spend from two to four weeks i our offices preparing themselves for general office training. The are taught how to talk with the prospective employer. We ask the questions which the prospective employer would ask them and tel them how to answer. Above all, we teach them to show an interest in their work, just as though it was their own investment. Our employment department then sends them out on their own responsi bility to apply for a position, feeling confident that they are we trained for these positions before they are sent out. With this experience behind our graduates, we know they are ready to appli for almost any secretarial or machine position.

Many employers make an exception regarding graduates from the NEW YORK BUSINESS SCHOOL because the school take only girls who are employable and teaches them what the prospective employer wants, and also trains them in the technique of applyin for a position. We do not allow our girls to accept a small salar as we have a limited minimum salary our graduates may accept This is to protect the girl from accepting less salary than she should and it helps her get the job because the recommendation from the school informs the employer that she is worth what we say she is

We have obtained and established favorable relations with the best business houses in the city and place all of our girls in the metropolitan section. Most all of our students are placed within radius of ten blocks from the school.

We have the record of having placed every graduate from ou school since it was organized, and when a firm has one of our girls in many cases, they demand a second, third, fourth, because the know the one we sent them at first was satisfactory.

The following is a reproduction of an advertisement as it appear n the New York Telephone Directory. (Manhattan Red Book, Fal and Winter edition, 1940. Page 931.)

Prepare for the Stenographer-Typist Examination, Card Punch and Calculating Machine Operator Exams at the SCHOOL YORK BUSINESS

