

# Civil Service LEADER

America's Largest Weekly for Public Employees

Vol. XXIV, No. 17 Tuesday, January 1, 1963 Price Ten Cents

## Correction Corners

See Page 3

## Civil Service Dept. Bill Seeks Fairer Pay Protection When Aides' Jobs Are Dropped

(Special to The Leader)

ALBANY, Dec. 31—The State Civil Service Department has pre-filed with the Legislature a bill that would assure more equitable salary treatment of employees reduced in grade because of the abolition of their positions.

The measure would improve on a law enacted last year which allows a permanent employee who is reduced in grade upon abolition of his position to retain the same salary he was receiving in his abolished position, but not in excess of the second longevity rate of the lower grade to which he was reduced.

Last year's law fixes the employee's salary at the time he is reduced in grade and thereafter he may receive increments, but only in accordance with the increment schedule of the lower grade, and without reference to what his salary would otherwise be in his abolished higher grade position.

### Bill Amends Law

The bill which would amend this inequity allows a reduced employee to continue to receive in his lower grade the salary he would otherwise be entitled to receive in his abolished higher grade position, but with the same limitation that he may not go beyond the second longevity rate of his lower grade.

In a memorandum accompanying its bill, the Civil Service Department says "this bill would provide fairer, more equal treat-

ment for State employees demoted or transferred to lower grade positions upon reductions in force."

### Illustration

As an illustration, the department in its memorandum considers the cases of two employees, called "A" and "B", reduced from Grade 6 to Grade 5:

"At the time of the reduction in force, 'A' is receiving the 4th year rate of Grade 6, \$4335, and 'B' is receiving the 6th year rate, \$4705. (In the interest of simplicity we may assume that 'B' has just reached the 6th year rate on the preceding April first, and thus has not accumulated any years of service toward eligibility for the longevity increments.) Both 'A' and 'B' will keep these salaries on the reduction in force. On the following April first, 'A' will be eligible for a part increment to raise his salary to the 6th year step of Grade 5, \$4465; he will not be eligible for the first longevity step of Grade 5, \$4642 for five years; and for the second longevity step, \$4819, ten years.

### Further Explanation

"'B' will retain his salary of \$4705 and move to the second (Continued on Page 3)

## New Commissioner For Local Gov't. Office Is Named

ALBANY, Dec. 31—John J. Burns, a former Nassau County legislator, is the new commissioner of the State Office for Local Government.

The appointment was an-



JOHN J. BURNS

nounced by Governor Rockefeller after the \$25,200-a-year position had remained vacant for about two years.

Mr. Burns takes over his new duties this week. He resigned as supervisor of the Town of Oyster Bay in order to accept the post. He is a former mayor of Sea Cliff and has served three terms as an assemblyman.

## CSEAA AskstoMeet With Governor On Correction Veto

ALBANY, Dec. 31—The Civil Service Employees Association has taken its appeal for the salary reallocation of more than 4,000 correction officers to Governor Rockefeller.

The CSEA move came on the heels of last week's refusal by the Budget Director to approve the salary adjustment which had the backing of the State Civil Service Commission and the Department of Correction.

### Personal Meeting Asked

In a letter to the Governor, requesting a personal meeting, the Association's President Joseph F. Feily said, "We feel that the (Budget Director's) decision was not based on full consideration of all of the facts in support of this reallocation which led the State Civil Service Commission and the Department of Correction to support it."

Feily also said, "We feel that the decision will place the State at a competitive disadvantage in recruiting and retaining the kind of personnel needed and required." (Continued on Page 3)

## General Services Found A-Okay

ALBANY, Dec. 31—After two years in business, the State Office of General Services has proved its usefulness.

That's the verdict of Daniel Klepak, a career state employee who was chosen as administrative director for the new state agency.

The office is headed by General C.V.R. Schuyler, a close aide of Governor Rockefeller and was created as part of an effort by Mr. Rockefeller to reorganize state government and streamline many of its activities.

### Two Goals

OGS has two goals, according to Mr. Klepak, who joined the new agency as a state budget specialist:

"To insure economy and improved service."

During its first two years in operation, Mr. Klepak says more than \$1 million in savings have been obtained. He also reports that services in the fields of communications, building and real property management and space allocation and utilization have been "improved markedly."

As a general evaluation of OGS, Mr. Klepak says it has "fulfilled the expectations of its creators." He cites centralization in the agency as having "assured top-management attention to essential services."

Pass your copy of the Leader To a Non-Member

## Several Pre-Filed Measures Could Affect Civil Service

ALBANY, Dec. 31—Civil Service bills are pouring into the legislative hopper here, with just one more week to go before the 1963 Legislature convenes.

The No. 2 bill prefiled in the State Senate amends the State Retirement and Education laws to provide that final average salary for members of the state and teachers retirement systems shall be based on an average of three instead of five years' of service.

The measure was introduced by Senator Warren M. Anderson, Binghamton.

### Peace Officer Extension

In another measure, introduced by Senator George R. Metcalf, Auburn, the Legislature is asked to amend the State Criminal Code to extend the definition of peace officers to the director and investigators of the State Health Department's narcotic control bureau.

Assemblyman Louis F. DeSalvio, New York, wants his fellow lawmakers to pass a bill authorizing the State Office of General Services to purchase Ellis Island in (Continued on Page 3)

## Robt. W. Buschman Wins Highest Cash Award In History of Thruway

ALBANY, Dec. 31—A toll equipment maintenance foreman with the State Thruway Authority has won the highest cash merit award ever made by the authority.

### Daughtery Named

ALBANY, Dec. 31—Governor Rockefeller has named an Oneida County businessman to the State Job Development Authority for a term ending Jan. 1, 1966. He is Willis V. Daughtery, business manager of Hamilton College and former plant manager of Nash Motors in Milwaukee. He succeeds Spencer V. Silverthorne Jr., who died Nov. 23.

Robert W. Buschman of Auburn has been awarded \$800 for an idea that is expected to save the Thruway more than \$80,000 over a ten-year period. He works for the Syracuse Division.

### The Big Idea

The award was announced by R. Burdell Bixby, Thruway Authority chairman, who said Mr. Buschman had suggested eliminating one of two treadles in reversible lanes at toll plazas.

He revised the electrical circuits in the device to permit one treadle (Continued on Page 3)

*Don't Repeat This!*

1963 Legislature's Thorniest Task—New Condon-Wadlin

UP UNTIL recent months, the State's Condon-Wadlin Law, which forbids public employees to strike and imposes harsh penalties for work stoppages, had a good deal in common with Mark Twain's comment about the weather — everybody talked about it but no one did much about it.

Now everybody's getting in the act. Governor Rockefeller, Senate Majority Leader Walter J. Mahoney and Assembly Speaker Joseph F. Carlino are pledged to getting the law rewritten along less harsh and more workable lines. Assemblyman Anthony P. Savarese, Jr., Long Island Republican who heads the Joint Legislative Committee on Industrial and Labor Conditions, held hearings on the law in New York City earlier this month and will hold open committee hearings early during the 1963 (Continued on Page 2)

## BULLETIN

### Suffolk Rejects State Health Plan

At Leader press time it was learned that the Suffolk County Board of Supervisors, meeting in executive session last week, voted 7 to 3 to reject the state health program for county employees.

Full details of the Board's action and comment from the Suffolk chapter of the Civil Service Employees Association will appear in next week's issue of The Leader.



# Don't Repeat This!

(Continued from Page 1)

Legislature session, which starts next Wednesday.

Despite this wide range of Republican activity, it appears at this writing that the GOP leadership has no definite substitute in mind for the present law. The only certain proposal that can be predicted is that the Republican-dominated Legislature will NOT remove the clause that forbids strikes. The tricky section—that part of the law dealing with penalties and remedies for grievances—has not been solved nor have any major proposals been advanced from the GOP ranks, as far as can be learned to date.

On the other hand, Democratic leaders throughout the state who were among the first to object to the Condon-Wadlin Law as it is now written, have been proposing changes along the lines of the National Labor Relations Act and private industry methods of dealing with strikes, grievances and salary demands. Chief spokesman for the Democratic line to date is Mayor Robert F. Wagner, who last week made public some definite proposals for a new law. Essentially, Wagner calls for punishment of the no-strike violators to be handled under Section 75 of the Civil Service Act, which deals with misconduct, and with a special provision made for fire and police; recognition of collective bargaining, mediation and advisory arbitration.

### The Problems

Whatever changes in the law are finally approved, the GOP-dominated Legislature will undoubtedly get the credit for making the

changes. It may turn out to be a credit they would sooner not have, however. A law that will truly satisfy all employee organizations in this area appears almost impossible.

Most employee organizations in the state, such as the 110,000-member Civil Service Employees Association, the New York City police and fire line organizations, are pledged not to strike. Some organizations feel strongly, however, that the strike is a right that is being denied to them arbitrarily, a right that is basic in all other areas of employment. They will fight strongly for removal of the no-strike clause and will not be appeased by any radical changes in the sections of the law around this clause. Those organizations not concerned particularly with the no-strike provision and its accompanying penalty sections, will be sharply interested in some positive proposals that will make up for the lack of this employee organization tool.

### Taking Credit

Therefore, you can expect Democratic legislators to propose the exact changes their various constituents want and, in so doing, will catch little of the blame if the new law doesn't satisfy. If the Republicans do manage to come up with an imaginative new piece of legislation, the credit will be reflected from Rockefeller on down.

The result is that re-writing the Condon-Wadlin Law is one of the thorniest problems facing the Legislature in 1963. The legislator—or employee organization—that comes up with the right answer can make a real mark in the history of labor relations.

# Veterans Entitled To Free Discharge Certification Papers

Veterans are entitled to certifications of honorable discharge papers by a county clerk without charge although the county clerk may charge a filing fee for such certification to non-veterans, Attorney General Louis J. Lefkowitz has ruled in a formal opinion forwarded to the Division of Veterans' Affairs.

The opinion states:

Section 250 of the Military Law provides specifically for the recording of veterans' honorable discharge certificates without payment of any fees. In the case of the certification of a copy of such discharge certificate, the statute further provides:

Notwithstanding any inconsistent provisions of law, it shall be the duty of the county clerk of each county, to furnish without charge to any veteran a certified copy of such certificate of such veteran so recorded in the office of such county clerk. The provisions of this section also apply to the counties within the City of New York.

The above underlined phraseology makes it clear that

the free certification runs solely to the veteran, not to others. On the other hand, Subdivision (c), Paragraph 6 of Section 1556 of the Civil Practice Act provides for the certification of such certificates in other situations for which a county clerk is entitled to a fee as follows: For preparing and certifying a copy of a certificate of honorable discharge, except as provided for in the Military Law, one dollar.

It is clear, therefore, that under this section a county clerk is entitled to the \$1 fee only when he prepares and certifies an honorable discharge certificate for anyone other than the veteran himself.

# TA Offering 50 Prizes For Courtesy Explanation

Courtesy on subways and buses pays off, and passengers who can explain why, in 50 words or less, can win 50 prizes including round trips to Puerto Rico and a week's stay at a resort hotel there.

Posters announcing the new Transit Authority and Manhattan and Bronx Surface Operation Authority courtesy contest are being displayed on subway cars and buses. The contest is the latest project launched by the TA and MABSTOA as part of its continuing program to stress the need for courtesy among its 7,000,000 daily passengers.

The authorities schedule 8,500 daily subway trips, and their 4,000 buses make some 26,000 round trips a day.

The 50 prizes are being supplied by participating sponsors at no cost to the authorities. In addition to the Puerto Rico trips and vacations, prizes include movie cameras, still cameras, perfume and men's suits.

Contest entries must be mailed to the Public Relations Department, 370 Jay Street, Brooklyn 1, N. Y. by January 31, 1963. Winners will be announced within a month after the contest closes.

# Ass't. Chemist Promotion Test Set; File Now

The New York City Department of Personnel will be accepting applications as of January 3 for an open competitive examination in the title of assistant chemist.

The position is in grade 15, with a salary range of \$6,050 to \$7,490, and offers both annual increments and a longevity increment of \$240 each. Applicants must possess a bachelor's degree with a major in chemistry, chemical engineering or pharmacy plus one year's experience.

Filing will remain open Monday through Friday, from 9 a. m. to 4 p. m. and Saturday, from 9 a. m. to 12 noon, until January 23. Application blanks are obtainable free at the Application Section of the Department of Personnel at 96 Duane Street.

### Record Analyst

There is an immediate opening for a records analyst, GS-7, at an annual salary of \$5,540 at the Brooklyn District Office, Internal Revenue Service, 210 Livingston St., Brooklyn. Applicants must have career or career-conditional status with a Federal agency.

For further information and application forms, write to the above address or call Miss E. Bingham at UL 2-5100, Ext. 182.

### CIVIL SERVICE LEADER

America's Leading Newsmagazine for Public Employees

LEADER PUBLICATIONS, INC.

97 Duane St., New York 7, N. Y.

Telephone: BEekman 3-6010

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

Member of Audit Bureau of Circulations

Subscription Price \$4.00 Per Year Individual copies, 15c

READ The Leader every week for Job Opportunities

# Your Public Relations IQ

By LEO J. MARGOLIN



The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper.

(Mr. Margolin is Adjunct Professor of Public Relations in the New York University School of Public Administration and is Vice President, Public Relations, of A. J. Armstrong Co., Inc.)

## Public Contact

**PUBLIC RELATIONS** techniques properly employed should work for any agency or organization no matter how obscure or unappealing the cause.

**AGENCIES AND** organizations in a seemingly uninteresting category are usually discouraged from attempting a public relations program. Either the members feel "who cares" other than ourselves, or they are badly advised.

**BEFORE ABANDONING** a crack at public relations such an organization should ask itself: "Who are our publics?" The answer will be more than adequate proof that any organization can adopt a public relations program and make it work — providing it is carefully planned and meticulously implemented.

**FREQUENTLY THE** "public" of an organization can be reached through a simple communications method, not at all involving a medium such as newspapers where news items are supposed to be of some general interest.

**AN ORGANIZATION** "publics" can often be contacted through inexpensive medium such as an attractively mimeographed newsletter.

**A COMMENDABLE** case in point is the New York State Mental Hygiene Recreation Therapy Association. These are the professionals who carry out the recreation program in state mental hospitals where recreation is an important part of the patients' treatment.

**THE ORGANIZATION'S** publics are basically their colleagues in

the Department of Mental Hygiene, top officials of the department, state legislators, families and friends of patients, taxpayers interested in progress in the treatment of mental patients.

**THE ASSOCIATION** wants to promote the use of recreation as therapy, raise their own professional standards and generate research to make their work more effective. Their first mimeographed "Newsette" is tangible evidence that public relations even on such modest scale is highly effective.

**WHAT IS** most impressive is that the recreation professionals are from state hospitals as widely scattered as Long Island at Central Islip, Kings Park and Creedmoor and upstate New York State in Binghamton and Rochester. Yet they have common objectives and the closest communication and cohesion.

**THE ORGANIZATION'S** total program is public relations oriented. It is a classic example of what even a small group of dedicated civil servants can do to achieve their public relations place in the sun.

## Government Seeks Personnel To Fill Petroleum Positions

The U.S. Government has jobs available for petroleum products quality control representatives. Applications are being accepted by the U.S. Board of Civil Service Examiners for these GS-9 and GS-11 titles. Salary ranges for these titles are from \$6,675 to \$8,045 per annum.

Announcement No. NY-10-2 (1962) which lists the places where the written test will be conducted, may be obtained from the Executive Secretary, Board of U.S. Civil Service Examiners, Supervising Inspector of Naval Material, Eastern District, 207 West 24 Street, New York 11.

### Senior Clerk Key

There were no changes in the key answers to the senior clerk, open competitive and promotional, examinations which were given on June 30. Four hundred and fifty-one candidates protested a total of 64 items. The Department of Personnel revealed that 7,524 candidates took part in the examination.



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# CORRECTION CORNER

By CHARLES LAMB

(The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or of any organization).

## Clouded Crystal Ball

**THIS WRITER'S VOICE** sounds might strange these days with no head. Same was cut off for sticking it way out and predicting that the Correction Officer's reallocation would receive a favorable decision from the Budget Director. Of course this prediction was made prior to the huddle of Governor Rockefeller and Dr. Hurd, where such items as a tight austerity budget were discussed.

**AFTER SUCH UNDUE** delay, the Budget Office did themselves real proud in a psychological way, in rendering a negative decision during a week of supposedly good will. Nothing more detrimental could have been done to bring morale down so low, especially in a field of correctional rehabilitation, where morale is as important as a level is to a carpenter. This writer having contact with most correctional employees has found a morale problem developing over the years, especially when you realize that Correction Officers at one time were in the top bracket, salary-wise, with law enforcement agencies, but have now dropped down to one of the lowest paid groups in this field. This decision was enough to demoralize any group and will surely have a direct and unfortunate effect on the State in the future.

**THERE IS NO DOUBT** the operation of government today is becoming more complex and constant demands for more government services generally increases the complexity and cost but this does not mandate a state administration to expect that its employees are to subsidize a State's obligations to its taxpayers by working for salaries below standards of other public agencies. If the public wants and demands such services it is the obligated duty of elected officials to seek ways and means to obtain the finances in support of such expenditures even to the extent of increasing taxes.

**THE BUDGET DIRECTOR'S** office had stated "the financial condition, which is extremely tight, was among factors leading to the veto decision". Is this really the reason, or are the Correction Officers being used as guinea pigs in off-setting other contemplated requests for reallocation by other State employees. The Budget Office had repeatedly said prior to the decision "that they were taking a hard look at the entire impact, this decision would have on thousands of other State employees." Are they really admitting that all State employees salaries are falling behind and in need of adjustment, if that be the case, the CSEA salary proposal for an 8% salary increase should have the endorsement of the Budget Office and Governor Rockefeller inasmuch as the Governor has repeatedly stated that he wants "state employee salaries on a par with their counterparts in private industry." The Governor should now add also with other public jurisdictions.

**A QUOTE FROM** the "Don't Repeat This" column in the Civil Service Leader after the past election "Republicans had the frequent, happy experience of hearing employee organizations and individual workers publicly state that "Rockefeller is a man that keeps his word". Has this attitude changed since November?

**IT IS BECOMING** very noticeable that civil servants are more aware today of their voting strength. The latest figures of civil service employees in New York State are staggering. In federal, state, city and local units of government, there are some 890,000. Add to this a potential of 2 or 3 additional votes to a family and pollsters have an amazing image of a sleeping giant that must be reckoned with in future elections.

## Pay Protection Bill Is Filed

(Continued from Page 1)

longevity step of Grade 5 when he has served a total of ten years in Grade 5. The inequity occurs because although before the reduction 'A' was only two years behind 'B' and thus only two years away from the salary of \$4705, the 6th year rate of Grade 6, he now has to serve twelve years before he reaches or passes that rate. By these circumstances 'A', who was only two years behind 'B', is now twelve years behind 'B'."

The department explains that it has not yet received complaints "about this feature of the present law because it would not, in any

event, be manifested until April first following a reduction in force covered by the 1962 act. Consequently, the inequity which this bill would correct would not begin to be felt before April 1, 1963."

## Nicely Reappointed

ALBANY, Dec. 31—Governor Rockefeller has reappointed James Mount Nicely of New York City to the State Job Development Authority. Members of the authority receive \$50 a day for a total of not more than \$5,000 a year. Mr. Nicely's new term will end Jan. 1, 1967.

# Binghamton Sets Residence Deadline For Employees Living Outside The City

(From Leader Correspondent)

BINGHAMTON, Dec. 31—Binghamton City Council has extended for up to two years the deadline by which 36 city employees must move back into the city or face the prospect of losing their jobs.

## Several Pre-Filled Measures Could Affect Civil Service

(Continued from Page 1)

the New York City harbor for construction of either State University or hospital facilities.

### Overtime

Assemblyman J. Lewis Fox, Far Rockaway, has prefiled a measure to require that public employees earning less than \$7,000 a year be paid for overtime at the rate of one and one half the regular rate, except police, firemen and public works employees.

Under a bill sponsored by Senator Harry Kraf of The Bronx, the State Labor Law would be changed to provide that civil service officers and employees in competitive, noncompetitive and labor class jobs, who

work between 5 p. m. and 8 a. m., would receive a premium rate of not less than ten cents an hour.

### Three By Sen. Rath

Senator Fred Rath of Utica has prefiled three measures. They are designed to:

Reduce from 60 to 40 the maximum age for eligibility for parole officer in State Division of Parole.

Authorize State Parole Board to elect one of its members as vice-chairman during his term of office, who would assist the chairman and act in his place if unable to preside.

Liberalize retirement benefits of state prison and reformatory personnel.

### Longer Terms

Senator Walter E. Cooke of Brooklyn has proposed an amendment to the Education Law to allow New York City Board of Education employees, who are members of attendance staff, sick leave due to personal illness on basis of at least ten days for each year of service, reaching a maximum of 200 days.

Members of the Legislature would get longer terms, under a constitutional amendment proposed by Assemblyman Ferdinand J. Mondello. He suggests an increase from two to four years, effective with 1966 election.

## Wins Highest Thruway Award

(Continued from Page 1)

to do the work of two. Treadles are devices imbedded in the roadway next to toll booths; they "count" vehicles rolling over them. Reversible lanes can be switched to handle entering or exiting vehicles—depending on the traffic flow.

### One Does Two's Work

Under Mr. Buschman's plan, one treadle would count both entry and exit traffic. The system already has been placed in operation at Syracuse Interchange 36 which was recently relocated, and will be incorporated in the plans for the new Interchange connecting the Thruway's Berkshire Section with the Taconic State Parkway and the future relocation of Leroy Interchange 47.

Adoption of Mr. Buschman's plan permits removal of 52 treadles and 40 treadle relay panels, which can be used for expansion or as replacements. Treadles cost \$750 and the panels \$250. Also, the Authority said, the simplification eliminates the need for repairing or rebuilding them, and reduces the number required in the future.

Mr. Buschman joined the Authority January 1, 1956, as a toll equipment repairman, and became foreman on September 25, 1958.

At present, these employees cannot obtain a waiver of residence requirement from the Municipal Civil Service Commission because they lived in Binghamton when they went to work for the city but later moved outside.

None of the affected workers are top-echelon employees.

### Local Rule

Under a local law adopted unanimously earlier this year, the commission can grant waivers to only those employees who were living outside the city at the time they were hired.

The out-of-city employees made eligible under the law were hired because their jobs could not be filled if the city insisted that they be residents of Binghamton, Mayor John J. Burns said.

For example, the mayor said, exceptions have been made in the cases of X-ray technicians and nursing personnel at General Hospital, social workers, engineers and librarians.

The 36 employees who cannot now receive waivers were notified in October that they would have to move into the city by the end of this year or lose their jobs, according to former Mayor Donald W. Kramer, president of the Municipal Civil Service Commission.

Kramer said some of the 36 employees have large families and are having problems trying to find adequate housing in the city.

Others, he said, have valid reasons why it would be extremely difficult for them to move back into the city by Dec. 31.

For these reasons, Mayor Burns said, he asked the council to adopt an amendment to the local law which would allow the 36 employees to receive waivers.

### Some Won't Move

Kramer said a few out-of-city employees flatly refused to move back into the city, regardless of how much time they would be given. These employees will be taken off the city payroll, he said.

The commission president also noted that the amendment calls for giving employees up to two years to move into the city—not at least two years.

"In some cases, we haven't given two years," he said. "Sometimes we give only 90 days or six months if we feel the employee can move back in that period, or if we feel that the employee hasn't shown good faith and doesn't plan to move back."

"These people," said Mayor Burns, "have benefited from the taxpayers because they are paid by the taxpayers' money, but they are not supporting the community because they live outside."

### Where They Work

Of the 36 employees affected by the new amendment, 13 work for Binghamton General Hospital, three work for the City Parks Department, three for the City Water Bureau, one each for the Comptroller's Office, the Assessor's Office and the Binghamton Public Library, 10 for the Department of Public Works and seven are non-teaching employees of the Binghamton School District.

## Glen Cove CSEA Asks 10% Pay Hike Across The Board

George Willett, president of the Glen Cove unit, Nassau County Chapter of the Civil Service Employees Association has announced his chapter's plans and proposals for 1963 and has asked the City to approve the measures.

The chapter's proposals, sent to city officials, call for a ten percent across the board increase for all employees, grievance machinery and unemployment insurance

Among the other CSEA recommendations are: uniform attendance rules, protection against removal without a hearing, compensatory time when a holiday falls on a Saturday, time and a half for overtime, ten percent differential for night work and accurate job classification.

## Governor Asked To Reverse Correction Officer Decision

(Continued from Page 1)

and that the benefits that would have accrued to the State would have far outweighed the disadvantages of the increased operating costs."

The year-long drive for the salary adjustments went to Budget Director T. Norman Hurd in August after it was recommended by the Civil Service Commission and endorsed by the Department of Correction.

### Aides Fought for Years

For several years the employees of the State Correction Department have sought upgrading of various titles within the department. The most recent request would have reallocated the correction officers—under four titles—from grade eleven to grade twelve. The present grade eleven salary range the titles fall in starts at \$5,000. Grade twelve begins at \$5,280.



## Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach destinations in New York City on the transit system.

**NEW YORK CITY**—The Applications Section of the New York City Department of Personnel is located at 96 Duane St., New York 7, N.Y. (Manhattan). It is two blocks north of City Hall, just west of Broadway, across from The Leader office.

Hours are 9 A.M. to 4 P.M. Closed Saturdays except to answer inquiries from 9 to 12 a.m. Telephone COrtland 7-8886.

Mailed requests for application blanks must include a stamped, self-addressed business-size envelope and must be received by the Personnel Department at least five days before the closing date for the filing of applications.

Completed application forms which are filed by mail must be sent to the Personnel Department with the specified filing fee in the form of a check or money order, and must be postmarked no later than twelve o'clock midnight on the day following the last day of receipt of applications.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Brooklyn Bridge stop and the BMT Brighton Local's stop is City Hall. All these are out a few blocks from the Personnel Department.

**STATE** — First floor at 270 Broadway, New York 7, N. Y., corner of Chambers St., telephone BArcley 7-1616; Governor Alfred E. Smith State Office Building and The State Campus, Albany; State Office Building, Buffalo; State Office Building, Syracuse; and Room 100 at 155 West Main Street, Rochester (Wednesdays only).

Any of these addresses may be used for jobs with the State. The State's New York City Office is two blocks south on Broadway from the City Personnel Department's Broadway entrance, so the same transportation instructions apply. Mailed applications need not include return envelopes.

Candidates may obtain applications for State jobs from local offices of the New York State Employment Service.

**FEDERAL** — Second U.S. Civil Service Region Office, News Building, 220 East 42nd Street (at 2nd Ave.), New York 17, N. Y., just west of the United Nations building. Take the IRT Lexington Ave. Line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IRT Queens-Flushing train from any point on the line to the Grand Central stop.

Hours are 8:30 a.m. to 5 p.m., Monday through Friday. Telephone number is YU 6-2626.

Applications are also obtainable at main post offices, except the New York, N.Y., Post Office. Boards of examiners at the particular installations offering the tests also may be applied to for further information and application forms. No return envelopes are required with mailed requests for application forms.

**FREE BOOKLET** by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

## U.S. Service News Items

By MARY ANN BANKS



**DISTINGUISHED SERVICE** — N.Y.C. Deputy Mayor Edward F. Cavanagh, Jr. presents citation to U.S. Civil Service Commissioner John W. Macy, Jr., during ceremonies at City Hall on Bill of Rights Day recently. The award, for distinguished service in the fields of government, legislation and education was presented to Mr. Macy as well as Attorney General Louis J. Lefkowitz of New York State; Supreme Court Justice Victor Anfuso and Dr. John J. Meng, president of Hunter College.

### The New Regular Five-Cent Stamp Will Set Postal History

For the first time in postal history a regular stamp is being issued without the wording "United States" (or the abbreviation) or "Postage." This is the new five-cent American Flag postage stamp, which will be first placed on sale at Washington, D.C., on January 9.

An unfurling American Flag, which dominates the new stamp, is deemed sufficient designation that this is a U. S. stamp. The stamp was designed by Robert J. Jones and engraved by Richard M. Bower. The outline frame and numeral are by William R. Burnell.

Collectors desiring first day cancellations may send addressed envelopes, together with remittance to cover the cost of the stamps to be affixed, to the Postmaster, Washington 13, D.C. The envelopes to the Postmaster should be endorsed "First-day Covers 5c Flag Stamp."

### NFFE Legislative Goals For New Year Cited By Pres. Owen

President of the National Federation of Federal Employees, Vaux Owen has announced the program that the NFFE intends to carry to this year's session of Congress, which opens on January ninth.

Among these objectives are the following:

Action to implement the comparability principle of the Federal Pay Reform Act and to equitably adjust the still lagging Federal pay schedules.

Repeal of the "exclusive recognition" provisions of Executive Order 10988.

Establishment of a single wage board system for wage board employees.

Optional retirement for all Federal employees after 30 years of service regardless of age.

Optional social security coverage for Federal employees.

Adequate appropriations to improve the fiscal position of the Federal retirement fund.

Action to halt the widespread use of military personnel in civilian positions.

Optional deduction of employee organization dues.

Liberalization of the Federal health benefits and group life insurance programs.

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### Success of Peace Corps Shown In Low Dropout Rate

On March 1, 1961, a new form of federal employment was created. It was on this date that a presidential order established the Peace Corps, with Sargent Shriver as director.

In a period of less than two years, three thousand, six hundred forty-two volunteers have been placed on duty overseas, serving in 38 different countries. In the next two months, another 862 volunteers are scheduled to begin service abroad.

The success of the new program can best be seen in the drop-out rate, which has been less than two per cent of the total corps. A statistical study of Peace Corps returnees shows that of 77 who have been returned:

Four male volunteers have died. Two were killed in a commercial aircraft crash in the Columbia mountains; one was killed in a

highway accident in rural Brazil; one died of natural causes in the Philippines.

Seven were brought back to the United States for compassionate reasons—usually family hardships.

Nineteen were brought home because of medical reasons.

Fourteen have resigned.

Thirty-three have been relieved from duty because of failures to adjust either to their work or to living conditions.

Thirty-three of the volunteers have been returned from Latin America, 20 from the Far East, 19 from Africa and five from the Near East/South Asia. Excluding the four deaths, 45 of the returnees were men and 28 were women.

### Supervising Clerk-Steno

There were no changes in the key answers to the supervising clerk-supervising steno examination given on June 30. A total of 49 items were protested by 399 candidates.

**"LETS MAKE '63 A GREAT YEAR" FINISH**

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**FLU PREVENTION** — Suffolk County Commissioner of Public Welfare Richard DiNapoli, right, is shown receiving the first in a series of anti-flu vaccine injections from Dr. Sol Shlimbaum, Medical Consultant for the Department. Program provided 160 County employees with anti-flu vaccine injections. Mrs. Merry Arnott, center, Suffolk County CSEA chapter vice-president, is in charge of the program.

## U.S. & Overseas Aviation-Medical Positions Available

The Veterans Administration and the Federal Aviation Agency have announced positions open in this country and in foreign countries in the medical and aviation fields.

Aviation safety officers are needed at \$5,540 to \$9,495 a year, and airplane pilots at \$6,675 to \$11,150, for duty with the FAA. The jobs involve considerable travel in the U.S. and overseas.

**No Test**

No written test is required. Applicants must have had progressively responsible experience in aviation activities pertinent to the optional area for which they apply. See announcement No. 271 B.

Hospital recreation specialists are also needed, at \$4,345 to \$7,560 a year, with the VA throughout the U. S. and in Puerto Rico.

No written test is required. Applicants must have completed a full four-year college course including major study in one of the specializations covered by the examination. See announcement No. 272 B.

Information and applications for the above positions may be obtained from your local post office, or from the U. S. Civil Service Commission's Information and Examining Office, 800 E St. N.W., Washington 25, D.C.

### Parkway Police Title Open Now In Westchester

The Westchester County Civil Service Commission has announced that there is an opening for a parkway patrolman in the Parkway Police Division. The final filing date for the position is Jan. 14, 1963 and the salary range for the title is from \$5,500 to \$7,060 per annum. Applicants must be residents of Westchester County to be appointed, but they may live in contiguous counties prior to this. This list will be used to fill vacancies for the next four years.

For further information contact the Westchester County Personnel Officer, Room 700, County Office Building, White Plains.

**FREE BOOKLET** by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

# Patrolmen Position Exams Are Given Every Saturday

Applications are being accepted any Saturday at 9 a.m. for positions with the New York City Police Department as patrolmen. The Department of Personnel is conducting weekly examinations for these positions which have a starting salary of \$6,133 per year. These tests will be given every Saturday and will continue until Feb. 23.

There are no fees or residency requirements for taking this examination, the Department of Personnel stressed.

The physical and medical examinations will be given to successful applicants two weeks following the written test.

The starting salary for rookie policemen is \$6,133 with increments to \$7,616 in 3 years. This includes overtime pay, uniform allowance and paid holidays. The City's latest offer to the uniformed forces would increase the starting salary to approximately \$6,900 for a forty-hour week with raises to almost \$8,000 in three years, inclusive of paid holidays and uniform allowance.

To be eligible for the police force, candidates must be between the ages of 20 and 28 inclusive, at least 5 feet, 8 inches tall, with 20/30 vision in each eye without glasses, and be of good character. A high school diploma, or an equivalency certificate, or a G.E.D. certificate issued by the Armed Forces, and a driver's license are also needed. These, however, are not needed until time of appointment to the Police Academy.

## CSEA Seeks To Fill 3 Field Men Posts; Pay To \$8,895

The Civil Service Employees Association, a non-profit employee association of New York State, has announced recently that three positions are open for field representatives. The salary for these positions will range from \$7,350 to \$8,895 per year with five annual increments and in addition, increments of \$309 at the end of 10 and 15 years service.

These three appointments are expected at an early date and the geographic area of employment will include one position in Nassau County and possibly some of New York City and the other two will be based in the Albany area. The appointments are conditional and include a six month probationary status. Local residence will be required for all three of these positions.

**Responsibilities**

The responsibilities of the field representative include the administration of the Association's program and objectives while serving the chapters and Association members. He also will survey needs and possibilities of new chapters, develop membership promotional activities, assist chapters in establishing effective publicity and public relations contacts, and prepare advice for conference officers and committees regarding Association policies, programs and services.

Minimum qualifications for these positions are a driver's license and a high school diploma and three years of satisfactory responsible business or investigative experience which must have involved extensive public contact as an adjuster, salesman, custom representative, investigator, inspector, complaint supervisor, or

labor relations. If the applicant has a bachelor's degree from a recognized four year course or a degree from a recognized school of labor relations, he need only have two years of the above mentioned experience. Any other satisfactory equivalent may be substituted.

For further information please write to the Civil Service Employees Association, 8 Elk Street, Albany.

## Programming And Research Specialist Titles Are Open With Office of Education

There are openings for research and programming specialists with the U.S. Office of Education, Washington, D.C. with starting annual salary ranges of from \$6,675 to \$14,565.

Appropriate education and experience in a professional educational capacity are required. Graduate study may be substituted for the professional experience for positions paying \$6,435 and \$7,560 and in part for the higher paying positions. Details (Continued on Page 12)

**Statisticians**

There are immediate openings for statisticians (operations and administrations), GS-10, at a starting salary of \$7,290 per year.

**Visual Training**

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**NEW CAPTAINS** — The five newly-promoted captains of the New York City Transit Authority police department are sworn in by TA Commissioner John J. Gilhooly, while Chief

Thomas J. O'Rourke and TA Commissioner Daniel T. Scannell look on. The new captains are, left to right, John P. Kenny, Harry Berkowitz, Mandel Fischer, Rudolph Kosits and Morris Wagner.

## Season's Greetings

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# Civil Service LEADER

America's Largest Weekly for Public Employees  
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Published every Tuesday by

LEADER PUBLICATIONS, INC.

97 Duane Street, New York 7, N. Y.

BEekman 3-6010

Jerry Finkelstein, Publisher

Paul Kyer, Editor

Joe Deasy, Jr., City Editor

James T. Lawless, Associate Editor

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N. H. Mager, Business Manager

Advertising Representatives:

ALBANY — Joseph T. Bellaw — 303 So. Manning Blvd., IV 2-5474  
KINGSTON, N.Y. — Charles Andrews — 239 Wall Street, FEderal 8-8350

10c per copy. Subscription Price \$2.22 to members of the Civil Service Employees Association. \$4.00 to non-members.



TUESDAY, JANUARY 1, 1963

## The 1963 Legislature

**N**EXT week, the 1963 session of the State Legislature begins and it has all the earmarks of being a year of decision as far as public employees go.

Action on the Condon-Wadlin anti-strike law will have the attention of all civil servants, whether they be state or local government employees. State workers will be particularly concerned about keeping pace with their counterparts in private industry in terms of salaries and fringe benefits during a period when "economy" is being whispered around the State. The words of Governor Rockefeller and Senate Majority Leader Walter J. Mahoney during the recent campaign days to the effect that State employees must never again be allowed to lag behind their fellows in private employment are still ringing in the ears of State workers.

Legislation on retirement, disability, health plan benefits and any number of Administration actions that can effect better employment conditions will be under consideration in 1963.

But after 1963 comes the big presidential election year of 1964. Employees are going to be very suspicious of any stall in this next session and they are prepared to fight it. They have been promised justice when it is due, not when it happens also to be an election year.

This coming session will reflect a good deal of the sincerity that was contained in any number of campaign speeches all along the line. And public employees are starting to show they have long memories on this score.

All in all, 1963 should show more than anything else whether or not employee advances are for the good of the service or their value at the ballot box.

## City Personnel Dept. Begins New Year Well

**T**HE Department of Personnel has opened the New Year with two moves destined to make the department more effective in its never ending task of attracting qualified persons to fill employment vacancies in City Departments.

Except for license examinations, which are not connected with city employment, the department has dropped filing fees, long seen as a barrier to effective recruitment. This fee, although small, has been termed as a "tax on the unemployed" by this newspaper, which has, for years, called for its elimination.

In addition, the department will operate its applications section, where persons can inquire about jobs and file applications, on Saturday mornings. The City Personnel Department is off to a good start for 1963.

## Department of Personnel Human Relations Course To Open February 28

Felix M. Lopez, Jr. and Richard F. Thornton will teach "Case Studies in Human Relations," a course to be given this spring under City College Municipal Personnel Program according to City Personnel Director Theodore H. Lang.

Dr. Lopez, manager of the Selection and Placement Division of the Port of New York Authority is a lecturer in applied psychology at The Management Institute of New York University. Mr. Thornton, assistant manager of the division is an instructor at New York University.

**Contents**  
Case studies to be analyzed will include problems in interviewing, counseling, disciplining, handling grievances, communicating, eval-

(Continued on Page 7)

## LETTERS

### TO THE EDITOR

Letters to the editor must be signed, and names will be withheld from publication upon request. They should be no longer than 300 words and we reserve the right to edit published letters as seems appropriate. Address all letters to: The Editor, Civil Service Leader.

### Says Personnel Dept. Should Have Allowed Clerical Key Protests

Editor, The Leader:

What uncharitable mind in the Department of Personnel gave out the news release that all protests on the recent senior and supervising clerk examinations were denied at Christmas time? It took them almost six months to evaluate the protests, which according to Personnel, were too heavy to review since July.

The Mayor of the City of New York seems to be of the opinion that the civil service clerk is of no importance in the City operations. Any denial of overtime pay, any cut back must be borne by the "white collar" people. Some one should tell the mayor that our collars are tattle-tale grey and the clerk is becoming more aware of the value of organization and a united front. We are organizing and thinking as one group and, as such, we will be aware of our civic duties and responsibilities and vote for economy in City Government and for a wise leader who allocates budget money in the right slots permitting white collar personnel to perform their duties rather than have a higher title perform the work.

KAY O'BRIEN  
Executive Board Member  
Local 832

## Social Security

Below are questions in Social Security problems sent in by our readers and answered by a legal expert in the field. Anyone with a question on Social Security should write it out and send it to the Social Security Editor, Civil Service Leader, 97 Duane St., New York 7, N. Y.

"Do I have to report and pay the social security tax on the amount I pay my babysitter?"

Yes, if you pay your "sitter" or any other household employee \$50.00 or more in cash wages in any three-month period beginning in January, April, July or October, you are required by law to report these earnings for social security purposes.

"When I retire next month I'll need to get my social security check started as quickly as possible since all my income will be cut off. When should I come in to apply for benefits?"

You should see your nearest social office immediately and apply. You don't have to wait until you actually retire to apply for benefits. As a matter of fact, people are encouraged to apply at least three months before they become 65 or three months before they retire at age 62 or later. This gives the social security people plenty of time to take your application, help you secure any necessary proofs, work out any problems that may arise, and get your first check to you on time.

"What should I bring with me



Civil Service

LAW & YOU

By HAROLD L. HERZSTEIN

Mr. Herzstein is a member of the New York bar (The views expressed in this column are those of the writer and not necessarily constitute the views of this newspaper or of any organization.)

## International Civil Service

**WE ARE USED** to the civil service in this country-national, state and local. No one talks about whether we ought to have it anymore. It is part of us. Some politicians oppose it, but most quietly. The question has now been reached: Should the civil service be extended internationally?

**I WISH THAT I** had proposed it; but I am too late now. All credit goes to Arthur H. Dean, the chairman of the United States Delegation on the Discontinuance of Nuclear Weapon Tests at Geneva and a member of the United States Delegation to the General Assembly of the United Nations this past year, who proposed an international civil service and who, I might say, proposed one vigorously. As the president of the American Society of International Law, he delivered, at its 1962 convention, an address on "World Peace Through Law: The Need for an International Civil Service." It is reported in full in the Society's Journal (*Proceedings of the American Society of International Law*, pp. 44-54).

**I AM ALL** for Mr. Dean's suggestion. I call it to the professional interest and attention of civil service employees in our own country through this, their principal newspaper, so that they can hasten accomplishment of Mr. Dean's proposal.

### Dean's Explanation

**MR. DEAN** referred to his proposal of an "Impartial, permanent, international civil service to apply and enforce principles of international law and order" as the "most significant controversy in international law and diplomacy during the past year."

**THE BASIS** of Mr. Dean's idea is that international agreement on international principles has shown significant advances recently. He referred, of course, to the United Nations Charter, "Where we have reached a measure of understanding"; and to more recent international agreements, such as the 1958 conventions on the Law of the Sea and last year's Vienna convention on diplomatic relations.

**ACCORDING TO** Mr. Dean, the demands, especially on human resources, will increase when new nations such as the Congo, makes new demands on the United Nations. More and more will be expected "of the character and abilities of its Secretariat, the International Bank, the International Court of Justice, and on other international institutions." Increased demands are growing day by day. What form of organization should be organized to meet them?

### High Ideals

**MR. DEAN** is a mature, successful attorney. He draws his inspiration from the career civil service, which he has seen in operation in this country over a lifetime. He says of it:

Yet we have found that a career civil service can attract dedicated and able men who are loyal to the organization which they serve, especially where high ideals are embodied in the purposes of that organization.

### HE CONTINUED:

As every citizen should know, a civil service of ability, and, above all, of integrity, is not only an adornment of a free society but is also a prerequisite for any form of just government or the rule of law.

### My Suggestion

**I SUGGEST** that the civil service in this State, and in its cities, counties, towns, villages and districts, start thinking about this. Mr. Dean has started something which is extremely complimentary to you. Now, you carry on.

when I go to make application for social security benefits?"

If you are going to apply for retirement benefits you should bring your social security card or number; something to prove your age; a copy of your 1961 withholding tax statement (Form W-2) if you worked for wages in 1961; or a copy of your income tax return, including Schedule C or Schedule F, if you were self-employed in 1961. Also, if you were self-employed, you should

bring in your cancelled check or money order stub showing that you have paid your income and selfemployment taxes for 1961.

benefits. If you didn't work, you would get \$1,440. While working you lose \$1 in benefits for every \$2 you earn above \$1,200 and under \$700. For every \$1 you earn over \$1,700 you lose \$1 of benefits. In your case, you lose \$950 in benefits for your \$2,400 earnings, leaving you \$490 in benefits.





**TESTIMONIAL** — Some 800 persons attended a testimonial dinner held recently for Town of Brookhaven Highway Superintendent Charles W. Barraud. The dinner was sponsored by the Brookhaven Unit, Civil Service Employees Association with Louis A. Fuoco and Norman Flynn serving as co-chairmen. Pictured above, acting as master of

ceremonies is Brookhaven Town Clerk Edwin A. Arnzen. Others, from left to right, are: Mrs. Arthur Cromarty, Arthur Cromarty, chairman of the Suffolk County Board of Supervisors, Mrs. Charles Barraud, Charles W. Barraud, superintendent of highway, Mr. and Mrs. Arnzen. Standing from left to right are Louis Fuoco and Norman Flynn.



**LEGISLATIVE PLANS** — Local 832 field representative Al Weinstock, left, and Rikers Island Delegate Ethan Washington check bills affecting correction officers that will be introduced by legislators in the coming session of the State Legislature.

# Bookings Now Open For March Caribbean Cruise; Iberian Peninsula Tour

More complete details have been released on the Caribbean cruise and Iberian Peninsula tour that will launch the 1963 travel program for members of the Civil Service Employees Assn. Both excursions are scheduled for March.

A 14-day cruise aboard the popular American Export Line ship SS Atlantic will depart from New York on March 29, the height of the winter season. The ports to be visited will include San Juan, Puerto Rico; St. Thomas, Virgin Islands; Port de France, Martinique; Port of Spain, Trinidad; Curacao, Netherlands West Indies, and Kingston, Jamaica.

### Special Bonus

The cruise will be launched with a "Welcome Aboard" party and once underway there will be all forms of entertainment and relaxation available. Featured are a Meyer Davis orchestra and a native "novelty combo" for dancing; a masquerade ball, bingo, games, free dance lessons, midnight buffets, in-between snacks, outdoor luncheons, professional Broadway entertainment and the use of one of the largest outdoor swimming pools afloat. All these activities are free and as a special bonus to CSEA members free shore excursions will be provided in San Juan, Trinidad and Kingston.

Prices for berths start at \$380. Because the cruise takes place at the peak of the season, fewer berths are available this year than last. To insure space, immediate application should be made either to Rebella Eufemio, Box 233, Pearl River, N. Y. (Telephone PE 5-2148) or Civil Service Travel Club, Inc., Time & Life Bldg., New York, 20, N. Y.—telephone JUDSON 2-3616.

### Spanish Tour

Only 25 seats are available for the tour of the Iberian Peninsula, which departs from New York on March 8 for 24 days via KLM, Royal Dutch Airline jet.

First stop will be Amsterdam, a beautiful city of canals, picturesque architecture and famous museums. From here, tour members will fly directly to Madrid,

the famed capital city of Spain, and after three full days of sightseeing, will go on to renowned Toledo. A ride through the countryside will take the travelers first to Guarda in Spain and then on to Lisbon, Portugal, one of the most popular capitals in Europe.

### A Visit to the Casbah

Returning to Spain, the group will visit Seville, probably the most celebrated city of Spain. A touch of the exotic will come into the program when the travelers next depart for the North African city of Tangier. (Yes, there will

be a guided visit to the Casbah.)

After next going to Granada and Alicante, the famed island resort of Majorca will be visited. The last city in Spain to be visited will be Barcelona, one of the largest and most colorful ports on the Mediterranean, after which a fitting climax will come to the journey with a two-day visit to always-exciting Paris.

### Where To Apply

Price for the entire tour is \$799 and this will include the round trip jet transportation, all hotel rooms, all transportation in Europe and Africa; most meals, sightseeing tours, tips and special entertainment.

It should be noted again that only 25 spaces are open for this tour, which is strictly limited to members of the Civil Service Employees Assn., and members of their household. Applications and descriptive itineraries may be had 55 Sweeney St., Buffalo, New York, by writing to Celeste Rosenkranz, York.

## Suffolk Group Elects Officers

The Suffolk County Building unit of the Civil Service Employees Association recently elected its 1963 slate of officers at the Suffolk County Firearm Building in Yaphank at its annual meeting. They were: Douglas Jones, president; Joseph Fiorito, William Drake, and Howard Stern, vice presidents; Anthony Puzzo, recording secretary; Peter DeNegriz, corresponding secretary; Carl Olsen, treasurer; James Drumm, Sergeant-at-arms. Also elected were Harry Alsing, Samuel Said and William O'Shea as trustees.

President Anthony Puzzo declined the renomination but did accept the nomination for recording secretary. Plans for the installation will be discussed at the January meeting.

### Postponed

The examination for the position of supervising motor carrier referee, state exam number 2048, has been postponed indefinitely, the State Civil Service Commission has announced.

## Classes

(Continued from Page 6)  
ating, motivating, and training. Emphasis will be given to causes, actions taken, and effect of such actions.

The course will be held on Thursdays, starting February 28, from 6 to 8 p.m. The fee is \$15 for 10 weekly sessions.

Further information may be obtained from the City Department of Personnel, Division of Training and Career Development, 299 Broadway, New York, N.Y. (CO 7-8890, Ext. 231).

## Card Punch Operators

Applications are now being accepted for card punch operators, GS-3, positions at an annual salary of from \$3,820 to \$4,455 in the Philadelphia regional service center. For information write to the U.S. Civil Service Commission, P.O. Box 1168, Philadelphia 5, Pa.

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## Canceled

The examination for assistant building construction engineer, number 2050, has been canceled, according to the State Civil Service Commission.

## WAREHOUSE SALE 3 ROOMS OF FURNITURE

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# U.S. EXAMS OPEN NOW

Here is a partial list of Federal civil service examinations now open for filing. They will be used to fill jobs in New York City area, throughout the State, in Washington, D.C., and throughout the nation.

Get announcements and application forms from post offices throughout the country, from the Second U. S. Civil Service Region Office, 220 E. 42d St., New York 22, or from the U. S. Civil Service Commission, Washington 25, D.C.

The jobs are in various Federal agencies, unless a specific agency is named, and are located throughout the country except where indicated.

The salaries quoted are basic annual salaries. Additional compensation is provided for any authorized overtime and for overseas duty. These salaries are also subject to the Federal pay raise which has not yet gone into effect.

For other employment opportunities in Federal agencies, ask for Form AN-2280. If you are entitled to 10-point veteran preference, ask to see Form AN-2867.

Titles starred (\*) may include jobs overseas. The grid sign (#) means the examination may be used to fill jobs in any part of the United States where there is no appropriate examination open. A cross (+) indicates a new announcement.

### General

**Airplane Pilot, (Fixed Wings), \$7,560.** Jobs are at Fort Rucker, Alabama. **Announcement 5-106-2 (61).**

**Apprenticeship and Training Representative, \$6,435 and \$7,560**—Jobs are with the Department of Labor.—**Announcement 179B.**

**\*Architect, \$5,335 to \$10,635.**—Jobs are in the Washington, D. C., area.—**Announcement 63B.**

**Communications Cryptographic Coding Clerk**—Jobs are with the U.S. Army Communication Agency in Washington, D.C., and Winchester, Va.—**Announcement 253 B.**

**Design Patent Examiner, \$4,345 and \$5,355.**—Jobs are in Washington, D. C.—**Announcement 180B.**

**Dietitian, \$4,345 to \$6,995.**—Jobs are with the Veterans Administration.—**Announcement 221B.**

**\*Dietitian, \$4,345 to \$7,560.**—**Announcement 5.**

**\*Employee Development Officer, \$6,435 to \$8,955.**—**Announcement 222.**

**Employment Service Adviser, \$8,955; Social Insurance Adviser, Social Insurance Research Analyst, \$7,560 and \$8,955.**—**Announcement 236B.**

**Equipment Specialist (Combat vehicles, armament and fire control, surface-to-air and surface-to-surface missile systems), \$7,560 and \$8,955 a year.** Jobs are in New Jersey. **Announcement 2-19-(61).** **Equipment specialist (surface-to-surface and surface-to-air missile systems), \$8,955.** Jobs are with Department of the Army. **Announcement 5-35-17 (61).** **\*Equipment Specialist (Electronics, Graphic Arts), \$5,355 to \$8,955.**—Jobs are in the Washington, D.C. area.—**Announcement 40 (B).**

**\*Exhibits Technician, \$3,500 to \$4,345.** Exhibits Specialists, \$4,830 to \$10,635.—**Announcement 111.**

**Farmer, lead foreman (field crop, truck, dairy, swine and beef cattle farming), \$2.62 to \$3.75 an hour.** Jobs are in Federal correctional and penal institutions. **Announcement 9-9-14-2 (61).**

**\*Federal Administrative and Management Examination, \$10,635 to \$13,730.**—**Announcement 167.**

**\*Fishery Management Biologist, Wildlife Management Biologist,**

**\$4,345 to \$12,210.**—**Announcement 113B.**

**Fishery Marketing Specialist, \$4,345.**—**Announcement 156B.**

**Fishery Methods and Equipment Specialist, \$4,345 to \$8,955.**—Positions require sea duty chiefly in the Atlantic and Pacific Oceans.—**Announcement 108B.**

**\*Flight Operations and Airworthiness Inspector, \$6,435 to \$8,955.**—Jobs are in the Federal Aviation Agency.—**Announcement 169B.**

**Food Supervisor, \$1.92 to \$3.43 an hour.** Jobs are in Federal Correctional and penal institutions. **Announcement 9-9-14-3 8 (61).**

**Foreign Language Specialist (Writer and Editor, \$5,355 to \$10,635; Radio Adapter, \$4,345 to \$7,650; Radio Announcer, \$4,345 to \$6,435; Radio Producer, \$5,355 to \$8,955).**—Jobs are with the U. S. Information Agency in Washington, D.C., and New York.—**Announcement 186B.**

**\*Forester, \$4,345 and \$5,355.**—**Announcement 218B.**

**\*Historian, \$6,435 to \$13,730.**—**Announcement 59.**

**\*Illustrator, \$4,040 to \$8,955.**—Jobs are in the Washington, D. C., area.—**Announcement 374.**

**\*Information and Editorial Positions (Visual-Still), \$6,435 to \$8,955.**—For duty in the Washington, D. C., area.—**Announcement 27.**

**\*Landscape Architect, \$5,335 to \$13,730.**—**Announcement 224.**

**\*Librarian, \$6,435 to \$8,955.**—Jobs are in the Washington, D. C., area.—**Announcement 67.**

**Librarian, \$5,355.**—Jobs are in Veterans Administration installations throughout the United States (except Alaska and Hawaii) and Puerto Rico.—**Announcement 197B.**

**\*Management Analyst - Budget Examiner, \$6,435 to \$8,955.**—Jobs are in the Washington, D. C., area.—**Announcement 103.**

**\*Maritime Safety Officer, \$7,560 and \$8,955; Maritime safety assistant, \$6,435.** **Announcement 261B.**

**Medical Record Librarian, \$4,345 to \$8,955.**—**Announcement 333.**

**\*Microphotographer, \$3,500 to \$4,345; Photostat Operator, Blueprint Operator, Xerox Operator, \$3,500 to \$4,040.**—Jobs are in the Washington, D. C., area.—**Announcement 20.**

**\*Operations Research Analyst, \$7,560 to \$13,730.**—**Announcement 193B.**

**\*Operators, Supervisors, and Planners - Tabulating Machines and Equipment, \$3,760 to \$5,355.**—Jobs are in the Washington, D. C.—**Announcement 64.**

**\*Personnel Officer, Placement Officer, Position Classifier, Salary and Wage Specialist, Employee Relations Officer, \$6,435 to \$8,955.**—Jobs are in the Washington, D. C., area.—**Announcement 166.**

**\*Pharmacist, \$5,355 to \$7,560.**—Positions are with the Veterans Administration.—**Announcement 212B.**

**Prison Industrial Supervisor, \$2.36 to \$3.53 an hour.** **Announcement 9-14-1158.**

**Prison Mechanical Supervisor (Operating Engineer), \$4,830 and \$5,355.**—**Announcement 9-14-1 (55).**

**Public Health Adviser, \$5,355 to \$13,730; Public Health Analyst, \$6,435 to \$13,730.**—**Announcement 125B.**

**Radio Broadcast Technician, \$2.63 to \$3.41 an hour.**—Jobs are

in the Washington, D. C., area.—**Announcement 235B.**

**Recreation Specialist, \$4,345 to \$8,955.** **Announcement 262 B.**

**Resident in Hospital Administration, \$3,000.**—Jobs are with the Veterans Administration.—**Announcement '88 (B).**

**\*Safety Inspector, \$4,345.**—**Announcement 259B.**

**Scientific Illustrator (Medical), \$4,345 to \$6,435; Medical Photographer, \$4,000 to \$5,355.**—Jobs are with the Veterans Administration.—**Announcement 164B.**

**\*Statistician (Analytical-Survey), \$6,435 to \$13,730.**—Jobs are in the Washington, D. C., area.—**Announcement 201B.**

**\*Statistician (Mathematical), \$5,335 to \$13,730.**—Jobs are in the Washington, D. C., area.—**Announcement 200B.**

**Student Trainee, \$77 a week.**—Jobs are in the Washington, D. C. area.—**Announcement 205 (Revised).**

**\*Teletypist, \$3,760 and \$4,040.**—Jobs are in the Washington, D. C., area.—**Announcement 189.**

**\*Urban Planner, \$6,435 to \$13,730.**—**Announcement 189.**

**+Warehouse Examiner, \$4,345 to \$5,355.**—Jobs are with the Department of Agriculture.—**Announcement 258.**

**+\*Writing and Editing Positions, \$6,435 to \$8,955.**—Jobs are in the Washington, D. C., area.—**Announcement 247.**

### Agricultural

**Agricultural Commodity Grader (Fresh Fruits and Vegetables), \$5,355 to \$6,435; (Grain), \$4,345 and \$5,355.**—**Announcement 214B.**

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to \$13,730.—**Announcement 533.**

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LEGAL NOTICE

File No. P4032, 1962.—CITATION.—THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent, To ANN Mc ALLISTER, MARY HUGHES, JANE BOLTEN, CATHERINE TEELK, DANIEL Mc ALLISTER, MARGARET CHOATE, PUBLIC ADMINISTRATOR OF THE COUNTY OF NEW YORK, And to any other heirs at law, next of kin and distributees of JEAN Mc ALINDEN, deceased, if living, and if any of them be dead to their heirs at law, next of kin, distributees, legatees, executors, administrators, assignees and successors in interest, whose names are unknown and cannot be ascertained after due diligence.

YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504, in the Hall of Records in the County of New York, New York, on January 18, 1963, at ten A.M., why a certain writing dated December 9, 1958, which has been offered for probate by GEORGE J. MURPHY, residing at 213 West 82nd Street, New York City, should not be probated as the last Will and Testament, relating to real and personal property, of JEAN Mc ALINDEN, deceased, who was at the time of her death a resident of 219 West 80th Street, New York, in the County of New York, New York.

Dated, Attested and Sealed, December 7, 1962.  
HON. JOSEPH A. COX,  
Surrogate, New York County  
Philip A. Donahue,  
Clerk.

File No. 4097, 1962.—CITATION.—THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent, To CARL RAABE, and WILLIE RAABE, whose places of residence are unknown, if living, and if dead, to their distributees, heirs at law, and next of kin of Herman Raabe, also known as Hermann Raabe, decedent, herein, whose names and places of residence are unknown, and if any be dead, their spouse, if any, distributees, heirs at law, next of kin, legal representatives, whose names and places of residence are unknown, and cannot after diligent effort be ascertained: YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on January 31, 1963, at 10 A.M., why a certain writing dated November 20, 1962, which has been offered for probate by Otto Pflaum, residing at 603 Woodward Avenue, Ridgewood, Brooklyn 27, New York, should not be probated as the last Will and Testament, relating to real and personal property, of Herman Raabe, also known as Hermann Raabe, decedent, who was at the time of his death a resident of 145 East 23rd Street, in the County of New York, New York. Dated, Attested and Sealed, December 7, 1962.

HON. JOSEPH A. COX, Surrogate, New York County, Philip A. Donahue, Clerk (L.S.)

TSVETKOFF, MARIE (MARY)—SUPPLEMENTAL CITATION.—File No. P 8995, 1962.—The People of the State of New York, By the Grace of God Free and Independent, TO THE HEIRS-AT-LAW, NEXT OF KIN AND DISTRIBUTEES OF MARIE (MARY) TSVETKOFF, deceased, if living, and if any of them be dead, to their heirs-at-law, next of kin, distributees, legatees, executors, administrators, assignees and successors in interest whose names are unknown and cannot be ascertained after due diligence.

YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on January 28th, 1963, at 10:00 A.M., why a certain writing dated October 27th, 1962, which has been offered for probate by HARVEY L. STREIZIN residing at 1574 53rd Street, Brooklyn, New York, should not be probated as the last Will and Testament, relating to real and personal property, of MARIE (MARY) TSVETKOFF, deceased, who was at the time of her death a resident of 73 Cortlandt Street, Borough of Manhattan, in the County of New York, New York.

Dated, Attested and Sealed, December 13, 1962.  
HON. JOSEPH A. COX,  
Surrogate, New York County,  
PHILIP A. DONAHUE,  
Clerk.

BAY, CHARLES ULRICK.—CITATION.—File No. P-111/56.—THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent, TO: The Chase Manhattan Bank as General Guardian of Christopher Bay, Ssynova Bay and Frederick Bay; The Chase Manhattan Bank as Co-Trustee under the will of Charles Ulrick Bay, deceased; Christopher Bay, Ssynova Bay, Frederick Bay, Charles Ulrick and Josephine Bay Foundation, Inc. (formerly known as The Bay Foundation, Inc.); Katherine B. Neal, Doris B. Chalmers, Harry J. Neal, Jr., Frederick B. Neal, Dorrit Neal Stumpf, Barbara S. Neal, Katherine Neal Kuelker, David B. Chalmers, Dorrit Chalmers Knowles, Frederick H. Howell, Trustee under agreement dated 2/6/58 f/b/o Katherine B. Neal; being the persons interested as creditors, legatees, devisees, beneficiaries, distributees, or otherwise in the estate of Charles Ulrick Bay, deceased, who at the time of his death was a resident of 720 Park Avenue, City, County and State of New York. SEND GREETING:

Upon the Petition of Hubert C. Mandeville as executor and Capton M. Paul and Hubert C. Mandeville as executors of Josephine Bay Paul deceased executor of the last Will and Testament of Charles Ulrick Bay 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 18th day of January, 1963, at half-past ten o'clock in the forenoon of that day, why the Third Intermediate Account of Proceedings of said Josephine Bay Paul and Hubert C. Mandeville as executors of the last Will and Testament of Charles Ulrick Bay, deceased, for the period from October 15, 1960 to and including August 6, 1962, should not be judicially settled and allowed, why Josephine Bay Paul as executor of the last Will and Testament of Charles Ulrick Bay should not be released and discharged from any and all further liability or accountability and why the fees and expenses of Beckman & Bogue, attorneys for the Executors, should not be fixed and allowed in the amount of \$100,000 and \$814.70 respectively.

IN TESTIMONY WHEREOF, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed. WITNESS, HONORABLE (L.S.) S. SAMUEL Di FALCO, a Surrogate of our said County, at the County of New York, on the 28th day of November, in the year of our Lord one thousand nine hundred and sixty-two.  
PHILIP A. DONAHUE,  
Clerk of the Surrogate's Court.



# The Veteran's Counselor

By FRANK V. VOTTO

Director, New York State Division of Veterans' Affairs  
Questions on veterans' and servicemen's rights will be answered in this column or by mail by the State Division of Veterans' Affairs. Address questions to Military Editor, The Leader, 97 Duane Street, New York 7, N. Y.

## Increased Annuity Benefits

DIVISION OF Veterans' Affairs Counsel, James L. Casey, recently requested an opinion from the VA, concerning whether the increase in retirement annuity provided by legislation recently enacted in New York State, may be excluded in the computation of annual income for pension under the laws administered by the VA. The reply to Mr. Casey from the VA follows:

Dear Mr. Casey:

Thank you for your letter of May 3, inquiring if the increase in retirement annuity provided by legislation recently enacted in New York State, may be excluded in the computation of annual income for pension under the laws we administer.

Since these employees were not required to make additional payments to the retirement fund to receive the increase you suggest, such increase might fall in the category of "donations from public or private relief or welfare organizations" and thus be excluded under 38 U.S.C. 503(2) in computing income.

Your inquiry must be answered in the negative. An increase in retirement annuity or pension is not a donation from a public relief or welfare organization as contemplated in subdivision 2 of 38 U.S.C. 503. To the contrary it is a payment "to an individual under public or private retirement, annuity, endowment, or similar plans or programs" within the intentment of subdivision 6 of the cited section of law. Such payments in excess of the retiree's contributions to the retirement fund must properly be counted as income for pension purposes.

Very truly yours,  
A. W. FARMER,  
Acting Director,  
Compensation and Pension Service

## Veterans' Questions Answered

Are all veterans with wartime service entitled to domiciliary care?

Not necessarily. Veterans with wartime service must have disabilities incapacitate them from earning a living; be in need of domiciliary care; and be unable to defray the expenses of necessary domiciliary care. War veterans whose disability is non-service-connected must execute an affidavit of inability to pay for their care. Peacetime veterans must have been discharged or retired for a disability incurred in line of duty or be receiving disability compensation.

Are bills pending in Congress about opening up some phases of WW I or WW II GI Insurance?

Several bills have been introduced into both houses, but as yet no action has been taken on any of them.

"I understand that military service can be used in figuring social security benefits. I just obtained a statement of my social security earnings, but the statement does not give me any credit for my Army service. What should I do?"

If your military service was between September 1940 and January 1957, you may be eligible for military wage credits. However, these credits do not appear on your earnings record maintained by the Social Security Administration. If you are eligible for them, they will be considered when you claim social security benefits. Base pay from military service in 1957 and later years is credited to individual social security accounts just like earnings from civilian employment.

It is necessary to advise the Social Security Administration of the new address. Preferably, this should be done before moving to avoid any interruptions in the receipt of checks. A postal card form for this purpose is furnished to everyone who files a claim. These cards, addressed to the appropriate Social Security Payment Center may be obtained at any district office.

"If a beneficiary dies, must the Social Security Administration be notified?"

Yes, the Social Security Administration must be notified of the death as soon as conveniently possible. In addition, any checks received after the beneficiary's death should be returned. These actions will help expedite the payment of any survivors benefits.

"If a claimant moves to another state or town, is it necessary to contact the district office to have the checks mailed to his new address?"

Yes, foreign records of birth are acceptable. The original document rather than a translation should be submitted. The document will be returned after it is translated.

Other state or town, is it necessary to contact the district office to have the checks mailed to his new address?  
"If the claimant were born in a foreign country, are documents from that country acceptable as proof of age?"

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# U.S. EXAMS OPEN NOW

(Continued from Page 8)  
 \$5,355 to \$12,210; Agricultural Market Reporter, \$5,355 to \$7,560.—Announcement 147B.  
 Agricultural Research Scientist, \$4,345 to \$12,210.—Announcement 58B.  
 Cotton Technologist, \$5,355 to \$8,955.—Jobs are in Washington, D. C., and the South and Southwest.—Announcement 242B.  
 Entomologist Plant Pests, Plant Pathologist (Forest & Forest Products), \$6,435 to \$8,955. Announcement 264B.

## Business and Economics

\*Accountant and Auditor, \$4,345 and \$5,355. Announcement 188.  
 Accountant and Auditor, \$6,435 to \$13,730. Jobs are in General Accounting Office. Announcement 153B.  
 \*Accountant or Auditor, \$6,435 to \$13,730.—Jobs are in the Washington, D. C. area.—Announcement 241.  
 \*Actuary, 5,335 to \$13,730.—Announcement 192.  
 \*Auditor, \$6,435 to \$13,730.—Jobs are with the Department of the Army.—Announcement 7 (B).  
 \*Auditor, Internal and Contract, \$6,435 to \$8,955.—Jobs are in Auditor General Field Offices of the U. S. Air Force.—Announcement 217B.  
 \*Commodity-Industry Analyst (Chemicals, Food, Lumber, Textiles, Metals, Miscellaneous), \$6,435 to \$8,955.—Jobs are in the Washington, D. C., area.—Announcement 228.  
 \*Commodity - Industry Analyst (Minerals), \$4,345 to \$8,955.—Announcement 101B.  
 \*Economist, \$6,435 to \$13,730.—Jobs are in the Washington, D. C., area.—Announcement 255.  
 \*Farm Credit Examiner, \$6,435 and \$7,560.—Announcement 195B.  
 Field Representative (Telephone Operations and Loans), \$6,435 and \$7,560.—Jobs are with the Rural Electrification Administration. Announcement 137B.  
 Rig of Way Appraiser, \$7,560 and \$8,955, position are with Bureau of Public Roads, Announcement 257B.  
 Savings and Loan Examiner, \$5,355 and \$6,435.—Jobs are in Federal Home Loan Bank Board.—Announcement 132 (B).  
 Securities Investigator, \$6,435 and \$7,560.—Jobs are with the Securities and Exchange Commission.—Announcement 248B.

## Engineering and Scientific

+Aero-Space Technology Positions in the fields of Research, Development, Design, Operations, and Administration, \$5,335 to \$21,000.—Positions are with National Aeronautics and Space Administration Headquarters and Centers.—Announcement 252B.  
 \*Astronomer, \$5,335 to \$13,730.—Announcement 113B.  
 Bacteriologist — Serologist, \$5,335 to \$10,635; Biochemist, \$6,345 to \$10,635.—Positions are with Veterans Administration.—Announcement 163B.  
 \*Biological Research Assistant, \$4,345.—Jobs are in the Washington, D. C., area.—Announcement 203B.  
 Biologist, \$6,435 to \$12,210; Biochemist, Physicist, \$6,345 to \$12,210 (In the field of Radioisotopes).—Positions are with the Veterans Administration.—Announcement 159B.  
 \*Biologist, Microbiologist, Physiologist, \$5,355 to \$13,730.—Jobs are in the Washington, D. C., area.—Announcement 204B.  
 \*Cartographer, \$4,345 to \$13,730.—Jobs are in the Washington, D. C., area.—Announcement 196 (B).  
 \*Cartographic Aid, \$3,500 to \$5,355; Cartographic Technician, \$6,435 to \$7,560; Cartographic

Draftsman, \$3,500 to \$5,355.—Jobs are in the Washington, D. C., area.—Announcement 237B.  
 Chemist, Engineer, Mathematician, Metallurgist, Physicist, \$5,335 to \$13,730.—Jobs are in the Potomac River Naval Command in and near Washington, D. C., and in the U. S. Army, Fort Belvoir, Va.—Announcement 226B.  
 Electronic Engineer, \$5,335 to \$7,560. For duty in F.C.C. Announcement 256B.  
 Electronic Scientist — Electronic Engineer—Physicist, \$5,335 to \$12,210.—Jobs are in Mass. and Conn.—Announcement 1-7-1 (56).  
 Electronic Technician, \$5,355 plus cost-of-living differential.—Jobs are in Alaska.—Announcement 11-101-4 (59).  
 +Engineer, Physicist, Metallurgist, \$5,335 to \$13,730.—Positions are with NASA Center and Army installations at Huntsville, Ala and Cape Canaveral, Fla.—Announcement 5-163-5 (60).  
 \*Engineer (various branches), \$5,335 to \$13,730.—Most jobs are in Washington, D. C., area.—Announcement 211B.  
 Engineer, \$5,335 to \$7,560. Jobs are in the Bureau of Reclamation in the West, Midwest and Alaska.—Announcement 10-1-3(61).  
 \*Engineering Aid, Mathematics Aid, Physical Science Aid \$3,760 to \$5,355; Engineering Technician, \$5,885 to \$8,955; Physical Science Technician, \$5,885 and \$6,435.—Jobs are in the Washington, D. C., area.—Announcement 154.  
 \*Engineering Draftsman, \$3,500 to \$7,560.—Jobs are in the Washington, D. C., area.—Announcement 30.  
 \*Geodesist, \$5,335 to \$13,730.—Announcement 168B.  
 \*Geodetic Aid, \$3,760 and \$4,040; Geodetic Technician, \$4,345 to \$7,560.—Jobs are in the Washington, D. C., area.—Announcement 229B.  
 \*Geologist, \$6,435 to \$13,730.—Announcement 184B.  
 \*Geophysicist, \$5,335 to \$13,730.—Announcement 232B.  
 Health Physicist, \$5,520 to \$8,955.—Announcement 12-14-2 (60).

\*Industrial Hygienist, \$4,510 to \$13,730.—Jobs are principally in the Navy Department.—Announcement 230B.  
 \*Meteorological Technician, \$4,040 to \$6,435.—Announcement 245B.  
 \*Meteorologist (General), \$5,335 to \$10,635.—Announcement 131B.  
 Navigation Specialist (Air, \$4,345 and \$5,355; Marine, \$5,355).—Announcement 107B.  
 Oceanographer (Biological, Geological, \$4,345 to \$13,730); (Physical, \$5,335 to \$13,730).—Announcement 121B.  
 \*Patent Adviser, \$6,345 to \$8,955.—Jobs are in the Washington, D. C., area.—Announcement 185B.  
 Patent Examiner, \$5,335 to \$13,730.—Jobs are in the Washington, D. C., area.—Announcement 181B.  
 \*Pharmacologist, \$6,015 to \$13,730.—Jobs are in the Washington, D. C., area.—Announcement 202B.  
 \*Physical Science Aid — Engineering Aid, \$3,500.—Jobs are in the Washington, D. C., area.—Announcement 148.  
 \*Research Chemist, Research Mathematician, Research Metallurgist, Research Physicist, \$5,335 to \$13,730.—Jobs are in the Washington, D. C., area. For positions paying \$6,435 to \$13,730, Announcement 209B. (revised). For positions paying \$5,335 and \$6,345, Announcement 210B. (Revised).  
 \*Scientist Administrator, \$7,560 to \$14,055.—Jobs are in the Washington, D. C., area.—Announcement 227B.  
 \*Statistical Draftsman, \$3,500 to \$5,355.—Jobs are in the Washington, D. C., area.—Announcement 220.  
 \*Technologist, \$5,355 to \$13,730 (for some options, \$6,345 to \$13,730).—Announcement 158.

## Medical

\*Bacteriologist (Medical), \$4,345 to \$10,635.—Announcement 57.  
 Educational Therapist, Manual Arts Therapist, \$4,345 to \$6,435.—Jobs are with the Veterans Administration.—Announcement 146 B.  
 Medical Entomologist — Public Health Biologist—Medical Micro-

biologist, \$6,435 to \$13,730; Chemist, \$6,435 to \$13,730.—Jobs are with the Communicable Disease Center, Atlanta, Ga., and throughout the country.—Announcements 5-82-1 (56) and 5-82-2 (56).  
 \*Medical Officer, \$8,340 to \$14,055.—Announcement 178B.  
 Medical Officer (Rotating Intern), \$3,800; (Psychiatric Resident), \$4,800 to \$5,600.—Jobs are in St. Elizabeths Hospital, Washington, D. C.—Announcement 219B.  
 +\*Medical Radiology Technician, \$4,040 to \$5,885.—Jobs are in the Washington, D. C., area.—Announcement 250B.  
 Medical Technical Assistant, \$4,830.—The Public Health Service desires men for these jobs which are in Federal penal and correctional institutions.—Announcement 233B.  
 Medical Technologist, \$5,355 to \$7,560.—Jobs are with the Veterans Administration.—Announcement 194B.  
 \*Occupational Therapist, \$4,345 to \$5,885.—Announcement 160B.  
 Occupational Therapist, Physical Therapist, Corrective Therapist, \$4,345 to \$6,435.—Jobs are with the Veterans Administration.—Announcement 141B.  
 \*Physical Therapist, \$4,345 to \$5,885.—Announcement 114B.  
 Professional Nurse, \$4,345 to \$10,635.—Announcement 128.  
 Staff Nurse, Head Nurse, Public Health Nurse, \$4,345 to \$5,885.—Jobs are with the Indian Health Program on reservations west of the Mississippi River and in Alaska.—Announcement 100B.  
 \*Veterinarian, \$6,435 to \$12,210.—Announcement 143B.

## Social and Educational

\*Clinical Psychologist, \$7,560 to \$13,730.—Announcement 417.  
 Counseling Psychologist (Vocational Rehabilitation and Education), \$8,955 and \$10,635.—Jobs are with the Veterans Administration.—Announcement 231B.  
 \*Education Research and Program Specialist, \$6,435 to \$13,730.—Announcement 162B.  
 Elementary Teacher, \$4,345 and \$5,355.—For duty in the Bureau of Indian Affairs in various States including Alaska. Annet. 238 B.  
 Psychologist (various options), \$7,560 to \$13,730.—Jobs are with the Veterans Administration.—Announcement 234B.  
 Research Psychologist (Experimental and Physiological), \$6,435 to \$10,635.—Jobs are in New York and New Jersey.—Announcement 2-6-2 (59).  
 \*Research Psychologist, \$6,435 to \$13,730.—Jobs are in the Washington, D. C., area.—Announcement 124B.  
 +\*Social Worker (Child Welfare, Clinical, Correctional, Family Service, General, Public Assistance); Social Worker — Child Welfare Adviser and Specialist; Social Worker — Public Assistance Adviser; Social Worker — Public Assistance Specialist (Assistance Standards Specialist, Staff Development Specialist, Welfare Methods Specialist, Welfare Service Specialist); Social Worker — Medical and Psychiatric Adviser and Specialist; Rehabilitation Adviser; Public Welfare Research Analyst (Public Assistance, Child Welfare), \$5,355 to \$13,730.—Announcement 251.  
 Social Worker (Correctional), \$5,355 and \$6,435.—Jobs are in Federal penal and correctional institutions.—Announcement 9-14-1 (60).  
 Teacher, \$5,355 and \$8,435. Jobs are in Federal penal and correctional institutions. Announcement 9-14-1 (61).

## Stenography & Typing

\*Shorthand Reporter, Closed Microphone Reporter, \$4,830 to \$6,435.—Jobs are in Washington, D. C., area.—Announcement 177.

\*Stenographer-Typist, \$3,500 to \$4,040.—Announcement 215.

## Trades

(All trades jobs are in the Washington, D. C., area unless otherwise specified).  
 Bindery Woman, \$1.96 an hour.—Announcement 38 B.  
 Bookbinder, \$3.53 an hour.—Announcement 182 B.  
 Cylinder Pressman \$3.53 an hour.—Announcement 93 (B).  
 Printer-Hand Compositor, \$3.52.—Announcement 94 B.  
 Printer-Proofreader, \$3.52 an hour.—Announcement 87B.  
 Printer, Slug Machine Operator and Monotype Keyboard Operator, \$3.52 an hour.—Announcement 65B.

## Equipment Control Jobs In Electronics; Salary To \$6,435

The United States Army has opened filing for electronic equipment control assistants and electronic equipment quality control representatives for positions in 19 locations throughout the country to civilians.

These positions are located in the states of Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island, District of Columbia, Virginia, West Virginia, North Carolina, South Carolina, Georgia and Florida. The openings were announced by the U.S. Army Signal Supply Agency, 225 South 18th St., Philadelphia 3, Penn. and have an annual salary of \$6,675 per year.

Applicants must show independent performance of quality control duties and/or technical experience or schooling in the electronics field.

Full information and application forms may be obtained by contacting the Executive Secretary, Board of U.S. Civil Service Examiners, The U.S. Army Signal Supply Agency, 225 South 18th Street, Philadelphia 3, Pennsylvania.

Applications will be accepted until further notice.

## REAL ESTATE

### Farms & Acreage - Ulster Co.

MAPLE Hill Rosendale, 4 rooms trailer bungalow furnished on Thruway & Route 32, half acre, \$2,800. Easy terms.  
 ROSENDALE on Main Street, 13 rooms, 2-family house, all impts., furnished, \$7,500.  
 ROSENDALE Heights, building lots 50x150 feet, \$250 each, terms.  
 JOHN DELLAY, OWNER  
 Rosendale, Ulster Co., NY Tel. OL 8-0711

### Farms & Acreage Sullivan County

FOR SALE—Farms, Homes, Bungalows, Acreage, Bernard Heller, Broker, Swan Lake, N.Y.

### LOTS — DIX HILLS, L. I.

TWO charming wooded homesites; adjacent 200x235 acre-zoned utilities, FL 9-5449.

### Acreage

HALF ACRE, 1-acre or more in heart of popular Catskill Mountain resort area. Good hunting, fishing & skiing, edge of small village, \$500 per 1/2 acre parcel. Martha Lown, Shandaken, N.Y. Dial 914—OV 8-9984

### SOLID BRICK

Ranch-type Bungalow, Hollis, spacious rooms, modern kitchen and bath, finished rentable basement.

### \$600 CASH DOWN

### SPRINGFIELD GARDENS W-A-N-T-E-D-I

GOOD CREDIT BUYER WHO WILL BE APPROVED BY FHA for this lovely DETACHED COLONIAL featuring: 7 rooms, 4 master sized bedrooms. \$17,500

### G.I. NO CASH FHA \$600 DOWN QUICK OCCUPANCY

### STRIDE REALTY CO.

168-04 Hillside Ave., Jamaica, NY 11433 AX 7-8761



**FOR CHARITY** — Raymond E. Diana, assistant to the Mayor, left, accepts a gift of \$200 from Lloyd Peterson, secretary to the New York Transit Authority, and chairman of the TA employees, General Charity Fund which distributed \$32,800 to nineteen charitable organizations. Mr. Diana accepted the check on behalf of the United Cerebral Palsy of Queens. Presentations were made at recent ceremonies at TA headquarters in Brooklyn. Employees of the Transit Authority contribute to the General Charity Fund through voluntary payroll deductions. The fund, which was founded two years ago, is managed by the TA and employees' labor organizations. The fund will make contributions annually to employee-selected charities.



# HAPPY NEW YEAR

LONG ISLAND

BROOKLYN

BROOKLYN

THE ADVERTISERS IN THIS SECTION HAVE ALL PLEDGED TO THE SHARKEY-BROWN LAW ON HOUSING

INTEGRATED

## 4 OFFICES READY TO SERVE YOU!

### Call For Appointment

**YEAR-END SPECIAL**  
ONLY ONE of its kind available. —entire house for rent with option to buy. Detached, 6 rooms, 3 bedrooms, 2 car garage, many extra features. Possession arranged for desirable tenant-buyer. Fast action needed. \$135 a month. HURRY!

**135-19 ROCKAWAY BLVD**  
SO. OZONE PARK  
**JA 9-4400**

**ST. ALBANS \$14,300**  
DETACHED, 30x100, 6 rooms, all on one floor, modern kitchen and bath, full basement, gas heat, garage. All new plumbing and extras.  
NO CASH G.I.  
**JA 3-3377**  
159-12 HILLSIDE AVE.  
JAMAICA

**G.I. APPROVED NO CASH DOWN**  
LARGE 3 bedroom home in fine, beautiful N.E. section of Freeport. Automatic heat, garage, large landscaped plot, full basement, fully approved for G.I. or FHA with \$500 down. Top condition. Ready to move into.

**MA 3-3800**  
277 NASSAU ROAD  
ROOSEVELT

**\$16,500**  
\$200 DOWN ON CONTRACT TO ALL \$113 Pays All  
BEAUTIFUL country setting, large 9 room house on 100x100 wooded plot. 4 spacious bedrooms, dining room eat-in kitchen and appliances.  
17 South Franklin St.  
HEMPSTEAD  
**IV 9-5800**

**BETTER REALTY**  
ALL 4 OFFICES OPEN 7 DAYS A WEEK  
FROM 9:30 A.M. TO 8:30 P.M.

INTEGRATED

## \$490 CASH DOWN

**1192 FULTON STREET,**  
Near BEDFORD AVE., BROOKLYN

**BUYS A HOUSE IN BROOKLYN INTEGRATED HUNDREDS OF HOMES TO CHOOSE FROM**

**VISIT AJAX REAL ESTATE OR PHONE UL 7-3400**

**OPEN WEEK DAYS 9 A.M. to 9 P.M.**  
Also Open Saturdays, Sundays and Holidays

INTEGRATED

## \$10 WILL HOLD ANY HOUSE !!!

### NO CASH G.I.

<b>BAISLEY PK</b>	5 Rms., \$59.93 mo.	<b>\$9,990</b>
<b>S. OZONE PK</b>	2 Fam. Rent Free	<b>\$12,990</b>
<b>ST. ALBANS</b>	6 Room Ranch	<b>\$16,990</b>
<b>ST. ALBANS</b>	2 Fam. Large Plot	<b>\$19,500</b>

**E-S-S-E-X**      143-01 HILLSIDE AVE. JAMAICA.  
Take 8th Ave. 'E' Train to Sulphin Blvd. Station. OPEN 7 DAYS A WEEK  
**AX 7-7900**

LONG ISLAND

### SOME FINE HOMES IN THE FINEST AREAS

QUEENS VILLAGE

8 ROOM Stucco, 4 bedrooms, 2 baths, finished basement, gas heat, garage. Asking \$19,900. Cash Down \$900. Many others.

TAKE OVER MORTGAGE


HOLLIS, 5 down, 4 up, 2 car garage, oil heat, \$3,000 takes over mortgage. Live Rent Free.

Call and Ask For Our Listings

**Homefinders, Ltd.**  
Fieldstone 1-1950  
192-05 LINDEN BLVD. ST. ALBANS  
Belford D. Hart, Jr., Broker

LONG ISLAND

INTEGRATED



**3 CONVENIENT OFFICES AT PRACTICAL PRICES**

HEMPSTEAD & VICINITY

## G.I. NO CASH

**BEAUTIFUL MODERN HOME!**

3 BEDROOMS with enclosed porch, professionally decorated inside, full basement, attic space, 2 car garage, 40x100 plot. Many extras. Best Holiday Buy.

**NO FINER TUDOR HOME**

DETACHED, 6 1/2 large rooms with fireplace, extra lav., finished attic, full basement, breakfast nook, 2 car garage, oil unit. Extras. Top area. Call to see this outstanding home to-day.

FREEPORT

**G.I. SPECIAL NO MONEY DOWN**

SOLID BRICK, 5 rooms, detached home, attic space, 40x100 plot, full basement, enclosed porch, garage, beautiful surroundings.

FREEPORT

**EXCLUSIVE WITH LIST ONLY!**

RANCH style, 6 rooms, attic space, full basement, enclosed porch, 50x140, garage, oil unit. Extras. \$14,500. A Christmas bargain! Don't wait.

ROOSEVELT

## LIST REALTY CORP.

OPEN 7 DAYS A WEEK  
14 SOUTH FRANKLIN STREET, HEMPSTEAD, L. I.  
**IV 9-8814 - 8815**

Directions: Take Southern State Parkway Ext. 10, Peninsula Boulevard under the bridge to South Franklin Street.  
135-30 ROCKAWAY BLVD., SO. OZONE PARK JA 9-5100  
160-13 HILLSIDE AVE., JAMAICA OL 7-3838 OL 7-1034

LEGAL NOTICE

**CITATION.—THE PEOPLE OF THE STATE OF NEW YORK.** By the Grace of God, Free and Independent, TO: Attorney General of the State of New York; Jules Harel; Madeline Harel; Rene Valleran; Andre Harel; "Mary" Harel and "Jane" Harel, the names "Mary" and "Jane" being fictitious, the true first names being unknown; Adolph C. Kniesel; Consul General of France; and to "Mary Doe" the name "Mary Doe" being fictitious, the alleged widow of Albert Harel, also known as Albert Victor Harel and Albert V. Harel, deceased, if living and if dead, to the executors, administrators, distributors and assigns of "Mary Doe" deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; and to the distributees of Albert Harel, also known as Albert Victor Harel, and Albert V. Harel, 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, distributees or otherwise in the estate of Albert Harel, also known as Albert Victor Harel and Albert V. Harel, deceased, who at the time of his death was a resident of 338 West 24th Street, New York, N.Y.

Send GREETING: Upon the petition of The Public Administrator of the County of New York, having his office at Hall of Records, Room 309, 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 8th day of January 1963, at 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 Court of the said County of New York to be hereunto affixed. WITNESS HONORABLE S. SAMUEL DE FALCO, a Surrogate of our said County, at the County of New York, on the 14th day of November, in the year of our Lord one thousand nine hundred and sixty-two, PHILIP A. DONAHUE, Clerk of the Surrogate's Court.

## 2 GOOD BUYS

### SPRINGFIELD GDNS.

DETACHED, 2-family, stucco on 40x110 plot, 4 rooms up, and 5 down, plus finished basement with 1/2 bath, 3 kitchens, 2 full baths, oil heat, garage and extras.

**\$32,000**

HOLLIS

1-FAMILY, detached, brick and stucco, 5 rooms and full bath on main floor, 2 rooms and 1/2 bath on 2nd floor, oil heat, wood burning fireplace, 45x100 plot, 2 car garage, many extras, including air-condition.

**\$21,000**

Other 1 & 2 Family Homes

**HAZEL B. GRAY**  
168-33 LIBERTY AVE.  
JAMAICA  
**AX 1-5858 - 9**

Unfurnished Apts. - Bklyn

**NOSTRAND AVENUE, 488**

**Modern Building**

Beautiful newly-remodeled apartments with corner outside exposure. Embossed inlaid floor covering. Sunken tile bath. Kitchenette. Lease. 2 block from 8th Avenue Subway, Nostrand Avenue Station.

**FREE GAS AND ELECTRICITY**

Houses - Dutchess County

RETIRE HERE: Dutchess County Home & Garden, 2 bedrm ranch type, all impvts, some furnishings, near State Park, shopping, etc. Asking \$9,500. WALDO SCARDAPANE RLTY, Main St., Millerton, N.Y.

**Farms & Acreages, N.Y. State**

CABIN court & restaurant, 10 units, equip., \$10,000. ATTRACTIVE village hotel, bar, equip., 100 seat esp. Money-maker, \$29,500. Terms. Modern 3 bay gas station, \$12,000. W. F. PEARSON, REALTOR, Rt. 20, Bloomsville, N.Y.



# Social Security Seeking File Clerks; To \$88

Applications are being accepted by the U.S. Civil Service Board of Examiners on a continuous basis for the position of file clerk. The starting salary for this post, with the Social Security Commission, is \$68.48 per week.

As a result of a recent determination by the U.S. Civil Service Commission, this test is no longer directed specifically at male applicants although duties of the position require almost continual standing, bending and carrying bundles of files weighing almost 40 pounds.

The vacancies in this position exist at the New York Payment Center of the administration, 250 Hudson St., N.Y. 13.

The written examination for file clerks consists of at least seven topics to test aptitude for learning and adjusting to the duties of the position. These fields are:

Alphabetizing, computations and arithmetic reasoning, name and number comparison, word meaning, reading, spelling and grammar. The test will require about two and a half hours with additional time required for the completion of personnel sheets.

### Physical Requirements

Applicants must be physically able to perform the duties of the position. Good distance vision in one eye and ability to read without strain, printed material the size of typewritten characters are required, glasses permitted. Ability to hear the conversational voice, with or without a hearing aid, is required.

In most instances, an amputation of leg or foot will not disqualify an applicant for appointment, although it may be necessary that this condition be compensated by use of satisfactory prosthesis.

Any physical condition which would cause the applicant to be

a hazard to himself or others will disqualify him for appointment.

The list of eligibles established under this announcement will supercede the register established under announcement No. 2-90-1 (1961). Persons who attained eligibility in previous examinations must apply for this new examination if they still wish to receive consideration for employment.

To file for this examination, applicants may write or visit the administration offices for application form 5000-AB and announcement number NY-90-1 (1962). These forms are also available from main post offices in Brooklyn and Jamaica, as well as at the office of the U.S. Civil Service Commission, 220 East 42 St., N.Y. 17.

### Education Jobs

(Continued from Page 5)

about the duties and requirements are contained in Announcement No. 234B.

Announcements and application forms may be obtained from the Executive Secretary, Board of U.S. Civil Service Examiners, General Post Office, Room 413, 271 Washington Street, Brooklyn or from the U.S. Civil Service Commission, Washington 25, D.C.

### Freehafer Renamed

ALBANY, Dec. 31—Edward G. Freehafer, New York City, has been re-appointed to a new five-year term on the State Library Council.

### LEGAL NOTICE

File No. P966, 1962. — CITATION. — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent, To James L. Perkins, 163-109 W. 141st Street, New York, N.Y., Cornelia Stenhuis, 30 Sommeledijkstraat, Paramaribo, Surinam.

YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, on December 27, 1962, at 10 A.M., why a certain writing, dated April 30th, 1958, which has been offered for probate by James L. Perkins and Sara E. Gosa, residing at 163-109 W. 141st St., N.Y.C., and 161 W. 143rd St., N.Y.C., respectively should not be probated as the last Will and Testament, relating to real and personal property of Henry Mullins, Jr. a/k/a Henry B.C. Mulling and Henry Mullins, Deceased, who was at the time of his death a resident of 161 West 143rd Street, in the County of New York, New York.

Dated, Attested and Sealed, Nov. 15th, 1962.

HON. S. SAMUEL DIFALCO, (J. S.) Surrogate, New York County, PHILIP A. DONAHUE, Clerk

HAROLD A. PAGE, Attorney for Proponents, 391 E. 149th St., Bronx 55, N.Y. (Tel. CY 2-2244)

# '61 CHEV \$1295

## EASY TERMS ARRANGED BATES

GRAND CONCOURSE at 144 ST., BX. Open Evenings and Saturdays

### SPECIAL DISCOUNTS

To All

CITY, STATE & FEDERAL EMPLOYEES ON

# 1963 RAMBLERS

INVESTIGATE!

## TRIAD RAMBLER

1366 39th Street (bet. 13th & 14th Aves.)

BROOKLYN UL 4-3100

## Shoppers Service Guide

### Help Wanted - Male

### NEED 12 MEN UP TO \$2.99 HR.

No experience necessary, full or part-time work.

### SHOES

We train you. Good pay, paid vacations, extra benefits. New York area. MA 4-3337; Bronx and Westchester, WE 3-2610. Call Tues., Wed. and Sat. only.

### Homework

ADDRESSING ENVELOPES at home by typewriter, \$7.00 a thousand. Apply, giving telephone number, Box 97, c/o The Civil Service Leader, 97 Duane Street, New York 7, N.Y.

### PUBLIC NOTICE

American Claims Adjuster's Must Liquidate At Once Several Carload Lots of Bankrupt Merchandise Immediately. 15c On The \$1.00. All New 100% Guaranteed Merchandise, including Watches, Household Appliances, Toys, Tools, Heavy Equipment and Gift Items, Dealers and Public Invited Merchandise on Display at 2021 West 5th Street, Los Angeles, California. 7 Days Weekly 9 A.M. to 9 P.M. Or Write for Public Notice Bulletin Regarding Disposition of Sale, Price List, and Items Offered.

### MOTELS

NEW YORK STATE vouchers accepted year round. Best accommodations — Continental breakfast, SOUTHSORE MOTOR LODGE, INC., Dunkirk, N.Y.

### Appliance Services

Sales & Service recond. Refrigs, Stoves, Wash Machines, combo sinks. Guaranteed TRACY REFRIGERATION—CY. 2-5900 240 E 149 St. & 1204 Castle Hills Av. Bx TRACY SERVICING CORP.

TYPIWRITER BARGAINS Smith-\$17.50; Underwood-\$22.50; other Pearl Bros., 476 Smith, Bkn, TR 5-2024

### CHRYSLER - FOR SALE

1958 CHRYSLER, limousine, custom GHIA body; was chauffeur driven, 30,000 miles. Excellent condition. Bargain. Murray Hill 6-5220.



Adding Machines Typewriters Mimeographs

# \$25

Addressing Machines Guaranteed. Also Repairs.

### ALL LANGUAGES TYPEWRITER CO.

CHelsea 3-8086 119 W. 23rd ST., NEW YORK 1, N. Y.



**APPOINTMENT** — Henry Barg, center, is honored at a recent staff employees' dinner marking his appointment as assistant superintendent of the New Hampton Training School. Flanking Mr. Barg is Issy Tessler, left, president of the New Hampton chapter, Civil Service Employees Association, which sponsored the dinner, and Dr. Herman Sapier, school superintendent.

# Eight Specialties Of Social Work Offered by State

Social workers who have had at least one year of graduate work may qualify for positions in eight different specialties which are being offered by the New York State Civil Service Commission. Filing for these posts will remain open on a continuous basis.

The titles open, with salary and announcement number, are:

- No. 147, welfare representative (public assistance), \$6,630 to \$8,040 a year.
- No. 152, welfare representative (child welfare), \$6,630 to \$8,040 a year.
- No. 153, senior medical social worker, \$6,630 to \$8,040 a year.
- No. 154, youth parole worker, \$5,940 to \$7,220 a year.
- No. 169, State social worker, (entrance level-all specialties) \$5,320 to \$6,500 a year and \$5,620 to \$6,850 a year.
- No. 183, senior psychiatric social worker, \$6,630 to \$8,040 a year.
- No. 196, parole officer, \$6,280 to \$7,820 a year.
- No. 306, supervising psychiatric social worker, \$7,740 to \$9,360 a year.

For detailed announcements of these or other social work positions, write, specifying the field of interest, to: Mrs. Norma Kunofsky, Sect. 3-W, State Department of Civil Service, The State Campus, 1230 Washington Ave., Albany 1, N. Y.



**210 YEARS** — Five employees who have served New York City 40 years or more were among the 25 senior employees who were honored by the City Department of Purchase at a reception held on December 12th. Shown above are; Nathan Fol-

lack, storekeeper, 40 years; Paul Mieke, senior clerk, 40 years; Deputy Comm. Abram Mattes, 45 years; Frank Agresta, senior clerk, 45 years; Commissioner of Purchase Roger J. Browne, and Paul Rosenman, senior buyer, 40 years.





**MANHATTAN CIVIC CENTER** — Above is architect's scale model of N. Y. City Civic Center which was proposed last week by the members of the Mayor's Civic Center Committee. The committee, composed of Planning Commissioner James Felt, Public Works Commissioner Peter Reidy and Budget Director William F. Shea, advised that action on the proposed \$165,000,000 project should be started immediately in order that the project be completed in 1967. City, State and Federal agencies would be housed in these new buildings. Shown are: 1—City Hall; 2—proposed municipal building annex; 3—Federal office building; 4—present municipal building; 5—surrogate's court; 6—executive office building; 7—future federal building 8—Health and Sanitation Dept. building; 9—State office building; 10—municipal courts; 11—proposed police headquarters; 12—House of Detention; 13—County Court; 14—Federal Court 15—Brooklyn Bridge approach. The 60-acre center would be bounded by Broadway Park Row; Baxter St. and Canal St. Some of the land would be landscaped until needed for future expansion.

## Tax Trainee Posts Open For Filing Now; Jobs Pay \$5,500

A New York State civil service examination for tax examiner trainee will be held March 2. Applications should be filed by January 28. Persons who apply after that day may compete in later examinations for the \$5,500-a-year position. Applications will be accepted continuously and the examination will be held from time to time thereafter.

## Architectural Engineers; To \$8,340

The U.S. Public Works Office at New York City has openings for architectural engineers, GS-11, with starting salary range of from \$6,345 to \$8,340 per annum.

### Requirements

Applicants must have a total of from one to three years of professional engineering experience and a full four-year professional engineering curriculum leading to a bachelor's degree. Six months to one year of the required specialized experience must have been in the field of architectural engineering.

Further information and application forms may be obtained from the Civilian Personnel Office, Area Public Works Office, New York. Applications will be accepted until the needs of the service have been met.

The Department of Taxation and Finance employs tax examiner trainees in Albany and in its District Offices throughout the State. There are many openings, particularly in New York City and the surrounding area.

Tax examiner trainees audit tax returns. After completing a one-year traineeship, they are appointed to permanent tax examiner positions. These posts pay \$5,910 a year to start and have five annual increases to \$7,205.

Candidates must have completed a two-year course in accounting at a business school registered by the State Education Department or have graduated from a New York State Technical Institute or Community College with at least four semesters of courses in accounting; 24 credit hours in accounting at a college or university will also fulfill the requirement.

Applications and additional information may be obtained from Recruitment Unit 66, New York State Department of Civil Service, The State Campus, Albany 1, New York.

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# Rapid Recruiting Planned For State Entrance Exam; First Testing In March

"An important move toward further expediting of the State's recruitment and examining practices is in the offing," H. Elliot Kaplan, president of the State Civil Service Commission, has announced.

Mr. Kaplan revealed that plans are being completed for testing on a regional basis for entrance level (grades 3 and 4) clerical positions. The first such examination—in March, 1963—will be designed to fill State positions in Albany County only.

Mr. Kaplan pointed out that the regional tests will lay the groundwork for further improvements in rapid recruiting methods. After the regional list has been established, it will be an "open register," that is, it will be supplemented in the future by further testing, adding successful candidates to the register in accordance with their respective ratings.

"Our eventual goal," Mr. Kaplan explained, "is to permit a person seeking a clerical position to be tested whenever he is available for employment. He won't have to wait for one of our periodic examinations to be announced and held.

### Comparable Salaries

"Now that State salaries are comparable to those paid in private industry," Mr. Kaplan added, "we are anxious to make our hiring processes in speed and efficiency comparable to those of private companies.

"There will continue to be many kinds of positions for which the traditional Statewide or nationwide examination would be

most suitable," he said.

The new system is designed to facilitate the employment of many better qualified applicants who were formerly lost to the State during the time between the holding of an examination and the use of the resulting eligible lists. A hoped for by-product will be improved efficiency in the testing and hiring process through reduction of paper work.

There are nearly 7,000 clerical positions in State agencies at the entrance level. About half of tests are in Albany. They include such titles as clerk, account clerk, file clerk, statistics clerk, and office machine operator. Norm-

## Municipal Positions In New Rochelle

Traffic engineers and city planners are needed in the City of New Rochelle in Westchester County.

The jobs, which are available in the city planning field, are city planner, at a salary of from \$9,360 to \$11,970; and planner, at a salary range of \$6,055 to \$7,495 per annum. The third opening, for the position of traffic engineer, has annual salary of from \$10,600 to \$13,160.

Applications and complete information can be obtained from the Municipal Civil Service Commission, 52, Wildcliff Road, New Rochelle, NE 2-2021.

### Exam Number Change

The examination number for tax examiner trainee, originally number 2049, has been renumbered 323, the State Civil Service Commission pointed out this week.

## Jobs in 4 Titles With Atomic Energy Comm.

The U. S. Atomic Energy Commission has positions vacant in four job titles. These four positions are health physicist, GS-9; aerosol physicist, GS-12; industrial hygienist, GS-9; and analytical radiochemist.

Further information and applications may be obtained by writing to George F. Finger, Personnel Officer, U. S. Atomic Energy Commission, 376 Hudson Street, New York.

# Professional And Technical Titles Open With Gov't.

Positions are now open through the facilities of the Professional Testing Program, for college graduates in a variety of technical and professional fields. These positions are open for filing to college juniors and seniors and have a starting salary of \$5,500 per year.

College juniors and seniors are eligible to file for and take the test. However, they will not be appointed until they have received their degree.

Openings exist in a wide variety of professional and technical fields including administration, law, economics, statistics, accounting, publicity and the actuarial, the biological, and the physical sciences. There are vacancies throughout the State.

After completing a year of training at \$5,500, most persons entering State service through the program are raised to \$5,910 and

then receive five annual increases to \$7,205. Candidates with appropriate work experience, specialized graduate study, or outstanding aptitude may be appointed directly to \$5,910 level.

Full details of the program are contained in an eight-page illustrated brochure which may be obtained at college placement offices, at local offices of the New York State Employment Service, or from Recruitment Unit 31A New York State Department of Civil Service, The State Campus, Albany 1.

ally 500 to 800 permanent appointments are made in Albany each year to fill position in these titles.

Mr. Kaplan revealed that the lists resulting from the March, 1963 examinations will replace existing lists for State positions in Albany County established as a result of examinations held in March, 1961. Those wishing to be eligible for such appointments next Spring should take the March examination, he said. Current lists for locations outside Albany County will remain in effect until new tests are held for these areas.

"This departure from conventional examining approaches is similar to the adoption of continuous recruiting and testing in certain specialized fields which has proven highly successful," Mr. Kaplan said. "In 1951, and so far in 1962, this new process resulted in appointments of more of the better qualified candidates to meet the needs of the State service than were possible through the older traditional methods of recruitment and selection, while still preserving the principle of our competitive examination system."

Announcements for the Albany regional examination will be issued in February and will prescribe the date for filing applications.

## Motorman Instructor Test Set

The New York City Department of Personnel has announced that they will receive applications from Jan. 3 through 23 for the promotional examination to motorman instructor, (Transit Authority) at the applications section, 96 Duane St., from 9 a.m. to 4 p.m.

This examination is open to Transit Authority employees who, on the date of the examination, have been permanently employed in the title of assistant motorman instructor or motorman and who have had at least one year of road revenue service. Those in the title of assistant motorman instructor must have served in that title for at least one year; those who are motorman must have served in that title for at least two years.

Salary for this position ranges from \$7,560 to \$8,295 annually. The final mark for placement on the resultant eligible list will be based on a written examination, worth 50 percent and performance and seniority rating, worth 50 percent. A 70 percent mark must be attained in each section.



TEST AND LIST PROGRESS - N. Y. C.

Below is the complete progress of New York City examinations, listed by title, latest progress on tests or list and other information of interest to anyone taking City civil service open-competitive or promotion examinations, and the last number certified from each eligible list. Only the most recent step toward appointment is listed.

Table with columns: Title, Latest Progress, Last No. Certified. Lists various job titles such as Accountant, Administrative Asst., and various engineering and clerical roles with their respective certification dates and numbers.

Narcotics Officers Association New International In Scope; Bellizzi Cited by Rockefeller

ALBANY, Dec. 31—The National Narcotic Enforcement Officers Association has announced that due to widespread international interest and recognition it will operate under the title of the International Narcotic Enforcement Officers Association.

The purposes of the association are to foster cooperation among agencies concerned with the enforcement of narcotic laws and those interested in the treatment of narcotic addicts, provide for a medium of exchange of information and ideas through seminars

and conferences, and to conduct research into educational methods of narcotic control.

Three Years Old

Incorporated in New York State just three years ago, the group now has a membership of over 400 representing all levels of government from throughout the nation and other countries, including Hawaii, Puerto Rico, Virgin Islands, Philippines, Canada, Italy, Switzerland, Turkey and Bagdad.

At the last annual conference held in New York City, Governor Nelson A. Rockefeller of New York paid tribute to the association's organizer and first presi-

dent, John J. Bellizzi of Delmar by presenting him with a plaque for outstanding and distinguished service in promoting cooperation between narcotic enforcement and public health officials.

Bellizzi who has served as the president for three years, is the director of the Narcotic Control Bureau for the New York State Department of Health. He will continue to serve as the association's secretary. Succeeding him as president is Martin Niswonger, Director of Bureau of Narcotics for Kentucky. Others elected include vice-presidents, John Cross, Director of Illinois State Narcotic Bureau, John E. Storer, Director of California's State Narcotic Bureau, Raymond Bellinger of Florida State Narcotic Bureau and Sam Levine, District Supervisor for Philadelphia District Federal Bureau of Narcotics. Donald Ant of New York State Bureau of Narcotics as treasurer, and Harold Brown of St. Louis County Police Narcotic Squad as recording secretary.

The site of the annual conference for 1963 is Chicago, Illinois.

Monroe County Pays \$6,115 To Chief Steno

There is an opening for a supervisor of records and stenographic pool with the Family Court of Monroe County at an annual salary range of from \$5,023 to \$6,115. Applications for this open-competitive examination are being accepted until further notice.

Applicants should have seven (7) years experience in the stenographic field and at least three (3) years of supervisory experience. For further information write to the Civil Service Commission, 39 Exchange St., Rochester 14, or call LOcust 2-4282.

Urban Renewal Aides Sought By Government

Urban renewal field and site representatives are needed to fill vacancies in the Housing and Home Finance Agency. These positions, paying from \$6,435 to \$8,955, are open in New York City and other cities in the greater New York-New England area.

Additional information and announcement No. 2-82-2 (62) can be obtained from Executive Secretary, Board of U.S. Civil Service Examiners, Housing and Home Finance Agency, 346 Broadway, New York 13.

Lineman Needed

There is a vacancy in the Village of Freeport for a first class lineman with the municipally-owned diesel electric generating station. The position has a starting salary of \$6,300 per year.

For further information contact Clinton H. Walling, Supt. Elect. Utilities, 220 W. Sunrise Highway Freeport.

Table with columns: Title, Last No. Certified. Lists various job titles such as Foreman, Housing Asst., and various engineering and clerical roles with their respective certification numbers.



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Senior Clerk N.Y.C. ....	\$4.00
State Trooper .....	\$4.00
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# Citizens Union Demands Repeal of Condon-Wadlin

The replacement of the controversial Condon-Wadlin Law with "a more sensible and more realistic statute which would leave it within the discretion of department heads to decide what penalty should be imposed against such employees" has been demanded by the Citizens Union.

Calling the law ineffective machinery to remove the reasons for employee unrest, Milton M. Bergerman, chairman of the Citizens Union, pointed out that heads of City agencies are reluctant to invoke it because of its rigid, harsh provisions. "As a result of this, Bergerman pointed out, "it serves no purpose except to foster contempt for laws and legal processes.

In place of Condon-Wadlin, the Citizens Union recommended serious consideration of the staff recommendation issued last August by the Joint Legislative Committee on Industrial and Labor Conditions headed by Assemblyman Anthony P. Savarese, Jr. The committee proposed a ban on strikes and a statute that would define violations of the ban as misconduct within the

### meaning of the Civil Service Law. Give More Authority

This recommendation would further give adequate authority to heads of municipal agencies to proceed against public employees who absent themselves from work without permission, and to impose a suitable measure of punishment in the individual case.

Mr. Bergerman also recommended that the Legislature make provision to guarantee the right of employees to organize and bargain collectively through representatives of their own choosing. "At present", he said, "we have an improvised patch-work of labor relations programs in the public service of New York State. These are to be found in various sections of our laws. In their place there should be one law which would guarantee the sort of rights which now exist by executive order in New York City and by incomplete laws and regulations elsewhere. Such a law should go as far as is necessary in providing the subject matter of collective negotiation, so that there may be no doubt in the future as to the rights and the prerogatives of governmental employees and of administration.

Citizens Union position, which will be part of its special emphasis program at the forthcoming session of the Legislature, was based on a study recently conducted by a subcommittee of that organization headed by former Magistrate Eugene R. Canudo,

and consisting of Prof. Leroy Bowman, Mrs. Newman Levy, Miss Marie Mallot, Prof. Theodore H. Skinner, Prof. Sterling D. Spero and Isidore Weingarten.

## This Week's Civil Service Telecast List

Television programs of interest to civil service employees are broadcast daily over WNYC, Channel 31.

This week's programs telecast over New York City's television include:

### Tuesday, January 1

2:30 p. m.—Around the Clock—Police Department program on Civil Defense. (Also shown on Thursday and Saturday)

### Wednesday, January 2

2:30 p. m.—Your Lions Share—Public Library program featuring librarians of the Childrens Division.

### Thursday, January 3

5:45 p. m.—Focus on Food—Cornell University Extension program on best marketing values.

6:00 p. m.—Your Lions Share—Public Library program.

7:00 p. m.—The Big Picture—U. S. Army film series.

### Friday, January 4

2:30 p. m.—Department of Hospitals Training Program for Nursing Personnel—with Louis Halpryn.

5:30 p. m.—Driver Education.

6:00 p. m.—Nutrition and You—Presented by the Bureau of Nutrition, New York City Department of Health.

### Saturday, January 5

2:00 p. m.—The Big Picture—U. S. Army film series.

3:00 p. m.—Driver Education—Film series.

7:00 p. m.—Parents Ask About Schools—National Education Association film series.

## Missile Positions To \$3.51 Per Hour

Recruiting is now underway to fill positions as inspectors of guided missile assemblies at \$3.38 per hour and as guided missile system inspectors at a rate of \$3.51 per hour. The primary area for these positions are at the Bureau of Naval Weapons Representative in Sunnyvale, Calif.

Interested persons may file application Form 57 and Card Form 5001-ABC with the Twelfth Naval District Board of U.S. Civil Service Examiners, Federal Office Building, San Francisco, California and may obtain applications at any post office.

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## Insurance License Course Opens Jan. 23

The next term in Insurance Brokerage for men and women who want to qualify for state license opens Wednesday, Jan. 23, at Eastern School, 721 Broadway, N.Y. 3, AL 4-5029. This evening course is approved by the State Insurance Department as fulfilling the requirements for admission to the state examination for insurance broker's licenses. No other experience or education is needed.

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# 'Service,' Through Job And CSEA, Is Motto Of Samuel I. Grossfield

(From Leader Correspondent)  
ROCHESTER, Dec. 31—Samuel Irwin Grossfield, just five pounds heavier than when he was graduated from the University of Rochester in 1930, has been throwing his weight around in behalf of the CSEA for a long time.

In a long career of public service, Sam has seldom lost sight of his career and personal goals: To do the best job possible as a state employer and to elevate the standards under which he and his colleagues work.

Sam's intention to practice law was just a good intention when the Great Depression forced him to find work. Even then he did postgraduate work at the U. of R., earning teaching credits.

## As A Teacher

He taught history in three local high schools before earning a Civil Service appointment as an employment interviewer with the State Employment Service in 1938. At the same time he began a long teaching career in the East High Evening Regents School and set up a job and career development program at Monroe High School for youth and older workers. He operated this pilot program five years.

In 1941, Sam was made a senior employment interviewer, in charge of public relations and various



Grossfield

occupational units in the Rochester office.

When World War II began, he worked as the War Manpower Commission field representative, using his knowledge of Spanish to orient Mexican workers imported here to fill railroad jobs.

In 1949 it was back to the state, this time in charge of personnel training in Western New York. He also helped pioneer a training program for the State Division of Civil Service.

Among his extra-curricular activities was membership on the staff of Temple B'rith Kodesh, where he taught Jewish history and problems of Judaism from 1932 to 1947.

## Joined CSEA in 1942

His CSEA membership began in 1942. But it wasn't until his return to state service in 1949 that Mr. Grossfield really became active in CSEA work. Listen to him tell it:

"I became aware of the low salaries, the sad working conditions facing me and others. I, in the course of my work, knew the benefits and the higher pay

## Opler Named Editor

ALBANY, Dec. 31—Dr. Marvin K. Opler, professor in the Departments of Psychiatry and Sociology, State University at Buffalo, has been named associate editor of American Anthropologist, official journal of the American Anthropological Association.

earned in private industry. I knew production workers were making great strides. So what about us?

"Well, with the exception of a few minor gains, our pay and benefits were the same as in '38. There was no real, no adequate machinery for filing grievances or solving them, either. I felt it was necessary for me to get into the CSEA, to find out what it was doing, what I could do to help."

## Pay Equity is No. 1

"Over and over, it's clear to me, the big problem is fundamentally one of trying for equity in salaries," Grossfield continued. "That's why we met and still meet regularly with our area legislators."

Sam's rise in CSEA circles was rapid. He's an articulate, intense and conscientious member. In 1955, he was named chairman of Rochester City chapter's Legislature committee. Then he headed the grievance committee. Then he was a delegate from his chapter. And he's been president of the 550-member unit since 1959.

"We can't leave to the state officers the basic problems that need solution," he says. "The impetus must come from the grass roots, from chapter members who use their persuasion on legislators."

## Problems Are Two-Fold

"Our problems really are two-fold. One, the salaries and wages paid public servants always lags behind those in private employment. Two, in every agency where there are difficulties in terms of working conditions, CSEA alone provides someone to whom the aggrieved employe may turn for help, for help obtained without fear of reprisal."

Sam found time in 1961 to lead the Community Chest drive here by heading a state employee's division that produced the highest percentage of quota. He also was active in a local hospital fund drive.

He lives with his wife at 140 Westminster Road. Their son, Donald, 28, is an alumnus of Ohio State University, a former State Department employee who edited international publications.

# MENTAL HYGIENE MEMO

By WILLIAM ROSSITER

CSEA Mental Hygiene Representative

(The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or of any organization).

## The High Cost of Theft

**WHY DO PEOPLE STEAL?** Workers in the United States rob their employers, their companies and the public of over a billion dollars a year.

**THESE THEFTS AND** other forms of employee cheating not only inflict heavy losses on business—and on the consumer who must eventually pay the bill—they often wreck the lives of persons involved and bring humiliation to whole families. Even petty pilfering can lead to disaster.

**AMERICAN BUSINESS** spends millions of dollars on safety programs to protect their employees on the job and millions more for employee health programs. Yet, many of these same companies do little to protect their employees from the "temptation factor."

**SCIENTIFIC** data shows that the seeds of temptation are present within most people—just as the germs of the common cold are usually present within the human body. When bodily resistance is down, the virus pounces. When resistance to temptation is down for some reason—a financial crisis in the house for example, or when dishonesty is made too easy, the seeds of temptation may sprout. It is the first theft that leads to more serious acts. This is akin to the first drink that alcoholics should refrain from.

**EMPLOYERS, AS** a rule, shun any publicity about an inside crime—they simply don't want it known that any employee has been caught stealing. Employers hate to ruin the thief's life and bring disgrace to his family—and more so if he is essentially a nice person and his record is unblemished prior to the offense. Traumatic, yes, and to both employee and employer.

**USUALLY, IT** is a grave mistake to take the easy way out as a matter of policy. Discharging an employee is not the answer. If employee thefts are to be curtailed, employers must face up to the problem and prosecute far more than they do.

**REASONABLE BUT SURE** punishment is a powerful deterrent to other employees who are tempted. That deterring factor is the one big reason for prosecution, and it usually outweighs all the reasons for soft treatment.

**STEALING TAKES** place in many forms and intensive investigation could be employed to considerable advantage. For example, welfare administrators could screen out chisellers on relief rolls.

**MANY EFFECTIVE** security measures could be instituted to catch employees who steal from the public and cheat the boss. By stiffening the policy on prosecution of dishonest employees, employers could help prevent employees from being overcome by the temptation factor—in the long run it would be doing their workers a great service.

**IF ONE IS AN** agnostic, the mention of Adam and Eve would not be meaningful—but for the good of all concerned, we should do our best to keep employees honest.

**INVESTIGATION OF** State institution records show that more thefts are being reported.

**WE SUBMIT THAT** stealing continues to be a serious problem in our department and possibly in other departments and that officials in government and leaders in business and industry should conduct many studies and experiments in a combined effort to help people stop stealing.

# Carl W. Larson, State Architect Who Planned Huge Program, Retiring

ALBANY, Jan. 31—Carl W. Larson, who has supervised the largest building program in the state's history, is retiring as state architect.

His retirement is effective Feb. 1. He has been with the state for 36 years.

In announcing the retirement, Superintendent J. Burch McMoran stated: "The department has been very fortunate to have the gifted services of Mr. Larson for so many years, most particularly during this period of record-level construction. We deeply regret his leaving."

"The accomplishments of the Division of Architecture in the public building field attest eloquently to his talent and his dedication to the service of the people of our state. He will be greatly missed."

## His Work

Larson joined the State Archi-

tect's office in 1926 as chief designer. He previously had been employed for seven years by private architectural firms. In his early years with the state, he was associated with the planning of the Governor Alfred E. Smith State Office Building in Albany and the State Office Building on Centre Street in New York City.

Since that time, he has directed the design, construction and improvement of all types of state buildings and related facilities, including major educational and institutional developments. He directed improvements in the State Capitol and assisted in planning and preparations for the current State University construction program.

## Other Design

Larson was born in Boston, Mass. May 17, 1895. He is a graduate of the Harvard School of Architecture. He has lived in Albany since 1933. During private practice, he assisted in the design of the famed Louvain Library in Belgium and of several large hotels, including The Breakers at Palm Beach, Fla.

## Civil Service Dept. Aides Go Caroling

ALBANY, Dec. 31—More than twenty Civil Service Department employees, including CSEA members, went a caroling December 20 and 21 at noontime. Don Etten directed the yule singing while accompaniment was made possible on an organ provided by the Civil Service Department Chapter of CSEA, headed by president James La Rosa.



**CHRISTMAS CONCERT** — The Choral Group of the New York City office of the Workmen's Compensation Board, presented a Christmas Carol Concert for the fourth year in the lobby of 50 Park Place, recently. The group is

comprised of the employees of the various units of the Board. Shown at the piano are: Ida Fortune, pianist; Al Browne, Director; and Catherine C. Hafele, secretary of the Workmen's Compensation Board.