

Civil Service **LEADER**

Attention!
STENOS & TYPISTS
On U. S. Lists
—See Page 6

Vol. 2, No. 2 New York, September 24, 1940 Price Five Cents

Applications Ready for NEW U.S. EXAMS PHYSICIANS -- ECONOMISTS -- OTHERS

—Requirements on Page 16

EXCLUSIVE Passing Grade On **SANITATION TEST**

**How Former U. S. Employees
Can Get Back On Lists**

—Details on Page 6

Subway Workers Get Right of Appeal

—Page 3

COPS: 11-Squad Chart Patrol Schedule

—Appears on Page 9

Veteran Privileges in State, City

—Page 9

Listing of All Defense Jobs

83% Passes on Sanitation

"I've made a grade of 87. Will I get on the list?"
 "Does my mark of 79 give me a chance?"

Ever since the Sanitation exam first began, questions like those above have poured into The Leader office.

Taking a sampling of several hundred grades made on the various parts of the exam, The Leader estimated mathematically that a grade of about 84 per cent should place a man on the 7,500-name list which would result from the test. As the competition progressed, The Leader from time to time re-checked its first figure, and found that it held good, with the possibility that it might be reduced a point or two.

Kern Endorses Health Plan

The non-profit medical service plan of the Associated Health Foundation was endorsed this week by Paul J. Kern, President of the Municipal Civil Service Commission.

Kern praised the plan because "the low wage earner may protect himself against the contingency of ill health at a small rate per month and thereby assume the risk en masse, which frequently overburdens him individually."

Employees in the Civil Service Commission Monday held the first of a series of group meetings to learn the purposes and benefits of the Foundation's program, which gives complete medical service at five cents a day.

Yesterday, Paul Jerome Kern, President of the Civil Service Commission, released to The Leader his own estimate, which showed that the Leader had virtually hit a bull's-eye. Kern's estimate: 83 per cent.

So, if you've made a score 83 or more on the test, you're assured of a place on the list, according to Kern's statistics.

This doesn't mean assurance of a job. While the list will contain 7,500 names, only 2,500 jobs will be available in the Sanitation Department during the life of the list. Commissioner Sayre informed The Leader that an additional 1,000 will probably be made available to Sanitation eligibles in other departments. The list will get first consideration for Subway Conductor appointments.

More Figures

Other statistics for Sanitation Men:

Last December nearly 88,000 men—the largest number in the history of the Municipal Civil Service—rushed to file for the first competitive tests ever given by the city commission for a labor position in the Sanitation Dept.

The written test lopped this number to 47,000 on March 2nd. The medical whittled it to 33,094, and now the physical has reduced this number still further to 23,386. The figure will fall even

further by October 11, when the 12,624 men who took the physical test before the coordination machine was ready will have completed the physical.

The difficulty of the tests, the severity of the Commission in refusing all requests for postponements because of the huge number of applicants, are among the causes of the high mortality rate. Doubtless, too, many were discouraged by the appalling competition for the 2,700 jobs expected during the life of the list.

Written Part of Subway Exam

Candidates for the promotion test for Motorman-Conductor, Independent Division of the transit system, will be given a written test on September 25 and 26 at the Police Academy, 72 Poplar St., Brooklyn. The test will begin at noon and last for about three hours. Seventy-five percent has been set as the pass mark.

Grade 2 Clerks Get Telephone Jobs

Confirming an exclusive story in last week's Leader, the Municipal Civil Service Commission went formally on record this week to use the Clerk, Grade 2 promotion list for positions as Telephone Operator, Grade 1 (female). The Commission will use its new selective certification on the Clerk, Grade 2 list, in order to set up a sublist for Telephone Operator jobs.

Originally, the Commission had intended to hold a competitive examination for this position, since the last eligible list expired in July. But Paul Kern, president of the Civil Service body, changed his mind and decided in favor of the Clerk list instead.

Public Hearing on Change of Class

A public hearing will be held Wednesday, September 18, by the Municipal Civil Service Commission on a proposal to include in the administrative service of the competitive class the titles of General Manager and Assistant Manager.

Promises Broken, Say Fire Eligibles

WANT LIST USED BEFORE SANITATION REGISTERED

The men who passed what they consider a stiff physical test, what they call a "college professor" mental test, made a place for themselves on the Fire eligible list—these men over 5,000 of them, are rip-snorting mad. They say all the exertions were for nothing, that promises of jobs made to them were continually broken. The list has until December 1941 to run, but it looks as if exceedingly few of the 5,000-odd eligibles will be working for the city in that time.

And so the boys are preparing to give their venom a public airing. The fireworks, of which plenty are promised, will be shot off in a meeting scheduled for Friday evening, September 27, in the auditorium of P. S. 27, at 42nd Street near 3rd Avenue.

Form Organization

The Fire Eligibles Association was formed in October 1937, with dapper, college-bred Edward Joseph Quinn Jr. as president. He's been top man ever since. The immediate reason for the organization's existence was the threat that Police eligibles would be used for Fireman jobs. On December 14 of that year, 197 Fire Department jobs went to men on the Police list. "Emergency," said Mayor LaGuardia, necessitated the use of the Police list. No fire list was in existence at the time. The next day, December 15, the Fireman list was made public. The loss of nearly 200 appointments aroused in the embryo fire-fighters a resentment which has been smoldering ever since. And subsequent events have done nothing to leaven "that first impression with Civil Service appointment methods."

Since then, introduction of the 3-platoon system provided jobs for 3,289 of the eligibles.

Quinn and his boys approached the Commission the following January, asking that they be granted appointments to appropriate positions—posts for which their training and the exam showed them to be fitted. "O.K." said sympathetic Paul Jerome Kern. "I'll see to it that you are provided with jobs in the labor class." But in return, say the eligibles, they agreed to go to Albany, and fight for repeal of a section of the Civil Service law and thus enable the labor class to be put on a competitive footing. The bill went through the Assembly, failed in the Senate. Major opponent was little-Hatch-act Senator Desmond. Two seasons of arduous work, plus the expenditure of as



EDWARD QUINN

goodly a sum of money as a eligibles association can gather together, went up in smoke.

Next came a public hearing on the subject of changing Sanitation jobs from the labor to the competitive class. The Fireman eligibles went to bat for the change, saw it become a permanent regulation—and saw, to their dismay, a promise of 300 jobs evaporate away. This many posts were promised to them "immediately" if the change went through, but not the jobs.

Of promises there can be no end, as the Quinn boys discovered. Next on the list of promised jobs were posts as Special Patrolmen, Aqueduct Patrolmen, Toll Collectors. When these jobs weren't forthcoming, say the eligibles, Kern blamed the Budget Director.

One promise was fulfilled—part. This promise was that Subway Conductor jobs would be waiting for the men. The job came, but they were only temporary. (President Kern has indicated to The Leader that the Conductor jobs may go permanently to Fire eligibles and to men.)

Unemployment Insurance Referee

Free Lecture Tues., 6:30 P.M. on Federal Unemployment Tax

Probation Officer

Free Lecture Wed. 6:45 P.M.

- STATISTICAL DRAFTSMAN
- FLYING CADET

DRAFTING

MECH., AERO. SHIP, ARCH.

Midtown School

276 W. 43rd St. (8 Ave.) WI 7-0366

Gov't Jobs--

- Referee — Tues. 6:30 File before Oct. 11th.
- Probation Officer—8:30 File before Sept. 25th.
- Court Attendant—8:30 Applications not yet issued.
- Postal Clerk-Carrier Tues., 6:30 Applications not yet issued.
- Wage-Hour Inspector Tues., 6:30. Applications closed.

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Civil Service Preparation

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FIREMAN — PATROLMAN

Classes are now meeting for FIREMAN-PATROLMAN. The examination for Fireman should be held in the spring of 1941, as the list expires December 15 of that year. The test for Patrolman should be held late in 1941, as the present list should be exhausted by that time.

Because of keen competition and the type of examinations, prospective candidates should begin preparation NOW! PHYSICAL AND MENTAL CLASSES meet daily at hours to suit the convenience of the student. Enrollment is preceded by a FREE MEDICAL EXAMINATION.

AUTO ENGINEMAN PHYSICAL INSTRUCTION
 Physical and Coordination instruction for those who have passed the mental examination for AUTO ENGINEMAN.—Classes day and evening. Fee reasonable.

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MASTER PLUMBER'S LICENSE: Wed. & Fri. at 8:30 P.M.

STATE PRISON GUARD: Tuesday and Thursday at 8:30 p.m.

PROBATION OFFICER: Class forms Thursday, September 26 at 8:30 p.m.

STATIONARY ENGINEER'S LICENSE: Class Now Forming

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Tues., Thur., 6:15 P.M.

- JR. BUDGET EXAMINER
- SAFETY INSP. OF CONST.
- BUILDINGS MANAGER
- JR. ENG., SIGNALS
- CITY ELECTRICIAN
- INSP., HULLS, BOILERS
- STATISTICAL DRAFTSMAN

JR. ENG., MECH., Gr. 3

Tues., Thur., 6:15 P.M.

- ASPHALT WORKER
- JR. SCIENTIFIC AIDE
- POSTAL CLERK-CARRIER
- BOOKKEEPER
- SUBWAY EXAMS
- JR. ASSESSOR, ENGINEERING
- UNDER MIMEO. OPERATOR

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Columbia Institute NEWS

"I REALLY OWE MY HIGH RATING TO . . .

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FIREMAN AND POLICEMAN EXAMINATION

Expected in early Summer! Men from 19 to 28 eligible to take this test.

OUR RECORD

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- No. 1 Fireman
- No. 1 Police Mental

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LADDER CLIMB

This event is part of the next physical exam for Fireman. Candidates must scale the ladder without letting their feet touch the rungs. Next week's Leader will contain important material for those planning to take the coming Fireman exam

How New Appointing Method Works in Practice

The Municipal Civil Service Commission's new policy of selective certification rolled into action last week, and eligibles began to get a taste of what it would be like. Actually no certifications were made, but the Commission began a study of two situations which will require the use of the new method of selecting specially qualified persons.

The first case under consideration involves women on the open and promotion lists for Clerk, Grade 2 who have knowledge of telephone switchboards. Since the Telephone Operator (female) list has expired, the Commission will have to secure operators from another list.

Examples

Persons on the Clerk, Grade 2 list were not examined originally for their knowledge of switchboards, so a qualifying exam will be given for those who claim such knowledge, according to Commissioner Wallace Sayre.

The second example involves the Public Health Nurse list. The Board of Transportation wants a nurse who has had surgical experience. Originally the usual type of certification of the top names on the list was made to the Board, but it was discovered that these persons lacked surgical experience. Therefore, the selective certification process will be called into play. The examining division of the Commission will check the qualifying experience of the persons on the list. Those who have had surgical experience will be interviewed. It may be necessary to send requests to those on the list for additional experience information.

That's the way it works—selective certification. The principle is simply this: when the Civil Service Commission has to fill a job for which it has no specific list, such as Female Telephone Operator or Surgical Nurse, it will certify qualified persons on the most appropriate list. The qualified person who is highest on the list will be appointed.

Bluebloods vs. Broom Wielders



In the pantry of the mansion of the late Otto H. Kahn there are a lot of little buttons labelled "Miss Kahn's bedroom," "Mrs. Kahn's boudoir," etc. According to the NEW YORKER, members of the Kahn family were appalled at the thought that these labels might be replaced by others reading: "Drivers and Sweepers Smoker", etc. The surviving Kahns were saved from the horror of it all by the zoning laws of Huntington, L. I.

The class struggle has now been transported to Yorktown Heights where the populace is sharply divided over the Dept. of Sanitation's plans to purchase the former Amawalk Nursery out of its Welfare fund. The Department plans to build 300 cottages, dining, dancing, and recreation pavilions; lay out ball diamonds and bocci greens. (Bocci is an Italian form of bowling on the green).

Pros and Cons

The buying power represented by the 13,000 members of the

Dept. and their families is a pleasing prospect to townspeople, farmers and laborers of the community. Opposed to them are the local landed gentry who recoil from rubbing shoulders with the broom handlers. Supporting the gentry are many who fear the property will become tax exempt under the laws pertaining to Welfare Organizations. Also it is said local politicians are fomenting opposition for fear the newcomers may upset the precarious Republican majority obtainable in this Westchester town. The Sanitation Dept. declares this last fear is groundless as Sanita's joyous band will be vacationers only, not residents.

A meeting was held at the Yorktown Heights High School at which Commissioner William F. Carey presented the case for the Sanitation men last week. His audience, composed largely of property owners, were opposed five to one to the transaction. Apparently they share the attitude of a Huntington resident who, according to Harry Langdon said: "I'm a tenth generation blueblood and I just couldn't stand it."

Appliance Practical Tests Continue

Sixty candidates will be summoned on Tuesday, September 24 for practical tests for Comptometer (Felt & Tarrant and Burroughs Calculator) in the Office Appliance practical tests, the Municipal Civil Service Commission announced this week. Candidates will be summoned in groups of 10 beginning at 1 p.m.

ATTENTION: ALL WHO PLAN TO TAKE THE COMING FIREMAN EXAM!

The Leader has prepared a special pamphlet to help in preparing for the coming fireman exam. To obtain a copy of this excellent training material, enclose only 10c to cover cost of handling, and send to Box 100, Civil Service Leader, 97 Duane Street, New York City.

Appeals Board for Transit Workers

IT WILL HEAR COMPLAINTS ON NEW STATUS

A new appeals board for transit employees brought into Civil Service by the provisions of the Wicks law will be set up within a few days by the Municipal Civil Service Commission, The Leader learned this week. The appeals board will hear complaints of employees whose titles have been reclassified under the transit unification program. At present, the Civil Service Commission is engaged in the huge task of surveying and reclassifying the titles, duties, salaries, etc. of 27,000 transit workers. The titles are being reclassified in order to bring them in line with those existing in the city service. In cases where no title exists, new ones will have to be created.

The appeals board will make final decisions on complaint cases after hearing recommendations of a Technical Review Committee, composed of two employees of the Commission, one of the Board of Transportation and one organizational representative.

How It Works

After an employee has been notified of the title which he has been assigned by the Commission, he will be allowed a period of 60 days in which to file an appeal. Special forms (to be known as Form A) will be available for filing such appeals.

When an appeal is sent to the Commission, the reclassification division will prepare another form (B) and then forms A and B will be sent to the Technical Review Committee, which submits its recommendations to the Board of Appeals for a final determination.

Eventually all employees of the Transit lines are to be brought into the competitive Civil Service. Up to date, the Commission has transferred three groups—consisting largely of Station Agents—into the competitive class.

The Probe

Before transfer, however, employees are thoroughly examined as to their record, personal character, citizenship, etc. Last week the Commission ran into a new, and apparently insoluble problem, when it discovered at least

Filing for Early Retirement

Mayor LaGuardia last week called the attention of members of the New York City Employees' Retirement System to the fact that they have only until September 30th to take advantage of the recent amendment to the Administrative Code permitting applications to be filed for the right to retire at the minimum age of fifty-five.

About sixty per cent of the 70,000 members of the New York City Employees' Retirement System are already in the group whose pension contributions permit retirement at the minimum age of fifty-five, while the other forty per cent are members on a basis permitting retirement at the minimum ages of fifty-eight to sixty. This latter class is now given until September 30th to change its status.

While membership in the fifty-five year class requires greater annual contributions on the part of the employees, it also means three to five fewer years of contribution and three to five more years of benefit.

Detailed information and application blanks for the privilege may be obtained at Room 1327, Municipal Building.

Kern, Ellis Resume Feud

With the return of early fall, Paul Jerome Kern, President of the Municipal Civil Service Commission, and Emil Kupple Ellis, Counsel for the committee investigating the Commission, once again girded their loins and tilted at each other—through the newspapers. Net result out of the week's accumulation of wordage: a draw. Kern, and his pleasant-faced associate Wallace Sayre, said they wouldn't testify in private or before less than a majority of the investigating committee. The Commissioners also discovered that seven of Mr. Ellis's young assistants had flunked Civil Service exams.



EMIL K. ELLIS

We Suggest - - -

In this new department, THE LEADER will each week include suggestions which are important to Civil Service employees, eligibles, and those seeking to enter the government. Readers with suggestions of their own are invited to submit them to the editors.

THAT THE FIRE ELIGIBLES ask the Civil Service Commission to use its new selective certification policy to provide a wide variety of positions for which there are no available lists, or in which provisionals are serving.

THAT EMPLOYEES whose salaries are paid in whole or in part out of federal funds watch the Hatch Act carefully. It has sharper teeth than anyone imagined. There's only one penalty for a violation, however slight—dismissal!

THAT ALL CIVIL SERVICE EMPLOYEES keep an eagle eye on Senate Bill 4296, introduced by New York's Senator Wagner. This bill would extend the provisions of the Social Security Act to Civil Service workers.

THAT THE U. S. CIVIL SERVICE COMMISSION announce each month a tentative list of exams for which applications will be available during the following month.

ALL CIVIL SERVICE EMPLOYEES should wire their senators to see that the Ramspeck bill is passed. This measure would place more than 150,000 U.S. jobs under Civil Service, advance the merit system, and thus provide greater security for all government workers.



ELEVEN SQUAD CHART SCHEDULE OF PATROL FOR COPS

JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
1-23	14	8-30	21	13	4-26	18	9-31	22	14	5-27	19
2-24	15	9-31	22	14	5-27	19	10	1-23	15	6-28	20
3-25	16	10-	1-23	15	6-28	20	11	2-24	16	7-28	21
4-26	17	11-	2-24	16	7-29	21	12	3-25	17	8-30	22
5-27	18	12-	3-25	17	8-30	22	13	4-26	18	9-	1-23
6-28	19	13-	4-26	18	9	1-23	14	5-27	19	10	2-24
7-29	20	14-	5-27	19	10	2-24	15	6-28	20	11	3-25
8-30	21	15-	6-28	20	11	3-25	16	7-29	21	12	4-26
9-31	22	16-	7-29	21	12	4-26	17	8-30	22	13	5-27
10	1-23	17-	8-30	22	13	5-27	18	9-	1-23	14	6-28
11	2-24	18-	9-	1-23	14	6-28	19	10-	2-24	15	7-29
12	3-25	19-	10-	2-24	15	7-29	20	11-	3-25	16	8-30
13	4-26	20-	11-	3-25	16	8-30	21	12-	4-26	17	9-31
14	5-27	21-	12-	4-26	17	9-31	22	13-	5-27	18	10-
15	6-28	22-	13-	5-27	18	10-	1-23	14-	6-28	19	11-
16	7-	1-23	14-	6-28	19	11-	2-24	15-	7-29	20	12-
17	8-	2-24	15-	7-29	20	12-	3-25	16-	8-30	21	13-
18	9-	3-25	16-	8-30	21	13-	4-26	17-	9-31	22	14-
19	10-	4-26	17-	9-31	22	14-	5-27	18-	10-	1-23	15-
20	11-	5-27	18-	10-	1-23	15-	6-28	19-	11-	2-24	16-
21	12-	6-28	19-	11-	2-24	16-	7-29	20-	12-	3-25	17-
22	13-	7-29	20-	12-	3-25	17-	8-30	21-	13-	4-26	18-

TOURS OF DUTY
12 M to 8 A.M. | 8 A.M. to 4 P.M. | 4 P.M. to 12 P.M. | DAY OFF

SQUAD	SQUAD	SQUAD	CHART
(5)-6-7	2-3-4	9-10-11	1
6-7-8	(2)-3-4	10-11-1	2
(6)-7-8	3-4-5	(10)-11-1	3
7-8-9	(3)-4-5	11-1-2	4
(7)-8-9	4-5-6	(11)-1-2	5
8-9-10	(4)-5-6	1-2-3	6
(8)-9-10	5-6-7	(1)-2-3	7
9-10-11	(5)-6-7	2-3-4	8
(9)-10-11	6-7-8	(2)-3-4	9
10-11-1	(6)-7-8	3-4-5	10
(10)-11-1	7-8-9	(3)-4-5	11
11-1-2	(7)-8-9	4-5-6	12
(11)-1-2	8-9-10	(4)-5-6	13
1-2-3	(8)-9-10	5-6-7	14
(1)-2-3	9-10-11	(5)-6-7	15
2-3-4	(9)-10-11	6-7-8	16
(2)-3-4	10-11-12	(6)-7-8	17
3-4-5	(10)-11-1	7-8-9	18
(3)-4-5	11-1-2	(7)-8-9	19
4-5-6	(11)-1-2	8-9-10	20
(4)-5-6	1-2-3	(8)-9-10	21
5-6-7	(1)-2-3	9-10-11	22

48-HOUR SWING

is what the 11-squad chart gives to cops after each set of six tours. It could be put into operation by taking one man from each of the 10 squads now in existence to make up the eleventh squad. This chart shows how the project would operate throughout the year.

City Cuts Down Asphalt Worker Requirements

SHORTAGE OF MEN CAUSES REDUCTION IN EXPERIENCE

A competitive examination for Asphalt Worker, for which applications closed Monday, will be reannounced next month by the Municipal Civil Service Commission. Two years' experience requirement will be cut to one in the new announcement. Asphalt Worker jobs pay \$6.72 to \$7.50 a day. According to officials of the Commission, "many appointments will be made during the life of the list."

The Commission has set an age limit of 45 years for applicants.

The duties of the position are to work in an asphalt gang and do whatever work may be assigned such as "cutting out patch, shovelling, raking, tamping and smoothing."

Requirements will be "one year of experience in asphalt work with a recognized concern engaged in asphalt paving."

A VALUABLE GUIDE for Prison Guard Examination "The Training of PRISON GUARDS in the State of New York"

By Dr. Walter M. Wallack, Warden, Walkkill Prison. This book outlines the course of study at the New York State Central Guard School where guards receive instruction in their functions and duties, in penal treatment, criminal law, physical and military training, use of fire arms, fire prevention, etc. Lectures by prominent penologists are also included, such as: Guard's Relation to the Scientific Aspect of Modern Penal Treatment, Guard's Responsibility in the Maintenance of Custody, Proper Guard Attitudes and Relations Toward Young Offenders, Guard's Relationship to Institutional Morale.

440 pp. Cloth \$2.75
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Teachers College,
Columbia University, N. Y. C.

Servants of the City

The Municipal Civil Service Commission's weekly radio program, "Servants of the City," over Station WBNX, next Tuesday, Sept. 24, features a group of social workers in the Department of Welfare. The group will consist of Ruth Hall, Dorothy Davis, William Washington, Richard Moran and Daniel Stein. Maurice C. Dreicer, radio news commentator, will act as master of ceremonies. The program is from 2 to 2:15 p. m.

Starting Oct. 1, the Commission's weekly program over WNYC will be held from 5:45 to 6 p. m. every Tuesday instead of from 5:30 to 5:45 p. m. as at present.

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Promotion Test Unfair, Charge Ass't Dispatchers

HINT AT SKULLDUGGERY

"Promotion methods used on the city's subways are bad." That's the Federation of Municipal Employees speaking. Last week, members of the Federation who are Assistant Train Dispatchers issued a complaint.

Up to the time when the Independent System came under Civil Service in 1935, say the Dispatchers, they were the only group eligible for promotion to the title of Dispatchers. Then the Civil Service Commission appointed Howard Gargan examiner of Train Dispatchermen. He, and two assistants (Perkins, a former Towerman, and Carlin, a Motorman Instructor) decided to make several other groups of subway workers eligible for promotion to the Dispatcher job. The other groups are Towermen and Motormen.

This, the Federation men maintain, is unfair to them. What's more, they point out that Gargan, Perkins and Carlin were all involved in a deal about the sale of examination questions. Hence, all their acts are suspect.

The big suspicion which the Federation brings forth is that Gargan and Co. threw open the promotion exam to so many unqualified titles in order to swell their trade in exam questions.

So now the Assistant Dispatchers want themselves declared the only group who may take the coming promotion exam for Train Dispatchers.

Newark Adds 50 Firemen

Fifty new Firemen will begin their jobs in Newark, N. J. in the next couple of days, following certification of the first 52 names on the newly-promulgated list for Fireman, Uniformed Fire Department. Mayor Meyer C. Ellenstein,

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SEE PAGE 10

who's recently taken over control of the Fire Department, received the certifications and will make the appointments at entrance salaries of \$2,100.

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Study Material Unemployment Insurance Referee

In conjunction with the coming examination for Referee in the Division of Placement and Unemployment Insurance, THE LEADER presents further study material. Requirements for this test appear in full on page 8.

Although the principle of merit rating is not included in the New York State Unemployment Insurance Law, it has been the subject of much discussion and controversy. In preparation for possible mention of merit-rating in the coming test, The Leader presents the following brief outline of the subject:

Under merit rating, the uniform tax on employers is abolished. In its place, the employer is taxed according to a scale, paying in accordance with his experience with employment and unemployment in his own establishment. The Federal Social Security Act permits merit rating, subject to certain broad qualifications. More than three-fourths of the 48 states use merit rating in one form or another, and in many of the remaining states, the law makes provision for further study.

In support of merit rating, the following are the principal arguments:

1) It is both sound and equitable that the levy upon the employer should be adjusted in proportion to his success in furnishing steady work for the employees. A system of graduated rates for employers based on the experience of their respective enterprises will make for regularization of employment and unemployment.

2) By a variation in the payroll tax, sufficient incentive will be created for employers to do their utmost to stabilize employment.

3) Our unemployment insurance system is designed to cope with unemployment resulting from the normal operation of industry. Given the proper incentive, an employer can do much towards regularizing unemployment.

4) It is the purpose of an unemployment insurance system to prevent unemployment rather than to grant relief from it.

Arguments against the principle of merit rating will be treated in next week's issue of THE LEADER.

Future State Tests

The State law says that titles of open competitive lists requested by departments and institutions must be publicly announced for 15 days before the State Commission takes action. The following lists are now being advertised (the date denotes when the 15 days are up):

September 24—Correction (Napanoch Prison)—Instructor (Physical and Recreational Director).

October 1—Labor—Senior Industrial Hygiene Physician.

October 3—State—License Investigator.

October 3—Public Service—Railroad Equipment Inspector.

October 3—Columbia County—Junior Laboratory Technician.

October 3—Oneida County Hospital—X-Ray Technician.

October 3—State Insurance Fund—Senior Personnel Administrator.

Construction Plans

Although the Hospital Attendant list will not be out for more than two months yet, construction plans are rapidly progressing to provide more jobs for those who do make it.

Six buildings at the new Willow Brook institution on Staten Island will be ready by Thanksgiving, the power house in the spring, and occupancy is scheduled for the summer, 1941. A superintendent will probably be selected in the spring.

"No Discounts to Civil Workers"—Hotels

State and federal employees visiting New York City used to seek discount rates at local hotels. Sometimes they got the discounts, sometimes they didn't. Last week, the organized hotel owners moved to put an end once and for all to the practice. A resolution passed by the Hotel Association of New

State Commission On City Matters

A number of resolutions affecting New York City employees have been forwarded to the State Civil Service Commission since the last meeting of the Commission in New York, held back in June. When the Commission meets at 80 Centre Street on Wednesday and Thursday, September 25-26, it will hold public hearings on such resolutions as requested. Wednesday's meeting begins at 1:30 p.m.

A hearing on the complaint about service ratings of Westchester County policemen is scheduled for Thursday at 10:30 a.m.

The New York City resolutions would do the following:

1) strike from the labor class the title Typewriter Repairman, and include it in the competitive class under the title Assistant Maintainer under the Office Appliance Maintainers Group.

2) include in the Office Appliance Maintainers Group these titles: Assistant Maintainer, up to but not including \$1,800; Maintainer, \$1,800 up to but not including \$2,400; Senior Maintainer, \$2,400 up to but not including \$3,000.

3) change the salaries in these titles in the Psychological Service so that they read: Psychologist, \$1,800 up to but not including \$2,400; Senior Psychologist, \$2,400 up to but not including \$3,000.

4) move the title Searcher from the Ungraded Service to the Legal Service.

5) place two Deputy City Clerks under the new heading Office of the City Clerk in the exempt class.

6) reclassify 513 employees of BMT Division of the New York City Transit System from the non-competitive title of Station Agent to the competitive title of Railroad Clerk, in accordance with the provisions of the Wicks Law.

York was sent to department heads. It read:

"Resolved that the Board of Directors of this association be opposed to the giving of discounts to federal and state government employees except to members of the Army and Navy and Marine Corps . . ."

One Appointment From ABC List

One more eligible on the Alcoholic Beverage Control Board Investigator list was granted disabled-veteran preference this week, adding a 13th name to those on top of the 1,888-name list. He is John A. Armstrong, 161 East Ave., Saratoga Springs, of Saratoga County; originally No. 1,687, his mark of 79.05 now places him 10a.

Only one appointment has thus far been made from the ABC list: No. 8, Henry L. Hall, 38 Colbourne Road, Rochester, to the Monroe County Local Board. In addition, two certifications—reaching down to No. 12—have been made to the Albany office of the State-wide board.

Other Lists

Action of other popular State lists recently established:

Numbers 1-6 have been certified to the Labor Department from the Industrial Relations Investigator list. Four provisionals work in the title. Department officials plan to replace them on a stagger basis so that the work will not be jeopardized.

The first 26 names on the Assistant Mechanical Stores Clerk list were certified last week to the Public Works Department offices in Rochester and Syracuse, and the first 40 names to the Albany office. Nothing yet on the Senior list. Four provisionals are working in the Assistant title, and one as a Senior. These lists are to be used in other departments if the need for similar employees arises.

Although several vacancies exist in the State Trooper force, appointments will not go below number 236. Instead, the Division of State Police will appoint several of those eligibles higher up on the 295-name list who asked for extensions when previous appointments were offered. They were unable to accept jobs at the time because of other work being completed.

Eligibles To Get Prison Guard Jobs

Although the present Prison Guard list is due to expire on October 19, it is possible that several dozen eligibles on the present list who also take the coming October 5th exam will get provisional appointments after October 19.

Deputy Correction Commissioner William E. Leonard estimated that at least six months will elapse between expiration of the old list and establishment of the new. The department will analyze those on the expired list. Those who are under 31 and filed for the new test will be offered provisional jobs when vacancies occur. If an insufficient number accept, provisional jobs will be offered to those who qualify for the October 5th test.

Three appointments will be made October 1 to Woodburne Institution. The latest certification was made on August 18, and reached down to No. 1,164 on the 1,556-name list.

500-600 Appointments

Over 7,000 applicants filed for the Prison Guard test, for which filing closed September 13. 500-600 appointments are expected during the life of the list, including about 200 at the Greenhaven Prison, which will open next Summer.

42 recently-appointed Prison Guards are now taking an in-service course at Walkkill Prison, where 51 took a two-month training course during the summer.

Jr. Examiner Appointments

SR. EXAMINER LISTS LATER

With 22 permanent appointments already made from the newly-established Junior Examiner of State Expenditures list, the Department of Audit and Control expects to fill the 34 budgetary allocations in this title by November 1. Another six or eight appointments, to the State Insurance Fund, are expected on October 1. Already working are nos. 1-3, 6-13, 15-17, 19, 20, 23, 25, 26, 28, 30, 31.

Frederick Hollowell, secretary to the Comptroller, explained that of the 91 provisionals originally working, only two or three will be continued beyond October 1. They are in the midst of work that cannot be efficiently disturbed.

Thirty jobs have been reclassified to Assistant Audit Clerk and Assistant Account Clerk. These lists have been canvassed by the Department, but only 20 acceptances were received. The remaining 10 jobs are being filled by provisional Junior Examiners at the lower salary. By November 1, Hollowell estimated, these 30 jobs will be filled permanently.

Senior Lists

The lists for Assistant and Senior Examiners of State Expenditures are not expected for several weeks yet. Eight provisionals are now at work in the Assistant title, 4 as Seniors. The jobs are under scrutiny by the Classifications Division of the State Civil Service Commission. If they are not reclassified and if the Budget Director allows the same number of jobs to continue, eligibles from the new lists will replace these provisionals.

For the First News—

Of all City, State and Federal examinations, read The Leader. Full official requirements, filing dates, and other important information appear first in The Leader.

DPUI Mixup Still Mixed Up

Decision was reserved last week in Albany Supreme Court on one of the many mix-ups in the Division of Placement and Unemployment Insurance. The matter involves Assistant Clerks who have filled what were originally "temporary" positions for more than six months. Attorney Albert B. Breslow seeks:

- 1) to establish permanent status for the Assistant Clerks.
- 2) to stop their ouster by Junior Clerks who took a promotion test to the Assistant title during the spring.

Breslow, a representative of the Attorney General's Office, and attorneys for the ASCSE and SCMWA argued before the court.

DPUI Service Three Club

There will be a general membership meeting of the DPUI Service Three Club on Wednesday, October 9 at 6 p.m. at 342 Madison Ave., Manhattan, room 1010. permanent clerks, typists, stenographers and telephone operators of the Department of Placement and Unemployment Insurance have been invited to attend. Lorraine Benovy, correspondence secretary.

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ON THE U.S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

Hatch Act Has Teeth

The Hatch Act has teeth, even sharper than Senator Carl Hatch of New Mexico, the author, believed.



Harry B. Mitchell

U. S. Civil Service Commission President Harry B. Mitchell has revealed that employees under Civil Service and state, county, and city employees paid in part by Federal funds are subject to the loss of their jobs if they are found guilty of political activity.

And political activity can mean such minor infractions as making a speech before a political club, participating in a parade that is steaming up a political rally, or making a bet on an election.

The Justice Department has sole jurisdiction over non-Civil Service Federal employees, and though the penalty for political activity hasn't been established by the department, it is presumed that it will have to dismiss any employee for violation.

The Hatch bills have simply taken all discretion from the U. S. Civil Service Commission and have made it mandatory that Civil Service employees and the certain state, municipal and county employees, who are caught politicking, be fired pronto. Heretofore, the Commission has had authority to reprimand employees convicted of politicking and rarely was an employee separated with prejudice. For instance, last year only 12 employees were actually fired, though several hundred political cases were investigated.

"Too Severe"—Mitchell

President Mitchell believes mandatory dismissal is too severe for

minor offenses and an amendment to the law is a possibility.

Legal minds also have decided the law means:

1. That persons whose employment with the public agency is only temporary, part time, or intermittent, or on a per diem basis, are subject to the law only while they are on duty.
2. National Guardsmen are sub-

ject to the statute while on active duty, even on drill nights.

3. Retired employees are not subject to the act.
4. The law doesn't apply to state employees of judicial and legislative branches.
5. The law applies while an employee is on official leave, and this means a leave of absence without pay.

About Conscription

Permanent employees hired in the states to carry out the conscription law must be chosen from Federal Civil Service rolls. However, it is permissible to hire temporary employees without regard to Civil Service.

These provisions were added to the conscription bill during the final conference between House and Senate leaders. Previously, all employees in the states could have been non-Civil Service.

The final conference also changed the provision regarding deferment of public employees, which indicates that few Federal or state employees will be placed in the deferred class. The provision reads:

"No deferment from such training and service shall be made in the case of any individual except upon the basis of the status of such individual, and no such deferment shall be made on individuals by occupational groups or by groups of individuals in any plant or institution."

In other words, this means that Navy Yard and Army arsenal employees, who were exempted en bloc during the World War, will not be treated in a like manner this time. Such employees will likely be placed in the deferred class, but it'll have to be done as individuals, and not as a class or occupation.

Selective Service officials here say very few public employees will be placed in the deferred class and most of the men between the ages of 21 and 35 can be replaced easily.

Attention: Stenos And Typists

If your name is on a country-wide Federal Civil Service register for stenographers and typists you'll be given a chance for appointment, despite the fact new steno-typists tests are being given. And incidentally, more than 120,000 persons have applied for the tests.

As a usual rule, old registers are discarded when new registers are established, which, of course, prevents the names of persons on the old registers from getting jobs.

But the demand for stenographers and typists are so great that the U. S. Civil Service Commission has de-

cidated to continue the old stenographers registers in force. The old registers may not be entirely exhausted, depending on the demand and the length of time the Commission keeps them in force. However, the Commission has definitely decided to keep the registers active at least for a full year after they were established, which would be early next spring.

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How Former U.S. Workers Can Get Back On Lists

(Exclusive)

A little item in last week's Leader stating that former U. S. employees might get back on registers for defense jobs evoked wide interest. The Leader's Washington correspondent went more thoroughly into the story, dug up the following information:

Supervision of the replacement list is getting to be a large headache to the Civil Service Commission, but nevertheless, it presents a swell opportunity for those persons fired from the Federal service since June 30, 1939, to get themselves a national defense job.

The idea behind the order was to avoid bringing in new and untried people into Washington for national defense jobs when the city was filled with hundreds of persons who had proven to be good employees but who had been discharged without cause. The discharged employees for the most part didn't have Civil Service status while the national defense jobs for the most part are under Civil Service.

The Commission apparently had no idea of opening up the list to persons outside of Washington, but when several demanded to be placed on it there was nothing the Commission could do but abide by their wishes.

How It Works

Now here's the way you can get your name on the list if you've been discharged for some reason such as economy since June 30, 1939:

Inform the personnel office of the agency where you were employed that you would like to have your name on the replacement list. The office will furnish you with a blank to fill out and the office will then forward it and other necessary material to the Commission. The Commission will then examine your record; and if that is OK, you'll be given a mental test and your character and background will be looked into. If you clear all the hurdles, your name will be added to the replacement list and you'll probably get a crack at a defense job. To clear the first hurdle, you must have had a good efficiency

rating, and must have been employed in the job for at least six months prior to June 30, 1939.

The order doesn't include WPA project employees; it does include WPA administrative employees.

33 Appointed as Letter Carriers

On October 1, 33 classified substitute carriers go on the job as regulars in addition to the carrier force. Postmaster Albert Goldman imparted this information to President William McHale of the New York Letter Carriers Association. The new regulars will be assigned to stations to relieve the pressure of heavy mail and increased business in the New York Post Office.

The announcement of the new appointments brings the last number appointed from the Substitute Carrier list down to 490. In line with the endeavor of Postmaster Goldman to improve the quality of postal service in New York, it looks probable that additional appointments may be forthcoming in the near future.

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Welfare Dep't News

By HENRY TRAYERS

Surplus Foods

Effective last week, the Division of Commodities Distribution of the Department of Welfare began operating three depots for the distribution of surplus foods in Brooklyn. These three depots will serve relief recipients under the care of the Brooklyn district offices who continue to be eligible to receive surplus food.

The depots are as follows: Depot 72-C, at 633 Fourth Avenue; Depot 73-B, at P. S. 61, New Jersey Avenue and Fulton Street, and Depot 79-A, at 1220 Bedford Avenue.

Surplus Food Books, prepared for redemption on and after Monday, September 16, will indicate the number and address of the commodity depot serving the relief recipient.

The three new depots eliminate twenty-five other surplus food stations formerly maintained in Brooklyn but made unnecessary by the introduction of the Food Stamp Plan in that borough.

The families who will use these remaining food depots are home relief families not eligible for the Food Stamp Plan, Board of Child Welfare and private agency cases.

Commissioner Hodson estimates that approximately \$200,000 in Federal, State and City funds will be saved annually by the elimination of the twenty-five surplus food stations

Live Alone And Eat

Sue Sadow and her Home Economics staff have prepared another excellent food guide. This one's entitled "Nutritious and Economical Meals for the Person Living Alone." And those who live alone, will like it. The booklet, now being distributed by social welfare investigators to unattached clients who have cooking facilities, gives expert advice on how to market, plan and prepare meals. Commissioner Hodson says of it, "A wide assortment of low-cost foods have been chosen to provide interesting meals and adequate nourishment

for good health."

The Home Economics unit activities are popular with relief families, the staff and the general public. Sue Sadow receives a considerable number of requests from the general public for her literature. Press writers on home economics, particularly, are her fans, and many news articles syndicated from coast-to-coast contain facts and tips garnered from our Sue's material. The Consumer's Guide broadcasts over WNYC consistently feature much of this material.

Executive Staff Changes

Home Relief Division: Hope A. Mead, Administrative Supervisor, from D.O. 32 to D.O. 25; Marcella Van Tuyl, Administrative Supervisor, from D.O. 84 to D.O. 53; Adelaide Werner, from D.O. 28 to D.O. 32; Etta Steele, Assistant Case Supervisor, from D.O. 28 to D.O. 32; Frances Weisbart, Assistant Case Supervisor, from D.O. 81 to Non-Settlement Section; Bernard Aboch, Office Manager, from D.O. 26 to D.O. 74; Nicholas Eberhard Jr., Office Manager, from D.O. 33 to D.O. 83; David Finkelstein, Office Manager, from D.O. 32 to D.O. 60; Thomas Loughlin, from D.O. 28 to D.O. 58.

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FIRE BELLS

By JAMES DENNIS

Promotion

A promotion examination for Chief Medical Officer (Deputy Chief) was ordered last week by the Municipal Civil Service Commission. No date for applications was set, but as soon as this information is available it will be published in this column.

Holy Name Reception

The annual reception and entertainment of the Holy Name Society of Brooklyn and Queens will be held at the Columbus Club, 1 Prospect Park West, Brooklyn on Saturday night, November 16.

Analysis of Question 2 On Fire Lieutenant Test

By EUGENE B. SCHWARTZ

Q 2. The minimum pressure at which water should be delivered to the second engine should be 58 or 60 pounds. Reason: At 48.6 pounds the first engine would push the water to the inlet of the second engine which, in effect, would be taking suction from a 3" line. At 48.6 pounds the water would be flowing feebly and would not help second engine to maintain a steady flow, particularly if there was a sudden drop in pressure on the first engine. In the latter case there would be a pulsation in the flow and a possible collapse of the hose.

However, the pressures are disproportionate as between the two engines. Each engine should bear its proportionate share of the total pressure. To do this, the layout would have to be changed so that the second engine would carry about 2/3 of the pressure carried by the first engine, as follows:

1st Engine	109 pounds.	2nd Engine	87 pounds.
Proof: 1st E. F.L. in 1000' 3" hose,	227.7 G.P.M.	48.6 pounds	
Added pressure for intake, 2d E.	10.0 "	58.6 pounds	
2nd E. F.L. in 800'-2 1/2" hose,	227.7 G.P.M.	101.0 "	
Nozzle pressure, 36.0 "		137.0 "	
Total for both engines		195.6 pounds	

2nd E. to carry 4/5ths of total pressure, or 126.6x5/9x4/5 = 87 pounds, approx. 2nd E to carry 195.6x 5/9, or109 pounds, approx.

According to the above, the load of the 1st E. is increased from 58.6 pounds to 87 pounds, or by 60.4 pounds. As the F.L. in 100' of 2 1/2" hose, at 227.7 G.P.M. is 12.465 pounds, about 400' of 2 1/2" hose would be added to 1000' or 3" hose, making the stretch as follows:

1 1000'-3" 400'-2 1/2" E 400'-2 1/2" "	1 1/8"=36 pounds
--	------------------

With this layout, the figures are as follows:

1st E. F.L. 1000' -3" "	
3" 227.7 G.P.M.	48.6 pounds
F.L. 400 - 2 1/2" "	
227.7 G.P.M.	50.5 "
Added pressure for intake, 2d E.	10.0 "
E.	109.1 pounds
2nd E. F.L. 400' -2 1/2" "	
M.	227.7 G.P.
.....	50.5 pounds
Nozzle pressure, 36.0 "	86.5 "
Total pressures, both engines	195.6 pounds

By formula, 2d E: E.P. 1.1+K L 86.5 + (.167x8+8+1.1)=36 pounds N. P. approx.

By formula, 1st E. 1000'-3" hose=1000 ÷ 2.5 or 384' of 2 1/2" hose, or 4 100' lengths. Hence, total stretch is 800' of 2 1/2" hose, 86 pounds N. P. .167x16+1.1x36=97 pounds. E. P. approximately, plus 10 pounds, or 107 pounds.

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Mental Hygiene Notes

By JOHN F. MONTGOMERY

The Boys Back Home

Forty-six members of the Hudson River State Hospital Employees Association—including treasurer Edward L. Weaver—are already serving in the United States Army. Last week, at the annual meeting, the new officers were urged to keep in close touch with these men; they agreed.

The unanimous choices of the Association were president John Livingstone, vice-president Louis I. Garrison, secretary Edward F. Marra, treasurer Weaver. Former secretary August Eitzen was appointed acting treasurer by Livingstone, and the position will be permanently filled at the October 16th meeting.

The meeting also transferred \$2,000 from its special interest fund to the trust fund after learning that finances were in good

shape, and extended appreciation to Dr. Ralph P. Folsom, superintendent, and Andrew J. Delaney, steward, for cooperation during the year.

Turnover

Figures for 1938 show that the personnel turnover in the Mental Hygiene Department is greater than in any State department, certainly greater than in private industry. Of 10,125 ward employees, 3,199 quit. Of 5,399 others, the defection in the ranks was 1,049.

The hope is that with the switch from the non-competitive class to the competitive after January 1, 1941, this ratio will drop considerably. Henceforth, all appointments will come from the list.

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Radio Presents "Human Side" of Running City

Who cares about the "human side" of running a city?

Radio listeners do, and Station WBNX is giving them a program every Tuesday designed to tell that story.

With the cooperation of the Municipal Civil Service Commission, the station will bring into its studios at 2 p.m. this Tuesday a group of Social Investigators to tell what they do on the city's time.

Last week another group of investigators did the same thing—and in the opinion of Maurice Dreicer, program director, they did such a good job he's decided to repeat the plan this week and next week.

Dreicer is best known for his well known Mutual network program "Where Are You From," which features the modern Pygmalion expert, Dr. Henry Smith.

The Civil Service program, called by Dreicer "Servants for the City," emphasizes human rather than factual information. Begun a month ago, it has brought to the microphone, in addition to Social Investigators, three groups of Policewomen and eligibles from the Policewoman list. Future programs will feature Firemen, Policemen, Sanitation men and Telephone Operators.

The programs are extemporaneous; nothing is prepared in advance. Dreicer asks questions; his guests answer. They tell why they took the Civil Service exam in the first place. Then they relate their more interesting experiences as city employees.

On last week's program were Gus Jacobson, Miss Ann Paul, Miss Elizabeth Mulheren, John Marsell and Mrs. Angela Gentile, all Social Investigators in the Welfare Department.

Representing the Civil Service Commission in arranging the programs is Ed Schaeffer, publicity director.

Delegate

William Keating is representing the State institution chapters of the State, County and Municipal Workers of America at the State CIO convention now making front pages from Rochester.

Bowlers

Virginia Olmstead will head the Women's Bowling League at Wassaic State School for another year. Officers were chosen last week at the first meeting of the season, and tentative plans for the year were outlined. Other officers are vice president Augusta Heimann and secretary-treasurer Frieda L. Kiene. Mrs. John Murtaugh is manager.

Party

Recent graduate nurses of Harlem Valley State Hospital were feted last week at the Hunt Inn in Webatuck by superintendent Edna J. Gilmore and assistant superintendent Helen Heluska.

For the First News—Of all City, State and Federal examinations, read The Leader. Full official requirements, filing dates, and other important information appear first in The Leader.

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POLICE CALLS

By BURNETT MURPHEY

New Lieutenants, New Sergeants

Mayor La Guardia will swear in 71 new Sergeants and 74 new Lieutenants at the annual police show in Madison Square Garden Thursday night. Last week end the Municipal Civil Service Commission certified the eligible lists for Sergeant and Lieutenant. On the latter list 125 names were certified. The Sergeant certifications ran from number 325 to 444.

There has been no official news on the date for the next Patrolmen appointments but it is probable that they will be made during the first week in November, if not sooner.

The Big Show

The Fourth Annual New York Police Show begins Wednesday, September 25 and lasts through the 28. This year's "Around the Clock with New York's Finest" promises a stirring demonstration of departmental activities. All proceeds of the show, which is being staged at Madison Square Garden, will go to the Police Athletic league.

The show will feature exhibits of the Detective Division, Motorcycle Division, Mounted Division, Police Dog Squad, Emergency Service Division, Radio and Telegraph Bureau, Recruit School and will sidelight tug-of-war bouts, boxing, wrestling, jiu jitsu and calisthenics.

In the Exposition Hall, below the Garden's main area, there will be exhibits of various divisions of the department including the Radio and Telegraph Bureau, Motor and Transport Division, Mounted and Motorcycle Divisions, Safety Bureau, Emergency Service Division, Criminal Identification Bureau and the Police Athletic League.

In addition to four night performances, there will be a special Saturday matinee at which children will be admitted at half-price. Regular admissions are \$.50, \$ and \$2.

Sergeant Goes Up

Sergeant Daniel A. Mooney's rating on the record and seniority part of the Lieutenant's examination was increased from 88.50 to 88.75 last week by the Municipal Civil Service Commission. Sergeant Mooney placed 154 on the new Lieutenant's list with a combined score of 80.60. The change in part of his rating may push him up one or two places on the list.

No Vet Preference

The veteran preference claim of Charles T. Fischer (No. 76 on the new Lieutenant's list) was denied last week by the Municipal Civil Service Commission.

Honor Legion Ball

The 28th annual Entertainment and Ball of the Honor Legion of the Police Department will be held on Friday, November 1 at the Hotel Astor. The affair will begin at 8 p.m. Members of the Legion will be excused from duty from 4 p.m. November 1 to 8 a.m. November 2.

Members of the Board of Officers and Ball Committee official will hold a meeting on Wednesday, October 2 at the Park Central Hotel, 7th Ave. and 56th St. at 6:30 p.m. At the meeting final arrangements will be made for the Entertainment and Ball.

Civil Service LEADER

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Tuesday, September 24, 1940

Political Morals

AS President Harry B. Mitchell of the U. S. Civil Service Commission warned, the Hatch Act has teeth. Those teeth have a bite so powerful that even Senator Hatch, who fathered the measure, is worried. The Hatch Act provides a single penalty for political activity on the part of employees paid in part or wholly from federal funds. That penalty is dismissal. And the political acts for which it might be evoked are so slight as to be absurd—playing in a band on parade, betting on the result of an election, even wearing a Willkie or Roosevelt button!

Just how bad are the political morals of Civil Service employees that they need to be treated like this? Extremely revealing are the statistics cited by President Mitchell. During 1939, before the Hatch Act, the Commission acted on a total of 161 cases involving political activity under the Civil Service rules. In 36 per cent of these cases, the charges were not sustained. 12 persons were removed from the service. The others were either suspended for varying periods, ordered to discontinue their violations of rules, reprimanded and cautioned.

President Mitchell sums up: "The number of violations of the civil-service political activity rule has been very small in proportion to the number of employees in the classified service."

The statistics indicate that government workers are a clean, hard-working lot — and not the political pariahs that the Hatch Act makes of them.

Furthermore, the old rule which gave discretion to fit the penalty to the offense is an eminently fairer procedure than the harsh single punishment of dismissal—and no recourse given either!

The Leader feels, with President Mitchell, many qualms about the administration of the Hatch Act. There is beginning to be a rumble about amendments to offset the dangers which arise terrifyingly out of the black ink.

The act needs amendments badly — and soon! It needs amendments which will return to civil employees the rights as free citizens which they formerly held.

Letters

U.S. Workers, Salaries and the Draft

Sirs: Might it be advisable—since both New York City and New York State have provided a pay differential to their employees, if called to military service—to point out the fact that the U. S. government, which is asking for this sacrifice has, as yet, done nothing to secure its employees a like rate differential (difference between army pay of \$30 per month and the salary which the Civil Service employee was obtaining)? I would suggest that you feature and embody this in an editorial. It might well be captioned: "Attention, Senator Mead!"

EARL GELDON

The Leader is studying this very problem, and may shortly have concrete suggestions. — EDITOR.

Cops Like Articles

Sirs: May we express our thanks and appreciation of the members of the 46th Pct. for your efforts in our behalf in publishing the article about the 48-hour swing.

PTL. CLARENCE DAVIS
PTL. F. XEUMANN

We'll have more.—EDITOR.

Wants Job Transfer

Sirs: Has The LEADER done anything yet about the Job Transfer plan which was discussed some time ago? Many of us look forward to a proper substitute for the Job Xchange column which we used to read every week. Please, Mr. Editor, see that something is done to help those of us who are condemned to work in departments where we can't give our best.

ALICE McCURL

The Leader is working on the problem of job transfers, and attempting to induce officials to adopt its own plan as part of the city's Civil Service mechanism. EDITOR.

Brave Park Attendant

Sirs: As a reader of your capable newspaper The LEADER, I wish to bring to your attention

Merit Men

Charles W. Strong



CRIME in New York City—despite the Lepkes, Lucianos, Strausses—is no worse than it was twenty-five years ago. This statement comes from a statistician who ought to know.

He is Charles W. Strong, who has been gathering statistics in the City Magistrates Court on Mulberry Street since 1915.

If you want to call a traffic violation a crime, then Mr. Strong would have to change his opinion—because in the past quarter of a century New Yorkers have shown little concern for the way they park their cars, watch red lights and generally observe the traffic code. Statistician Strong says that 75 per cent of the people hailed into the Magistrates Courts are traffic violators. Exact figures—and Strong has them for you—are these: Number of 1939 cases (all kinds) brought into the courts—1,121,061; Number which were traffic violations—835,810.

Back in 1915 the total number of cases was close to 300,000. But in those days the traffic problem was nil. So—considering the growth in population—the law-breakers today, with the exception of the traffic bad men, are no more numerous than they were in the old days.

Sidetracked

Strong started out to be a lawyer. He was sidetracked into Civil Service because he placed No. 8

on the Assistant Court Clerk list back in 1908. He's been glad of that ever since.

"The steady income appealed to me."

Yes, Civil Service is a wonderful thing, he says. "It's a real career for young people. The financial rewards are not always so great, but you have security of tenure. We were slightly affected by the depression, but our jobs were secure."

That's the way a veteran of New York's Civil Service system talks today. He first went to work in the Brooklyn Magistrates Court in 1910 and a few years later came to Manhattan to set up a statistical bureau for the City Magistrates Court. Since then he has been designated Director and has advanced to the top grade of his court clerk title.

This December, Strong is eligible for retirement. His wife says yes he will; Strong says no he won't. "If the Lord spares me, maybe I'll step down in one or two years."

He's a family man (has five sons and one daughter), loves motoring, spends his vacations in Greene County's Catskills.

Yes, Charles Strong is representative of the thousands of Merit Men, who work quietly and well for the city, keeping the wheels of the world's most complex community running smoothly no matter what the turmoil on the surface.

Coming Next Week!

Your Questions Answered On Conscription

Don't miss this important article telling you what the draft means to government employees.

This column is offered to readers who have legitimate complaints to make about their jobs, salaries, working conditions, etc. Only initials are used with letters.

CONDUCTOR'S HEIGHT

Sirs: I am a reader of your paper. I see this week that the height requirement for Conductor is 5 feet 6 inches. I think the Commission is not being fair at all. I know conductors who are less than 5 feet 6 inches and they are good. I can see why a cop or a fireman should have that height, but not a conductor.

I believe The Leader could do something about it.

MICHAEL De MONDO

No definite requirements have been set for a Conductor exam which is still non-existent. The Civil Service Commission determines height requirements in terms of the needs of the job. A conductor must look beyond the platform between cars, must operate long-handed mechanisms. If Sanitation men get the Conductor job, many will be only 5'5".—EDITOR.

WATCHMAN-ATTENDANTS COMPLAIN

Sirs: Being an eligible on the Watchman-Attendant list, I feel we have been neglected in



complaint corner

a most shameful manner. Our list has been in existence since May 11, 1938. We have received 466 permanent appointments from that time to the present.

ELIGIBLE

HOSPITAL WORKERS WANT TO KNOW

Sirs: How about: 1) food we can enjoy; 2) decent salaries to support our families; 3) a whole day off for legal holidays?

J. H. SAV
C. C. GOLD

K. T. Hospital Employees of N. Y. C.

Well, how about it, Mr. Mayor, Mr. Goldwater, Mr. Dayton?

—EDITOR

8-HOUR DAY FOR WATCHMEN

Sirs: How about an eight hour day for watchmen in the Board of Transportation. These watchmen are mostly old men who have worked many years for the old company. We work 12 hours a day and spend from 2 to 3 hours traveling to work.

WATCHMAN

Question, Please?

by H. ELIOT KAPLAN
CONTRIBUTING EDITOR

This department of information is conducted as a free LEADER service for Civil Service employees, for eligibles, for all who desire to enter the Service. Address your questions to Question, Please?, The Civil Service Leader, 97 Duane St., New York City. If space does not allow printing your answer, you will receive a reply by mail. Therefore, state your name and address. Questions for this column receive thorough analysis by a well-known Civil Service authority.

CORPORATION INSPECTORS
K.—The positions you apparently have in mind are those known as "corporation inspectors." These positions are primarily in the offices of the Borough Presidents. Incumbents are selected by the head of department without competitive examination. There is some doubt as to whether they are in what is known as the "classified service" under the terms of the Civil Service Law. These corporation inspectors (about 100 of them) are employed to inspect street openings by the utility companies, etc. They are paid out of funds contributed by the private companies against whom the cost of street openings, etc., are assessed. In most instances the private companies pay the salary direct to the "corporation inspectors" assigned by the city to the company payroll.

TEMPORARY JOB DOESN'T HARM STANDING ON LIST
J.J.—An eligible on a city or state list may accept temporary appointment and still remain on the list for certification to permanent appointment in regular order on the list. A temporary employee who is appointed to a permanent position acquires permanent status after his probation. Whether one should accept temporary appointment is a matter of personal choice depending on the circumstances of each case. If my name on the list were soon to be reached, as in your case, I would accept the temporary appointment when offered because it will not be long before permanent appointment will come along. It is quite probable that the social investigator list may be used as an appropriate list for other positions from time to time.

DEPARTMENTS PAID BY CITY FUNDS
T.B.B.—Not all the departments and agencies paid out of city funds are within the purview of acts of the municipal assembly (the City Council and Board of Estimate), nor does the Charter or local laws apply to all of them

indiscriminately. It is only agencies that are, strictly speaking, departments or agencies of the city under the laws creating them that are subject to local laws and ordinances. It is for that reason that such departments and agencies as the Transportation Board, Tri-Boro Bridge Authority, State Courts, county offices, Board of Education, etc. are not governed by local laws.

Just which of the many local laws affect the rights, privileges and status of civil service employees in particular agencies of the city government depends in every case on which authority, state or local, the agency was created, its scope of administration, etc.

It is not infrequent, however, that a department or agency not strictly subject to local laws nevertheless applies the principles and practices embodied in local laws. An excellent illustration of this is the rather generous and liberal policy of the Board of Transportation, which generally tries to conform its policies as far as practicable to that adopted for city departments. The fact that the Municipal Civil Service Commission may hold examinations for agencies other than those controlled by the city charter, or exercise other supervision over personnel practices and procedures for such agencies, does not make the agencies city departments, either. There are many agencies not strictly part of the city government that come under the jurisdiction of the Municipal Commission. That is a matter of discretion by the State legislature.

CAN'T TAKE EXAM WHILE "ON PROBATION"
M.J.—Candidates for U. S. jobs "on probation" for violation of laws on the date of closing of application are not permitted to compete in examinations.

TEMPORARY JOBS
R.S.M.—When temporary appointments are made from federal Civil Service registers, the name of the eligible will generally be retained on the list for permanent appointment. In

many instances the temporary appointment may turn out to be a permanent position, and in that case one who has been serving temporarily and is reachable on the register for permanent appointment will be given credit for the time served as a temporary toward the probationary period. There are really two kinds of temporary appointments in the federal service: 1) a temporary appointment for an indefinite period when the length of probable service is uncertain; 2) an appointment for a definite period such as for a specific task for which special funds have been appropriate for a specific period; or for service in place of another on leave, etc.

IN CASE OF DRAFT
A.D.—A person serving as a "probational, indefinite" in the federal service will, if he is drafted for military training, undoubtedly receive the same privileges as an employee serving as a "permanent," except possibly when the position he occupied would end during his absence.

PROCTORS, MONITORS
H.S.—Proctors or monitors for Civil Service tests are appointed by the Civil Service commissions without competitive tests. The positions are usually in the non-competitive class. Persons are selected for attendance or supervision of examinations from time to time

as the needs warrant. Most of the commissions maintain lists of potential monitors. They generally are persons recommended to the commissions or on other eligible lists available for such service. Apply to the Civil Service Commission directly if you are interested.

LABOR JOBS
P.D.—Positions of laborer in the State service are filled without any examination. They are in the "exempt" class. No announcements for appointments of laborers are advertised by the Commission. Each department or agency selects its own laborers and reports the appointments to the Commission merely for the record. Neither for the exempt or non-competitive class do the State or municipal Commission advertise for candidates. The original selections for these positions are made by the department heads. In the case of the non-competitive class the Commission must approve the qualifications of the appointee.

UNCLASSIFIED
A.L.—The unclassified service referred to so often with respect to the federal service is not similar to the unclassified service in New York, but corresponds primarily to the exempt and non-competitive classes. In New York the "classified service" comprises 1) competitive, 2) non-competitive, 3) exempt and 4) labor classes. In

the federal service the "classified service" means the competitive class.

WHEN A LIST ENDS
L.S.—When the eligible list expires the rights of all eligibles terminate. This is true even as to persons who might have been deprived of some possible rights to certification or appointment through the oversight or error of the Commission itself.

EFFECTS OF REGRADING
B.B.—A change in the grading of positions by the Civil Service Commission will not necessarily serve to increase the salaries of incumbents of positions affected by the increase in the minimum of the grade. The salary adjustment is up to the fiscal authorities, not the Civil Service Commission.

NO ANSWER FOR BETS
R.C.—The Sanitation Department, Fire Department and Police Department conduct their own physical and medical examinations of each person before appointment. This is often done by other departments as well. These medical examinations are in addition to the Civil Service Commission's qualifying medical tests. I cannot answer Civil Service questions merely to satisfy those who wish to bet on what my answer will be.

Buy The LEADER every Tuesday.

Privileges of War Veterans

By H. ELIOT KAPLAN

Last week Mr. Kaplan discussed the rights and privileges of veterans in the federal service. This week, he continues the discussion with a survey of their status under State and municipal laws.

Under the New York State Constitution, disabled veterans are entitled to go to the top of the list, ahead of all others, if they received a passing mark in the examination. Just who is a disabled veteran, under the New York law? He is a war veteran who is recognized by the U. S. Veterans' Administration as having been injured or disabled in time of war. The Veterans' Administration's decision as to this fact is conclusive and cannot be challenged, but the Civil Service commissions are required to determine whether the war disability still exists at the time when the eligible list is established, and that the disability is such as to impair the veteran physically or mentally.

Who Gets Preference?
Not every veteran who was injured in war is necessarily entitled to preferment under the New York law. It is only those who still suffer from a disabling injury incurred during the war and still present at the time of appointment.

To obtain the preference, the disabled veteran must receive a passing mark in the examination. If he fails the examination he is out. The preference is accorded in promotion examinations, as well as in original entrance tests. In every competitive examination a disabled veteran takes he is entitled to preference, no matter how many eligible lists on which his name may appear. Disabled veterans are, however, not entitled to any preference on preferred eligible lists. They have only the rights accorded to all other employees, that is, rights based on seniority.

Non-Disabled Vets
Non-disabled veterans receive no special preferences in appoint-

ments or promotions. In some examinations where their military or naval experience would make them more desirable employees for the position involved, the Civil Service Commission often gives the veterans additional credit for such experience. The additional credit given is generally not very large, however.

In certifications for the state or city services, a disabled veteran must be appointed before any other veteran or non-veteran is appointed. If there are three disabled veterans certified they must be appointed in order in which their names appear at the top of the list. Where other veterans or non-veterans are certified, the appointing officer may still select one of the three certified. Both disabled veterans and other veterans are required to serve a probationary period before their status becomes "permanent," the same as is required of all other eligibles appointed from the lists.

When Jobs Go
Unlike the federal service rule, disabled veterans are not entitled to preference in retention when positions are to be abolished, or suspensions made for lack of work. All employees in such cases go on a preferred list in the order of their seniority in the service. Where, however, there is a vacancy existing in a similar position in the same department or in another department within the service, veterans are entitled to be transferred to such positions as a matter of right, disabled veterans being entitled to priority over non-disabled veterans. In order to determine whether the position to which transfer is sought is a "similar" position which the veteran "is fitted to fill" as Section 22 of the Civil Service Law provides, the following factors must be evident:

1. Is the title of the position the same, and is the grade identical; or are the duties and responsibilities of the position substantially similar?

2. Were the requirements for entrance and the examination subjects of the position held and the position to which transfer is sought substantially similar?

It is not enough that a veteran may have passed a competitive examination and obtained a place on an eligible list for another position, in order to be entitled to transfer to a vacancy. He must be reachable for certification for appointment from the eligible list for the position to which he seeks transfer in order to be entitled to it is a matter of right. The idea, long prevalent, that a veteran who had passed an examination at any time was as a matter of law "fitted to fill" the position for which the examination was held is no longer valid. So the Court of Appeals recently held.

Trial
All veterans in the state and municipal services are entitled to a formal trial before they can be dismissed. They are also entitled to a review of the dismissal of both the facts and the law by the Appellate Division in a proceeding brought by an aggrieved veteran. If the court finds the dismissal contrary to law and reinstates the employee, he is entitled to payment of salary for the period he has been kept out of the service.

Members of the national guard or naval militia are not deemed "veterans" under the law; nor are ex-soldiers honorably discharged from the military service entitled to veteran privileges under state laws.

To veterans and members of national guard there are accorded other lesser privileges under military law, such as the right to leave with pay to attend military encampments and for participating in parades on Memorial and Armistice days.

Any veterans who may have questions concerning their rights and privileges in Civil Service are invited to write to Question, Please?, Civil Service Leader, 97 Duane St., New York City

Eligibles Win In Court, Move Forward on List

Judge Points Out Apparent Error in Test Instructions

Three eligibles on the list for Junior Assessor have had their papers re-rated as the result of successful litigation against the Municipal Civil Service Commission. Consequently, each of the eligibles was moved up on the list. Their places formerly were 10, 14 and 26. After re-rating their places became, respectively, 7a, 7b and 21a.

The litigation involved was the *Rizzutto vs. Kern* case, in which the petitioners argued that the Commission had rated their papers in a manner contradictory to the instructions given in the test. Justice Peter Schmuck, last April, rendered the following decision in upholding the petitioners:

"The set of 100 questions constituting the first part of the examination was prefaced by the following heading 'In each of the following items, four possible answers are suggested to complete the statement. In the corresponding numbered row on the answer sheet, blacken the space between the pair of lines lettered the same as the answer which is the best of those suggested. Answer only one of the following 100 items. If you answer more than 95, only the first 95 will be rated.'

"By what warrant did they refuse to comply with their specific announcement that they would rate only the first 95? By reason of the fact that they sent

oral announcements in the course of the examination that only 95 items were to be answered. The respondents by their own statements in the answering papers show that the reasons for the oral announcement was to void the apparent conflict between the statement that 'all candidates must answer the first 100 items,' and the latter statement quoted before and immediately preceding the questions that only 95 need be answered. There is nothing to show that the oral announcement nullified the printed caution that if 100 were answered 'only the first 95 will be rated.'

"The action of the commission in refusing to rate the first 95 questions in accordance with its caution was arbitrary. . . . The motion is granted and respondents are directed to re-rate the petitioner's examination paper in accordance with the specific instructions contained on page 2 of the examination paper."



You and I

by May Andres Healy

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

Education as an Element in Preparedness

WHEN this nation went to war in 1917, the army put into operation a vast testing system, including intelligence tests and tests of acquired knowledge, which found many of the men recruited or drafted wanting in educational training and academic knowledge. The army didn't do that out of idle curiosity. Remember, this nation was engaged in a titanic struggle against time. We had to train and send to Europe millions of men in time to prevent the collapse of the Allied armies and the impending fall of Paris. Every effort was exerted to eliminate waste in time and material.

Why, then, did the army give such comprehensive tests to its millions of men? In the answer to that question lies the importance of education to a nation preparing to defend itself. The fact is that knowledge, attitudes, skills and habits learned in school are vital to national defense.

3 R's and Defense

Let us forget, for a moment, the vocational education program that was instituted by the federal government as one of the very

first acts of defense in the present emergency. Let us concentrate first on the military uses of the common branches of education—reading, writing, arithmetic, geography, history, spelling, grammar and civics. Are they important to national defense? Let us see.

Military instructions today are sometimes written, sometimes verbal. To be able to write so that the reader may comprehend, and to be able to read and comprehend written instructions, is essential not only to officers, but often to non-coms and privates as well. Reading and writing are essential to the soldier. Mistakes in these fields may cause disaster.

Every rifle sight contains a table of distances—the sight being adjusted by the soldier to conditions under which he may be firing at a target 50, 100, 200, 500, 1,000 or 1,500 feet distant. There are countless other arithmetical computations encountered by the soldier, such as computing the number of the enemy in a given area while scouting. Arithmetic is essential for the soldier.

Geography is a paramount consideration in all military endeavor. Maps must be understood. Differences in terrain must be comprehended. Likewise the lessons of history, including our recently neglected military history, are valuable in meeting problems that constantly arise.

Essential Lessons

In the fields of civics, citizenship and cooperation, there are countless lessons that are essential as the background of training for defense. An army is, above all, a cooperating unit—men working together in harmony for the achievement of a common purpose. In the field of civilian and non-military preparedness, the same is true. The entire nation is being organized for united endeavor. The schools must continue to train children and adolescents in cooperative work. Getting on with others with whom you are thrown into contact is essential. Being good citizens is of transcendent importance. Learning to plan work, and then performing it in accordance with your plan—the essence of the activity program—is very necessary.

In the high schools we reach a higher level, an expanding level of the same inculcation of essential skills. Here our children are taught to distinguish between wholesome correct and insidious political and economic movements. The Russian debacle in the last war was largely the result of a failure on the part of the Russian people—due to lack of education—to distinguish the flaws in the propaganda fed them by the Bolsheviks.

When the reactionaries start

Background Of The Week's News

Legal Problems

In an effort to aid teachers with real or anticipated legal troubles, the Board of Superintendents will sponsor an in-service course in legal problems this Fall. Announcement of the course was made by Theodore Fred Kuper, law secretary of the Board of Ed.

The course will be divided into 15 sessions in the form of a series of symposiums; they will begin Wednesday, October 2 at 4 p.m.

Some of the subjects to be discussed during the course are:

- 1) is the teacher legally liable for injuries accidentally sustained by pupils? Should the teacher carry liability insurance?
- 2) what should the teacher do regarding accidents?
- 3) how to conduct appeals regarding examinations to the Board of Examiners from action of the Board of Examiners.
- 4) Survey of the statutes, by-laws, and regulations affecting eligible lists, appointments and salary, including the tenure law, the Jarema law, the dual job law, the Feld-Holley law, the military law, salary schedules.

Examiner Lists

The Jablonower case came to the fore once again last week, when the Joint Committee of Teachers Organizations urged the Board of Education to use the existing eligible list to fill vacancies as member of the Board of Examiners. The list, which contained three names, has been used once to appoint Joseph Jablonower, who placed third. The first two men on the list were skipped over for the \$11,000 a year post which Jablonower had been holding provisionally. The men passed over were Samuel D. Moskowitz and Harold Fields. The Joint Committee charged that unless the Board of Education used the two remaining names on the list for appointment, the merit system would suffer.

Another eligible list for the same job has recently been completed, though it has not yet been promulgated. But the Joint Committee is fearful that this second register will be used, and the first ignored.

Interpreting Law

A request that the Board of Education withhold administration of the McLaughlin Law was made last week by Mrs. S. S. Goldwater, president of the Teachers Guild Associates. This action followed a meeting of the Executive council of the group on Tuesday, September 17. "In view of the fact that considerable doubt exists among outside legal minds as to the proper interpretation of the law," said Mrs. Goldwater, "any action on the part of the local board is liable to involve the

their annual cry next winter for a cut in educational expenses, let us remind them of these things. Our nation will be breaking down the very defense program it is trying so hard to build, should it cut such essential services.

Even more important is the technical work now being done in the schools. Next week I will elaborate on this point, showing exactly how necessary it is that we expand—not contract—our educational budget at this crucial point in our history.

schools in confusion and controversy of a serious nature."

In a brief submitted to Commissioner Graves on May 16, A. Mark Levien, counsel for the Teachers Guild and Teachers Guild Associates, charged that the McLaughlin Law, ostensibly intended to permit the release of children from public schools during school hours for private religious instruction, actually is so worded as to amend that section of the Education Law which applies to private schools only.

Results

The defense training program instituted in New York schools and shops over the summer is already showing results. 5,000 trainees were enrolled for the summer course and of these, 3,500 signified intention of continuing courses in the fall semester. Now, however, it appears that many will not continue because they have already secured positions in industry. This situation, while complicating registration and enrollment work, is a good sign to the Vocational Division.

Says Dr. William E. Grady: "It shows that the training men received during the summer was really practical."

Teachers Are Good

When current eligibility rules for teachers' licenses went into effect a few years ago, teachers

appointed between that time and the present were put on a provisional basis, conditional to their completing the new license requirements. Of the 1,800 appointments made, under this proviso, only one license has had to be revoked and this one only through a misunderstanding, stated Dr. Henry Levy, of the Board of Examiners.

The Board was pleasantly surprised at this situation, as it had expected a far greater number of errors and failures to meet the new standards from so great a number of candidates.

Subs Progress

The Board of Education announced last week that it would, in the future, issue ratings of the number reached for "permanent" substitute teacher each week.

Permanent assignments for substitute teachers are made usually in the beginning of a semester to compensate for those teachers who take leaves of absence or sabbatical leave. Other assignments, however, are made from week to week and the list to be issued by the board will keep the substitutes informed of progress being made in the appointments.

Guild Conference

The 17th Annual Country Conference of the Teachers Guild Associates will be held at Plum Point, N. Y. September 27, through 29. The theme of the Conference will be: The School's Emergent Problems—A Challenge to Cooperation.

The Guild also announced last week that it will sponsor a series of three lectures on the Government of New York City, by Amelia Dietrich Lewis, LL.B., at the office

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The Study Corner

We've had so many requests for additional information about Civil Service Courses that we are re-running the list of schools that specialize in preparing for current exams. In addition, special courses in one or two branches are given by other institutions and organizations as listed last week.

CIVIL SERVICE SCHOOLS

Browne's Business College, 7 Lafayette Avenue, Brooklyn. (Business courses.)

Career Service School (State, County & Municipal Workers of America, C.I.O. Union), 3 Beekman Street.

Columbia Institute (formerly Schwartz-Caddell School) 101 E. 13 Street, (Coordination Test, Fireman, Prison Guards)

Delehanty Institute, 116 E. 15 Street. (Fireman, Patrolman, Unemployment Insurance Referee, Alphabetic & Numerical Card Punch Operator, Fingerprint Technician, Telephone Operator, State Prison Guard, Probation Officer, Junior Inspector, City Electrician, Court Attendant, Post Office Clerk Carrier.)

Drake Business Schools, 154 Nassau St. (Jr. & Sr. Stenographer-Typist, Under Mimeograph Operator, Bookkeeper, City Electrician)

Manhattan Institute, 1823 Broadway, (near 59th St.) (Draftsman, Asst. Engineer, BWS, Jr. Assessor Engineering, Jr. Engineer (mech.), Asphalt Worker, Statistical Draftsman, Plumber, Electrician.)

McGannon School of Civil Service, 976 Third Avenue (59th St.); Jamaica Branch Office, 147-12 Archer Ave. (near Sutphin Blvd.). (Fireman, Patrolman, Secretarial Courses, Motor Vehicle Examiner, Motor Vehicle Inspector.)

Midtown School, 276 West 43 St. (Drafting, Jr. Engineer, Statistical Draftsman, Bookkeeper, State Prison Guard, Under Mimeograph Operator, Deck Cadet, Engineer Cadet.)

Mondell Institute, 230 West 41 St. (Unemployment Insurance Referee, Assistant Engineer, Designer, Bookkeeper, Jr. Budget Examiner & Research Aide, Buildings Manager, Jr. Scientific Aide, Asst. Inspector Hulls, Marine Engineer, Wage & Hour Inspector, Postal-Clerk-Carrier, Asphalt Worker, Blue Printer, Jr. Assessor.)

Rand Educational Institute, 7 E. 15 St. (Unemployment Insurance Referee, Court Attendant, Postal Clerk-Carrier, Probation Officer, Wage-Hour Inspector.)

Y.M.H.A., Lexington Avenue at 92 Street, (Postal Clerk-Carrier Stenographer Typist, Office Clerk, Policeman-Fireman.)

Anything you want to know about Civil Service? Come in and inquire of the Civil Service Leader's FREE Information Bureau It's at 97 Duane Street, just off Broadway, New York City.

HOME STUDY SCHOOLS

American School, 130 W. 42 St., N.Y.C. Courses in preparation for State Regents examinations. If sufficient Regents credits are accumulated, students may obtain a graduation diploma.

Franklin Institute, 130 W. 42 St. (Nr. Bway). (Railway Postal Clerk, City Rural Mail Carrier, Post Office Clerk, Postmaster, Statistical Clerk, Assistant Messenger. Sub-clerical Service, Inspector of Customs, Junior Custodial Officer, Student Nurse, Stenographer-Typist, Accounting and Auditing Assistant, Office Machine Operator.)

Citizens Preparatory Institute, 830 Broad St., Newark. (Basic Civil Service Course, Accounting, Bookkeeping, File Clerk, Police Investigator, Statistical Clerk, Accounting Clerk, Postal Positions.)

International Correspondence Schools, Scranton, Pa. (General Civil Service Course.)

Due to the general increase of civil service examinations and the unusual enrollments received, the McGannon School of Civil Service has opened a branch office for Brooklyn, Queens and Long Island students. Retired Deputy Chief Robert E. McGannon pointed out that more thorough individualized courses of instruction will be offered at both schools.

Some of the larger institutions are making a bid for Civil Service Employees and students with specialized training. Pace Institute is giving an evening course in business speaking and personality improvement. Simple psychological principles are applied so as to make them practical working tools. Physical condition, carriage, posture, dress, voice, use of English, attitudes are all examined and studied. Extemporaneous speeches on current topics will be the chief method of applying the technique learned.

The Municipal Building Annex of the E. Side Eve. H. S. has resumed its dictation classes in Pitman and Gregg stenography. The classes are being conducted from 5-7 p.m. in the City Court House, opposite the Municipal Building.

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Drop in Students

Restrictions in immigration, the decline in the birth rate, the defense program—these factors have resulted in a sharp drop in the registration of students in New York's public schools—a drop nearly twice as large as the Board of Education's official estimate had placed it. On the third day of this year's term, there were 1,066,624 students of all sorts, against 1,103,943 on a corresponding day in 1939. Last June there were 1,052,667 students registered, or 13,957 less than the current number; but this is explained by the fact that the year-end totals always show a sharp drop.

New Exams

Examination for Regular Teacher of Shop Work in the High Schools (men only):

Age—20 to 41 years on Sept. 5, 1940, with exceptions of those in the school service.

Salary—\$2,148 to \$4,500 per year.

Vacancies—9.

Eligibility Requirements—(a) Completion of a four-year industrial arts teacher-training course or (b) junior high school graduation, five years of approved journeyman experience and 64-semester hours in approved industrial arts courses which must include 32 hours in teacher-training courses.

Experience—One year of teaching the subject or three years of supervising or foreman experience in the trade, subsequent to the five years of journeyman experience.

Scope of Tests—Written, performance, interview, teaching, physical examination and appraisal of record as a student, teacher or employee.

Last Date for Applications—Oct. 4, 1940.

Date for Notice of Admission to Tests—Oct. 10, 1940.

Last Date for Establishment of Eligibility—Feb. 1, 1941.

A fee of \$4.30 must accompany each application to the test.

Further official information on credit for work and courses may be obtained from Dr. Louis Marks, Examiner in charge of tests, at 110 Livingston street, Brooklyn, N. Y.

Examination for Regular License to Teach Mentally Handicapped Children (men and women) in (a) Classes for Children with Retarded Mental Development (CRMD) and (b) Classes for Low I. Q.:

Age—21 to 41 years on Sept. 6, 1940, with four exceptions.

Salary—\$2,040 to \$3,830 a year

Vacancies—Three for CRMD classes and 10 for Low I. Q. classes.

Eligibility Requirements—College graduation and 15 semester hours in approved courses. This preparation must include 24 hours in education, psychology for teachers, methods of teaching the subject, six hours in a course in supervised practice teaching and one course each in technic of handwriting, mental, social and vocational adjustments and mental measurements.

Scope of Tests—Written, oral English, interview, shop, class teaching, physical examination and appraisal of record. Miss J. Doring, Acting Director of CRMD Classes, may be consulted on definite rulings of eligibility at 224 East 28th street, N. Y. City.

Last Date for Filing Applications—Oct. 1, 1940.

Date for Notices of Admission to Tests—Oct. 10, 1940.

Date for Written Tests—October, 1940.

Final Date for Establishment of Eligibility—Feb. 1, 1941.

A fee of \$4.08 must accompany each application for either license.

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The three lectures will cover the City Charter, City Departments and City Finances. Full outlines of each course will be given to registrants and charts of the organization of the city government, seating arrangement of the Council, Board of Estimate and City Planning Commission also will be presented.

The course is open to members and non-members of the Guild.

No Merger

A bid from Local 5 of the Teachers Union for a merger with the Teachers Guild was rejected last weekend by the latter following a meeting at the home of Dr. George S. Counts, president of the American Federation of Teachers.

Representatives of the two groups met in Dr. Counts' home to discuss the proposal, but the Guild officials could not be persuaded. They charged the Union with following the Communist party line, an issue which split the two groups five years ago.

Following the weekend meeting Mrs. Rebecca Simonson, president of the Teachers Guild, issued the following statement:

"At this meeting Local 5 proposed a merger with the Teachers Guild. This proposal was rejected by the Guild's representatives.

"Last winter the delegate assembly of the Teachers Guild voted to turn down a similar overture. The delegates maintained that the undesirable conditions which caused the withdrawal of a large group to form the Guild in 1935 still existed, that the Communist party line dominated Local 5 and that political factionalism persisted. For all these reasons, the Guild could not join forces with the Union.

"The same ground was again covered in the discussion at the meeting. Since no changes have taken place in Local 5 and since the basic philosophies of the Guild and the Union remain widely divergent, the Guild representatives once more rejected the merger proposal."

Charles J. Hendley, president of Local 5, in commenting on the meeting said that the door was still open for further negotiations.

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AFFECTS YOUR
HEALTH
?
SEE PAGE 10

Examination Requirements

State Tests

Unemployment Insurance Referee

Division of Placement and Unemployment Insurance, Department of Labor. (Usual salary range \$3,500-\$4,375; appointments expected at minimum but may be made at less). Fee, \$3. File by October 11. Test to be held November 16.

Requirements

Candidates must meet the requirements of one of the following groups: either (a) six years of satisfactory full-time employment either (1) in positions providing placement or personnel experience in an organized employment or personnel office of a business or labor organization or an employment agency, commercial or otherwise, handling a considerable volume of diversified types of employment, or (2) in positions involving management or direction of a large staff of personnel in diversified types of employment providing knowledge of modern personnel procedure, or (3) in positions with a public agency responsible for the administration of workmen's compensation laws, or (4) with a public or private organization dealing with compliance with the Labor Laws or labor agreements relating to wages, hours and working conditions, or the settlement of insurance claims, two years of which experience under (1), (2), (3), and (4) must have been in a satisfactory administrative or supervisory capacity, and graduation from a standard senior high school; or (b) four years of satisfactory full-time paid employment as described under (a), one year of which must have been in a satisfactory administrative or supervisory capacity, and graduation from a recognized college or university from a course for which a degree is granted; or (c) admission to the Bar of New York State followed by five years of full-time satisfactory practice of the law; or (d) a satisfactory equivalent combination of the foregoing training and experience. Candidates must have a thorough knowledge of the New York State Unemployment Insurance Law; understanding and appreciation of its social and economic implications and its purposes in protecting the welfare of the people of the State; ability to deal with people fairly and impartially; firmness; resourcefulness; tact; good judgment; good address; good personality. College transcript required.

Weights

Written examination on the duties of the position, 5; training and experience, 5.

Assistant Analytical Chemist

Bureau of Biological Survey, Department of Conservation. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Make complete chemical analyses of assigned substances to determine their constituents involving both inorganic and organic determinations; do related work.

Requirements

Either a) three years laboratory experience in chemistry involving analytical determination of inorganic and organic substances, and college graduation with specialization in chemistry; or b) two years of such experience, and a master's degree in chemistry with specialization in analytical chemistry; or c) a Ph.D. in chemistry with specialization in analytical chemistry; or d) a satisfactory equivalent. Candidates must have a thorough knowledge of the principles and procedures of chemical analysis and skill in laboratory technique.

Weights

Written, 4; training and experience, 6.

Assistant Examiner of Town Highway Accounts

Bureau of Field Audit, Department of Audit and Control. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties
Do independent and responsible work in the audit and examination of town and county highway accounts; related work.

Requirements

Either a) seven years accounting or auditing experience, two of which were in the supervision of an office or field staff for auditing state, county, or municipal funds, and graduation from high school; or b) two years of such experience, and college graduation, including 24 credit hours in accounting; or c) a satisfactory equivalent. Candidates must have a thorough knowledge of governmental accounting procedures and methods of budgeting.

Weights

Written, 4; training and experience, 6.

Assistant in Teacher Certification

Department of Education. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Examine and evaluate teachers' qualifications; confer with applicants and school officials relative to teachers' qualifications; dictate letters, relating to teachers' qualifications, credentials, and reports; supervise the work of clerks in the evaluation of teachers' credentials; tabulate teacher education and experience data; check teacher record reports and supervise clerks assisting in such work; related work.

Requirements

Candidates must have a teacher's certificate valid for service in the public schools of New York City, or be eligible for such certificate. Either a) four years experience in the administration or supervision of an office with a personnel of at least 15 clerks or stenographers, and college graduation; or b) a satisfactory equivalent. Candidates must have a thorough knowledge of the kinds and grades of academic and professional records usually kept by colleges and universities.

Weights

Written, 4; training and experience, 6.

Consultant Public Health Nurse (Educational Supervision)

Division of Public Health Nursing, Department of Health. (Usual salary range \$3,120-\$3,970; appointment expected at minimum but may be made at less.) Fee, \$3. File by October 4. This exam is open also to non-residents of New York State.

Duties

Do especially difficult and responsible public health nursing work in the field of staff education; collect, edit, and prepare teaching material for extensive courses for state and local public health nurses, and for other registered nurses enrolled in the course; correct the written work of students; organize group conferences, select group leaders, and prepare the schedules; supervise the record keeping; related work.

Requirements

Candidates must be graduates of an accredited school of nursing, and must be licensed as a registered professional nurse in New York State or eligible for such license. Either a) three years supervisory experience in public health nursing, including one year experience in teaching nurses, and college graduation, including 30 credit hours in public health nursing or closely related subjects; or b) a satisfactory equivalent.

Weights

Written, 4; training and experience, 6.

Head Tuberculosis Hospital Nurse Type C (Anaesthetist)

Division of Tuberculosis, Department of Health. (Appointment expected at New York State Hospital for Incipient Tuberculosis, Ray Brook, at \$1,200-\$1,380 plus full maintenance. List will also be used to fill positions of Anaesthetist.) Fee, \$2. File by October 4. This exam is open also to non-residents of New York State, but preference in appointment will be given to residents.

Duties

Administer anaesthetics; have charge of the supplies necessary in the administration of anaesthetics; train and instruct nurses in anaesthesia technique; related work.

Requirements

Candidates must be graduates of high school or have equivalent education, must be graduates of a school of nursing, and must be licensed as a registered professional nurse in New York State or eligible for such license. Either a) six months post-graduate training in anaesthesia, and three years experience as anaesthetist in a clinic or hospital; or b) six months post-graduate training in anaesthesia, and two years experience as anaesthetist in a hospital or clinic which included six months experience on a thoracic surgical service; or c) four years experience as anaesthetist in a hospital or clinic; or d) a satisfactory equivalent. The experience must have included experience in "open chest" operations in which differential pressure and endotracheal technique was used. Candidates must have a knowledge of the technique of administering anaesthetics.

Weights

Written, 4; training and experience, 6.

Instructor in Physical Training

Department of Mental Hygiene. (Appointment expected at Creedmoor State Hospital at \$1,200 plus maintenance.) Fee, \$1. File by October 4.

How to Apply for a Test

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

For State Jobs: Obtain applications at 80 Centre Street, New York City, (9 a.m. to 5 p.m.), or enclose six cents in a letter to the Examinations Division, State Civil Service Department, Albany.

For County Jobs: Obtain applications from Examinations Division, State Civil Service Department, Albany. Enclose 6 cents.

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

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

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

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

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

Duties

Instruct in physical training and direct the recreational activities of neuropsychiatric patients in a State hospital or other institution; related work.

Requirements

Candidates must be graduates of high school or have educational equivalent. Either a) four years experience in physical education including one of supervisory experience and one in directing recreational activities of neuropsychiatric patients; or b) one year experience in physical training, either in addition to or including six months recreational or physical training experience with neuropsychiatric persons, and graduation from normal school or college with specialization in physical education; or c) a satisfactory equivalent.

Weights

Written, 3; training and experience, 7.

Junior Epidemiologist

Department of Health. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.)

Duties

Assist in the diagnosis of communicable disease cases and in the investigation of outbreaks and the endemic occurrence of communicable diseases; participate in epidemiological research studies; assist District State Health officers and local health departments in carrying out preventive and control measures.

Requirements

Candidates must be graduates of medical school and licensed to practice medicine in New York State or eligible to enter the exam for such license; they must have completed one year internship in a general hospital and a post-graduate course in public health approved by the public health council for Health Officer, Grade 2, in New York State, and must have had six months public health experience in a city, county, or State health department, or in a similar organization.

Weights

Written, 5; training and experience, 5.

Milk Accounts Examiner

Department of Agriculture and Markets. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties

Make complex and involved office and field examinations and audits of records and reports of milk producers and dealers to determine compliance with the Milk Control Law; assist such producers and dealers in achieving such

(Continued on Page 13)

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SPECIAL ATTENTION TO

TRANSIT EMPLOYEES & THEIR FAMILIES

State Tests Include Printer, Nurse

(Continued from Page 12)

compliance; prepare material for presentation at hearings; related work.

Requirements
Either a) six years experience in keeping or auditing accounts, two of them in responsible and difficult account keeping in the dairy industry, and high school graduation; or b) three years experience in keeping or auditing accounts, one and one-half of them in responsible and difficult account keeping in the dairy industry, and college graduation with specialization in agricultural economics or accounting; or c) a satisfactory equivalent. Two years experience in the administration of Milk Control Laws or in a supervisory capacity in dairy administration may be substituted for two years of the experience required under a). Candidates must be familiar with modern dairy accounting and the Milk Control Law.

Weights
Written, 6; training and experience, 4.

Occupational Therapist

Department of Mental Hygiene. (Usual salary range \$1,650-\$2,150; appointment expected at Creedmoor State Hospital at \$1,200 plus maintenance.) Fee, \$1. File by October 4.

Duties
Teach manual arts, according to the principles of occupational therapy, to patients in State Mental Hygiene hospitals; related work.

Requirements
Candidates must be graduates of high school, or have equivalent education. Either a) one year experience in occupational therapy, and graduation from a school of occupational therapy; or b) a satisfactory equivalent. Practice training will not be accepted as experience. Six months experience in occupational therapy in a Mental Hygiene hospital may be substituted for the one year experience required under a). Registration as an Occupational Therapist is desirable.

Weights
Written, 5; training and experience, 5.

Printer

(Usual salary range \$2,100-\$2,600; appointment expected in the main office of the Department of Public Works in Albany at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties
Do skilled work as assigned on any or all of the processes of a printing shop, other than machine composition; related work.

Requirements
Either a) eight years experience in general printing work including experience in hand composition and operation of presses; or b) a rating of journeyman printer with press experience, and graduation from high school; or c) a satisfactory equivalent. Candidates must have knowledge of proofreading and all branches of printing shop practice, other than machine composition.

Weights
Written, 4; training and experience, 6.

Safety Inspector of Construction

Bureau of Building Construction and Public Assembly, Department of Labor. (Salary varies; appointment expected at \$1,660 with automatic increases to \$3,000.) Preferred age: under 35. Fee, \$1. File by October 4.

Duties
Inspect the erection, repair, or demolition of buildings or structures and excavations in connection therewith, and inspect places of public assembly with respect to compliance with the provisions of the New York State Labor Law and Industrial Code Rules; related work.

Either a) five years practical experience in a vocation of the construction industry which involved knowledge of the use of building equipment, of which three years was either 1) as a skilled craftsman in one or more building trades, or 2) as superintendent of building construction, or 3) as a construction safety inspector or its equivalent in part-time safety work, and high school graduation; or b) a satisfactory equivalent. Candidates should be familiar with modern construction equipment and safety precautions of the industry and with the New York State Labor Law and Industrial Code Rules applicable to structural design of factory, mercantile, and public assembly buildings. A physical exam may be required before appointment.

Weights
Written, 6; training and experience, 5.

Dentist

Division of Maternity, Infancy, and Child Hygiene, Department of Health. (Usual salary range \$3,120-\$3,870; appointment expected at minimum but may be made at less.) Fee, \$3. File by October 4.

Duties
Have charge of the dental work in a mobile dental trailer; related work.

Requirements
Candidates must be licensed to practice dentistry in New York State and must have had three years experience in dental practice, including that among young children, of which one year was as interne in a children's hospital, institution, or agency specializing in children's dentistry, including work in pre-school age children.

Senior Laboratory Technician (Clinical Pathology)

Division of Tuberculosis, Department of Health. (Usual salary range \$1,650-\$2,150; appointment expected at minimum but may be made at less.) Fee, \$1. File by October 4.

Duties
Do clinical laboratory work of an advanced or complex character; supervise subordinates; do related work.

Requirements
Either a) high school graduation supplemented by either 1) a two-year course in laboratory technique, including clinical pathology, and two years experience in clinical or bacteriological laboratory work, of which one year was in the clinical laboratory of a tuberculosis hospital, or 2) two years college work including 16 credit hours in biological sciences and four years clinical or bacteriological laboratory experience, of which one year was in the clinical laboratory of a tuberculosis hospital; or b) college graduation, with specialization in biological sciences, including courses in

biology, biochemistry, inorganic and organic chemistry, or completion of the requirements for entrance to medical school as established by the Board of Regents, and two years clinical laboratory experience; or c) a satisfactory equivalent.

Weights
Written, 4; training and experience, 6.

Senior Tuberculosis Roentgenologist

Division of Tuberculosis, Department of Health. (Usual salary range \$4,000-\$5,000, with suitable deduction for maintenance if allowed; appointment expected at the New York State Hospital for Incipient Tuberculosis at Ray Brook at \$3,000 plus maintenance.) Fee, \$3. File by October 4.

Duties
Be in responsible charge of the X-ray department, including the mechanical operation and maintenance of all X-ray and dark room equipment and supplies, the X-ray and dark room technique used and the expert interpretation of the data; take histories and make initial and periodic examinations of patients; make and supervise the making of fluoroscopic examinations, especially of the chest and G. I. and G. U. systems with the use of dyes and opaque mediums; do clinic work; teach X-ray technique and interpretation to technicians, medical students, and physicians; do research work in the field of roentgenology; related work.

Requirements
Candidates must be graduates of a medical school, licensed to practise medicine in New York State or eligible to enter the exam for such license, and must have served one year's internship in a general hospital. Either a) four years experience in tuberculosis work, as a member of the resident staff of a tuberculosis hospital or sanatorium of at least 200-bed capacity, of which two years were in a responsible position in the X-ray department; or b) a satisfactory equivalent.

Weight
Written, 4; training and experience, 6.

Supervising Janitor-Fireman

Department of Education. (Usual salary range \$1,800-\$2,300 plus residence accommodations; appointment expected at minimum at State Normal School at Fredonia, but may be made at less.) Fee, \$1. File by October 4.

Duties
Have general care, protection, and upkeep of a State Normal School; related work.

Requirements
Candidates must have five years experience in the repair and maintenance of large buildings, including the heating plant, together with some experience in at least three of the following lines of work: plumbing, painting, electrical work, or carpentry. Credit will be given for experience in the operation and repair of high pressure boilers.

Weights
Written, 5; training and experience, 5.

Supervisor of Stream Improvement

Division of Fish and Game, Department of Conservation. (Usual salary range \$2,400-\$3,000; appointment expected at minimum but may be made at less.) Fee, \$2. File by October 4.

Duties
Plan and supervise the improvement of fishing streams owned or controlled by the State; related work.

Requirements
Either a) five years experience in wild life conservation, of which three were on a technical level in planning and directing improvement of fishing streams; or b) three years of such fishing stream experience and a B. S. degree; or c) a satisfactory equivalent. Candidates must have knowledge of trout waters in New York State and of the types of stream improvements and their adaptation to the conditions and requirements of individual streams.

Weights
Written, 4; training and experience, 6.

Toll Collector

New York State Bridge Authority. (\$5 a day with probability of \$6 a day after six months; appointments will be made on the Mid-Hudson, Rip Van Winkle, and Bear Mountain Bridges.) Fee, \$1. File by October 4. Preferred ages: 21-45. Candidates must be residents of Albany, Columbia, Greene, Rensselaer, Schoharie, Sullivan, Ulster, Dutchess, Orange, Putnam, Rockland, or Westchester counties.

Duties
Collect and register tolls at a toll station on a bridge under the authority of the New York State Bridge Authority; related work.

Requirements
Either a) four years business experience, two of them as a cashier or ticket seller or in similar capacity; or b) two years of such specialized experience, and high school graduation; or c) a satisfactory equivalent.

Weights
Written, 6; training and experience, 4.

Unwritten Exam. Later Than Oct. 26

Instructor in Woodworking Machinery and Cabinetmaking

Department of Correction. Appointment expected at Elmira Reformatory at \$1,800. Fee, \$1. File by October 26.

Requirements
Candidates must either possess or be eligible for a New York State certificate for teaching cabinetmaking, or have completed education equivalent to junior high school graduation and 32 semester hours in training of teachers of shop subjects, and have completed five years journeyman cabinetmaking experience.

New York County Probation Officer

Probation Department, Court of General Sessions. (Appointment ex-

pected at \$3,000.) Age limits: 21st-55th birthday. Fee, \$2. File by October 4.

Duties
Perform the duties of a probation officer in the Court of General Sessions in conformity with the General Rules Regulating Methods and Procedure in the Administration of Probation; related work.

Requirements
Candidates must be high school graduates or have equivalent education. Either a) college graduation with specialization in the social sciences, and three years experience in social case work with a social agency; or b) college graduation, supplemented by graduation from a two-year course in a social work school; or c) completion of two years of college study and four years experience as listed under a); or d) a satisfactory equivalent.

Weights
Written, 4; training and experience, 6.

COUNTY WRITTEN EXAMINATIONS OF OCT. 26

(Applications should be filed by Oct. 4)

These examinations are open only to residents of the county specified.

Albany County

Engineering Assistant, Albany County Highways Department.

(Several appointments expected at \$1,200.) Fee, \$1.

Erie County

Deputy Sealer of Weights and Measures, Department of Weights and Measures, Erie County.

(Usual salary range \$1,800-\$2,100.) Fee, \$1. Appointment expected at \$1,800.

Janitor, Department of Commissioner of Buildings, Erie County.

(Usual salary range \$1,200-\$1,500.) Fee, \$1. Appointment expected at \$1,200.

Senior Case Worker, Division of Child Welfare, Department of Social Welfare, Erie County.

(Usual salary range \$1,500-\$1,800.) Fee, \$1. Several appointments expected at \$1,500.

Hamilton County

Sealer of Weights and Measures.

Appointment expected at \$1,200. Fee, \$1.

Monroe County

Case Supervisor (Consultant), Board of Child Welfare.

(Usual salary range \$2,100-\$2,400.) Fee, \$2. Appointment expected at the minimum but may be made at less.

Oneida County

Dentist, Oneida County.

Salary varies. (Appointment expected at \$2,500 without maintenance or quarters.) Fee, \$2.

Director, Children's Division, Department of Public Welfare, Oneida County.

(Appointment expected at \$2,200.) Fee, \$2.

Onondaga County

Special Deputy County Clerk (Executive Office), Office of the County Clerk, Onondaga County.

(One appointment expected at \$3,000.) Fee, \$3.

Stenographer, Department of Public Welfare, Onondaga County.

(Usual salary range \$832-\$920.) Fee, 50 cents.

Rensselaer County

Case Worker, Children's Service Bureau, Department of Public Welfare.

(Usual salary range \$1,200-\$1,600.) Fee, \$1. Three appointments expected at \$1,200.

Fireman, Rensselaer County Welfare Home, Department of Public Welfare.

(Usual salary \$1,200 with \$600 maintenance allowance.) Fee, \$1. Three appointments expected.

Ulster County

Senior Engineering Aide, Office of County Superintendent of Highways, Ulster County.

(Usual salary range \$1,200-\$1,500.) Fee, \$1.

Westchester County

Guard - Farmer, Westchester County Penitentiary.

(Usual salary range \$1,740-\$1,980.) Fee, \$1. Appointment expected at \$1,740 or \$1,290 and maintenance. Age limits: 21-45.

Supervising Toll Collector, Westchester County Park Commission.

(Five appointments expected at \$1,860.) Fee, \$1. Preferred ages: 21-45. Appointees will be required to furnish their own uniforms. It

is desired to appoint male Supervising Toll Collectors to fill the existing vacancies.

Toll Collector, Westchester County Park Commission. (Several appointments expected at \$1,620.) Fee, \$1. Preferred ages: 21-45. Appointees will be required

to furnish their own uniforms. It is desired to appoint male Toll Collectors to fill the existing vacancies. If eligible, candidates may compete for Toll Collector, New York State Bridge Authority. A separate application and fee of \$1 must be filed.

U. S. Tests

Machinist

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N. Y. (\$6.96-\$8.40 a day). Filing open. Age limits: 18-62. File with Secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

Chief Tool and Gauge Designer (\$2,600)

Principal Tool and Gauge Designer (\$2,300)

Senior Tool and Gauge Designer (\$2,000)

Tool and Gauge Designer (\$1,800)

Place of employment: Watervliet, N. Y. Open to any resident of New York State. No closing date has been set for filing. Age limit: 18 to 55.

Toolmaker

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N. Y. (\$7.84-\$9.28 a day). Filing open. Age limit: 18-62. File with Secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

Shipwright

Salary: \$7,488; \$7,968; and \$8,448 per day. Place of employment: Norfolk Navy Yard, Portsmouth, Virginia. Age limit: 20 to 55. Applications will be received until further notice.

Sr. Inspector, Ordnance Material (\$2,600)

Inspector, Ordnance Material (\$2,300)

Asso. Inspector, Ordnance Material (\$2,000)

Asst. Inspector, Ordnance Material (\$1,800)

Junior Inspector, Ordnance Material (\$1,620)

Junior and assistant grades, 20-48 years; other grades, 21-55 years. Filing open. Ordnance Dept., War Dept.

Precision Lens, Prism and Test Plate Maker

Salary: \$7,572; \$8,352; \$8,832 per day. Place of employment: U.S. Navy Yard, Washington, D. C. Age limits: 20 to 48. Filing open until further notice.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Junior Engineer (\$2,000)

Optional Branches: 1. Aeronautical; 2. Naval Architecture and Marine Engineering.

Filing is open until sufficient eligibles are obtained. Applications will be rated as received and certification made for appointment as needs of service require. Age limit: 40.

(Continued on Page 14)

Telephone Operators Will Fight for Jobs

Eligibles on the Male Telephone Operators list last week began to fight for 200 or 300 jobs in the Police Department, and if necessary they will carry their case to the courts.

This was the opinion of their new president, Salvatore Ferro, who was elected at a meeting last week to replace Roger J. O'Mara, temporary secretary.

The organization intends to draw up a petition and secure 10,000 signatures to present to Mayor La Guardia, Ferro said. The petition will ask that the Police Department's switchboard jobs, now being filled by men on the Patrolman list be given to the telephone operators on the ground that the latter took the exam specifically for these jobs.

Last week's meeting was attended by more than half the 390 eligibles on the list. Another meeting was called for 7:30 p.m. Wednesday night at P. S. 27 (Central Commercial High), 42nd Street, East of Third Avenue. All eligibles have been asked to attend.

Kern OK's Valentine

While the Municipal Civil Service Commission did not officially rule that the Male Telephone Operators list would not be used for the Police jobs, Paul J. Kern, Commission president, revealed that he will respect Police Commissioner Valentine's request that Police eligibles be used.

In a letter to one telephone eligible who sought information, Kern said:

"I regret that this Commission cannot assist you. The Police Commissioner has determined the desirability of having the station house's switchboards operated by police recruits. We have no power to overturn this position unless it seems unreasonable. Contrary to being unreasonable, it seems that

Commissioner Valentine's plan is both logical and wise. It allows an additional period of training for the police recruits. It develops a sympathetic attitude on the part of the officers towards the switchboard men, since they are naturally anxious to help those young recruits improve themselves. . . .

"This does not mean that there will be no vacancies from the Telephone Operators list. In any event, we require an eligible list of male telephone operators for other departments, since many positions in the city service exist where male switchboard operators are used.

It is also possible that we will make use of this list for some appropriate position, and while it is of course regrettable from the standpoint of men on your list that the jobs of police telephone operators are not open to them, I can assure you that your list will receive sympathetic consideration for other available positions."

Ferro declared that it was Mayor La Guardia's earlier intention to use civilians in the Police Department as telephone operators in order to reduce expenses. The positions pay \$1,200. Kern explained that since that time Valentine discovered that his Police eligibles, who were appointed last summer provisionally, could fill the positions satisfactorily at that salary.

Filing for Many U. S. Tests Now Open

(Continued from Page 13)

Associate Aeronautical Inspector, \$3,500

Assistant Aeronautical Inspector, \$3,200

Civil Aeronautics Authority, Department of Commerce. Applications will be received until further notice. Age limits: 24 to 40 (for Associate); 24 to 35 (for Assistant).

Duties and requirements for this exam appeared in the June 25 issue of The Leader.

Mechanical Engineer (Industrial Production) \$3,800

Associate Mechanical Engineer (Industrial Production) \$3,200

Assistant Mechanical Engineer (Industrial Production), \$2,600

War or Navy Departments. File by June 30, 1941. Age limit: 60.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Aeronautical Engineer, \$3,800

Associate Aeronautical Engineer, \$3,200

Assistant Aeronautical Engineer, \$2,600

Optional branches: 1) aerodynamics and performance; 2) design; 3) electrical installations; 4) engines; 5) equipment; 6) general; 7) power plant installations; 8) propellers; 9) specifications and weight control; 10) structures; 11) vibration and flutter; 12) any other specialized branch of aeronautical engineering.

Applications will be received until June 30, 1941. Age limit: 53.

Duties and requirements for this exam appeared in the June 25 issue of The Leader.

Senior Engineering Aide (Topographic)

Salary: \$2,000. U. S. Geological Survey, Dept. of Interior. Age limit: 53. File by December 31, 1940.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Chief Engineering Draftsman (Ordnance), \$2,600

Principal Engineering Draftsman (Ordnance), \$2,300

Senior Engineering Draftsman (Ordnance), \$2,000

Engineering Draftsman (Ordnance), \$1,800

Assistant Engineering Draftsman (Ordnance), \$1,620

Navy and War Departments. Filing open until June 30, 1941. Age limit: 53.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Associate Aircraft Inspector (Factory)

Associate Air Carrier Maintenance Inspector

Salary for both positions: \$2,900. No filing deadline has been set. Age limit: 24 to 53. Civil Aeronautics Authority.

Requirements

An aircraft mechanic's certificate of competency. In addition: either 1) two years of

broad experience in a supervisory capacity in the mechanical field of modern civil aircraft manufacture or repair; or 2) three years of broad experience in the mechanical field of modern civil aircraft manufacture or repair, which must have included components, sub-assemblies, instruments, and accessories, or must have been in final assembly inspection.

Senior Inspector, Engineering Materials (Aeronautical), \$2,600

Inspector, Engineering Materials (Aeronautical), \$2,000

Junior Inspector, Engineering Materials (Aeronautical), \$1,800

Navy Department. File until further notice. Age limit: 53.

Requirements

Applicants must have had from two to six years experience, according to the grade of the position, in the inspection and testing of aeronautical engineering materials, including parts, subassemblies, assemblies, instruments, etc., to determine compliance with specifications or standards of manufacture; or in the inspection and testing of aircraft engines and their accessories. For part of this experience requirement, certain substitutions are allowed.

Attendant, Neuro-Psychiatric Hospital

Salary: \$1,020. File until further notice. Place of employment: Veterans Administration Facilities, Canandaigua and Northport, New York. Age limits: 21 to 48.

Duties and requirements for this exam appeared in the August 27 issue of The Leader.

Machinist

Appointments will be made at salaries ranging from \$6.92 to \$8.82 a day. Positions will be filled in Dover, Metuchen, N. J. and Brooklyn, N. Y. Age limits: 18 to 55.

Duties

To operate machines and tools of all types in a large first class machine shop fitted for handling all sizes of work; to do all classes and kinds of bench, machine, hand tool, and vise work, floor and erecting work; to fit up in connection with building and repairing machine tools, main engines (both reciprocating and turbines), automobiles, pumps, blowers, locomotives, etc.

Requirements

Completion of a four-year apprenticeship, or four years of practical experience in the trade.

Weights

Applicants will be rated on their experience and fitness on a scale of 100.

Chief Engineering Draftsman (Aeronautical), \$2,600

Principal Engineering Draftsman (Aeronautical), \$2,300

Senior Engineering Draftsman (Aeronautical), \$2,000

Engineering Draftsman (Aeronautical), \$1,800

Assistant Engineering Draftsman (Aeronautical), \$1,620

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Crane Operator (Electrical Traveling Bridge) (\$6.24 to \$7.20 per day)

Crane Operator (Steam Locomotive) (\$7.27 to \$8.83 per day)

Applications will be received until further notice. Place of

employment: Brooklyn Navy Yard. Age limit: 20 to 48.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Radio Monitoring Officer \$3,200

Assistant Radio Monitoring Officer \$2,600

Age limit: 21-55. Applications will be rated as received until June 30, 1941.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Toolmaker

For positions in Fort Monmouth, N. J.—\$2,000 to \$2,200; Picatinny Arsenal, Dover, N. J.—\$7.20 to \$9.28 a day; Raritan Arsenal, Metuchen, N. J.—\$7.20 to \$8.40 a day; Brooklyn Navy Yard—\$8.35 to \$9.31 per day.

Applications will be received until further notice. Age limits: 18 to 62.

Duties

To perform work of average difficulty involved in bench, machine, and hand work in the manufacture of tools, jigs, fixtures, gauges, punches, and dies in a machine or instrument shop; to cut, grind, lap, polish, temper, anneal, and harden tools and gauges; to work from blueprints, sketches, or verbal directions.

Requirements

Applicants must have completed a four-year apprenticeship, or have had four years of practical experience, the substantial equivalent of such apprenticeship.

Senior Medical Officer \$4,600

Medical Officer, \$3,800

Associate Medical Officer \$3,200

Public Health Service and Food and Drug Administration, Federal Security Agency; Veterans Administration; Civil Aeronautics Authority, Department of Commerce; Indian Service, Department of the Interior. 200 appointments as Associate Medical Officer will be made by the Veterans Administration. Age limits: 53 for Senior Medical Officer and Medical Officer, 40 for Associate Medical Officer. Filing open.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.



FINGER PRINTING

All applicants for Civil Service exams are fingerprinted. This prevents substitutions on exams. Several attempts of this sort have recently been blocked by this system

Principal Marine Engineer, \$5,600

Senior Marine Engineer, \$4,600

Filing open until June 30, 1941. Upper age limit: 70. No written exam. Basis of rating on education and experience.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Principal Naval Architect, \$5,600

Senior Naval Architect, \$4,600

Filing for this position is

Truck Drivers—Will You Take Labor Jobs?

The Municipal Civil Service Commission has just completed a canvass of the Auto Truck Driver's eligible list to determine how many men would accept appointment as laborers outside New York City. In most cases these jobs are on City-owned watershed in up-state areas. The results of the canvass showed that 150 men from the list would accept the positions.

open until June 30 1941. Age limit: 70.

Duties and requirements for this exam appeared in the August 20 issue of The Leader.

Senior Civil Engineer, \$4,600

Civil Engineer, \$3,800

Associate Civil Engineer, \$3,200

Assistant Civil Engineer, \$2,600

Optional branches: 1) cadastral; 2) construction; 3) soil mechanics; 4) safety; 5) sanitation. (Continued on Page 15)

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Many Navy Yard Jobs Still Open

(Continued from Page 14)

tary; 6) general. File by June 30, 1941.

Duties and requirements for these exams appeared in the August 6 issue of The Leader.

Junior Graduate Nurse

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

Duties

Under immediate nursing supervision, perform general nursing duty in the wards of hospitals, infirmaries, or sanatoria; related work.

Requirements

High school graduation; completion of a course in a recognized nursing school, with a residence of two years in a hospital with a daily average of at least 50 bed patients; registration as a graduate nurse. Candidates in the final year in nursing school will be accepted if they furnish proof of fulfilling requirements during life of the register. Stand at least 5 feet, weigh at least 105 pounds.

Navy Yard Jobs

49 exams are open for filing at the Brooklyn Navy Yard. Applications may be secured from the Navy Yard, from the Federal Building, or from any first class Post Office. No examinations will be given but experience is required. The jobs and salaries follow.

Anglesmith, Heavy Fires, \$8.54 to \$9.50 per day; Anglesmith, Other Fires, \$7.50 to \$8.54; Blacksmith, Heavy Fires, \$8.54 to \$9.50; Blacksmith, Other Fires, \$7.58 to \$8.54; Boatbuilder, \$7.87 to \$8.83; Boilermaker, \$7.87 to \$8.83; Caulker, Wood, \$7.58 to \$8.54; Chipper and Caulker, Iron, \$7.58 to \$8.54; Coppersmith, \$8.45 to \$9.51; Die Sinker \$8.83 to \$9.79; Diver, \$17.58 to \$18.24; Driller, Pneumatic, \$6.37 to \$7.30; Engineering Draftsman, Chief, (Aeronautical), \$2,600 per year; Engineering Draftsman, Principal, (Aeronautical), \$2,300 per year; Engineering Draftsman, Senior, (Aeronautical), \$2,000 per year; Engineering Draftsman, (Aeronautical) \$1,800 per year; Flange Turner, \$8.06 to \$9.02; Forger, Drop, \$7.77 to \$8.73; Forger, Heavy, \$12.09 to \$13.95; Forger,

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Regional Agent, Trade and Industrial Education, \$4,600

Special Agent, Trade and Industrial Education, \$3,800

Office of Education, Federal Security Agency. File by October 1. Age limit: 53.

Duties and requirements for this exam appeared in the September 10 issue of The Leader.

Special Agent, Research in Commercial Education, \$4,600

File by October 1. Age limit: 53.

Duties

Under supervision of the Chief of the Business Education Service, to make studies of current practices in the organization and administration of secondary-school courses for commercial workers and of college courses for teachers of commercial subjects including vocational guidance, testing, placement, and follow-up practices.

Duties and requirements for this exam appeared in the September 10 issue of The Leader.

Civilian Medical Officer (Temporary and Part-Time)

For full-time duty the salary is \$3,200 a year or higher; for part-time duty, the salary is commensurate with the hours of duty. Applications will be received until further notice.

Because of the immediate authorized expansion of the Army, there will be need for approximately 600 civilian medical officers in various grades for temporary service and part-time service, to perform at this time duties which will later be performed by Commissioned Officers of the Medical Reserve Corps, if and when such officers are called to active duty. The duration of the appointments is indefinite, and appointees will not receive commissions in the Army. Appointees will not be eligible for permanent appointment as a result of this announcement. Appointments will be made for duty in army hospitals, camps, reception centers and other field stations throughout the United States. Appointment to part-time positions will be made of persons residing in the vicinity of the place of duty.

Requirements

Education.—They must have graduated from a school of recognized (Class A) standing with the degree of M.D., or from a foreign medical school whose graduates are admitted to the examinations of the National Board of Medical Examiners.

Experience.—They must have had at least 1 year internship, general, or 1 year in a special branch. For appointment as

Senior Medical Officer at \$4,600 and Medical Officer at \$3,800, applicants must have had in addition experience in the active practice of medicine commensurate in length and quality with the responsibilities of these positions.

Production Assistant (Estimator)

Salary: \$2,000 to \$2,600. File by September 25. Place of employment: ordnance service, war department, Watervliet Arsenal. Age limits: 18 to 53.

Duties and requirements for this exam appeared in the September 10 issue of The Leader.

Senior Personnel Technician (Tests and Measurements), \$4,600

Personnel Technician (Tests and Measurements), \$3,800

File by October 7. Age limits: 53.

Duties

To organize and conduct a program of construction of objective tests and other personnel measurement devices; to plan and conduct research on the reliability and validity of personnel measurements.

Requirements

A bachelor's degree, with 20 hours in psychology, including six in group tests and measurements. In addition the following experience: Senior Personnel Technician: six years experience in carrying out personnel research programs involving the application of psychological methods and procedures. A major part of this time must have been devoted to the development and application of group psychological tests of aptitude and proficiency. Personnel Technician: five years of the foregoing experience.

Weights

Applicants will be rated on their experience and fitness on a scale of 100.

Associate Personnel Technician (Tests and Measurements), \$3,200

Assistant Personnel Technician (Test and Measurements), \$2,600

Junior Personnel Technician (Tests and Measurements), \$2,000

File by October 7. Age limit: 53, except for the junior grade, which is 35.

Duties

To conduct a program of construction of objective tests and other personnel measurement devices; to plan and conduct research on the reliability and validity of personnel measurements.

Requirements

A bachelor's degree, which includes 20 semester hours in psychology, three of them in group

Unemployment Insurance Referee Book \$1.

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CIVIL SERVICE WORKERS DO YOU KNOW HOW ARTICLE IXc of the Piper-Hampton Act signed by GOV. H. H. LEHMAN AFFECTS YOUR HEALTH ? SEE PAGE 10

tests and measurements, and three in statistical method or in mathematical statistics. In addition, the following experience: Associate Personnel Technician: three years of experience in research in the construction and validation of group tests of general and special aptitude, proficiency tests, rating scales, standardized interviewing procedures, and/or devices for the evaluation of training and experience. Assistant Personnel Technician: no minimum experience required.

Instructor, Air Corps Technical School, \$3,800

Associate Instructor, Air Corps Technical School \$3,200

Assistant Instructor, Air Corps Technical School, \$2,600

Junior Instructor, Air Corps Technical School, \$2,000

Optional branches: 1) Aircraft Carburetion Systems; 2) Aircraft Engines; 3) Aircraft Hydraulic Systems; 4) Aircraft Instruments; 5) Aircraft Mechanics; 6) Aircraft Propellers; 7) Aircraft Fabric Work; 8) Aircraft Sheet Metal Work; 9) Aircraft Welding; 10) Heat Treating; 11) Parachutes; 12) Air Corps Fundamentals.

File until further notice. Age limits: 21 to 53. Positions are in the U. S. Army Air Corps, Chanute Field, Rantoul, Ill., Scott Field, Belleville, Ill.; and Lowry Field, Denver, Col.

Duties

To instruct, or supervise the instruction of, officers and enlisted men of the Army Air Corps, National Guard, or Reserves, in the subjects indicated in the optional branches.

Requirements

Education: high-school graduation, or completion of 14 units of high school study ac-

ceptable for college education.

Experience: except for certain substitutions, at least four years of experience as Instructor in shop subjects or as shop supervisor, which must have included six months of instructional or supervisory experience in the optional branch for which application is made.

Substitution: for each year lacking of the prescribed instructional or supervisory experience, applicants may substitute each year of successfully completed study leading to a bachelor's degree in a college in the subjects indicated after the names of the optional branches:

- Aircraft Carburetion Systems.—Aeronautical or Mechanical Engineering.
- Aircraft Engines.—Aeronautical, Mechanical, or Marine Engineering.
- Aircraft Hydraulic Systems.—Hydraulic, Mechanical, Aeronautical, or Marine Engineering.
- Aircraft Instruments.—Aeronautical, Mechanical, Electrical, or Marine Engineering.
- Aircraft Mechanics.—Aeronautical or Mechanical Engineering.
- Aircraft Propellers.—Aeronautical or Mechanical Engineering.
- Aircraft Fabric Work.—Aeronautical or Textile Engineering; Vocational Education; or Industrial Arts.
- Aircraft Sheet Metal Work.—Aeronautical or Mechanical Engineering; Industrial Arts; or Vocational Education.
- Aircraft Welding.—Metallurgical, Mechanical, or Aeronautical Engineering; Industrial Arts; or Vocational Education.
- Heat Treating.—Metallurgical, Mechanical, or Aeronautical Engineering; Industrial Arts; or Vocational Education.
- Parachutes.—Aeronautical Engineering; Industrial Arts; or Vocational Education.
- Air Corps Fundamentals.—Business Administration.

Special provisions: In the event of substitution of education in Vocational or Industrial Arts for the optional branches of Aircraft Sheet Metal Work, Aircraft Welding, Aircraft Fabric Work, Heat Treating, and Parachutes, applicants must show six months of experience. In all other cases substitution of education for experience may be made up to a maximum of four years in all optional branches except Air Corps Fundamentals, in which

(Continued on Page 16)

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U. S. Seeks Physicians, Economists

(Continued from Page 15) substitution may be made up to a maximum of two years.

Additional requirements: There are no additional requirements for Junior Instructor grade. Applicants for the higher grades must show the following experience as shop foreman or instructor of shop subjects: Assistant Instructor—one year of experience, six months of which must have been in the option applied for; Associate Instructor—two years of experience, one year of which must have been in the option applied for; Instructor—three years of experience, 18 months of which must have been in the option applied for.

Weights

Applicants will be rated on their experience and fitness on a scale of 100.

Senior Inspector, Powder and Explosives, \$2,600

Inspector, Powder and Explosives, \$2,300

Associate Inspector, Powder and Explosives, \$2,000

Assistant Inspector, Powder and Explosives, \$1,800

Junior Inspector, Powder and Explosives, \$1,620

File until further notice. Age limits: 53. Applicants must be in sound physical condition.

Duties

To inspect and test at arsenals or commercial laboratories, powder and/or explosives to determine compliance with and acceptability under specifications; to prepare inspection reports.

Requirements

Education: except for certain substitutions applicants must show 18 hours of college credit in organic chemistry.

Substitution: Applicants may substitute one additional year only of the experience specified in (a) or (b) below for nine semester hours of the required credit in organic chemistry.

Experience: There are no additional requirements for the Junior grade. Applicants for Senior Inspector must have had two years, for Inspector, 18 months, for Associate Inspector one year, and for Assistant Inspector six months of experience in either (a), (b), or (c) as follows:

(a) analytical work in chemical laboratory; (b) inspection of powder and/or explosives; and (c) any time-equivalent combination of (a) and (b).

Weights

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

physical examinations, and record findings; to make ward rounds of inspection, note charts, and record observations; to prescribe for minor ailments or for acute emergency cases, etc.

Junior Medical Officer (Psychiatric Resident): To take histories; to make physical and mental examinations and to record the findings; to make rounds of inspection; to make notes; to prescribe for and treat minor ailments; to answer correspondence relative to patients; and to assist the chief of the service to which assigned in all the administrative and professional duties of the service.

Requirements

Education: Junior Medical Officer (Rotating Internship): applicants must be fourth-year students in a Class A medical school.

Junior Medical Officer (Psychiatric Resident): Applicants must have completed their fourth-year of study in a Class A medical school subsequent to December 31, 1937, and they must have the degree of B.M. or M.D. In addition they must have successfully completed an accredited rotating internship of at least one year, provided that applications will be accepted from persons now serving such an internship.

Weights

General test, 60; education, experience and fitness, 40.

Principal Economist, \$5,600

Senior Economist, \$4,600

Economist, \$3,800

Associate Economist, \$3,200

Assistant Economist, \$2,600

Optional subjects: Analysis of General Economic and Business Conditions; 2) Consumer Problems; 3) Economic Theory; 4) Government Regulation of Business; 5) Housing (including Urban Land Economics); 6) Income and Wealth Analysis; 7) Industry Studies; 8) International Trade and Finance; 9) Labor Economics; 10) Marketing; 11) Money, Banking and Investment Finance; 12) Population Problems; 13) Price Theory and Analysis; 14) Public Finance; 15) Public Utilities and Communications; 16) Social Insurance; 17) Transportation.

File by October 17. Age limit: 53.

Duties

To initiate, plan, direct, coordinate, conduct or assist in conducting professional economic research in the field of one or more of the optional subjects, including the collection, compilation, evaluation, analysis and interpretation of basic data and the preparation for use or publication of the results thereof; to represent the employing agency in establishing and maintaining working relationships with other federal or state agencies engaged in similar activities; to supervise professional and clerical workers of lower grade. The duties vary with the grade of the position.

Requirements

Principal Economist: seven years of responsible experience of a highly technical character in professional economic research or responsible college teaching in economics accompanied by economic research, at least three years of which must have been devoted to the field of the optional subject. The research experience must have demonstrated a superior accomplishment in the field of the optional subject. Such past performance must have proven conclusively the ability to plan, direct, analyze, and report upon highly difficult research problems.

Senior Economist: six years of experience outlined above, and three years in the optional subject.

Economist: Five years of experience outlined above, and two years in the optional subject.

Associate Economist: Three years of experience as outlined above, and one year in the optional subject.

Assistant Economist: two years of successful experience in economic research or responsible college teaching in economics accompanied by economic research, of which at least one year was in the optional subject.

Certain substitutions for these experience requirements are allowed for post-graduate study.

Weights

Qualified applicants will be rated from 70 to 100 on the basis of their experience, education and general fitness.

New Jersey Tests

Only New Jersey residents of one year are eligible for New Jersey exams. Secure application blanks from the following: N. J. Civil Service Commission, State House, Trenton; Court House, Elizabeth; Administration Building, Hackensack; City Hall, Camden; City Hall, Jersey City; Hall of Records, Morristown; and Court House, Paterson.

Principal File Clerk

Salary: \$1,740 to \$2,160. Vacancy, Unemployment Compensation Commission. Open to men and women. File by September 24.

Duties

To have charge of a section of the central filing system.

Minimum Qualifications

Either (1) education from standard high school, supplemented by special course in filing and four years of experience involving responsible filing duties, or (2) some similar and equivalent combination of education and experience of equal or greater length; knowledge of modern filing methods and techniques; supervisory ability; good judgment; resourcefulness; good physical condition.

Scope of Test

Education, experience and fitness; Educational and special subjects.

Director of Occupational Therapy

Salary, \$1,800, plus maintenance. Vacancy, State Hospital at Marlboro. Open to men and women. File by September 25.

Duties

To have charge of and be responsible for the occupational therapy in a State institution. Typical Tasks: Organizing and instructing classes in occupational subjects; making special studies of the behavior of patients; conferring with physicians as to patients' progress; keeping records and making reports; requisitioning supplies.

Minimum Qualifications

(1) Graduation from a recognized school of occupational therapy, at least five years practical experience in occupational therapy work, some of which shall have been in a supervisory capacity, and one year of which shall have been in the occupational therapy department of a mental disease hospital or as an interne in a mental hospital prior to graduation, or (2) some other combination of education and experience of equal or greater length; ability to lay out work for others; sympathetic understanding of the mentally sick; sound physical condition.

Scope of the Test

Education, experience and fitness; Oral interview; Special subject (See "Duties").

Assistant Institutional Trade Instructor (Soap Mfg.)

Salary: \$1,440 to \$1,800. Vacancy, State Use Division, State Prison. File by September 25.

Duties

To assist with the production of the soap manufacturing plant; to assist with the custody, discipline, industry and instruction of inmates assigned to the soap manufacturing plant.

Minimum Qualifications

Graduation from a standard high school, at least five years of experience in the manufacture of soap, or some other combination of education and experience of equal or greater length; knowledge of chemistry and technique of the manufacture of soaps and allied products; ability to instruct, and work with inmates.

Scope of the Test

Education, experience and fitness; Oral interview; Special subjects (See "Duties").

Assistant Sanitary Engineer

Salary: \$2,400 to \$3,000. Vacancy, Department of Health. File by September 25.

Duties

Assisting in inspection of operation of sewage disposal plants; collecting and forwarding to the laboratory of the Health Department samples of sewage effluents, potable waters, and water from streams; assisting in investigating stream pollution and complaints; assisting in making bacteriological and chemical tests on water and sewage plant effluents; examining and reporting upon plans and specifications for water and sewage treatment plants; to prepare from field notes water shed maps from a sanitary standpoint.

Minimum Qualifications

Graduation from a college or university with a B.S. degree in engineering and specialization in sanitary engineering, chemistry and bacteriology, two years of experience in sanitary engineering work, or (2) some other combination of education and experience of equal or greater length; knowledge of methods of operation and control of sewage disposal plants; knowledge of map drafting and surveying desirable; ability to make investigations and write comprehensive reports on the same; ability to prepare charts and graphs.

Scope of the Test

Education, experience and fitness; Oral interview; Special subject (See "Duties").

District Supervisor, (Transfer Inheritance Tax)

Salary, \$1,500. Vacancy, Transfer Inheritance Tax Bureau, State Tax Department. Open to men. File by September 25.

The District Supervisor will be required to maintain at his own expense, telephone, stenographic and office accommodations, equipment and supplies near the Court House in New-ton.

Minimum Qualifications

Graduation from a standard high school, three years of responsible experience in an ex-

ecutive capacity in business, preferably in the real estate business, or (2) some other combination of education and experience of equal or greater length; thorough knowledge of the Transfer Inheritance Tax Law; thorough knowledge of local real estate values and other local conditions.

Additional Desirable Qualification: Graduation from a law school of recognized standing; admission to the bar of the State of New Jersey.

Scope of the Test

Education, experience and fitness; Oral interview; Questions on the duties of the position.

Jersey Bars Wage Increases

A tough break for New Jersey State Employees turned up last week when a special session of the Legislature voted a bill to bar any salary increases to workers earning more than \$1,500 a year. The bill was the baby of Senator Homer Zink, of Essex County, and it now goes to Governor Harry Moore for his signature.

The immediate effect of the measure will be to prevent increases to some 140 employees above the \$1,500 salary mark, which were recently authorized by various departments and the State Civil Service Commission. The raises did not actually come through because they were held up by Finance Commissioner Bernard L. Lamb.

Some observers last week believed that the Zink bill might also have the effect of rescinding increases already granted to examiners and supervisors at the Testing Stations of the State Motor Vehicle Dept., Prison and Reformatory Officers and State Troopers.

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Rehabilitation Specialist for the Visually Handicapped, \$3,800

Rehabilitation Specialist for the Tuberculous, \$3,800

Rehabilitation Specialist for the Deaf and Hard-of-Hearing, \$3,800

Assistant Rehabilitation Specialist for the Visually Handicapped, \$2,600

Office of Education, Federal Security Agency. File by October 24. Age limit: 53.

Duties

To assist State Rehabilitation Departments in the promotion, organization and maintenance of rehabilitation services for the handicapped including the training of state case workers in methods and techniques of rehabilitating the handicapped; to develop special techniques for the rehabilitation diagnosis, training and placement of handicapped; and to conduct research in methods and techniques of rehabilitation of the handicapped.

Requirements

College graduation and two years of paid experience in vocational guidance, placement or rehabilitation. In addition, except for the Assistant Rehabilitation Specialist for the Visually Handicapped, applicants must have had three years of paid experience in administration or supervision of rehabilitation of handicapped persons, or three years of experience in the promotion and organization of facilities in public or private agencies for training and placement of handicapped persons.

Weights

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

Senior Radiosonde Technician, \$2,000

File until further notice. Age limit: 60.

Duties

To install with the help of assistants radiosonde ground equipment at new stations in Alaska, the continental United States, the Caribbean area and Central American and on ships of the U.S. Coast Guard; to test and approve such installations and instruct others in the use of equipment.

Requirements

Four years of experience in the installation, maintenance and repair of radio equipment of which at least six months was in the installation, maintenance and repair of radiosonde (radiometerograph) ground receiving and recording equipment.

Weights

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

Junior Medical Officer (Rotating Internship), \$2,000

File by October 17.

Duties

Junior Medical Officer (Rotating Internship): Under immediate supervision, to admit patients, take histories, make

HOW ? DOES ARTICLE IXc of the Piper-Hampton Act signed by GOV. H. H. LEHMAN AFFECT YOUR HEALTH SEE PAGE 10

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Civil Service News-Briefs

Engineers Into Superintendents

The Municipal Civil Service Commission last week decided to certify the eligible list for Assistant Engineer (Specifications), Grade 4, Paints, Varnishes and Allied Chemicals, as appropriate for Paint Superintendent.

Oil Burner License Exam Reannounced

A licensing examination for installing Oil Burning Equipment will be reannounced the first week in October by the Municipal Civil Service Commission. Applications for the Licensing exam will be received for one week.

Service Ratings Approved

Service ratings of employees in five city departments were approved last week by the Municipal Civil Service Commission. The departments are: Board of Higher Education; President, Borough of the Bronx; Board of Estimate; President, Borough of Queens; and Brooklyn College.

Jr. Counsel Promotion

A promotion examination for Junior Counsel, Grade 3, in the Department of Welfare, was requested last week. However, the Municipal Civil Service Commission reserved decision on the request.

Towermen Okayed For Subway Promotions

Towermen in the city transit lines will be eligible to compete in the promotion examination for Motorman-Conductor, the Municipal Civil Service Commission ruled last week. Eligibility was granted because the number of conductors who filed for the test was considered insufficient by the Commission. No further announcement of the exam will be made, but Towermen will be notified of their eligibility to compete in the test.

Service Rating Approved For Water Department

The Municipal Civil Service Commission last week approved the service ratings of the Department of Water Supply, Gas and Electricity and the Board of Water Supply.

Out-of-Towners Get the Works

Three out-of-town candidates for the Assistant Superintendent of School Buildings, Design and Construction examination will be given an oral test on Saturday, September 28 at 10 a.m. in the Municipal Civil Service Commission's offices at 299 Broadway, it was announced this week. The candidates will bring exhibits of executed work, consisting of preliminary sketches, working drawings and photographs of completed work, which they have designed. Those who will be tested are Roland A. Wank, Norris, Tenn.; Richard L. Wataough, Washington, D. C.; and Edward Tough, Madison, Wis.

Written tests for the post will be given on Thursday and Friday, September 26 and 27.

Motorman-Instructor Test at Police School

A three-and-a-half hour promotion test for Motorman-Instructor will be held at the Police Academy, 72 Poplar St., Brooklyn, at noon October 16. A passing mark of 75 has been set for the test.

Two Provisionals Get Go-Sign

A couple of provisional female Telephone Operators in the Board of Transportation had their jobs saved last week when the Municipal Civil Service Commission decided to approve their continued employment. Originally, the Commission had certified the Telephone Operator (Male) list for the jobs, but the Board of Transportation refused to accept this list, since almost all its operators are girls.

In a rare mood, the Civil Service Commission acceded to the wishes of the Board of Transportation and allowed the provisionals to remain, for the time being. Ordinarily, the Commission "gets tough" as one official recently declared, when a city department refuses to use a list it has certified, frequently refuses to ok further salary payments to provisionals.

Motorman-Conductor Exam Will Be Held

A request from the Board of Transportation that the promotion examination for Motorman and Conductor be cancelled, was denied last week by the Municipal Civil Service Commission.

Federation Seeks Eight-Hour Day

An attempt by the Federation of Municipal Employees to secure an 8-hour day and 44-hour week in the Department of Public Works will be made Wednesday morning at a conference with Commissioner Irving V. A. Huie, according to Federation President Henry Feinstein.

The new work schedule, if set up, would affect Automobile Enginemen in the department.

Feinstein announced the following schedule of meetings at 63 Park Row:

Wednesday, October 5, 8 p.m.—Executive Committee of the Federation.

Thursday, October 8, 8 p.m.—Municipal Automobile Enginemen.

Wednesday, October 9—General meeting of the Federation.

Transportation Board Obtains Optical Plan

To all employees at the Board of Transportation headquarters, Board Secretary Jerome Daly last week issued a letter stating that arrangements are now available for group opticalization through the Mutual Optical Plan. Mr. Daly pointed out that members of the Board of Transportation could join the Mutual Optical Plan on an entirely voluntary basis. Applications are available from Benjamin Wang, Room 505, at the main office of the Board of Transportation.

A number of other employee groups have joined the Mutual Plan, a method of obtaining expert optical service at low cost. Among the officers and advisors of the Mutual Optical Plan are Joseph Clark Baldwin, Charles Ingber, Dr. George C. Tallerday Jr., and Dr. Harold G. Campbell.

Jersey Civil Service Orders Three Tests

The New Jersey State Civil Service Commission has just ordered three new competitive tests—Calculating Machine Operator Burroughs, \$1,080; Night Attendant, Fish Hatchery, \$1,200; and Educational Assistant to the Clinic Director, \$1,740.

At the same time the Commission ordered tests for Moon-Hopkins Machine Operator and Assistant Moon-Hopkins Machine Operator for candidates from Newark; and for Foreman of Municipal Maintenance, Municipal Hospitals, \$2,080, in Trenton.

Custodians Won't Do As Building Supers

The certifications from the list for Janitor (Custodian), Grade 3 as appropriate for Resident Building Superintendent was withdrawn last week by the Municipal Civil Service Commission. At the same time the Commission ordered an examination for the Resident Building Superintendent position.

State Employees Join Group Sickness Plan

More than 12,500 State employees have joined the Group Plan of Accident and Sickness Insurance sponsored by the Association of State Civil Service Employees. This week, Ter Bush and Powell, Inc., of Schenectady, arrangers of the plan, launched a drive to reach the thousands not yet enrolled.

Advantages of the plan were listed: no discrimination; coverage for all disability; chronic ailments are fully covered if unknown to the applicant when the insurance was taken out; full coverage during vacation periods and leaves of absence; free selection of doctors; no medical exams; large saving in cost.

Didn't Know He's a Vet; Gets His Job Back

John D. Lore, a World War veteran who never carried a gun or saw a trench, has been ordered reinstated by the courts after his dismissal by Commissioner Russell Forbes, of the Department of Purchase. Through his lawyer, John McNally, Lore asked Supreme Court Justice Church to bring action against the Commissioner. The affidavit submitted stated that the reinstatement had been ordered by Special Term and the Appellate Division, yet Commissioner Forbes had not complied with the court's decision.

Lore had been dismissed by Forbes, with neither of them cognizant of Lore's veteran status; the reinstatement was requested on the basis of the statute which holds that veterans may not be dismissed except for misconduct or incompetence to be decided after a special hearing.

During the hearings the question of the legitimacy of Lore's veteran status was brought up on the grounds that he had never

served actively in the army. At the time of the armistice, Lore was ready to embark for training camp, and the city had maintained that he had no right to veterans status because of this fact alone.

If the Commissioner continues to refuse reappointment, the Courts may, after a given time, cause his fine or imprisonment or both.

Fite Commission Hears From N. Y. Villagers

County, town, and village officials from the neighborhoods of Syracuse and Utica told members of the Fite Commission how they feel about extension of Civil Service to their localities, at public hearings in the two cities last week.

Various questions were raised, as the Commission sought to sound out sentiment prior to making recommendations to the Legislature by February 1, 1941:

- 1) Must Civil Service be extended? (The courts, Legislature, and Governor Lehman have already answered yes).
- 2) Will commissions be set up

in counties, towns, or villages, or in all three?

3) Will city commissions be abolished?

4) How much supervision, if any, will be in the hands of the State Commission?

Other hearings will be held: Buffalo—October 1, State Office Building; Rochester—October 2, City Hall; New York City—October 9, State Office Building; Albany—October 15, State Office Building.

Auto Enginemen To Hold Meeting

The Municipal Automobile Enginemen (affiliated with the Federation of Municipal Employees) will hold a meeting on Thursday, September 26, at 63 Park Row, Manhattan, at 8 p. m.

low-priced 3½, 4½ and 5½ room apartments, within a 5 minute walk from City Hall.

A startling innovation in the construction of apartment houses has been accomplished by Briarwood Terrace Apartments located in beautiful rolling terrain of Briarwood Hills, Kew Gardens. Newly completed, this beautiful architectural accomplishment features playgrounds and gardens for children, roof terraces and photographic dark rooms for fans with that hobby. The new buildings have the cross-type plan of construction, eliminating all courts and rear apartments, and assuring privacy, sunlight and a beautiful panoramic view of the entire surrounding area. It is just a short distance from the new Town Hall that is opening up on Union Turnpike and Queens Boulevard.

A uniquely designed colonial dwelling opposite Sarah Lawrence College in Bronxville, is offered for sale by the Wilson-Witkind Builders. The five room house is on a large, pie-shaped corner plot and is designed for individuality. Such features as flagstone walk and porch, two "future" rooms in the attic, and a roomy cellar make the house at 183 Bronxville Road outstanding.

Real Estate News for Civil Service Readers

by FRED H. ASHLEY

The 3rd annual Nassau County auction sale of foreclosed properties will start at Mineola on Sept. 28th. The success of the previous sales has been due to the fact that the upset prices are the amount of taxes due, a small fraction of assessed values, and that the investigation of the legal department takes care that sales are absolute and property sold cannot be redeemed. Titles can be guaranteed by the Title Guaranty and Trust Co., at a small charge, if desired.

Although Main Line Homes, at World's Fair Blvd. and 153rd St., Flushing, have only been opened a week, three sales have already been made and other contacts are pending. These 6-room, Colonial Homes have all latest improvements; they face Queen's College Campus, are surrounded by parks and are near 6 transportation lines. The price is \$5,990, \$590 cash and the balance can be arranged by FHA loan.

In Manhattan, Knickerbocker Village, at 10 Monroe St., offers

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New—cross type plan assures Sun light. Cross ventilation. Three exposures (beautiful panoramic view). A short distance from the new Borough Hall.
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Liberal Concessions. 3 to 4½ rooms from \$55—Directions: 8th Ave. Subway to Van Wyck Blvd. (express stop). Use Queens Blvd. Exit, 2½ blocks to property. By Auto: Queens Blvd. left at 84th Drive. Rent. Off. JA 6-218.

143rd St. & 85th Road—Briarwood, Kew Gardens.

BULLETIN BOARD

State Civil Service Group Discusses Conscription

On Tuesday, September 17, the executive board of the New York Chapter of the Association of State Civil Service Employees held its first meeting of the fall season and acted to aid its members in understanding their status under the conscription laws. The Association will request an opinion of the Attorney General of New York detailing the rights and privileges of State civil servants who volunteer or are drafted.

The Board appointed a dance committee, composed of Theodore Gold, chairman; and Ruth Hawe and Lawrence Epstein. The annual dance of the chapter will be held late this year.

This fall the Board will inaugurate a bowling league for Association members. Team representation of all departments is expected; prizes and awards will be given to winning teams.

Patrolmen Eligibles

The Patrolman Eligible Association will hold its next regular meeting on Tuesday, October 1 at 8:30 p.m. at Washington Irving High School.

Fire Eligibles Want Jobs

(Continued from Page 2)

on the coming Sanitation list.) "We want jobs that are permanent in the city service," says Eddie Quinn. "We paid \$3 each for the privilege of taking this exam. We had to pass our physical exam with the highest grade ever required—85 per cent. The list is already three years old, and there are still more than 5,000 names on it. Don't you think something ought to be done? Isn't our request for appropriate jobs fair?"

And handsome Joe Nicols, secretary of the Association, adds: "We don't like to see the coming Sanitation list used in preference to ours. The exam we took shows us to be fitted for a great many

Letter Carriers

Talk of Retirement

On Sunday, October 6, at 2 p. m., the New York Letter Carriers Association will meet to discuss matters of moment. President Bill McHale will be at the rostrum. Special speaker will be Robert H. Alcorn, chairman of the Joint Conference of Retirement for Affiliated Employees. He will discuss various phases of retirement, including the plan of Congressman Robert Ramspeck, for five per cent deductions to stave off a talked-of grab of the U. S. Federal Employee Retirement Fund by the Social Security Board.

Hospital Maintenance Men Get Together

The maintenance men in the Department of Hospitals will hold a special meeting on Friday, September 27, at 8 p. m. in the World Building, 63 Park Row. The purpose of the meeting, according to representatives of the group, is to obtain the prevailing rate of wages for maintenance men and handymen. Thomas Murray will preside at the meeting.

Traffic Squad Entertainment

The Traffic Squad Benevolent Association will hold its first Annual Entertainment and Dance on Saturday, October 5 at Manhattan Center, 34th St., West of 8th Ave. Notables of the stage, screen and radio have been invited to attend.

Sergeant William Keneally, president of the Association, has appointed the following committee chairmen:

General chairman, Lieutenant John D. Wallace; entertainment, Lieutenant Daniel O'Connor; programs, Lieutenant Francis X. Murphy; tickets, Patrolman William Gould; boxes, Sergeant Richard Hanley; publicity, Patrolman Thomas Joyce.

P. D. Special List Forms New Plans

Philip Strauss, president of the P. D. Special List Association (list No. 3), last week issued the following statement: "The P. D. Special List Association is presently engaged in formulating plans for an arduous campaign to effect appointments from the eligibles list. The Patrolman, P.D. Special List is full of men capable of performing varied tasks of administrative and investigative nature.

"The P.D. Special List Association will conduct a general membership meeting some evening during the latter part of October. The exact date will be announced later."

Climber, Pruner Eligibles to Discuss Appointments

The Climber and Pruners Eligible Association will hold a meeting on Tuesday, September 24 at Germania Hall, 16th St. and 3rd Ave., at 8 p.m. According to John Kulick, secretary of the group, there will be discussions on temporary appointments. All eligibles have been urged to attend.

Correction Officers Hear Special Reports

The Correction Officers Benevolent Association, representing Prison Officers of the Department of Correction, held its regular September meeting at the City Court House last Tuesday. Delegates and members from the 21 institutions of the Prison System heard reports from the legislative committee on the progress of the national survey of salaries of prison officers, which the Association is conducting. A report was also submitted on the statistical studies being made of promotion opportunities and salaries in other cities. The Association also contends that the men in the Prison Service in this city are not given adequate salaries or promotion opportunities. A study is in progress of the number of men who have left the service for better-paying jobs elsewhere.

The next meeting of the group will be held on October 15.

Permanent Officers By Telephone Operators

Permanent officers of the Telephone Operators, Grade 1 (male) Eligibles Association included the following: president, Salvatore M. Ferro; vice-president, Gerard H. Mozier; secretary, John Mosteck; financial secretary, Irving H. Levine. R. W. Hannemann was selected recently as advisory chairman of the group.

Truck Drivers Hold Regular Meeting

The Auto Truck Drivers' Eligibles Association (appropriate for laborer) will hold its regular weekly meeting on Friday, September 27 at 10 Seventh Avenue, South, Manhattan. The meeting is scheduled for 8 p.m.

Attendant Messengers Get Questionnaires

The Attendant-Messenger Eligibles Association will hold an organizational meeting at 3 Beekman St. on Thursday, September 26 at 8 p.m. The eligibles will receive questionnaires to be used in obtaining appropriate jobs. Secretary Irving Adler has urged all eligibles to attend the session.

Kaplan to Address Welfare Eligibles

The Social Investigators Eligibles Association will meet at 8 p.m. Tuesday, September 24, to discuss action in its fight for jobs in the Welfare Department. The

meeting will be held at 3 Beekman Street, 6th floor.

H. Eliot Kaplan, counsel for the association, will discuss the latest legal developments in the case.

A petition protesting "the arbitrary action of the Mayor and the Board of Estimate in flagrantly disregarding the rights" of the eligibles is being circulated by the association, according to J. Walter Sherman, member of the executive committee. The petition, directed to Mayor LaGuardia asks that the Mayor reconsider his recent action in keeping 111 veteran provisional Social Investigators in their jobs by changing their titles.

Water Supply Club Elects Officers

David S. McCullough was installed as president at the first fall meeting of the Engineering Club of the Department of Water Supply, Gas and Electricity, held at the Hotel Abbey, New York City, on September 20.

Other officers inducted included Leo C. Dyke, vice-president; Irving T. Pullman, treasurer; and Harry S. Wilson, secretary.

Plans for the coming year were discussed, and arrangements made for speakers at future meetings.

Fire Eligibles Plan Big Meeting

The next regular meeting of the Fire Eligibles Association will be held on Friday, September 27 in the auditorium of P.S. 27, 42nd St., near 3rd Ave., Manhattan. The meeting is scheduled for 8:30 p.m. All eligibles have been urged to attend by Secretary Joseph J. Nicols.

State Promotion Exams Opened

The State Civil Service Commission has just opened filing for the following promotion exams:

Assistant Stenographer, Albany Office, Department of Agriculture and Markets. (Usual salary range \$1,200-\$1,700; appointment expected at \$1,160.) Fee, \$1. File by September 25.

Assistant Stenographer, Albany Office, including Albany Area Office, Department of Social Welfare. (Usual salary range \$1,200-\$1,700; appointment expected at minimum but may be made at less.) Fee, \$1. File by September 25.

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- Prison Guard—The Training of Prison Guard in the State of New York—Walter M. Wallach's 417 pages of study material published by Teachers' College 2.75
- Postal Service 26c, \$1.00 & 1.50
- State Trooper 1.00
- Police Manual 1.00
- Patrolman Study Text 1.50
- Customs & Immigration Inspector 1.00
- Jr. Insp. Wages and Hours 1.50
- Oil Burner Installer 1.50
- Unemployment Insurance Referee \$1.00 & 2.00
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- Mimeograph Operator 1.50
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- How To Become a Fireman10
 - Fireman Study Book 25c & 1.50
 - Fire Department Manual of Instruction—An officer's manual for professional fire-fighters by Lowell M. Limpus 1.85
 - Fire Prevention Code 1.50
 - Fireman Study Book 25c & 1.00

Amusement Parade

By JAMES CLANCY MUNROE

BRIGHAM YOUNG-FRONTIERSMAN

The Roxy this week is showing another of Twentieth-Century's super supers, this time with Brigham Young as the historical subject. Dean Jagger is Brigham, and a good one too. His portrayal of the famous Mormon will rank with the best screen characterizations of the year. Louis Bromfield wrote the story for Hollywood, and while it hasn't the pace that he might have given it, the plot is sound. Tyrone Power, who, we're surprised isn't Brigham Young himself; and Linda Darnell provide the love story. The Roxy stage show is headed by the radio favorite, Barry Wood.

NO TIME FOR COMEDY

Is holding over for a third week at the Strand. Although the picture is largely miscast and a wide departure from S. N. Berman's play in the opinion of this reviewer it seems to be going over, but who are we to let majority opinion override us? Perhaps the presence of Larry Clinton's orchestra on the stage has something to do with the picture's long run.



ERROL FLYNN
in the Sea Hawk
at RKO Theatres

RANGERS OF FORTUNE

No need to sneak into the corner theatre on Saturday night to

satisfy your need of horse opera while this one is around. Here is a western so good you needn't be ashamed to go. Believe it or not it has humor, dialogue and even a plot, thus upsetting all tradition. Fred MacMurray is supported by an able cast including a new child star the producers managed to work in.

FUN AND STUFF

Cafe Society, popular Greenwich Village hot spot, will open a branch uptown at 128 East 58th street to accommodate cafe society... Oct. 8th is the date with Benny Goodman trading hot licks with Teddy Wilson's trio... A feature will be the "try-a-hat" mirror in the cocktail bar; each month a leading milliner, Lilly Dache say, will paint a new model on the mirror at a level convenient to the feminine head... A Gilbert and Sullivan festival will begin at the 44th street theatre Sept. 30 through Oct. 12th; The Gondoliers, The Mikado, The Trial by Jury and Pirates of Penzance, and the Gondoliers again will be shown in that order.

Your Chances for Appointment And Latest Certifications

Following is a tabulation of certifications made by the Municipal Civil Service Commission during the past week. All lists which were certified to city departments appear alphabetically.

Readers should remember that certification does not necessarily mean appointment. Usually more names are certified than there are

vacancies. Also, it is not necessary for the department making the appointment to notify all the persons certified to it by the Commission.

Anyone who has a question concerning the certification of his list should call or write the Information Bureau, Municipal Civil Service Commission, 299 Broadway, New York City.

- Able Bodied Seaman—Dept. of Public Works, \$150 per month, probably permanent. Last number certified, 212.
- Actuarial Clerk, Gr. 3—Bd. of Transportation, \$1,800, probably permanent. Last number certified, 15.
- Announcer—Last number certified, 1.
- Assistant Chemist—Bd. of Water Supply, for Lab. Asst. (Chemical) at \$960, probably permanent. Last number certified, 60.
- Assistant Engineer (promotion) Gr. 4—Last number certified to NYC Tunnel Authority, 6.
- Assistant Gardener—for permanent appointment at \$1,200, last number certified, 344.
- Assistant Pharmacist—Dept. of Hospitals, \$1,200, probably permanent. Last number certified, 48.
- Assistant Surveyor—Last number certified, 2.
- Associate Asst. Corporation Counsel, Gr. 4 (Administrative Code)—for appropriate temporary appointment at \$2,400, last number certified, 19.
- Attendant Messenger, Gr. 1—Bd. of Transportation, for Railroad Clerk and Porter at 50 and 55 cents per hour, temporary. Last number certified, 3720.
- Auto Truck Driver—Dept. of Purchase, for Laborer at \$1,500, probably permanent. Last number certified, 26,509.
- Bookkeeper, Gr. 1—(1) Dept. of Hospitals, \$1,200, probably permanent. Last number certified, 500. (2) Dept. of Docks for Ticket Agent, Gr. 2 (male) at \$1,320, probably permanent. Last number certified, 382. (3) Last number certified for temporary appointment, 1101. (4) Office of Comptroller, \$1,200 (male), probably permanent. Last number certified, 753.
- Borough Superintendent—Last number certified for appropriate appointment, 8.
- Clerk, Gr. 2—(1) Bd. of Transportation, (male) for Grade 1 at \$840, probably permanent. Last number certified, 4030. (2) B. P. Manhattan, for Grade 1, at \$840, probably permanent. Last number certified, 2852. (3) Law Dept., for Grade 1 at \$840, temporary. Last number certified, 2470. (4) Teachers Retirement System (female), for Grade 1, at \$840, temporary. Last number certified, 3470. (5) Dept. of Sanitation, for Grade 1 (male) at \$840, probably permanent. Last number certified, 4226. (6) Office of Comptroller, for Grade 1, at \$840, probably permanent. Last number certified, 2852. (7) Dept. of Hospitals, for Grade 1 (male) at \$840, probably permanent. Last number certified, 4322. (8) Dept. of Hospitals, for Grade 1 at \$600 (with maintenance), probably permanent. Last number certified, 1303. (9) Civil Service Commission, for Grade 1 (male) at \$840, temporary. Last number certified, 4312.
- Clerk, Gr. 2 (promotion)—Bd. of Assessors, last number certified, 810.
- Dockbuilder—Last number certified, 27.
- Elevator Operator (male)—Bd. of Education, \$1,200, probably permanent. Last number certified, 228.
- Fingerprint Technician—Last number certified, 7.
- Fireman (F.D.)—Last number appointed, 3290. Last number certified for temporary appointment, 4524.
- Foreman, Paver (citywide promotion)—Last number certified, 3.
- Handyman—Dept. of Public Works, \$1,620, probably permanent. Last number certified, 34994.
- Inspector of Hoists and Rigging—Housing Authority, \$1,800, probably permanent. Last number certified, 14.
- Inspector of Lumber, Gr. 3—Dept. of Parks, \$2,400, probably permanent. Last number certified, 8. Last number certified for appropriate appointment, 15.
- Inspector of Masonry & Carpentry, Gr. 3 Dept. of Housing & Bldgs., for Inspector of Housing, Gr. 2, at \$1,800, probably permanent. Last number certified, 66.
- Inspector of Plumbing, Gr. 3—Office of Comptroller, for Inspector of Repairs (Plumbing, Heating and Ventilating), Gr. 2, at \$2,160, probably permanent. Last number certified, 21.
- Institutional Inspector, Gr. 3—Dept. of

- Welfare, for Grade 2 at \$1,500, probably permanent. Last number certified, 18.
- Janitor (Custodian), Gr. 3—Dept. of Health, for Janitor and Janitor Custodian, Gr. 1, at \$1,440 and \$1,740, probably permanent. Last number certified, 76.
- Junior Chemist (citywide promotion)—C.C. N. Y., \$1,500, probably permanent. Last number certified, 15.
- Junior Engineer (Civil) Gr. 3—(1) Dept. of Parks, for Jr. Topo Draftsman, Gr. 3, \$2,100, probably permanent. Last number certified, 118. (2) City Planning Commission, for Jr. Topo Draftsman, Gr. 3, at \$2,160, probably permanent. Last number certified, 39. (3) Dept. of Docks, for Engineer Assistant, Gr. 3, at \$2,160, probably permanent. Last number certified, 116.
- Junior Engineer (electrical), Gr. 3—Dept. of Parks, for Jr. Mechanical Draftsman, Gr. 3 (Electrical), at \$1,800, probably permanent. Last number certified, 109.
- Laboratory Helper—Dept. of Hospitals, for Laundry Worker (female) at \$780, probably permanent. Last number certified, 386.
- Law Clerk, Gr. 2, Examiner, Gr. 2—(1) NYC Housing Authority, \$1,800, temporary. Last number certified, 60. (2) Law Dept., for Law Assistant, Gr. 2, at \$1,800, probably permanent. Last number certified, 46.
- Lineman, F. D. (promotion)—Last number certified, 3.
- Licensed Fireman—Dept. of Markets, \$7, temporary.
- Machinist—Dept. of Public Works, for Machinist's Helper at \$7 per day, probably permanent. Last number certified, 24. Last number certified for Machinist, 15.
- Marine Engineer—Last number certified, 8.
- Marine Oiler—Last number certified, 22.
- Mechanical Draftsman, Gr. 4—Dept. of Hospitals, \$3,120, probably permanent. Last number certified, 13.
- Medical Inspector—(Tuberculosis), Gr. 1—Last number certified, 49.
- Medical Inspector, Gr. 1 (venereal diseases)—Last number certified, 60.
- Pharmacist—Last number certified, 48.
- Physicist (spectroscopy)—Last number certified, 5.
- Physio-Therapy Technician (female)—Dept. of Hospitals, \$1,200, probably permanent. Last number certified, 25.
- Policewoman—Dept. of Correction, for Correction Officer (female) at \$1,760, probably permanent. Last number certified, 93. Last number certified for appointment at \$1,200, 108.
- Porter—(1) Dept. of Hospitals, for Laundry Worker (male) at \$540 with maintenance, probably permanent. Last number certified, 1410. (2) Dept. of Hospitals, for Laundry Worker (male) at \$780, probably permanent. Last number certified, 1369. (3) Last number certified at \$1,200, 401; at \$1,020, 785; at \$720, 1391.
- Public Health Nurse, Gr. 1—Last number appointed, 177.
- Resident Physician, (promotion), Gr. 3—Last number certified to Dept. of Correction, 2.
- Senior Accountant (Auditor, Housing Construction)—Last number certified, 3.
- Social Investigator—Last number permanently appointed, 612. Last number temporarily appointed, 725.
- Station Agent—Last number certified for temporary appointment, 851.
- Stationary Engineer-in-Charge (citywide promotion)—Last number certified, 21.
- Steamfitter—Last number certified, 2.
- Stenographer & Typewriter, Gr. 2—(1) Dept. of Health, \$1,200, probably permanent. Last number certified, 966. (2) Dept. of Docks, \$1,200, probably permanent. Last number certified, 1028. (3) Office of Comptroller, \$4 per day, temporary. Last number certified, 1303. (4) Bd. of Education, \$1,200, probably permanent. Last number certified, 979. (5) NYC Housing Authority, for Typewriting Copyist, Gr. 1, at \$960, temporary. Last number certified, 1513.

(Continued on Page 20)

Is Your Exam Here?

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

COMPETITIVE

- Accompanist:** Report on final key has been submitted to the Commission.
- Architectural Assistant, Grade 2:** Rating of the written test and final experience completed.
- Administrative Assistant (Welfare):** Rating of Part IB is nearing completion.
- Automobile Engineman:** Rating of the written test is 90% completed.
- Assistant Engineer, Grade 4:** Rating of the written test completed. The experience oral test will probably be given late this month.
- Baker:** Protests to tentative key are being reviewed.
- Clerk, Grade 2 (Board of Higher Education):** The report on the final key has been approved by the

- Commission. Rating will begin shortly.
- Cook:** Protests to tentative key are being considered.
- Court Stenographer:** The report on final key answers has been approved by the Commission. Rating will begin shortly.
- Engineering Assistant (Electrical) Grade 2:** Rating of the written test completed. The experience rating has begun.
- Elevator Mechanic's Helper:** Final ratings have been computed.
- Housepainter:** The practical tests have been completed. The physical tests have also been completed.
- Jr. Administrative Assistant (Welfare):** Same as Administrative Asst. (Welfare).
- Jr. Engineer Sanitary Grade 3:** Key answers have been approved by the Commission. Rating of Part I has begun.
- Jr. Engineer (Civil) (Housing Construction), Grade 3:** Rating of the written test completed. Rating of the final experience is in progress. The experience interview tests begin Sept. 19th.
- Maintainer's Helper, Groups A, B, C, & D:** Protests to tentative key are being considered.
- Management Assistant (Housing) Grade 3:** Rating of written test has been completed.
- Management Assistant (Housing) Grade 4:** Rating of Part 2 is in progress.
- Marine Stoker (Fire Dept.):** The list will be published soon.
- Office Appliance Operator:** The practical tests have been resumed.
- Playground Director (Male):** Qualifying practical tests are being given as needs require.
- Playground Director (Female):** Rating of the written test will be completed shortly.

- Research Assistant (City Planning):** The rating of the written test is in progress.
- Sanitation Man, Class A:** The physical and medical tests were completed on September 16th. Coordination tests will continue until October 11th.
- Stenographer (Law) Grade 2:** Report on key answers has been approved by Commission. Rating will begin shortly.
- Structure Maintainer:** The report on the final key is ready for submission to the Commission.
- Title Examiner, Grade 2:** All parts of this examination have been completed.
- Typewriting Copyist, Grade 1:** Rating of the written examination is still in progress.

PROMOTION

- Assistant Engineer, Grade 4 (City Wide):** Rating of the written test completed. The experience oral test will probably be given this month.
- Clerk, Grade 3:** Rating of the written test now in progress.
- Clerk, Grade 4:** Same as above.
- Lieutenant, (Fire Dept.):** Rating of Part 2 is 50% completed.
- Stenographer-Typewriter, Grade 2 (City Wide):** Rating of the dictation test will be completed soon.
- Supervisor, Grade 3 (Social Service) (City Wide):** This examination is being held in abeyance pending the outcome of litigation.

LABOR CLASS

- Climber & Pruner:** The practical tests were held on Tuesday and Wednesday. Other practical tests will be held as the needs of the service require.

LICENSING TESTS

- Motion Picture Operator:** Rating of the written test has been completed.
- Oil Burner Installer:** Rating of the written test completed. The technical-orals continue. Final results will be available soon.

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LISTING OF U. S. DEFENSE JOBS

The necessities of America's program of national defense have added 8,350 government jobs in the nation's Capital. Outside of Washington, the number of jobs added as a result of the defense situation is enormous. Since early summer, the Army and Navy have added 80,000, principally in Arsenals and navy yards.

Many more, both in the field and in Washington, will be added to the Federal pay roll as the preparedness program gathers speed and the paper work of the conscript army begins to pour in for auditing and filing. The Leader runs this article as a service to its readers who may wish to gauge their opportunities under the defense program.

500 at Commission

Heading up the effort is the Advisory Commission to the National Defense Council. This agency has grown to 500 employees in a few months.

Here are reports from practically all the other agencies, old-line departments and New Deal units.

Census Bureau

This bureau is not expanding its personnel except for Card Punchers, but is doing a great deal of defense work. This includes pushing ahead tabulation of manufacturers' census on 75 industries important to national defense; estimating the number of U. S. male citizens from 21 to 35, for the War Department and tabulations of workers' occupations and locations for the Defense Commission.

Census also has had a sharp increase in requests for proofs of age from people who must have this information to get jobs in defense industries.

Agriculture—21

Fifteen people working out of Washington under a \$500,000 appropriation to study possibilities of developing new rubber supply source in Central and South America. Four investigating expeditions now are out. Money is to be expended in 1940, '41, '42 and '43.

Only six people have been directly employed to co-ordinate activities with those of Defense Commission and War Department.

YOUR CHANCES FOR APPOINTMENT

(Continued from Page 19)

- Stenographer & Typewriter (promotion), Gr. 3—Last number certified in Bd. of Transportation, 5.
- Stenotypist, Gr. 3—Last number certified, 20.
- Stock Assistant—(promotion) Last number certified in Dept. of Education, 6.
- Structural Steel Draftsman, Gr. 4—Dept. of Parks, \$3,120, probably permanent. Last number certified, 60. Last number certified for indefinite appointment, 53.
- Superintendent (Cold Storage Plants)—Last number certified, 4.
- Supervisor of Clinics—Dept. of Health, for Medical Supervisor, \$4,500, probably permanent. Last number certified, 4.
- Surveyor—Last number certified, 2.
- Title Examiner, Gr. 2 (temporary service)—Last number certified, 74.
- Title Examiner (promotion), Gr. 3—Last number certified in Law Dept., 2.
- Topographical Draftsman, Gr. 4—(1) \$3,120, probably permanent. Last number certified 22. (2) City Planning Commission, for Jr. Topo Draftsman, Gr. 3, at \$2,160, probably permanent. Last number certified, 39.
- Typewriting-Copyist, Gr. 2—(1) Dept. of Hospitals, for Grade 1 at \$960, probably permanent. Last number certified, 2350. (2) Bd. of Child Welfare, for Grade 1, at \$960, temporary. Last number certified, 1513. (3) Dept. of Purchase, for Grade 1, at \$960, probably permanent. (4) Dept. of Hospitals, for Grade 1 at \$960, probably permanent. Last number certified, 2447.

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ment. No allocations have been made to Agriculture by Defense Commission.

Commerce—30

Bureau of Standards has \$100,000 appropriation for about 30 technicians who will grind optical glass for the Army and Navy field glasses, etc.

The Bureau may add a couple of glass ovens to its present equipment, for the additional national defense work. The 30 have not yet been hired.

Bureau of Marine Inspection and Navigation has employed 80 new inspectors for ships in the coastwise and Great Lakes trades, none in Washington.

Coast and Geodetic Survey is making maps for defense, but without staff expansion here.

The Department is trying to get \$150,000 for its National Inventors' Council, a volunteer group of 14 important men serving for \$1 a year. With \$150,000, 20 engineers would be employed to help classify inventions.

Civil Aeronautics—100

Has taken on about 100 employees here under its expanded civilian pilot-training program for national defense; total annual salary expense, \$350,000; all Civil Service.

The CAA was given \$32,000,000 to train 50,000 young civilians, but this is done under contract with 550 colleges and universities which employ pilot instructors,

arrange for local airport facilities, etc.

Federal Works

No expansion but \$150,000,000 Defense Housing Bill now in Congress would be administered by FWA, if and when passed.

Justice—1500

Declines to make public figures on expansion for national defense.

Federal Bureau of Investigation has been given funds for approximately 750 additional employees. Lands Division's work has been substantially increased to buy land where army camps and other defense projects will be located; and the Immigration and Naturalization Bureau, recently

transferred from Labor, has increased its staff by more than 750 since the shift a few months ago, due to registration of aliens and a tighter border patrol.

Bureau of Prisons is losing employees from its prison staffs, due to mobilization of National Guard units, etc. No personnel expansion yet but from experience in last war the draft may possibly be expected to increase the work of the Bureau through sentencing of draft evaders, etc., to prisons.

NLRB

National Labor Relations Board has been and is carrying out War Labor Board policy, but has not taken on new employees; on the contrary, its budget was cut.

This listing will be continued in next week's LEADER.

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