

Civil Service
LEADER

87 CITY STATE--U. S. EXAMS

Vol. 1. No. 35 New York, May 14, 1940 Price Five Cents

STUDY MATERIAL
for **ATTENDANTS**

See Page 10

Applications for Jobs Ready in 94 Offices

Story on Page 20

6 Out of 10 Pass

Sanitation Medical

The Municipal Civil Service Commission has just started to give medical examinations to the thousands of candidates for Sanitation Man jobs. The Leader has carefully followed the tests, learns that 57 per cent of the candidates are being passed. Full details on page 3.

Sample Test for

Subway Helpers

Filing is now open for dozens of jobs on the Independent City-Owned Subway lines. With unification just ahead, the opportunities are excellent. The Leader presents study material which will prove invaluable to every candidate. See page 9.

Custodian Aids Go Civil Service

Details on Page 2

NEW YORK'S MOST POPULAR FIREMAN

See Page 5

Earle-Baldwin Bill Passes Council; Holds Off Salary Increases to City Workers

A revised Earle-Baldwin bill, amending the mandatory increment law for City employees entering the service at \$1,800 and below, passed the City Council on Tuesday, after a special message by Mayor LaGuardia.

The bill provides that annual increments take effect on January 1 and July 1 of each year, and go only to employees who have been in the service at least one year.

In terms of dates, those entering the service between January 1 and June 30 must wait for their first increment until July 1 of the following year. Those entering between July 1 and December 31 must wait until January 1 of the second year.

Thus those entering between July 1 and December 31, 1940, will wait until January 1, 1942, before receiving their first salary increases.

As the increment law read before the Earle-Baldwin bill, increments were due one year after entrance into service; a court ruling (the famous Wexler decision) held that employees receive increments on the anniversary of their entering the service. The city has insisted, however, that the increments start only on July 1; such an interpretation would force those entering the service between July 1 and December 31 to wait as long as 23 months and 30 days for their first increment.

Provision of the bill as originally drawn up set \$540 as the maximum total increments within a grade. Those entering at \$1,200 could rise only to \$1,740. This provision does not appear in the revised bill; increments continue to

rise to one cent below the grade's top or to \$1,799.99.

Under the terms of the original bill, Playground Directors could

get increments amounting only to a total of \$540, though their class has a salary span of \$900. This provision has also been killed.

Custodial Helpers to Enter Civil Service

LEADER CARRIES FIRST NEWS OF SUCCESSFUL FIGHT

For six years, Custodial Helpers in New York's school system have fought to rid themselves of the unstable conditions which their jobs imposed upon them. They weren't even sure whether they were public or private employees. They got no unemployment insurance, such as they would get if they worked for private firms; yet they were not eligible for any pension system, as they would be if they were recognized as being in public employ.

Custodial Helpers in New York's school system do the hard work of keeping schools clean, taking care of furnaces, maintaining equipment in good order, and so forth. They are paid by the Custodian Engineer, who receives his money in a lump sum from the city, then doles out a part of it to his assistants, retains the rest.

Among the Helpers who weren't taking this condition lying down was twinkling Patrick Joseph Brady. He felt that the one way for custodial helpers to achieve a sense of security was to be taken into Civil Service—just as their

bosses, the Custodian Engineers, are in Civil Service. Brady went to work and organized the Helpers, first trying to gather all the Custodial Workers in New York City, but finally concentrating upon those under the jurisdiction of the Board of Higher Education (City College, Hunter, Brooklyn College, Queens). Brady became President of College Custodial Workers, which affiliated with the State, County and Municipal Workers of America.

Official Aid

To the official of Mr. Brady and the Custodial Helpers in the city's colleges came John T. Flynn, of the Board of Higher Education, and Paul J. Kern, President of the Municipal Civil Service Commission. Mr. Flynn, in a survey of the Education Law, published in August, 1939, took the Helpers in as part of the administrative staff.

All other employees of the Board of Higher Education at the time were under Civil Service. All, that is, except the Helpers, lowest paid of all. The Budget Director pleaded it would cost the city too much money to include them, because of the sum the city would have to put into the retirement fund. All these difficulties were ironed out last week at a meeting between Mayor La Guardia, Budget Direc-

The Leader has taken a strong editorial position favoring the re-classification of Custodial Helpers into Civil Service. On March 5, this newspaper said bluntly that the whole custodial situation was a mess and the sooner cleaned up the better. The present action taken by the Mayor and the Board of Higher Education furthers the best interests of the merit system, as well as the personal interests of the workers involved. The Leader endorses it wholeheartedly.

tor Kenneth Dayton, Paul Kern, Patrick Brady, and Pearl Bernstein, secretary to the Board of Higher Education.

The Mayor agreed that he would OK a transfer of the Custodial Helpers into Civil Service, if the Board of Higher Education could find the necessary funds in ac-

Final Key Answers To Playground Director Exam

The Municipal Civil Service Commission has just approved four changes in the final key answers for Playground Director. These final answers are published exclusively by The Leader.

- The changes are as follows:
- Item 13—Changed from C to B or C.
- Item 16—Stricken out.
- Item 76 (Section C) changed from B to B or D.
- Item 80 (Section C) changed from C to B or C.

New Job Lists Ready

The Municipal Civil Service Commission last week ordered publishing of a number of eligible lists and the promotion of several others. Those published were for Assistant Engineer, Grade 4 (Hospital Equipment Specification); Qualifying test—licensing Structural Welder (Electric); motion to Assistant Supervisor (Tax Department); Promotion to Surveyor, Grade 4; Tax Department; Junior Landscape Architect, Grade 3—subject to examination.

The lists which were promulgated were for promotion to Assistant Supervisor (Signal Lighting), Operating Director Board of Transportation; promotion to Supervisor (Signal Lighting), Operating Director Board of Transportation; promotion to Janitor Engineer (Assistant Engineer); promotion to Assistant Engineer, Grade 4 (Knowledge of Accounting); Assistant Engineer, Grade 4 (Knowledge of Accounting); Junior Epidemiologist.

By promulgating these lists the Commission clears the way for actual certifications and appointments. List investigations of top files have been completed. Promulgation means a list is ready to be used.

169 Pass Promotion Steno Exam

The promotion test for Stenographer and Typewriter, Grade 2, was successfully completed by city employees, out of a field of 608 who took the exam. In the next few weeks candidates will be called on by the Commission to take the dictation exam.

Clerk, Grade 2 List Coming Next Month

The eligible list for Promotion to Clerk, Grade 2, containing the names of 1,124 young men and women who were successful in passing the test last November, will be published in June. A passing mark of 70 has been set by the Commission for the exam. A total of 2,659 candidates failed the promotion test. They will be notified this week. Those who took the test and are not notified will know that they passed.

The eligible list will be subdivided by departments and agencies occur these lists will be used. However, in cases where no departmental list exists, a city-wide register will be certified to fill vacancies.

When the last Clerk, Grade 2 promotion test was given, 2,000 persons were admitted conditionally, pending the approval of a resolution liberalizing the service requirements. The resolution was later okayed by the Mayor and the State Civil Service Department and the papers of the conditionally-admitted employees were rated.

Appointments from the new Clerk, Grade 2 list will probably be made at \$1,200. The list may also be used for Grade 1 at a lower salary.

Hospital Helper Becomes Competitive Position

The State Civil Service Commission has approved a resolution submitted by the New York City Civil Service Commission transferring the position of Hospital Helper from the non-competitive to the competitive class.

The resolution effecting this change was adopted by the City Commission months ago, but its final approval has been repeatedly deferred at the request of the Department of Hospitals.

Inasmuch as the present plans

of the City Commission call for the abolition of the labor class on July 1, 1941, and the inclusion of all present labor jobs in the competitive class, Hospital Helper will eventually attain a competitive status.

Under the old system, Hospital Helpers were appointed without any examination, either competitive or qualifying. Many have been made that Hospital Helper jobs were political positions. The salaries of the position have generally been among the lowest in the entire service.

While the reclassification of jobs will not immediately solve the problem of low salaries, even the lot of the Hospital Helper will be greatly improved, they will receive promotions, and other privileges as they attain a competitive status.

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Six Out of Ten Pass Sanitation Medical Test

Fifty-seven percent of the men summoned to take the medical tests for Sanitation jobs have passed. The figures uncovered in The Leader Survey indicate that 948 of the 1160 men summoned for the examinations showed up. Of these, 664 passed, 85 were rejected conditionally, 266 were rejected and 33 were eliminated.

If this ratio holds in the next few weeks, approximately 28,500 out of an original 87,000 who filed for the positions, will be eligible for the competitive physical events which will begin June 1 at Pier 6, Tompkinsville, Staten Island. During the first week of medical examinations, a comparative light schedule was carried by the Civil Service Commission, but this week the schedule will be stepped up and an average of 720 men will undergo the rigid physical tests every day between 8 a.m. and midnight.

Those men who were rejected in the exams will be given one more chance for a re-examination.

Requirements

The medical requirements which every sanitation candidate must meet are these:

1. Minimum Height—5 feet 5 inches (bare feet).
2. Minimum Vision—20/20 vision; each eye separately; eyeglasses permitted.
3. Normal color vision.
4. The mouth and teeth must be in healthy condition. No decayed or broken teeth.
5. No hernia or potential hernia—strictly applied.
6. No varicose veins.

7. Normal hearing in each ear—no allowance of any kind for slightest imperfection.

8. Normal heart.
9. Normal lungs.
10. No disabilities of the arm, hand or finger; leg, foot or toe.
11. No hemorrhoids (piles).
12. No hydrocele (water in testicles).
13. No other disease, injury or abnormality which, in the opinion of the Medical Examiner, would impair health or usefulness.

The results of the medical examiners' findings are expressed in one of the following ways:

- (a) Passed.
- (b) Rejected Conditionally.
- (c) Rejected.
- (d) Eliminated.

Surgeon Exam

List to Be Used in Police, Fire, Sanitation Depts.

As revealed exclusively in "Don't Repeat This" last week, a competitive exam for Police Surgeon, the first such exam in six years, is to be announced next month by the Municipal Civil Service Commission. The list which results from this test will be used for similar jobs in the Fire Department and the Department of Sanitation. Applications will be issued during the first week in June.

The duties of Police Surgeon consist of examining and giving medical advice and surgical care and treatment to members of the Police, Fire and Sanitation Departments. They must also examine the reasons for absences from illness, render emergency aid, recommend extensions of disability periods, and perform other medical work.

The following information, based on the last test, may in some respects guide the Commission in setting the requirements for the job:

A license to practice medicine in the State of New York; five years experience in the practice of medicine; one year's internship in a general hospital.

The position of Police Surgeon normally pays \$4,910 per year. The same job in the Department of Sanitation pays \$3,305, \$3,730, \$4,185.

Further information concerning the Police Surgeon exam will appear in succeeding issues of The Leader.

U. S. Civil Service Probed by Senate

(Exclusive to The Leader)

WASHINGTON.—Allen J. Ellender, the energetic Senator from Louisiana who graduated from the old Huey Long school of Louisiana politics, is currently investigating the Federal Civil Service.

To be more accurate, it should be reported that a special Senate committee is doing the investigating, but the swarthy and jittery Louisiana is the only committee member who has made an appearance at the hearing. So, for all practical purposes, it is a private Ellender investigation.

Mr. Ellender has been in the Senate for four years and during that time he has never shown any particular interest in developing a fool-proof Civil Service. He was formerly Huey Long's spokesman in the Louisiana legislature and history shows that the merit system wasn't extended in the Bayou State during that period.

Fuss Raised

But one of the duties of U. S. Senators is to look out after constituents in the Capital City and apparently the Senate Civil Service inquiry can be traced to just that.

Mary North, a dark-eyed, middle-aged stenographer from New Orleans, told the senator of "injustices" done her at the Navy Department more than a year ago. Ellender raised a fuss in the Senate and his resolution was approved to investigate the Civil Service.

A few months after testifying, Miss North was shifted from her private secretarial job in a private office to some sort of a stenographer's pool which was described by other witnesses as "the worst kind of a doghouse." Miss North said she was transferred because of her testimony before the Ellender committee so she hot-footed it to Capitol Hill to tell her senator all about it.

Different Story

Navy Department officials, however, told a different story. Edward Henkel, chief clerk, said Miss North was transferred because she refused to type a memorandum involving relief for the wife of a Navy enlisted man.

Miss North admitted refusing to do the work. She said it was of an "outspoken" nature and that her immediate boss, Chaplain R. P. Workman, should have been asked to ask her to do it.

The memorandum was read into the record and apparently this was the part which the secretary objected to:

"First baby very difficult. Delivery should have been diagnosed as Caesarian but was not discovered this type of case until too

late. Terribly torn. In hospital 31 days."

Influence

Mr. Henkel indicated that any other employee in the department would have been fired on the spot had he refused to do a similar piece of work. Miss North, he said, was "sheltered by a cloak of senatorial influence."

The statement of Chief Clerk Henkel, of course, was a severe blow to reformers who have been fighting for an up-and-up Federal Civil Service, one not subject to Congressional pressure before or after persons are taken on the Federal payroll.

Another witness told the committee that she slashed her throat with a razor after she had struck her supervisor last spring in the Navy Department. It also was testified that the middle-aged clerk who attempted to take her



Harry B. Mitchell

President of the U. S. Civil Service Commission, which is being investigated

she had on several occasions threatened to kill her superior and two other persons in the office.

One thing can be sure. Federal employees who testify before the Ellender committee are "marked." These employees may hold their present jobs and they may not be punished in any manner whatsoever for testifying, but it is a safe bet that no other department will ever hire them or take them on transfer.

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.



Maintainer's Helpers at Work
Exams to fill 500 of these jobs are now open

Botein Blames Civil Service Procedure for Corruption In State Insurance Fund

Twelve employees of the State Insurance Fund's Payroll Audit Division have already felt the sting of conviction as a result of the two-year investigation conducted by Bernard Botein, general attorney to the Fund. In his report to Governor Lehman, made public last week, Botein stated that in addition to the 12 who have been convicted of taking bribes, two have been acquitted, and six are awaiting trial.

Another batch of 22 employees have either been dismissed from the service following departmental charges, or await regular Civil Service disciplinary proceedings.

\$1,637,227.09 in premium discrepancies were uncovered by Botein. He outlined the fraud technique: auditors fail to report the full payroll, or place it in a classification carrying a lower rate than called for. This is possible as the premiums are computed from audit sheets turned in by payroll auditors. So far, he pointed out,

he has collected and returned to the Fund more than \$1,000,000.

Slaps Civil Service Procedure

Now busy on another investigation—this time of an alleged State printing racket—Botein takes some direct slaps at the personnel practices of the Fund. He finds that:

1) the starting salaries of Fund auditors are too low to attract efficient, trustworthy men;

2) the requirement that applicants for auditor jobs possess a year's experience as payroll aud-

itor limits the field to ex-employees of private insurance carriers, many of them discharged for dishonesty or inefficiency;

3) no machinery exists for thorough examination of the records and fitness of applicants;

4) no program of in-service training and education is provided;

5) lack of a genuine promotion ladder stifles initiative and lowers morale.

Recommendations

Recommendations call for better salaries, an end to the one-year experience requirement, thorough examination of applicants, an in-service training and education program, and more adequate promotional opportunities.

The investigation stemmed from rumors of irregularities in the Fund, which reached the keen ears of Governor Lehman early in 1938. By June 7 of that year, he was so convinced that something was amiss in the Payroll Audit Division that he appointed Botein general attorney of the Fund, with wide powers to smoke out wrongdoing.

Most important conclusion of the investigation, Botein told Lehman, is "that the chief victims of compensation insurance payroll frauds are not the Fund or the private insurance companies, but the honest employers who will not lend themselves to such practices, and the general public."

Subway Helpers Exam

Competitive tests to fill 500 jobs on the city-owned subway system were opened for applications last week by the Municipal Civil Service Commission. Requests for applications have been brisk all week, but the number of those who have filed is not so great as had been expected. These exams are for four grades of Maintainer's Helper, each requiring experience or training in various mechanical, electrical and other fields. Full official requirements and other information for these tests is published in this issue of The Leader, beginning on page 7.

In addition to 500 vacancies which will be filled this year as a result of these exams, the Commission announced last week that "there will be hundreds of vacancies during the life of the lists, both in the present Independent Subway System and in the future unified transit system."

Applicants for these jobs may file at the Commission's offices for another two weeks.

The written tests will begin in July and the following schedule has been adopted tentatively: Candidates for Maintainer's Helper, Group A will be given a written test on July 11; Group B candidates will be examined July 18; Group C, July 25; and Group D, July 30.

Civil Service LEADER

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Advertising Rates on Application

Tuesday, May 14, 1940

Moral Victories

THE employees of New York City last week suffered what looked like a bad defeat, when the City Council passed the Earle-Baldwin bill.

But there's another way of looking at it, too. You might very well call the Bill, as it was passed, a kind of subtle moral victory. In terms of the original bill introduced a few months ago, it certainly was something of a victory.

All that remains of the original bill is the provision that salary increases start on January 1 and July 1 of each year, and that an employee must wait from a year to a year and six months (less one day) before his increments begin. The original bill called for an even longer waiting period, and limited the increments an employee might receive to \$540.

But moral victories neither fill the ice-box nor pay the rent.

The fact that the sponsors have removed the more onerous provisions proves a point: that employees protect their interests only when they fight back.

The provisions that increments begin on fixed dates, no matter when an employee enters the service, is obviously unfair. It is only an endeavor to get around court decisions which have held that salary increases are to start one year after entry into the service.

Let's continue the fight until the entire bill is killed. Let's make it a real victory as well as a moral one.

McElligott Must Go!

letters

Present From City--Pay Cut

Sirs: The City Council passed an amended Earle-Baldwin Bill Tuesday, May 7, after receiving personal word from Mayor LaGuardia demanding such an amendment. The amended Bill, concerning itself with the increment payments to the low-paid city employees, provides that these low paid employees can only receive increment payments on either January 1 or July 1 of each year contingent on the date of the employee's appointment into the service.

The Bill invalidates the Wexler Decision in which employees were legally entitled to receive increments on the anniversary of their appointments instead of July 1, the start of the new fiscal year. It will also have the effect of an extended salary cut over four years to the tune of \$220 in some cases.

The Mayor, who is constantly beating the drums for economy, claims that the amendment will save the city about \$200,000. But the Mayor is not consistent. He cries economy in one breath and in another he approves the immediate restoration of the 5% cut weeks in advance of the rightful date that was set for those employees and department heads in the higher-paid brackets of \$5,000 and upwards. This, costing the City \$370,000.

The Mayor calls himself a friend of Labor, yet he deprives workers of the right to decent pay. He holds back their purchasing power at a time when the cost of living is continually rising.

Take the case of a clerk affected by the amended bill. He is 24 years old. He works in a civil service department. He has been working there for 18 months. He earns less than \$17 a week. He has been eagerly looking forward to his increment payments. The Wexler Decision hastened those payments. The amendment invalidates the Wexler Decision causing financial harm to the beneficiaries of the "Wexler Increments" most of whom make under \$1200, and many under \$1000 per annum, as he does. The amendment deprives them of \$10 to \$55 every year until they reach their maximum.

Is this fair?
H. C.

Housing For Civil Employees

Sirs: A Civil Service employee earning between \$1,300 and \$1,900 per annum seems to have a very difficult time trying to get an apartment in the housing projects that are being put up through out the city. I am sure that your paper can be of help to thousands of low paid city employees by showing, through a series of articles, what actually happens to an employee's pay.

Ed. Note: The Leader will make a study of the rules covering the new housing projects and if it finds any unfairness or discriminations against Civil Service employees it will expose them.

'Blitzkrieg Action'

Sirs: We've acted speedily and have made ourselves heard. The situation is white-hot and we must break through final resistance now. We've gotten as far as we have only due to concerted effort. We cannot afford to let up now.

Favorable decision in our case



Merit Men

"... no dead Firemen haunting me..."

David John Kidney

"I saw men killed..."

That is what Deputy Chief David John Kidney is likely to say first when you ask him what he remembers most vividly from his 35 years in the New York City Fire Department.

"I saw men killed... One night I stumbled over the dead body of Bill Healy, of Engine Co. 10, in a smoke-filled building. Bill was a boyhood pal of mine. You don't forget things like that easily. I said to myself that if I ever got a crack at commanding, I'd watch that first—the safety of my men."

Chief Kidney, whose grandparents came over from County Cork in '49, has a quizzical way of talking. After making a statement, he crinkles the lines around his warm brown eyes as though he were asking a question. He sprinkles his conversation with rich Irish anecdotes.

Chief Kidney is modest and reluctant to talk much about what he's done in the Fire Department, though men who know him fill in the story.

Kidney has an enviable reputation of never having lost the life of a man while he was in command at a fire. "It's easy enough to order men around and into blazing infernos," says the Chief, "but human lives are too valuable to be sacrificed to the flames. No matter what happens to my career, there'll be no dead Firemen haunting me," he adds firmly.

He's a good friend of Firemen on the job and frequently has gone to bat for them when they were in trouble.

Kidney is a native of Manhattan. He attended St. Peter's School and the De La Salle Academy and later studied chemistry at night school. He joined the Fire Department in 1905, when he was 21. Seven years later he was promoted to Lieutenant and within another year became a Captain, at the age of 29—the youngest man to hold that rank at the time. Kidney's rise in the department continued and he became a Chief of Battalion in 1919, after placing first on the Civil Service exam for the post. At the end of another six years he was promoted to Deputy Chief.

In 1932 Kidney was made Assistant Chief of Department, as a result of passing the test for Chief of Department. He held this post for three years and served as a member of the Board of Standards and Appeal Board; Chairman, Board of Inquiry; Apparatus Board; and as Lecturer at the Fire College on Marine and Oil Fires. Among his main accomplishments during this period was an arduous research project which grew the famous General Order No. 1 which revised the signal and alarm system of the department.

He's been cited on the role of merit five times during his career and has never had a charge preferred against him.

Chief Kidney is an astute technician in the art of fighting fires. When he gets to a fire he approaches it with the belief that no two are alike and that each calls for specialized handling. Because of his intense interest in fighting fires effectively and safely, Chief Kidney has read widely on fire-fighting tactics, studied chemistry, physics, the structure of buildings and many other subjects.

Among the men on the force Kidney is noted for his ability to tell, almost instinctively, when a building is going to collapse, or when an apparently trivial fire is going to spread. Some sixth sense repeatedly has saved him and his men from injury or death.

Kidney is a hearty smoke-eater who always goes to a burning building with his men. He won't order a man into any place that he himself is not willing to go. The presence of a high-ranking officer, who takes the same risks that the rest of the men face, helps the Firemen's morale, says the Chief. "They like to see an officer near," he explains.

Kidney was Deputy Chief of the Third Division Manhattan for a number of years. In 1931 he handled the famous Palace Theatre fire and was credited with saving the theatre from destruction and averting the loss of many lives.

"The theatre was crowded at the time. Supper was being served. The last of the Red Hot Mamas—was singing torch song when fire broke out. By the time we got there the people were beginning to rush out. We had to get the doors open and drive a wedge between the people to break the panic." Quick-thinking and fast action prevented damage to any part of the theatre except the stage equipment.

When Kidney was serving as Battalion Chief and Deputy Chief on the Brooklyn Waterfront, which included the U. S. Navy Yard, he won recognition as an expert on ship fires.

Another notable fire which Kidney handled was the Coney Island conflagration of Feb. 6, 1933. Other Coney Island fires before and since have caused damage as much as \$2,000,000. But Kidney and his men, despite a 57 mile gale blowing in from the Atlantic, were able to confine the fire to one block and the loss was \$159,000.

Kidney takes great pains to keep in good physical condition and in 35 years in the department he has missed more than three weeks of service because of illness. Today he likes to play golf, hunt and fish. He attends symphony concerts and reads extensively.

He lives with his wife and son at Beechhurst, Long Island. His present command is the 10th Division at 4th Avenue, Brooklyn.

Don't Repeat This!



FOREIGN NEWS

AN eight-state alarm has gone out for James Crowley. Seems sort of silly, what with the exam-selling fugitive now in Mexico... Watch for a custodial engineer explosion at Hunter College... FDR and a World's Fair exec are feuding. That's why the President didn't show up Saturday at the Flushing reopening... Ig Blumberg has switched from the SCMWA to the TWU. He'll advise the subway men on Civil Service matters...

PROFIT AND LOSS

Last summer, the city water-works were urged to shave and bathe less because of the shortage in H2O. At the same time, the city was giving away 10,000,000 gallons of water a day free of charge to a private corporation, which went ahead and resold the water... A Sanitation Man candidate scrawled the paper "La Guardia" over his paper at the written. That was all. P. S. He won't get the job... Add Local boys make good: Tom Dewey and Paul Kern, both from Ann Arbor, Mich...

DON'T WRITE

"Frenzied employees contemplate mass suicide protest Earle-Baldwin retroactive clause," wire a group of Clerks in the Bureau of Food and Drugs. Bad as all that?

... The model used when Hospital Attendants learn bandaging and patient care is affectional known as "Susie"... The belongings of the Bertrand Russell stemmed from the desk of former Mayor John P. O'Brien... office of the State Employment Service, for needle workers opens May 15...

MERE OVERSIGHT

Hospitals Commissioner Gwenter mentioned the plight of patients and doctors in his letter to Mayor LaGuardia. But he completely forget the underpaid Hospital Helpers... Biggest one-time office of any department heads belongs to Welfare Commissioner Bill Hodson. It's a several-story walk from door to desk... Hodson will be able to use some of the more recent buildings on Wards Island when the State Hospital changes... A number of dramatic changes in the Mayor's office family will hit the papers any minute now...

GRUMBLE

Sanitation Man candidates are grumbling about the physical test going to Staten Island. They're not keen on the extra carfare... The State Commission accommodates New Yorkers living outside the State by testing them for Civil Service jobs no matter where the chance to be...

Huncharoff Wins!

New York's Most Popular Fireman is Henry Huncharoff, Hook and Ladder 28

Second: Walter Klippel, Hook and Ladder 14
Third: Joseph Jones, Hook and Ladder 14

Consistently first, Fireman Henry Huncharoff ends The Leader's Most Popular Fireman contest way ahead of all other contenders, with 778 votes to his credit. In a spurt over the final week, Walter Klippel reached second place with 184 votes. Joseph Jones came in third with 119. Running almost neck-and-neck for fourth place were Sanford Goldberg, Frank Hanifin, and Alexander "Scotty" Stewart. By agreement, officials of the U.F.A. were not considered in the voting.



As holder of the Most Popular Fireman title, Fireman Huncharoff receives from The Leader a silver cup, plus a uniform made to his order by the tailors of Merson Clothes, Inc.

Police Calls

By BURNETT MURPHEY

It's a safe bet to say that the delegates of the Patrolmen's Benevolent Association will renominate Joseph Burkard for the presidency when they meet today at the Hotel Commodore.

Members of the force who served in the Army or Navy or Marine Corps will be granted a 24-hour leave with pay on Memorial Day, May 30.

As The Leader went to press, PBA officials announced that members of the Association overwhelmingly have voted for a mandatory retirement age of 60. The PBA, following a discussion of this vote at today's meeting, will attempt to have legislation passed by which all members of the force would have to retire at 60. They can now continue until they are 70.

Yesterday's vote follows:

Ages	Vote
60	7,844
61	35
62	105
63	1,243
64	67
65	1,515

Officials of the four line organizations in the Police Department met with Mayor LaGuardia last week in an effort to work out some arrangement whereby men who have more than 25 years service will receive extra pension allowances if they continue in the job. Under the new pension set-up, those men who enter the service in the future will be able to retire after 20 or 25 years, according to the age they select. If they stay longer than the minimum required

they receive \$50 additional pension for each additional year, up to a maximum of \$500.

However, the men who are now on the force, and those who have more than 25 years of service, do not receive these extra allowances. Therefore officials of the various organizations are attempting to change this. The Mayor is reportedly in favor of giving the men extra allowances, provided they are willing to make some additional payments, possibly up to 3%.

This matter will be considered again within the next few weeks, when the Mayor meets the committee again.

The Police Anchor Club's Orphan Day Outing at Steeplechase Park will be held on July 2. Mem-

Fire Bells

By JAMES DENNIS

The four officers and one Fireman, retired by Commissioner McElligott on February at pensions of three-quarters and two-thirds, were in court again last week, this time in an appeal from the ruling of Supreme Court Justice Peter Schmuck. Justice Schmuck upheld the city administration, which is attempting to void the retirements, and said that the men were entitled to only half-pay until a higher court made a final decision in the case. Last week Justice Martin, in the Appellate Division heard arguments for and against the pensions granted by McElligott, but he reserved decision. Assistant Corporation Counsel Robert H. Shaffer presented the city's side of the case,

and Gabriel L. Kaplan represented the officers and Fireman.

"Commissioner McElligott," Shaffer declared, "was sole trustee of the fire pension fund at the time he tried to make these retirements and as a trustee was not to be judged by the rules of the market place but by the highest standards and judged by the strictest precepts. Taking care of his friends in this way cannot be said to comply with those super-standards that the courts have laid down for trustees.

"The Mayor had asked in a letter that there be no retirements at more than half pay; all five of these were for more than half, and as a new pension law that the men desired to avoid was about to go into effect, which put pensions in the hands of a board of ten trustees, the hurried retirements were not in keeping with the fiduciary responsibilities of the Commissioner."

Shaffer was careful to point out that no question of the excellence of the records of the men was involved in the case; but he added that the board of trustees created by the new pension law, should decide the amount of their retirement allowances.

Retired last week: Fireman Harry C. Hottenroth, of Eng 327, at \$1,500; Fireman John Daly, of Eng. 96, at \$1,500.

Here's another angle on the situation created by Division Chief Edward M. F. Conway, who won the right to claim veteran's preference in Civil Service exams and appointments. When a new test for Fire Chief is held, Conway is

bers of the club will be permitted to take the day off to attend the affair. Such absences will be charged against vacation allowances.

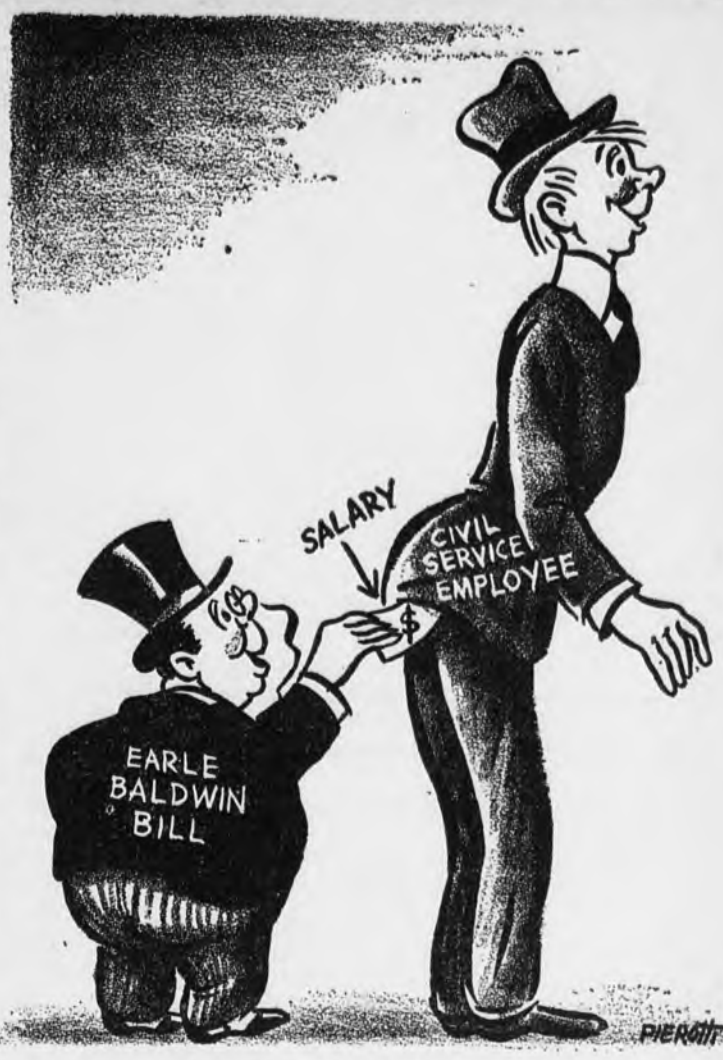
Here's the lowdown on the sudden retirement and suicide of Captain Max Finkelstein. Under the new pension law a man who requests retirement is automatically retired. Such action is mandatory on the part of the Police Commissioner. Finkelstein asked for retirement and his request was granted at noon Thursday. About 4 p.m. it was revoked, apparently after Special Prosecutor John H. Tamm presented Commissioner Valentine with evidence gathered in the bail bond racket investigation in Brooklyn involving the Captain. At 6 p.m. Finkelstein then had a talk with Chief Inspector Lewis Costuma, who reassured him and said that on Monday, May 6, the pension board would retire him in accordance with his request. But Finkelstein, a popular and well-liked member of the force for many years, worried over the charges and in a final, tragic act, committed suicide.

Incidentally, the Amen investigation is expected to involve many more Captains and as many as 10 Lieutenants.

The Municipal Civil Service Commission in a release a couple of days ago, confirmed this column's scoop about the change in policy with regard to promotion exams. As this column reported, in the future men who miss exams because of illness will be allowed to take special tests later.

PBA President Joseph Burkard, who originally requested the change in policy, last week thanked President Kern and said: "the men of the force deeply appreciate this action, and they are desirous of letting you know their feelings through me as their president."

PBA officials are pumping these days to have a law passed in the city council which would give patrolmen their maximum pay of \$3,000 after three, instead of five years.



Pickpocket

almost certain to win, if he is allowed to take the exam and if he scores a passing mark. His preference makes his appointment mandatory.

However, since he claims physical disability, or preference based upon it, Fire Commissioner McElligott—who is supposed to be vigorously opposed to Conway's appointment as head of department, might bring him before the medical board, and retire him for disability.

At the same time, to prevent the Fire Chief exam from being a farce, in that everyone would know who was going to get the job, the Municipal Civil Service Commission might set entrance requirements which would bar Conway. However, if this were done, Conway would probably fight the action in court.

Division Chief John Norton, of the 11th, has joined the faculty

of the Fire College and henceforth will lecture on chemical and oil fires.

Deputy Chiefs were instructed last week to arrange special leaves of absence for all men who were held on duty or ordered back to duty on April 2 when a strike on the city transit lines was threatened. These leaves are to be granted as soon as practicable.

Much mystery still surrounds the strange transfer of Fireman Vince Kane, president of the Unformed Firemen's Association, back to his old Brooklyn station. However, if Commissioner McElligott hoped to appease Kane and thereby win four votes (from UFA members) when his pension comes before the new board, he failed. Kane is quoted as having told friends that McElligott won't get his votes for any more than half-pay retirement.

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.



complaint corner

GETTING PROMOTED

Mayor LaGuardia calls it a "career service." In June 1937, I received my B.A. degree. I was appointed as a Clerk Grade 1 a few days after I finished school. A promotion examination was held that December to Clerk Grade 2, but I was not eligible to compete in same because I was in the service for only six months. Last year, a promotion exam was held for Junior Chemist but again I could not compete although I had more than 75 semester hr. credits (graduate and undergraduate) in chemistry. The Commission's excuse this time was that my title as Clerk was not appropriate for the promotion examination to Junior Chemist.

In November 1939, I finally was allowed to take the promotion exam for Clerk Grade 2 after waiting 8 months from the date of filing my application. Today's Leader says that the list will not be promulgated before another 2 months have elapsed. That means that the list will be promulgated after July 1, 1940. Therefore I cannot look forward to becoming a Clerk Grade 2 until July 1, 1941, since Mayor LaGuardia's budget will not allow appointments to a position affected by the increment law except at the beginning of the budgetary period. So, after 3 years in the service,

all I can show is a wage of \$21 per week and a series of returned application forms stamped "not eligible." I have my B.A. and 30 graduate credits, yet I am not permitted to compete for a better job—Mayor LaGuardia calls it a "career service."

P. K.

1. The Municipal Civil Service Commission explains that, only after a bitter fight with the Civil Service Forum was the Commission able to reduce from one year to six months the time required for a person to serve before becoming eligible to take a promotion exam. The six months provision went into effect too late to apply to Mr. Kupchik.

2. Since a Clerk title obviously does not lead to a Junior Chemist title, the Commission was unable to allow Mr. Kupchik to take the chemist exam. The Commission cannot consider personal qualifications and still give an orderly promotion exam.

3. Since the passage of the Earle-Baldwin bill it is not likely the Mayor will wait a year before making appointments. The promulgation of the new promotion list is being held up in order that the remaining persons on the old list will have an opportunity for promotion.—EDITOR.

Handsome Cop Contest

judged by

DOROTHY LAMOUR—COBINA WRIGHT JR.
GERTRUDE LAWRENCE

Your Ballot

Handsome Cop Editor
Civil Service Leader
97 Duane St., New York City

Your search for New York State's handsomest cop is over!
I'm enclosing his picture!

He's
of the
(Signed) Name
Address

Kern Denies Smith Has Right to Probe Him But Won't Oppose Investigation

Paul J. Kern, big, blond president of the Municipal Civil Service Commission, doesn't think the City Council has any legal power to investigate him or the activities of the Commission. President Kern made this statement to The Leader last week.

But despite his opinion that the investigation which the Council voted last week is illegal, Kern will not attempt to block it.

Kern's contention that the investigation is illegal is based on the fact that the Council's powers to investigate are the same as its powers to legislate. "But the council has no right to pass any Civil Service legislation," Kern added, "because this right is vested exclusively in the State Legislature." Kern also pointed out that court decisions have held the Civil Service Commissioners of New York City to be State officials, even though appointed by the Mayor.

First Move

The first move in the investigation, instigated by Councilman Alfred Smith, Jr., probably will get under way this week. Just what procedure will be followed has not yet been decided. Mr. Smith claims to have damaging evidence against the Commission. President Kern has said on several occasions, however, that he welcomes the investigation into the Commission's affairs. Councilman Robert K. Straus has been added to the investigating committee.

At last Wednesday's hearing before the Council Finance Committee which is considering the 1940-41 budget for the Commission, Kern met Al Smith, Jr. and greeted him politely, if not cordially. However, after shaking hands with Kern on one occasion, Smith later refused to duplicate the gesture for the benefit of newspaper photographers.

President Kern's term as Civil Service Commissioner ends this month. The Mayor has given no indication whether or not he will re-appoint Kern. Under the law, Kern can remain in office for a period of 60 days without being re-appointed. However, if the Mayor fails to make an appointment within that time, the State Civil Service Commission can step in and name a commissioner.

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.

Welfare Eligibles Certified to Vet Jobs After Court Ruling

First step in the campaign of Social Investigator eligibles to take the 201 jobs now held by provisional veterans in the Welfare Department's Veteran Bureau is now a success. The Municipal Civil Service Commission immediately followed Supreme Court Justice Peter Schmuck's decision of Friday that the veterans be ousted, by certifying the list to the bureau.

Appeal by the veterans, who intervened in the case, to higher courts is expected. Attorney Abraham J. Rosenblum refused yesterday, however, to disclose exactly what steps are to be taken. "We'll all learn what they're to be when the time comes," was his only answer.

The eligibles, elated at their preliminary victory, have called a meeting for Wednesday night, May 15, at 8 o'clock, at the Hudson Park Library, 10 Seventh Avenue, South, Manhattan. Deputy Welfare Commissioner Clifford T. McAvoy has been invited to speak.

The Sherman decision is the first injunction defeat for the veterans. The veterans have constantly asked for injunctions against their ouster. Coincidentally, another attempt to force the Civil Service Commission to retain them in their jobs—called *Moatz v. Kern*—was denied, also on Friday, by Supreme Court Justice Philip J. McCook.

H. Eliot Kaplan is attorney for the eligibles; J. Walter Sherman, research director for the eligibles association, heads 66 plaintiffs.

Dance for Jobs

Employees of the Queens County Clerk's Bureau of Motor Vehicles lost their jobs when the Legislature placed the Bureau's functions elsewhere. They now seek funds to aid their legal campaign in regaining those jobs.

A dance will be held Thursday night, May 16, the Triangle Ballroom, Richmond Hill.

DPUI Hearing Stenography Eligibles Group

Senior Hearing Stenographer eligibles for the Division of Placement and Unemployment Insurance, who are interested in forming an eligibles association, have been invited to send their names and addresses to Paul Silverstein, in care of The Civil Service Leader, 97 Duane St., Manhattan.

Buy The LEADER every Tuesday.

beginning Next Week 2 FULL PAGES of SCHOOL NEWS

A MINIATURE NEWSPAPER FOR TEACHERS

After months of careful planning, the Civil Service Leader brings to New York's teachers a new kind of educational service . . . the news, and the background behind the news . . . advances in educational practice throughout the country . . . news-briefs about all the teachers' organizations . . . teachers' problems openly discussed . . . coming exams for teachers' study material . . . a free information service open to all in New York's school system . . . merit award each week to outstanding teachers . . . little-known stories about the school system . . . the famed Leader system of news-coverage which gets important news even in advance of daily papers . . .

May Andres Healy



writes a weekly column of personal information for New York's teachers . . . As legislative representative to the Joint Teachers Committee, May Andres Healy has an intimate knowledge of the workings of the laws with respect to the teacher . . . as a member of the educational system, Mrs. Healy has acquired a thorough understanding of the needs and desires of all who work in the schools . . . When she's not in Albany, May Healy teaches in Junior High School 55, the Bronx. She has headed the recreational project of the Board of Education, and also served as principal of P.S. 70's community center.

May Healy's column will be filled with inside information, personal anecdotes . . . advance data about teachers' events . . . will be a column of "you and I" conversation, covering every aspect of education. And it will go under the title: "You and I."

The Leader's "Teachers Newsweekly" has been discussed with these prominent educators. Here's how they reacted:

here's what they say

FRANK D. WHALEN
Chairman,
Joint Committee of Teacher
Organizations



The publishers of The Leader are to be heartily congratulated upon their decision to devote a section of each issue to news of school employees. We have had many occasions in the past year to demonstrate our solidarity with other Civil Service employees, and the publication of a regular school page in the Leader, in addition to the daily coverage which we now receive, will encourage both teachers and the other Civil Service groups with whom they are thus affiliated.

ABRAHAM LEFKOWITZ
Legislative Representative,
Teachers Guild



In bringing the problem of the schools to the general public in an impartial but comprehensive manner, you render a real service to democracy. I am confident that The Leader's enlightening policy will further not only the best interests of the public schools but of sound citizenship.

BELLA V. DODD
Legislative Representative,
Teachers Union of the
City of New York

We are happy to learn that The Civil Service Leader has decided to add two pages of school news. Free public education is under such severe attack that it is important for teachers and other school employees to be well informed. Unbiased, up-to-date information, dynamically presented, can serve as a bulwark in the defense of the public schools. Good luck to you in your venture.

JOSEPH C DRISCOLL
Representative,
Teachers Alliance

The Civil Service Leader performs a valuable public service in keeping teachers and Civil Service employees informed of major

developments in the affairs of the State. It is only through enlightened and public servants that progress in the community can be achieved. The Leader is an effective medium through which the contributions of thousands of teachers may become known.

JAMES E. COX
President,
Federation of Employees
of the Board of Education

The Federation of Associations of Employees of the Board of Education will be pleased to co-operate with The Leader in the interest of the educational employee and the merit system for all Civil Service people.

PHILIP VARY
Representative,
New York Vocational Teachers

I am sure that the incorporation of a school page in your excellent paper will prove of inestimable value not only to teachers but to other Civil Service employees as well. We teachers sometimes become so engrossed in our own affairs that we fail to keep in close touch with others interested in work of social nature. I hope this section will be widely read by many of our Civil Service employees.

FRANCIS A. McNALLY
First Vice President,
Junior High School Association

It is with great satisfaction that I read the teachers of our city will have a medium through which their problems can be brought to the attention of your readers. A school page is needed in this city that will be of real service not alone to the profession, but more important, to the parents of our children.

FREDERICK HOUK LAW
State Director,
National Education Association

The children of the City, the State and the Nation are the most interesting, important, of all our possessions. In them are all our hopes and all the future of America. What is being done for them? How do the schools accomplish? How do the teachers change the entire lives of the young? No subject is closer to all hearts than that. For that reason I congratulate The Leader on its forward step in bringing the news nearer to the people in our city.

GRACE HELEN MILLER
Chairman, Legislative Committee,
High School Teachers Association

For The Leader to decide to set up a school section is most welcome news. There is much to be said regarding the work done in schools for children by teachers and supervisors. You will have many opportunities to tell in your pages interesting realistic stories of what is done for children. Good luck to you in this worthwhile section of your excellent paper.

To be certain of receiving "Teachers Newsweekly" regularly, mail coupon below.

SCHOOL EDITOR
CIVIL SERVICE LEADER,
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HOW TO APPLY FOR TESTS

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

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

City jobs—96 Duane St., West of Broadway.

State jobs—Room 576, 80 Centre St., corner Worth St.

Federal jobs—641 Washington St., corner Christopher St.

Fees are charged for City and State exams, but not for Federal exams.

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

Examination Requirements

CITY TESTS

Assessor (Railroad)

Open Competitive

Salary: \$4,000 a year. The eligible list may be used for appropriate positions in the lower grade. Fee \$3. File by May 28. Vacancies: 1. Open to persons of all ages.

Duties

To do utility valuation and appraisal work of considerable difficulty and responsibility for the Tax Department; assess the value of railroads in New York City; estimate construction costs; determine depreciation; analyze fixed capital accounting records; prepare reports; testify if required in conjunction with engineering investigations and appraisals of public utility projects and properties.

Requirements

An engineering degree recognized by the University of the State of New York and five years of experience in valuation of railroads or other structures, at least three years of which must have involved recent railroad valuation work of considerable responsibility; or a satisfactory equivalent. Before certification, candidates must have a New York State Professional Engineer's License.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other investigation as may be deemed necessary.

Assessor (Utility Building)

Salary: \$4,000 a year. The eligible list may be used for appropriate positions in a lower grade. One vacancy. Fee \$3. File by May 28.

Duties

To do utility valuation and appraisal work of considerable difficulty for the Tax Department; assess the value of buildings and other structures used in the supply of electricity, gas, steam, telephone and telegraph service by public utilities in New York City; estimate construction costs; determine depreciation; analyze fixed capital accounting records; prepare reports; testify, if required, in connection with engineering investigations and appraisals of public utility projects and properties.

Requirements

An engineering degree recognized by the University of the State of New York and five years' experience in valuation of buildings and other structures comparable in size and shape to those used in the supply of utility services in New York City, at least three years of which must have involved recent work of considerable responsibility and magnitude; or a satisfactory equivalent. Before certification, candidates must have a New York State Professional Engineer's License.

Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary.

Junior Civil Service Examiner (Transportation)

Salary: \$2,400 up to but not including \$3,600. One vacancy at \$3,240 in the Civil Service Commission. Open to persons of all ages. Fee, \$3. File by May 28.

Duties

To do responsible personnel work pertaining to the recruitment of employees in the City-Owned Subway System, including preparation of written and practical tests, evaluation of test results, job analysis, investigations and reports.

Requirements

A baccalaureate degree from an accredited college or university, plus two years of responsible experience in a position at least equivalent to that of dispatcher or yardmaster in the Transportation Department of an operating railroad. Outstanding railroad transportation experience will be accepted as the equivalent of the required education on a year for year basis.

Weights

Written, weight 4; Training, experience and personal qualifications, weight 6. The passing grade will be set in accordance with the needs of the service. The written test will be designed to measure candidates' knowledge of railroad operation and of examining and other personnel procedures. Training experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview.

Junior Engineer (Signals), Grade 3

Salary: \$2,160 up to but not including \$3,120 per annum, subject to budget. The eligible list may be used for appropriate positions in a lower grade, and will be used as appropriate for Inspector of Equipment (Railroad Signals), Grade 3, 5 vacancies in the title of Assistant Electrical Engineer (Signals), Grade 3; 9 in the title of Engineering Assistant (Signals), Grade 3; 6 in the title of Inspector of Equipment (Railroad Signals), Grade 3. Open to persons of all ages. Fee \$2. File by May 28.

Duties

To perform elementary railroad signal engineering work in the preparation and checking of designs, details, drawings, specifications, and estimates for the construction, maintenance and repair of signal equipment for the rapid transit railroads, including train stop and interlocking systems with their circuits.

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MEETING

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MATTERS OF GREAT IMPORTANCE WILL BE DISCUSSED.

NEW YORK STATE SHORTHAND REPORTERS ASS'N

FOR USED CAR VALUES

SEE PAGE 18

power supply, control apparatus, etc.; keep records; make reports.

Requirements

An engineering degree recognized by the University of the State of New York; or graduation from a four-year day high school course and six years' satisfactory practical experience; or a satisfactory equivalent. Persons who will be graduated in June of this year will be admitted to the examination. The examination will be such as to require some knowledge of electrical and mechanical engineering design of modern railroad signal equipment for rapid transit systems.

Weights

Written, weight 70; Training, experience, and personal qualifications, weight 30. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after a detailed examination of the candidate's application and oral interview.

Maintainer's Helper—Group A Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotion examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 65 cents an hour. 37 vacancies at present; approximately 200 expected in 1940. Open to all persons who have not reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort. Fee, \$1. File by May 27.

Duties

To assist the maintainers in the performance of the following work: (1) Maintenance and field repair of railroad signal apparatus including color light signals, automatic train stops, alternating current track circuit

equipment, interlocking machines and allied apparatus. (2) Maintenance and repair of telephones, emergency alarms, fire alarms, clocks and associated apparatus. (3) Maintenance and repair of power feeders in the subway and yards, contact rail connections, negative track connections, electric switches and allied equipment. (4) Maintenance and repair of the station and tunnel lighting equipment and associated equipment. (5) Maintenance and repair of remote controlled D. C. line circuit breakers and associated control equipment. (6) Perform such other duties as the Board of Transportation is authorized to prescribe in its regulations.

Requirements

At least three years recent satisfactory experience as a helper or mechanic along the general electrical lines described under "Duties" except that railroad experience is not necessarily required. Candidates with education in the electrical field in a recognized technical high school or college who have graduated from a three or four year day course in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the United Transit System.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying

(Continued on Page 8)

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More City Tests

(Continued from Page 7)
practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility.

Maintainer's Helper—Group B Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotional examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 62½ cents to 65 cents an hour at present. 18 vacancies at present; approximately 200 expected in 1940. Open to all persons who have not yet reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort.

Duties

To assist the Maintainers in the performance of the following work depending on assignment: (1) Maintenance, repair and inspection of all parts of the multiple-unit car equipment, including car bodies, motors, trucks, air brakes and associated equipment; shop equipment and heating plant equipment. (2) Maintenance and heavy repair of ventilation and drainage equipment including electric and air driven pumps, air compressors, sewage ejectors, large fans, blowers, magnetic and air valves, louvers, air piping, and all associated equipment. (3) Perform such other duties as the Board of Transportation is authorized to prescribe.

Requirements

At least three years' recent satisfactory experience as a helper or mechanic along the general mechanical lines described under "Duties" except that railroad experience is not necessarily required. Candidates with education in the mechanical field in a recognized technical high school, or college who have graduated from a three or four year day course, in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the Unified Transit System.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health and usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility.

Maintainer's Helper—Group C Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotional examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 70 cents an hour at present. 6 vacancies at present; from 20 to 30 expected in 1940. Open to all persons who have not yet reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort. Fee \$1. File by May 27.

Duties

To clean electric power and line equipment, enclosures and buildings under live and hazard-

ous conditions; act as helpers for power maintainers, when required, in the test inspection and adjustment of electric substation equipment; make records; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Requirements

At least three years recent satisfactory experience as a helper or mechanic in connection with high voltage power or substation maintenance, testing, or installation along the general lines described under "Duties" except that railroad experience is not necessarily required. Candidates with relevant education including courses in generation or transmission of electrical power in a recognized technical high school or college who have graduated from a three or four year day course in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the United Transit System. The most important attributes which will be required for this position are an aptitude for the type of work listed under "Duties" and evidence of an ability to learn.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examinations will consist of tests designed to grade the candidate's strength and agility.

Maintainer's Helper—Group D Independent City Owned Subway System

Simultaneously with the holding of this examination a departmental promotional examination will be held. The names appearing on the eligible list resulting from such promotion examination will be used first to fill vacancies.

Salary: 65 cents an hour at present. From 30 to 60 vacancies expected in 1940. Open to all persons who have not yet reached their 41st birthday on the first day for the receipt of applications. This position requires extraordinary physical effort.

Duties

To assist structure maintainers in the maintenance, and alteration of all parts of the subway structure including stations and enclosures, and related buildings, and including the following classes of work: carpentry, ornamental iron work, masonry, plumbing, sheet metal work, painting and cleaning; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations. Fee, \$1.00. File by May 27.

Requirements

At least three years' recent satisfactory experience as a helper or mechanic along any of the structural lines described under "Duties" except that railroad experience is not necessarily required. Candidates will be expected to have a good knowledge of one of these lines of work and some knowledge in the other lines. Candidates with relevant education, such as in structural trades, in a recognized technical high school or college, who have graduated from a three or four year day course in such institutions will be admitted without further experience. This position is one of the principal means of entrance to a railroad career service in the Unified Transit System.

Weights

Written, weight 80; Physical, weight 20. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written and physical tests will be required to pass a qualifying practical test prior to certification. Candidates for the

qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements

No disease, injury or abnormality that tends to impair health or usefulness. The competitive physical examination will consist of tests designed to grade the candidate's strength and agility.

Medical Inspector, Grade 1 (Cardiology)

Salary: Presently paid \$5.00 per session of three hours. 3 vacancies. Fee, \$1. File by May 28.

Duties

Examination of school children to determine the existence of heart disease; classification of heart disease according to the standards established by the American Heart Association; recommendations to the school concerning the cardiac status of the child.



Requirements

M. D. degree from an accredited medical school. Internship of not less than one year in a general hospital with experience in internal medicine and pediatrics. Two years satisfactory experience in a children's cardiac clinic approved by the New York Heart Association. Candidates must be licensed to practice medicine in New York State at the time of certification.

Subjects and Weights

Written, weight 50; Training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary.

PROMOTION EXAMINATIONS

These positions are open only to those already in the city ser-

City Subway Jobs

Duties

To assist the Maintainers in the performance of the following work depending on assignment: (1) Maintenance and field repair of all types of railroad signal apparatus including color light signals, automatic track stops, alternating current track circuit equipment, interlocking machines, and allied apparatus. (2) Maintenance and repair of telephones, emergency alarm fire alarms, clocks and associated apparatus. (3) Maintenance and repair of power feeders in the subway and yards, contact rail connections, negative track connections, electric switches and allied equipment. (4) Maintenance and repair of the station and tunnel lighting equipment and associated equipment. (5) Maintenance and repair of remote controlled D. C. line circuit breakers and associated control equipment. (6) Perform such other duties as the Board of Transportation prescribes.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Promotion to

Maintainer's Helper—Group B
This examination is open only to employees of the Independent City Owned Subway System.

Salary: 62½ cents to 65 cents an hour at present. 18 vacancies at present. The written examination will be held July 18, 1940. Fee, \$1. File by May 27.

Requirements

Open to all Porters who have served at least one year in the position on the date of the written test, and who have had in addition: At least three years' recent satisfactory experience as a helper or mechanic along the general mechanical lines described under "Duties" except that railroad experience is not necessarily required. Candidates with relevant education in the electrical field in a recognized technical high school or trade school, or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a study form with the promotion application.

(Continued on Page 13)

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Civil Service MAGAZINE

CIVIL SERVICE LEADER FEATURE SECTION
FOR TUESDAY, MAY 14, 1940

Page Nine

Study Material

for MAINTAINER'S HELPER

The examinations for Maintainer's Helper, Groups A, B, C, and D, will be designed to select the most competent men New York has ever had for these jobs. The exams will therefore be difficult. Candidates will have to pass a written test, a test showing their physical fitness, and finally a practical test to indicate that they know how to work with tools and materials. The written test will in all probability probe the candidate's mechanical knowledge, electrical knowledge, mathematical ability and general intelligence. It would be wise for the candidate to go over his mathematics to make certain that he has it well in hand. The following material is of a general nature, dealing with information the candidates should know about subways. The Leader will present specialized study material, prepared by experts, for each of the Groups.

What is the air used in the operation of the power brake?

The air is compressed and stored, and this force is then employed to cause a movement of the brake levers which applies the brake shoes to the car wheels.

What does the air brake system consist of?

(1) Air operated apparatus for controlling the passage of compressed air to and from a brake cylinder. (2) A brake cylinder in which the force of the compressed air is utilized to move levers. (3) A leverage system to transmit to brake shoes the force developed at the brake cylinder. (4) Brake shoes, which the levers press against the car wheels to set up a retarding force bringing the car to a stop.

How is the air brake applied?
Compressed air is admitted to a brake cylinder, forcing out a brake cylinder piston, which by means of rods and levers connected to it,

forces the brake shoes against the car wheels.

How is the air brake released?

A. When the compressed air is exhausted from the brake cylinder, the force is removed from the brake levers and brake rods. The truck brake release springs then force the brake levers back to release position, thereby removing the pressure of the brake shoes from the car wheels.

What is the variable load valve?

A. It is the valve that controls the degree of brake cylinder pressure when the brake is being applied.

What is the purpose of the uncoupling valve?

A. To provide means for automatically uncoupling the cars.

What is the purpose of the auxiliary reservoir?

A. To supply air to the volume reservoir through the variable load valve during application of the service brake.

What is the purpose of the supplementary reservoir?

A. To assist in producing a graduated release of the brake and to assist in promptly recharging the brake system.

What is the leverage system generally called?

A. The brake rigging.

How should new galvanized iron be treated?

A. It should be treated with a coating of acetic acid.

What is a thermostat?

A. An automatic device for regulating temperature by opening or closing the damper of a heating furnace or regulating supply of gas.

What is the simplest joint used by a carpenter?

A. The butt joint.

Name four other carpenter's joints.

A. Rabbet joint, Tongue and groove joint, Mortise and tenon joint, Glue butt joint.

What do the following colors indicate in signalling: red? yellow? green? blue?

A. Red means stop. Yellow means proceed with caution. Green means proceed. Blue means that workmen are under or about the cars.

What is wrong if the brake pipe pressure is not regulated to 70 lbs.?

A. The feed valve is out of adjustment.

What is a fixed signal?

A. A fixed signal is a signal in a fixed location, indicating a condition affecting the movement of a train. The term "fixed signal" covers such signals as time control markers, speed restriction signs, resume speed signs, automatic signals, interlocking approach signals, interlocking home signals, interlocking dwarf signals.

What is a block?

A. A length of track of defined limits, the use of which by trains is governed by a block signal.

What is a signal aspect?

A. The position, form and color of a signal.

What is an imperfect signal?

A. An imperfect signal is one imperfectly displayed or the absence of a signal at a place where it is usually shown.

What is an automatic signal and how can it be distinguished?

A. An automatic signal is a fixed signal located on the right side of the track governed, identical in appearance to an interlocking approach signal except that it is not equipped with a white enamel number plate. It is located at the entrance to a block and is used to govern trains entering and using the block.

What is an automatic stop?

A. A device used in connection with a fixed signal to apply the breaks automatically to a train attempting to pass the signal when it indicates "Stop."

What is an Ohm?

A. An Ohm is the unit of electrical resistance, or the resistance of a circuit in which a difference of one volt produces a current of one ampere.

What mechanism is used to increase an alternating current?

A. A transformer.

What metal is used to manufacture gears?

A. Cast iron.

How would you remove the chuck from a lathe?

A. By unscrewing it.

What is block tin?

A. Block tin is the material in its pure state.

most 1,000,000

THE number of federal employees continues to increase. At the end of March there were 945,836 employees on the federal payroll, an increase of 6,800 compared to the previous month.

Agencies perfecting our national defense reported the bulk of the increase. The Navy Department added 2,231 employees, the Department of Agriculture 1,662, the Department of the Interior 1,151, Treasury 777, and Federal Security Agency 635.

The Panama Canal reported a reduction of 803 employees. Federal Reserve Bank reported a reduction of 344, and the Federal Loan Agency reduced its payroll by 295.

Payroll Increase

The Federal payroll increased 1.2% in March over February, compared with 1.1% in February. This increase was in part due to the greater number of working days in March.

Federal employment in the District of Columbia rose to 872 during March, an increase of 872. The Census hired 119 temporary employees that month and other agencies that reported were the War Department, 119; Treasury, 75; Interior, 74, and Navy, 46. Federal



By Charles Sullivan

Works chopped off 325 from its staff, mainly from Public Works Administration, and Civil Aeronautics Authority likewise reported a reduction of employees in the District.

5-Day Week Fever

Federal employees in the District have the 5-day week fever, superinduced by the Capital's torrid weather that made its debut of the season here last week when the temperature hit 85 and above on four days.

Petitions are being circulated in almost every department calling on Congress to approve the Mead bill that would give department heads authority to put their employees on a 5-day week provided no additional cost is incurred. The bill was introduced by Senator James Mead of New York and a

companion measure is sponsored in the House by Rep. McCormick, Massachusetts Democrat.

Members of the United Federal Workers of America, a CIO affiliate, are circulating the petitions and the most recent count of names was in the neighborhood of 20,000 and more than 50,000 employees was expected to sign the petitions.

Employees have been encouraged by the fact that last week the branch office of the Tennessee Valley Authority here went on a 5-day week for the summer months. The office will remain open Saturday morning as employees will alternate on the Saturday shift.

TVA main offices in Knoxville, Tennessee, have been on a 5-day week the year around for several

Main question worrying Federal employees is whether they would get a 5-day week even though the bill is approved. The Budget Bureau estimated several years ago that it would cost Uncle Sam around \$50,000,000 additional a year to put employees on a shorter work week. However, the cost of a 5-day week during the summer months should be negligible.

Ramspeck Bill Sat On

Chairman Bulow of the Senate Civil Service Committee continues to sit on the Ramspeck bill that would give the President authority to extend Civil Service to an estimated 150,000 additional Federal jobs. His latest excuse is that he wants his committee members to read and study the extensive hearings on the bill.

The chairman is very pessimistic over Senate approval of the

bill. He has made a private poll which he says has indicated the bill stands a good chance of being sidetracked. Pressure is being placed on Bulow by some of his patronage-hungry colleagues to allow the bill to die.

Another factor in holding up the bill is the illness of Senator Walter George, Georgia Democrat, a committee member who is interested in the extension of Civil Service.

It's taken for granted here that absolutely nothing more will be done at this session of Congress toward the enactment of an employee board of appeals. The House Civil Service Committee held hearings on nine appeals bills last month but the committee has not been called together since and at this writing Chairman Ramspeck has no intention of calling a meeting.

Committee members say it is too late in the session to get anything done along that line now. Moreover, there still is the unanswered question of whether a separate board of appeals with final power is constitutional. And the final consideration is the fact that under the Walter-Logan bill that has passed the House employees would be permitted to take their grievances to court for review.

Study Material for Hospital Attendants

Prior to appointment, every Hospital Attendant receives a set of instructions dealing with the care and attitude toward the patients under his supervision. He is expected to study these instructions, become thoroughly familiar with them. These instructions cover many of the duties of the Hospital Attendant. The June 29th examination will be based on the duties of the Hospital Attendant. The "don'ts" listed below, based on these official instructions, therefore serve as excellent study material. Read them carefully. They will be of great help in preparing yourself for the coming test.

The Leader will publish valuable study material each week until the test.

- Don't lend the patient knives or other tools which may be used as dangerous weapons.
- Don't allow the patient to go outside without clothing appropriate for the season.
- Don't allow any light to shine into the eyes of the patient.
- Don't hit a patient under any circumstances.
- Don't allow a suicidal patient to wear torn clothing, as he may use a strip for hanging.
- Don't permit a suicidal patient out of your sight at any time.
- Don't bathe more than one patient in the same water.
- Don't write any letters to relatives or friends of any patient.
- Don't move a patient who has fallen, as he may have broken some bones.
- Don't allow other patients to call a patient by a name suggesting some hallucination.
- Don't make a report so that the patient concerned may hear.
- Don't fail to retain your self-control under the most trying circumstance.
- Don't use profane or threatening language.
- Don't make the patient's bed carelessly.
- Don't let any drafts into the patient's room.
- Don't forget to wash the walls of the room once a month.
- Don't search a patient in a way which will annoy him.
- Don't give any medicine to a patient without a doctor's order.
- Don't put medicine into the patient's food without his knowing it.
- Don't force the patient's head under the faucet while bathing him.

- Don't throw the violent patient down.
- Don't turn on the hot water while the patient is in the bath-tub.
- Don't forget to hunt for a missing knife or fork until it is found.
- Don't pull the clothes off a patient when his clothes have caught fire.
- Don't read when on duty.
- Don't allow the patient into your room.
- Don't report late to duty.
- Don't allow the patient to wear wet or soiled clothing.
- Don't fail to receive the new patient in a kindly and attentive manner.
- Don't leave silverware on the table, as it tarnishes easily.
- Don't give the patient a dose of medicine from a bottle that has lost its label.
- Don't subject a patient to seclusion without special orders.
- Don't turn on the hot-water first in preparing the patient's bath.
- Don't allow food to remain in the can after it has been opened.
- Don't allow wrinkles when making the patient's bed.
- Don't allow an epileptic patient to stand on a table, as there is considerable danger that he may fall on his head.
- Never leave the new patient out of your sight until you have become very familiar with his habits.
- Don't allow the wet patient to remain in his wet clothing.
- Don't allow the suicidal patient to swallow coins or pins.

Answers to last week's sample test appear on page 15.

NEXT WEEK
"DPUI--What's All the Fuss?"
 Why the court cases—so many provisionals—the heavy expenditures—employee grumbling?
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 - Attitude Toward Patients*
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Work of the Fite Commission: No. 8

Civil Service in the Villages

By WILLIAM P. CAPES

What Will Happen to New York's Hundreds of Villages When They Go Civil Service? Read What the Executive Secretary of the New York State Conference of Mayors and Other Municipal Officials Has to Say About It All.

TO PROVIDE adequate and proper machinery to administer Civil Service in New York State's 552 villages, to classify village positions, will take at least a year, maybe longer.

The extension of Civil Service to the villages will probably produce more complications than that to the other local governmental units, because of location, size, and administrative set-up of these municipalities.

Four villages have been under civil service for several years: Ossining, Peekskill, Port Chester and Ilion. All applications by other villages to come under civil service have been denied by the Commission because of lack of funds to provide the necessary administrative staff. In 1936, Section 188-a of the Village Law was amended to extend the rules of the State Civil Service Commission to all village police departments.

As to size, 56 of the 552 villages have a population in excess of 5,000. The great majority, however, have less than 1,500 residents each. Four are credited by the last federal census with populations of less than 100.

Twenty-five of the villages are governed by special charters granted by the State Legislature prior to the amendment to the Constitution in 1894 forbidding the legislature to pass private or local bills incorporating villages. The remainder are operating under the village law. Two villages, Scarsdale and Green Island, have combined village and town governments.

The administrative set-up in both charter villages and those operating under the village law is far from uniform. Take the

office of assessor as an illustration. Boards of trustees in some villages act as boards of assessors. Several villages have boards of three assessors; others have a single assessor. In some the assessor is also village clerk, or deputy clerk or building inspector. At least one village has two assessors, one of whom is also superintendent of public works.

The Village Clerk

Take the office of village clerk as another illustration. In many villages the clerk occupies no other position. In some he is also the treasurer and assessor. In a few he is also treasurer and building inspector. The offices of clerk and treasurer are combined in a number of villages. In at least one village the clerk is also street commissioner, engineer, purchasing agent, registrar of vital statistics, and building inspector. A few clerks are also village attorneys.

Only about 50 villages have police departments whose members hold office during good behavior. All others have policemen who are appointed annually. Very few villages have all paid fire departments. Some have a combination of paid and volunteer, several employ call men who receive a stated amount for each fire they attend. For purposes of insurance the Attorney General has ruled that these are paid firemen. Most villages have only volunteer fire departments or companies, the officers of which are elected and receive some compensation.

The property, affairs, and government of many villages are administered only by the board of trustees through committees. In others various commissions

have been created as administrative agents. These have separate boards of fire, water, light, sewers, parks, police, or cemetery commissions. A few have established municipal boards with the powers, duties, and responsibilities of two or more of the above named separate boards.

Governmental Structure

So far as villages are concerned, the governmental structure of the local units of government will have to be considered. It will have a bearing on the machinery that must be established for the administration of Civil Service. Fifty-four of the villages lie in more than one township. Eight villages lie in two counties. One village, Saranac Lake, is in two counties and three towns.

The small villages, of which there are over 200 in the state, will probably produce the most serious problems. These are summarized in a letter received by the Mayor's Conference from Mayor William H. Zinsser of Kings Point. He says in part:

"While I think the Civil Service on the whole is an excellent thing and affords government employees much needed protection in their jobs, nevertheless, I think it would be a mistake to extend the system to all employees of small villages throughout the state.

"The Village of Kings Point is a third class village. The Mayor and the trustees serve without any compensation. The treasurer, a part time position, also serves without compensation. The balance of the employees, with the exception of the police department (which is already under civil service) and the road laborers, are all part time employees. The meet-

ings of the Board of Trustees are usually held in the evenings and a good deal of the work of the clerical employees, such as clerk, assistant treasurer, etc., is done in the evening. Our village is too small to justify the luxury and expense of a full quota of full time employees. . . .

"Our Village is run on a strictly non-political basis. In the past, changes in the membership of the Board of Trustees or in the office of the Mayor have not resulted in changes among the employees. Positions are filled on the basis of experience, competency and merit, and without any consideration of political affiliation. I am convinced that the complications that would follow upon an extension of the civil service to cover these positions would make it impossible for us to secure efficient employees on a part time basis."

When the Commission created by the Legislature has received all of the data showing the number and kind of village positions, and has setup a rough classification to determine the approximate number of village officials in the exempt, non-competitive and competitive classes, the picture may look clearer. The solution of the problem may not be so difficult as it now appears to many officials. The mandate of the Constitution, as interpreted by the Court of Appeals, must be obeyed and as promptly as possible, to eliminate the present chaotic and uncertain condition. New York State has provided many governmental models which other states have followed. The extension of Civil Service to the local units of government not now included offers another opportunity to create a model.

Mental Hygiene Notes

By JOHN F. MONTGOMERY

The lads out at Poughkeepsie were rooting for John Marcus, from the Engineering Department, when he bowled last week as a member of Happy Jack's team, against Lew Marcus's champion five. . . . The regular monthly meeting of the Hudson River Employees' Association is scheduled for Wednesday night, May 15, at 7 o'clock. . . . Employees of the hospital again went over the top in contributing to the Poughkeepsie Community Chest. Faced with a quota of \$1,300, they subscribed \$1,482. Dr. Wirt C. Groom was chairman, a position he has held ever since the Community Chest was started three years ago.

other officers are Paul Leonard, vice-commodore; James Connelly, rear commodore; Robert Tillman, treasurer; William Pee, secretary.

Offices of the Federal Credit Union at Harlem Valley State Hospital, Wingdale, are now located in building 19, in the visiting room. . . . Mrs. Theresa Cutler and Ida Watts are now staff members, while Seymour Mackey resigned. . . . Returned from vacation: Mrs. Edith Keith, from Carmel; Mrs. Lillian MacIsaac, from Boston; Irving Brown, from Long Island; Hazel VanBramer and Mrs. Lillian Gill, from Hudson; Marcelle Andre and Lillian Walsh, from Yonkers; Mr. and Mrs. George Eighmie, from Danbury, Conn.; Mary J. Freer, from New York.

Central Islip State Hospital was shocked last week by the accidental death of two popular employees. On Sunday morning, Attendant Charles Behonek was instantly killed when his car struck a tree on the Montauk Highway at Great River. His younger brother and another passenger also died as a result of the crash. Charles Behonek Sr. has also been employed at the hospital for many years. . . . On the same day, fellow workers noted that Mrs. Agnes Coleman failed to report for duty. Her punctuality was proverbial, and suspicions were immediately aroused. Investigation found her a victim of gas asphyxiation in her kitchen. What probably happened was this: Mrs. Coleman put some water on the range to boil, then fell asleep. The water boiled over, extinguishing the flame, while the gas continued to flow.

Fine Point: What will happen to Attendants taken on between now and January 1, 1941, when the job goes into the competitive class? That's the question, and here's the answer: After meeting their regular probationary period, these employees will be given the same status as other Attendants. For under the present Mental Hygiene law, Hospital Attendants have guarantees of security and tenure quite similar to those of competitive Civil Service employees.

Gustave C. Rudloff is association president out at Pilgrim State Hospital, Brentwood. Other officers are Frank Parks, vice-president; Arthur T. LaBelle, secretary; Jesse Davis, treasurer. On the executive committee are G. Allen, J. Caron, I. Lunderman, A. Fox, G. Slight, A. Belanger, J. LaRoch, C. Miranda, Mrs. L. Anderson, Mrs. M. Belanger, Mrs. J. Barry, Miss C. Comer, C. Burns, C. Dugoniths, C. Doscher, C. Zoufaly, R. Burgess, Mrs. G. Slight, and Mrs. M. Martuscio.

Charlie Timm, Charlie Trenkle, and Eddie Holland will represent Central Islip at the State Convention of Credit Unions, to be held June 7-9 at Lake Kiamesha. . . . The dance of the Senior Class, as expected, was a whopping success. . . . Membership in the local chapter is almost up to the entire membership in 1939. 1940 will probably hang up a new record by July 1. . . . Jack McCarthy and Bill Blaney are mum about what happened on their recent flounder trip to Peconic. No one saw any fish with them on their return. . . . Marie McAdams has a new stream-lined car that blows its own horn. Several minutes after parking it, she and some friends came down to see what the excitement was. It was her car—sounding its horn at a merry pace. . . . Our sympathy to Mrs. Olive Klein, whose father passed away last week.

Case Histories

A weekly column devoted to the interests of employees in the Welfare Department.

By HENRY TRAVERS

Rumor from "authoritative sources": One of the top five officials in the Department of Welfare is slated to go. Not because his work is unsatisfactory—it isn't, and he's extremely popular—but because it suits the Mayor's political requirements at the moment to kick him out.

Last week's Letter section (page 4) carried an interesting interchange between a new investigator and Hugh R. Jackson, Director of the Bureau of Public Assistance. Subject: Do Investigators Work Too Hard? A whole slew of letters have come in, pro and con. The score: tied.

The Leader has time and again objected to the practice of having welfare people work out-of-title, which means doing a bigger job for a lower salary. In an editorial (April 16) we said: "If an employer in private

tors working out-of-title ought to be tackled next.

D.O. 53 news briefs: Anita Arndt, unit steno, and William Kalakin are drinking out of the same straw. . . . Eleanor Amendola, typist, gets welded to Rudolph Hampel, a commercial artist, on September 1. . . . Adolph W. McCook, head relief issuance clerk, is a graduate of the American Institute of Banking. In his banking days, he once wrote out a cashier's check for \$7,500,000. . . . Allan Drew, investigator, sports a Ha'va'd accent.

In our study of an investigator's typical day, hour by hour, we arrived last week to 11:31. Taking up from there, we find our investigator next:

- 11:31-11:36 In the washroom.
- 11:36-12:35 Lunch.
- 12:35-12:44 Investigator makes entries in a case and prepares the forms for re-authorization.
- 12:44-Starts to read and analyze pending cases, preparatory to making initial home visit.
- 1:00-1:02 Telephone call from recipient now on WPA requesting information regarding procedure to apply for supplementary relief.
- 1:02-1:11 Resumes and completes reading of pending cases.



industry hired employees at one salary, and then paid them less than the stipulated sum, the community would consider it an anti-social act." The practice is now on the way out. Holder-of-the-Purse Kenneth Dayton had consented to the appointment of fourteen grade 3 supervisors from the appropriate civil service list to fill the positions now being held by fourteen acting case supervisors. Investiga-



- 1:11-1:13 Investigator prepares NYSES quota for the day.
 - 1:13-1:15 Examines afternoon mail.
 - 1:15-1:17 Looks through daily calendar.
 - 1:17-1:25 Makes up street list for visits to the field.
 - 1:25-1:30 Washroom.
 - 1:30 Investigator signs out to the field.
- The coming chapter in this detailed saga of a day's work brings us among the clients. Next Tuesday.

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.

ENTERING CITY RETIREMENT SYSTEM

J.M.O.—Under the present pension laws, a person appointed to a city job may become a member of the retirement system regardless of his age. This will apply to employees of the transit company when they become city employees. There have been semi-official talks of making special arrangements for those over 50. But until some change is made in the law, anyone will be eligible to join the pension system, whether he is 21 or 69.

MORE ON PENSIONS

B.M.T. Associates—You should join the city pension system when you become city employees after unification, regardless of age. Even men over 60 have everything to gain and nothing to lose. Whatever amount you will contribute will be matched by the city, so that you receive \$2 for every \$1 you pay. Your contributions will be scaled according to your age, with younger men naturally paying less than older ones.

PROMOTION IN FEDERAL SERVICE

H.S.—A federal Civil Service employee who becomes a lawyer or certified public accountant cannot be transferred or promoted to a higher grade position in another department even after a non-competitive test. However, an employee may be promoted to a higher grade position, or an entirely different one in the same department, if the officials decide he is qualified and if the Civil Service Commission approves. Federal promotions are not made in the same way that promotions are made in the city and State services. While the Federal Civil Service rules provide for promotions after competitive exams, in practice this rule is seldom followed. Generally, the various agencies and departments are permitted to promote employees without tests if the

Civil Service Commission approves. The Federal Commission is now working out plans to extend the use of competitive promotion exams.

ON PATROLMEN LISTS

R.G.Q.—The Municipal Civil Service Commission is allowing men on the Patrolman, P.D. list and those on the Special List to retain their places on one register after they are appointed from the other. A man appointed from one list will be certified for a job from the other when he is reached. He can then choose the first position or the second one. If he takes the latter he will have to serve a new probationary period.

WHY GRADES?

T.E.—The various grades of Civil Service positions are not set in order to fix salaries, but solely for the purpose of controlling promotions. A department head, and not the Civil Service Commission, has the right to decide what salary an employee shall get, providing that the salary falls within the maximum and minimum allowed. Only in cases where the department attempts to pay a higher salary than that allowed in the Civil Service rules, has the Commission the right to interfere. In such cases, the Commission can insist that only a person from a promotion list can be appointed to the higher salaried job.

FILLING A JOB

W.F.O.—Even if a special law permits a state department to fill a position, and even though the law may seem to make it mandatory that the job be filled, the department head can leave it vacant. If he believes the job is unnecessary or that other staff members can do the necessary work, he does not have to add another employee. It makes no difference whether the post is an "office" or a "position."

Even in cases in which the budget has an appropriation for a job, the department head does not have to fill it. However, he cannot drop one employee, then replace him with another, under the guise of a reorganization.

TRANSFER INTO COMPETITIVE CLASS

R.B.—Transfer of Attendants in the State service to the competitive class (effective January 1, 1941), will not affect the jobs of present employees. Those who are Attendants before January 1, and continue in the service, will automatically go into the competitive class without taking any exam. All appointments after January 1 will have to be made from competitive Civil Service lists. After this transfer becomes effective, removals will be made in the same way as they are now, except that employees will be entitled to a statement of reasons for dismissals and an opportunity to reply.

TEMPORARY APPOINTMENTS

D.W.—When a person receives a temporary appointment, his name remains on the eligible lists for a permanent appointment. After his temporary job ends, he is certified for another temporary, or possibly a permanent, job.

COUNTY EMPLOYEES

J.J.Q.—You have asked a number of questions, but I'll try to answer them because of their general interest to county employees whose jobs may be consolidated or abolished through reorganization:

1) Pension benefits in the State service are virtually the same as those in the New York City retirement system. County employees in New York City come under the city, and not the State, retirement system.

2) Vacation and sick leave privileges

are similar in the city, county and State services.

3) The privileges of veterans, national guardsmen, and exempt volunteer firemen are the same in all branches of Civil Service.

4) Under section 31 of the State Civil Service Law, service in the county does not give a person seniority for State or city jobs. Employees whose position in the county service are abolished may be eligible for reemployment in the city or county services. In the former case, the Municipal Civil Service Commission must approve reinstatements.

5) If any county offices are discontinued, employees in the competitive class will be placed on preferred eligible lists in the order of their seniority for reinstatement. If the services are reorganized or consolidated, there will undoubtedly be provisions for the transfer of employees to new agencies.

6) The Feld-Hamilton salary increment law doesn't apply to the city or county services. It applies only to State employees.

7) Appointments to city positions, except for those in the Borough Presidents' Offices, the Finance Department, the Board of Transportation and other agencies which are not strictly city departments under the law, are generally made in strict numerical order under executive order of the Mayor. This does not apply to county jobs. State appointments are also made in numerical order, in most cases, from eligible lists.

8) No one knows for certain when county offices will be abolished, consolidated or reorganized. There is a definite movement afoot to abolish the offices of county sheriffs and registers and consolidating them into city wide agencies of a city sheriff's office and a city register's office, respectively.

STATE CIVIL SERVICE NEWS BRIEFS

List of Coming State Exams

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):

- May 15—Kings County—Stenographer and Private Secretary.
- May 17—Niagara County—Stenographer-Clerk.
- May 18—Correction—Instructor in Woodwork Machinery and Cabinet Making.
- May 18—Mental Hygiene, Creedmoor State Hospital—Occupational Therapist.
- May 18—Village of Ilion—Driver of Motor Apparatus.
- May 18—Health—Assistant District Health Officer.
- May 21—Mental Hygiene, Creedmoor State Hospital—Physical Instructor.
- May 22—Onondaga County Public Welfare—Stenographer.
- May 23—Health—Principal Diagnostic Pathologist.
- May 23—Monroe County Child Welfare—Case Supervisor (consultant).

No-Hitter

Four candidates took the recent test for Postmaster of Gloversville. Among them was Acting Postmaster Clayton P.



Snook. Results published recently disclosed that none of them had passed the

exam. Post Office officials expect to ask the Civil Service Commission to set another exam. Meanwhile Senator James M. Mead smilingly says: "This only goes to prove the exams for Postmaster are in keeping with the high traditions of the Civil Service Commission."

Pay \$173,500 In Ten Months

Group life insurance is a featured benefit of the Association of State Civil Service Employees. \$173,500 was paid out during the past 10 months for 103 death claims. The youngest insured member at death was 21 years, 6 months; the oldest 68 years, 11 months.

The Association has just launched an active campaign to increase the number of insured. Up to June 30, the insurance company will waive the medical exam for all employees filing applications while actively working. This does not affect employees who previously applied.

The claim payments by age groups during the 10-month period were:

Group	Attained Age No. (Nearest Birthday)	Amount
A	39 and under	28 \$36,500
B	40 to 44	11 14,000
C	45 to 49	19 37,000
D	50 to 54	13 29,000
E	55 to 59	9 10,500
F	60 to 64	17 35,000
G	65 to 69	6 11,500
Total		103 \$173,500
Average Amount of Claim		\$1,684.47

And Now Health Care

The Associated Health Foundation is the only non-profit organization licensed by the Insurance and Social Welfare departments of the State since enabling legislation was signed by Governor Lehman last June. Offices at 57 W. 57th St. offer medical, surgical, X-ray, and laboratory services to employees earning under \$1,800; to couples with one dependent child, earning under \$2,500; to fami-

lies with two or more dependent children, earning under \$3,000. Annual membership rates are:

adult	\$18.00
adult and wife (or husband)	30.00
child under 16	7.50
child under 18	12.00

All By Himself

Among three exams held Friday by the Poughkeepsie Civil Service Commission was one for Engineering Consultant to the City Planning Commission. Harold



R. Dean is now filling the post; every indication points to his continuing in the job. For he was the only candidate to file. Commission officials rule that if he passes the exam, he will be appointed.

New Member

Attorney Archibald C. Wemple has just been added to the Municipal Civil Service Commission in Schenectady. Filling the vacancy created by the resignation of Harold A. Foot, who became Deputy Finance Director, Wemple stays in office up to June 16, 1942.

Residents Only

When exams are held in October for 1,058 positions in county welfare departments in 44 counties, only residents will be eligible. This was ruled last week following conferences between the State Civil Service Commission and the Department of Social Welfare. The definition of a resident will be: a person with an established residence in the county as of March 1, 1940.

Approved

Back in March, the Board of Supervisors in Erie County approved a classification and job-defining plan to its employees. Last week the State Civil Service Commission gave the plan its blessing. Whereupon the plan went into effect. Positions are standardized, and most competitive jobs are placed under an increment system, with minimum and maximum salaries.

Feeling beneficent, the State Commission also approved a general revision of rules governing Civil Service in North Tonawanda. Classification of employees is the highlight of the change.

Honored

"Certificates of qualification" are given by the Municipal Training Institute of the State of New York to Civil Service officials who attend training sessions.



Last week, the three members of the Yonkers Commission were honored. They are Commissioner Samuel Rosenthal, director, and Commissioners David Condon and Frank P. Mack.

Joins Commission

One of the last bills signed by Governor Lehman last month was the Fite measure adding the secretary of the Roster County Officers Association to the roster of the Fite Commission. This week John L. Feister, Chemung County treasurer, joined the Commission; he is secretary of the Association.

—MORTON YARMOL

City Helper Jobs

(Continued from Page 8)

scribed under "Duties," except that railroad experience is not necessarily required. Candidates with relevant education in the mechanical field in a recognized technical high school or trade school, or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties

To assist the Maintainers in the performance of the following work depending on assignment: (1) Maintenance, repair and inspection of all parts of the multiple-unit car equipment, including car bodies, motors, trucks, air brakes, and associated equipment; shop equipment and heating plant equipment. (2) Maintenance and heavy repair of ventilation and drainage equipment including electric and air driven pumps, air compressors, sewage ejectors, large fans, blowers, magnetic and air valves, louvers, air piping, and all associated equipment. (3) Perform such other duties as the Board of Transportation prescribes.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Promotion to

Maintainer's Helper—Group C
This examination is open only

to employees of the Independent City Owned Subway System.

Salary: 70 cents an hour at present. 6 vacancies at present. The written examination will be held July 25, 1940. Fee, \$1. File by May 27.

Requirements

Open to all Porters who have served at least one year in the position on the date of the written test, and who have had in addition: At least three years recent satisfactory experience as a helper or mechanic in connection with high voltage power of substation maintenance, testing, or installation along the general lines described under "Duties" except that railroad experience is not necessarily required. Candidates with relevant education including courses in generation or transmission of electrical power in a recognized technical high school or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties

To clean electric power and line equipment, enclosures and buildings under live and hazardous conditions; act as helpers for power maintainers, when required, in the testing, inspection and adjustment of electric substation equipment; make records.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for ex-

amination in groups, according to the needs of the service.

Promotion to

Maintainer's Helper—Group D
This examination is open only to employees of the Independent City Owned Subway System.

Salary: 65 cents an hour at present. Vacancies occur from time to time. The written examination will be held July 30, 1940.

Requirements

Open to all porters who have served at least one year in the position on the date of the written test, and who have had in addition: At least three years' recent satisfactory experience as a helper or mechanic along any of the structural lines described under "Duties," except that railroad experience is not necessarily required. Candidates will be expected to have a good knowledge of one of these lines of work and some knowledge in the other lines. Candidates with relevant education, such as in structural trades, in a recognized technical high school or trade school, or college who have graduated from a three or four year day course in such institutions will be admitted without the additional experience. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties

To assist Structure Maintainers in the maintenance, repair and alteration of all parts of the subway structure including stations and enclosures, and related buildings and including the following classes of work: carpentry, ornamental iron work, masonry, plumbing, sheet metal work, painting and cleaning; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

Weights

Record and Seniority, weight 50; Written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive test will be required to pass a qualifying practical test prior to certification. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Promotion to Structure Maintainer

This examination is open only to employees of the Independent City Owned Subway System.

Salary: 80 to 85 cents an hour (80 cents an hour for first year). 24 vacancies at present. The written examination will be held June 8, 1940. Fee, \$2. File by May 27.

Requirements

Open to all Maintainer's Helper, Group D, who have served at least one year in the title on the date of the written test, and who are otherwise eligible for promotion. Candidates seeking credit for courses of study completed since November 15, 1939, will be required to file a school study form with the promotion application.

Duties

To maintain, repair, and alter all parts of the subway structure proper, stations and enclosures; repair and maintain plumbing, ducts, manholes, drains, sewers, concrete, steel and iron work; rearrange station controls; do painting and all work of an allied nature; keep records; make reports.

Weights

Record and Seniority, weight 50; Written, weight 25; Practical, weight 25. The passing grade will be set in accordance with the needs of the service. In the written and practical tests candidates will be expected to have a knowledge of all classes of work performed by the structure maintainers.

Change of Title to Asphalt Worker

This examination is open only employees of the Office of the President, Borough of Brooklyn.

Salary: Ranges from \$6.72 to \$7.60. 40 vacancies. This examination will be held on July 13, 1940. Fee, \$1. File by May 28.

Requirements

Open to Asphalt Laborers who have served continuously for one year in the labor class in the office of the President of the Borough of Brooklyn, on or before the date of the first qualifying test and who are otherwise

U. S. TESTS

Associate Metallurgist (Recovery), \$3,200

Associate Metallurgist (Physical), \$3,200

Assistant Metallurgist (Recovery), \$2,600

Assistant Metallurgist (Physical), \$2,600

Optional branches: 1) Ferrous; 2) Non-ferrous; 3) Ore dressing. File by May 27.

Duties

To conduct metallurgical investigations and to send out information to improve conditions in the metallurgical and other mineral industries, and to prevent unnecessary waste of research on problems arising from investigations of the physical, chemical and metallurgical characteristics of ferrous and non-ferrous metals and their suitability for engineering purposes.

Requirements

Education.—A bachelor's degree with major study in chemistry, physics, engineering or metallurgy.

Experience.—Associate Metallurgist: Three years of professional metallurgical experience, at least two years of which must have been in production, fabrication, development, or research in the optional branch selected.

Assistant Metallurgist.—Two years of professional experience in metallurgical work in the optional branch selected.

Substitution.—Each year of graduate study, with major study in the field of the optional branch selected, will be accepted for one year of the required experience.

Weights

Candidates will be rated on their education, experience and general qualifications on a scale of 100.

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

Weights

Applicants will be rated on the quality and quantity of their experience and fitness, on a scale of 100.

NAVY YARD JOBS

Open

Twenty-eight jobs 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 examination will be given, but experience is required. The jobs are:

Anglesmith, Heavy Fires; Anglesmith, Other Fires; Blacksmith, Heavy Fires; Blacksmith, Other Fires; Boatbuilder; Boilermaker; Chipper and Caulker; Iron; Coppersmith; Die Sinker; Driller, Pneumatic; Flange Turner; Frame Bender; Gas Cutter or Burner; Holder-On; Loftsman; Molder; Pipecoverer and Insulator; Puncher and Shearer; Riveter; Rivet Heater; Sailmaker; Saw Filer; Sheet Metal Worker; Shipfitter; Shipwright; Toolmaker; Welder, Electric (Specially Skilled); and Welder, Gas.

Toolmaker

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N.Y. (\$7.52-\$8.88 a day). Filing open. Age limits, 18-50. File with Secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

eligible.

Scope of Examination: It will call for a general knowledge of the work done by the different workers in an asphalt gang from the time a patch is marked off to be repaired until the patching is all done and the steam roller is through.

Duties

Under general supervision, perform work of average difficulty in bench, machine, and hand work in the making of gauges and tools in machine or instrument shop; cut, grind, lap, polish, temper, anneal, and harden tools and gauges; related work.

Requirements

Four years' apprenticeship or experience.

Junior Graduate Nurse

Open

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

Duties

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

Requirements

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

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)

Open

Junior and assistant grades, 20-48 years; other grades, 21-55 years. File by May 22. Ordnance Dept., War Dept.

Machinist

Ordnance Service, War Department, Watervliet Arsenal, Watervliet, N. Y. (\$6.48-\$8.08 a day). Filing open. Age limits: 18-50. File with secretary, Board of U.S. Civil Service Examiners, Watervliet Arsenal.

Duties

Operate machines and tools of all types common to a modern machine shop, read drawings, make construction lay-outs and set-ups; obtain from blueprints a full knowledge of all tools, fixtures, and material required; be familiar with and use the various precision measuring instruments; be acquainted with mathematics of pulley ratios, gear ratios, taper computations, speeds, and feeds.

Requirements

Four years apprenticeship or experience.

Bombsight Mechanic

Salary: \$9.60, \$10.08 and \$10.56 a day (five-day week). Place of employment: Navy Yard, Portsmouth, Virginia. Open to New York residents. File by June 5. Age limit: 20 to 48.

Duties

Perform exacting mechanical work in adjusting, maintenance, balancing and installation of Navy Gyro stabilized and other types of bombsights; install bombracks and bomb release devices; wire electrical circuits in aircrafts; care and maintain storage batteries.

Requirements

Three years of experience in electrical and mechanical work, including the maintenance of storage batteries, motors, and generators, wiring of electrical circuits, and lathe operation in shop work. In addition, one year of experience in shop work of testing, adjusting, maintaining, or manufacturing shop work of testing, adjusting, maintaining, or manufacturing modern bombsights of the gyro stabilized type, and in bombing with modern bombsights, preferably in connection with accuracy tests.

(Continued on Page 14)

STATE TEST

Hospital Attendant

State and County Institutions. Age limits, 18-45. (Usual salary, \$54-\$66 a month, plus maintenance; appointments will not be made above minimum.) File by June 4. Fee, 50 cents.

Duties

Under immediate supervision on an assigned shift, perform routine work in the care of patients and their quarters in State hospitals and other institutions for the mentally and physically ill, mental defectives and epileptics; related work as assisting in the bathing, feeding and dressing of patients; keeping patients and their beds, clothes and quarters clean; keeping order and maintaining the welfare of patients; watching over patients and reporting upon their action and conditions; escorting patients to and from work, church, recreation, assemblies and meals; assisting doctors and nurses in preparing patients for treatments and attending them while undergoing prescribed treatments; distributing clothing, laundry and supplies; assisting in the dining room, kitchen and laundry when required; overseeing the activities of patients while at work and during recreation; attending and escorting visitors; assisting in the outside maintenance and operation of institution buildings and grounds other than ward service.

Requirements

An elementary knowledge of the skills involved in the bathing, clothing, feeding and care of patients, and in the making of beds, cleaning of wards, and caring for the clothing and other property of patients; an elementary knowledge of "first aid" and of common health, safety, and precautionary measures required in the care of patients. Candidates must be able to speak, read and write the English language understandingly; must have the ability to understand and carry out simple oral and written directions; to oversee the work, amusements, and exercise of patients; to keep simple written records and make simple reports; to size up and adapt themselves to situations arising in the performance of

the work; to accept discipline, and to get along well with others. Candidates must have good moral character, temperate habits, reliability, cheerfulness, tact, patience, neat personal appearance, sympathetic attitude toward the mentally and physically ill, and willingness to live in an institution when necessary. Candidates must be in good physical condition; possess satisfactory vision and hearing, and be physically proportioned within the range of accepted standards. Candidates must undergo and pass satisfactorily a thorough medical examination at time of appointment. For the purpose of character investigation, candidates must submit the names of not fewer than three reputable persons (not relatives) at the time of filing application. Candidates will be fingerprinted.

Mental and Physical: Candidates must be free from any physical defect which may tend to prevent present and future satisfactory performance of the duties of the position; and they will be rejected for any of the following:

Ears: Defective hearing, inability to hear normal conversation at 20 feet.

Eyes: Vision poorer than 20/70 in either eye without glasses, or poorer than an average of 20/40 for both eyes with glasses.

Respiration: Tuberculosis.

Circulation: Heart ailments, arteries; blood pressure.

Varicose (enlarged) veins; Varicocele; hydrocele.

Hernia (rupture): Single or double.

Rectum: Hemorrhoids (piles); fistulas.

Mental diseases; epilepsy; mental deficiency.

Flat feet: Third degree in either foot.

Deformities: Hands, feet; curvature of the spine.

Swollen joints: Arms, legs, hands, feet.

Teeth: In poor condition; decayed; pyorrhea; gingivitis.

Veneral diseases; and all serious defects.

Excessive overweight or underweight in proportion to height.

Weights

Written, 100.

Federal Requirements

(Continued from Page 13)

Weights

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

Under Fish Culturist

Bureau of Fisheries, Department of Interior. (\$1,260) File by May 27. Age limits: 18 to 53.

Duties

To perform simple duties in connection with the propagation of various species of fish, such as the care of fish and eggs, feeding of fish, grading as to size, application of disease remedies, packing eggs for shipment, the cleaning, painting and repairing of fish cultural equipment.

Requirements

Either a) one year full-time employment at a state, federal, or private fish hatchery; or b) successful completion of one full year course in the biological sciences in a high school or college; or c) one year full-time employment in field work related to conservation of renewable natural resources in positions such as fish and game warden, forest ranger, or guard, or in other positions concerned with the administration of game or fishery management.

Weights

Written, 100.

Senior Mussel Culturist

Bureau of Fisheries, Department of Interior. (\$2,000). File by May 27. Age limit: 53.

Duties

To prepare nutritive media for the artificial raising of freshwater mussel spawn; to maintain colonies of gravid mussels in first-class condition to insure a high degree of effective spawn and to distribute properly the newly spawned mussels on the nutritive media to insure their proper development; to maintain colonies of young mussels in nursery raceways during the growing season; to distribute the young mussels to specially selected streams for natural growth; to record data and submit progress reports.

Requirements

Four years technical field and laboratory experience in freshwater mussel culture. Applicants may substitute one year of study, including a course in limnology or invertebrate zoology successfully completed in an institution above high-school grade, for each year of the required experience, up to a maximum of two years.

Weights

Candidates will be rated on the extent and quality of their experience and education on a scale of 100.

Cadet Training Instructor (\$3,800)

United State Maritime Commission. File by May 27. Age limit: 53.

Duties

To assume responsibility, varying according to grade, in administering the program of the U. S. Maritime Commission for the training of cadet officers and cadets for service in the U. S. Merchant Marine; to assign and introduce to duty cadet officers and cadets; to observe and determine their progress; to assist them with their text book assignments; to arrange for their aboard-ship as well as off-ship instruction; to supervise periodic examinations; to report upon practical training by making short observation trips at sea; to inspect and report upon maritime preparatory institutions; to make necessary reports for the proper functioning of the program.

Requirements

Either a) completion of two years' study in one of the State Nautical Schools, the U. S. Naval Academy, or the U. S. Coast Guard Academy; or b) completion of a four-year professional engineering course in marine, mechanical, or electrical engineering, or in naval architecture. For each half-year of education required under a) above, applicants may substitute one-half year of experience under (a) below, or one year of

experience under (b) and (c) below.

a) as an instructor in maritime subjects in one of the State Nautical Schools, the U. S. Naval Academy, the U. S. Coast Guard Academy, an officers' school of the U. S. Maritime Service, or a shore school of navigation and seamanship or marine engineering approved by the U. S. Maritime Commission; or as an examiner in the U. S. Bureau of Marine Inspection and Navigation; b) as marine superintendent, assistant marine superintendent, port captain, or port engineer of steamship companies operating ocean-going merchant vessels; c) as licensed officer, ocean or coast wise, in active service in the U. S. Merchant Marine.

Applicants also must possess either a valid license, issued by the U. S. Bureau of Marine Inspection and Navigation, as Master or as Chief Engineer of ocean steam vessels; or b) three years active service in the U. S. Merchant Marine subsequent to the issuance to them by the U. S. Bureau of Marine Inspection and Navigation, of a license as Chief Mate (Ocean) or First Assistant Engineer (any gross tonnage), with one year of such service having been as chief mate of an ocean steam vessel or as first assistant engineer.



Weights

Applicants will be rated on their education, experience, and general qualifications on a scale of 100.

Student Dietitian

Salary: \$420 a year (less \$360 a year for subsistence and quarters). Army Medical Center, War Department. File by June 6. Ten female students will be enrolled September 1. Age limit: 21 to 28.

Duties

The training course in dietetics for hospital dietitians at the Army Medical Center offers a one-year course of training. Those who complete the course will be granted certifications of graduation and will be eligible for jobs as Dietitian at \$1,620.

Requirements

College graduation with 12 hours in Chemistry; 6 in Biology; 9 in Social Sciences; 3 in Education; 6 in Nutrition and dietetics; 6 in Institutional Management.

Applicants will be received from senior students if they will complete their courses before September 1, 1940.

Weights

A written test will be given and candidates must attain at least 70 out of a possible 100.

Student Physiotherapy Aide

Salary: \$420 a year, less \$360 for maintenance and quarters. Age limits: 21 to 28. Army Medical Center, War Department. File by June 6. Ten female students will be enrolled September 1.

Duties

The training course in physiotherapy for aides at the Army Medical Center, offers a one year course of training. Those completing the course will be given graduation certificates and will be eligible for the position of Physiotherapy Aide at \$1,620.

Requirements

College graduation with a bachelor's degree from an accredited school of physical education with a major in physical education. Courses must have included 50 hours in Human Anatomy; Human Physiology and Human Kinesiology.

Senior students who graduate before Sept. 1, 1940, will be eligible for this exam.

Weights

A written test will count 100; applicants must score 70 to pass.

Chief Administrative Analyst (\$6,500)

Optional Branches: 1) Management Analysis; 2) Constructive Accounting.

Principal Administrative Analyst (\$5,600)

Optional Branches: 1) Management Analysis; 2) Constructive Accounting; 3) Bud-

Senior Administrative Analyst (\$4,600)

Optional Branches: 1) Management Analysis; 2) Constructive Accounting; 3) Bud-

FEDERAL TESTS

get Examining; 4) Procedural Analysis. File by June 6. Age limit: 53. Applicants must be in sound physical condition.

Duties

In one of the optional branches, to perform the following:

Chief Administrative Analyst: To assume full responsibility for planning and directing administrative, fiscal, or procedural analyses of major importance and complexity; to recommend action based on such analyses.

Principal Administrative Analyst: To assume, under direction, full responsibility for supervising and conducting administrative, fiscal, or procedural analyses of major importance and complexity; to formulate conclusions based on such analyses.

Senior Administrative Analyst: Under direction, to do responsible work in the conduct of administrative, fiscal, or procedural analyses of major importance and complexity; interpreting data resulting from such analyses.

Optional Branch: 1) Management Analysis: To study administration, organization, and operations of various functions or services in a federal agency or problems common to several agencies; to evaluate the effectiveness of the form of organization and the manner of functioning of a federal agency; to appraise staff and managerial facilities with special reference to budgeting, accounting, personnel, planning, etc.

Constructive Accounting: To study fiscal organization and practice and develop plans for improvement; to formulate budget and accounting classifications covering income, expenditures, functions and funds; to appraise accounting practices as they relate to fiscal management, including budgeting, expenditure control, revenue collection, etc.

Budget Examining: To prepare or review budget estimates and proposed programs of work of a department, agency, or subdivision, or assist in such work for the government as a whole; present budget estimates to reviewing agencies; exercise financial control with respect to apportionments, allotments, transfers, etc.

Procedural Analysis: To analyze, make recommendations for the establishment or improvement of, and assist in the installation of detailed operating procedures and systems in governmental agencies; to make studies of definite recommendations concerning the use of office equipment, routing of records, flow of work, filing, etc.

Requirements

Experience: Chief Administrative Analyst, seven years' experience (four years in one of the optional branches); Principal Administrative Analyst (six years, three of which was in one of the optional branches); and Senior Administrative Analyst (five years, 2 1/2 of it in an optional branch).

Substitution for general experience (but not for special experience) will be allowed for additional educational attainments as follows: Chief Administrative Analyst, to three years; Principal Administrative Analyst, to three years; Senior Administrative Analyst, to three years.

Nature of special experience:

Management Analysis.—(a) As an employee in a budget, planning, research, personnel, or similar staff unit in a governmental agency or in a private organization; (b) as a consultant, or as a staff member of a research, survey, or educational organization, who has made studies or performed work of the type indicated above; (c) as a consultant in scientific management engaged in the improvement of organization and administrative methods of private business establishments; or (d) as an administrative officer or assistant in a governmental agency who has actively and extensively dealt with major problems of organization, administration, and management, and has made or participated in making organizational and administrative changes in the solution of such problems.

Constructive Accounting.—(a) As an employee of a governmental agency; (b) as a staff employee of a firm of public accountants or of a research, survey, or educational organization; or (c) as an employee performing constructive accounting in private industry. Experience in these capacities will be regarded as meeting the special experience requirement only insofar as such experience is definitely shown to have involved responsible participation in, and positive personal contribution toward, the creative development of fiscal, accounting, or budgetary procedures, practices, or systems. Experience of the following and similar types is considered to be nonqualifying: (1) As a public accountant or auditor the scope of whose audit engagement did not include system survey, analysis, design, and installation; (2) system installation consisting mainly of the application of standard or uniform accounting practices, procedures, forms, systems, etc., with relatively little creative or constructive work involved; (3) design and installation of accounting systems where the problems involved were relatively simple even though the organization may have been of considerable size; (4) as an employee engaged in accounting or auditing work in conformance with established practices with little or no responsibility for accomplishing changes designed to improve the fiscal, accounting, or budgetary system in use; (5) as a staff employee of a research, survey, or educational organization, unless such experience has fully demonstrated a definite and practical contribution in the field of constructive accounting.

Budget Examining.—(a) As a budget officer or staff assistant in a budget office of a governmental or large private organization; (b) as an administrative official or assistant in a governmental agency who has had direct and extensive participation in budget matters; or (c) as a staff member of a research, survey, or educational agency, who has participated in studies dealing with the administration, finance, and budgetary control of public or private agencies.

Procedural Analysis.—(a) As a staff member of a procedures unit in a governmental or large private organization; (b) as an administrative official or assistant who has actively and extensively dealt with the development, revision, and installation of procedures and has made or participated in making procedural changes; or (c) as a staff member of a management engineering, research, educational, survey, or office equipment agency, who has participated in studies dealing with procedural mat-

ters or has aided in the development, simplification, revision, and installation of procedures.

Weights

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

Administrative Analyst (\$3,800)

Associate Administrative Analyst (\$3,200)

Assistant Administrative Analyst (2,600)

Optional Branches: 1) Management Analysis; 2) Constructive Accounting; 3) Budget Examining; 4) Procedural Analysis. File by June 6. Age limit: 53.

Duties

In one of the optional branches, to perform the following:

Administrative Analyst.—Under immediate direction, to participate in the conduct of administrative, fiscal, or procedural analyses of major importance and complexity; or to supervise activities of a small staff engaged in conducting surveys, and for interpreting data resulting from such analyses.

Associate Administrative Analyst.—Under general supervision, to find, assemble, and make interpretations of facts of essential use in administrative, fiscal, or procedural analyses; to assist in the improvement and effective installation or administration of administrative, fiscal, and operating organization or practices, and in the preparation of comprehensive and analytical reports and appropriate recommendations based upon findings.

Assistant Administrative Analyst.—Under immediate supervision, to find, assemble, and make preliminary interpretation of facts of essential use in administrative, fiscal, or procedural analyses; to assist in the improvement and effective installation or administration of administrative, fiscal, and operating organization or practices, and in the preparation of comprehensive and analytical reports and appropriate recommendations based upon findings.

Optional Branches: 1. Management Analysis.—To study administration, organization, and operations of various functions or services in a federal agency or problems common to several agencies; to evaluate the effectiveness of the form of organization and the manner of functioning of a Federal agency; to appraise staff and managerial facilities with special reference to budgeting, accounting, personnel, planning, purchasing, administrative and public reporting, and other staff facilities; to study the efficiency of operations of governmental agencies; to analyze administrative implications of proposed programs, etc.

2. Constructive Accounting.—To study fiscal organization and practice and develop plans for improvement; to formulate budget and accounting classifications covering income, expenditures, functions, and funds; to appraise accounting practices as they relate to fiscal management including budgeting, expenditure control, revenue collections, procurement, property control, and disbursement; to design and assist in the installation of accounting and other fiscal procedures, including schedules of accounts, books of records, forms, flow of documents, audit procedures, and financial statements.

3. Budget Examining.—To prepare or review budget estimates and proposed programs of work of a department, agency, or subdivision thereof, or assist in such work for the government as a whole; to present budget estimates to proper reviewing agencies; to exercise financial control with respect to apportionments, allotments, transfers, and other budgetary transactions; to maintain continuous administrative check on the progress of work programs.

4. Procedural Analysis.—To analyze, make recommendations for the establishment or improvement of, and assist in the installation of detailed operating procedures and systems in governmental agencies; to make studies of definite recommendations concerning the use of office equipment and mechanical office equipment, routing of records, flow of work, filing and mailing methods, reporting procedures, office and space layout, procurement and reproduction facilities.

Requirements

Experience: Administrative Analyst (four years, two in a specialty); Associate Administrative Analyst (three years, 1 1/2 in a specialty); Assistant Administrative Analyst (two years, one year in a specialty).

Nature of special experience required: Management Analysis.—(a) As an employee in a budget, planning, research, personnel, or similar staff unit in a governmental agency or in a private organization; (b) as a consultant, or as a staff member of a research, survey, or educational organization, who has made studies or performed work of the type indicated above; (c) as a consultant in scientific management engaged in the improvement of organization and administrative methods of private business establishments; or (d) as an administrative officer or assistant in a governmental agency who has actively and extensively dealt with major problems of organization, administration, and management, and has made or participated in making organizational and administrative changes in the solution of such problems.

Constructive Accounting.—(a) As an employee of a governmental agency; (b) as a staff employee of a firm of public accountants or of a research, survey, or educational organization; or (c) as an employee performing constructive accounting in private industry. Experience in these capacities will be regarded as meeting the special experience requirement only insofar as such experience is definitely shown to have involved responsible participation in, and positive personal contribution toward, the creative development of fiscal, accounting, or budgetary procedures, practices, or systems. Experience of the following and similar types is considered to be nonqualifying: (1) As a public accountant or auditor the scope of whose audit engagement did not include system survey, analysis, design, and installation; (2) system installation consisting mainly of the application of stan-

(Continued on Page 15)

COUNTY TESTS

(Open to Residents of Individual Counties Only)

Nassau County

These exams are to be held June 22. Filing deadline is May 31. Address Nassau County Civil Service Commission, Mineola, L. I.

BOOKBINDER (Usual salary range \$1,600-\$2,100; appointment expected at minimum). Fee, \$1.

Requirements

Either a) seven years experience in all branches of bookbinding; or b) senior high school graduation and three years apprenticeship; or c) satisfactory equivalent.

CLERK (Usual salary range \$1,600-\$2,100; appointments expected at minimum). Fee, \$1.

Requirements

Either a) eight years office experience; or b) senior high school graduation and four years experience; or c) college graduation and one year experience; or d) satisfactory equivalent.

FIELD WORKER (Usual salary range, \$1,500-\$2,000; appointment expected at minimum). Fee, \$1.

Requirements

Senior high school graduation, or its educational equivalent. Either a) five years experience in past ten years; or b) completion of two years study in college, university, or normal school, or graduation from a nurse training school, and two years experience in past five years; or c) college graduation; or d) satisfactory equivalent.

PHOTO COPYIST (Usual salary range, \$1,200-\$1,700; appointments expected at minimum). Fee \$1.

Requirements

Either a) one year experience in operation of No. 1 Rectigraph Copy Machine and Rectigraph Duplex Machine; or b) senior high school graduation and six

months experience; or c) satisfactory equivalent.

PHOTO COPYIST OPERATOR (Usual salary range \$2,000-\$2,500). Fee, \$1.

Requirements

Either a) two years experience with above machines; or b) one year experience and one year experience in machine shop work; or c) satisfactory equivalent. Be able to operate Photostat Standard No. 4 Machine, Photostat Duplex Recorder, Rectigraph Simplex Machine, and Rectigraph Duplex Machine.

RODMAN (Usual salary range, \$1,400-\$1,900; appointment expected at minimum). Department of Public Works. Fee, \$1.

Requirements

Senior high school graduation or its educational equivalent; two years experience as surveyor's assistant.

TISSUE TECHNICIAN (Usual salary range, \$1,400-\$1,900 plus maintenance; appointment expected at minimum). Meadowbrook Hospital. Fee, \$1.

Requirements

Either a) three years experience in clinical or research laboratory, including or supplemented by special training in tissue technique in medical school or research laboratory, either graduation from college with specialization in biological sciences or completion of requirements for medical school; or b) satisfactory equivalent.

X-RAY TECHNICIAN (Usual salary range, \$1,150-\$1,650 plus maintenance; appointment expected at minimum). Meadowbrook Hospital. Fee, \$1.

Requirements

Either a) senior high school graduation, completion of approved course in x-ray technique, and three years experience; or b) satisfactory equivalent.

U. S. JOBS OPEN

(Continued from Page 14)

and or uniform accounting practices, procedures, forms, systems, etc., with relatively little creative or constructive work involved; (3) design and installation of accounting systems where the problems involved were relatively simple even though the organization may be even of considerable size; (4) as an employee engaged in accounting or auditing work in conformance with established practices with little or no responsibility for accomplishing changes designed to improve the fiscal account; (5) as an employee of a research, survey, or staff organization, unless such organization has fully demonstrated a definite and practical contribution in the field of constructive accounting.

Budget Examining.—(a) As a budget officer or staff assistant in a budget office of a governmental or large private organization; (b) as an administrative official or assistant in a governmental agency who has had direct and extensive participation in budget and extensive participation in budget matters; or (c) as a staff member of a research, survey, or educational agency who has participated in studies dealing with the administration, finance, and budgetary control of public or private agencies.

Procedural Analysis.—(a) As a staff member of a procedures unit in a governmental or large private organization; or (b) as an administrative official or assistant who has actively and extensively dealt with the development, revision, and installation of procedures and has made or participated in making procedural changes; or (c) as a staff member of a management engineering, research, educational, survey, or office search agency, who has participated in studies dealing with procedural matters or has aided in the development, simplification, revision, and installation of procedures.

Subjects	Weights	
	Analyst and Associate Analyst	Assistant Analyst
General test	10	20
Practical questions	25	50
Practical questions	15	—
Education, experience, fitness	50	30
	100	100

Senior Tool and Gauge Designer

Salary: \$2,300 to \$2,900. Place of employment: U. S. Navy Yard, Washington, D. C. File by June 12. Age limits: 20 to 53. Open to New York residents.

Duties
To work out original designs for tools, dies, jigs, etc., by rough sketch and complete drawings in detail; to calculate strength of material for tools; to keep cost at a minimum; to calculate necessary dimensions not shown on drawings for toolmakers; plan machine operations and other work necessary in production; lay out plan drawings of drop dies, punches, collapsible boring tools and cutters for developing odd shapes and forms of work.

Requirements
Five years of experience in mechanical drafting, including the designing of jigs, tools, fixtures, and gauges; or three years of such experience, and two years of experience in a machine shop in the manufacture of tools, gauges and fixtures.

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

Boatswain

Salary: \$1,272. File by June 20. Place of employment: Army Transport Service, War Department, Brooklyn—for duty on transports plying between Brooklyn, Panama, Puerto Rico, San Francisco, California and Hawaii. Age limit: 50.

Duties
To supervise work in the Deck Department; to see that orders from superior officers are properly executed; and to be responsible for all deck storerooms, and deck equipment.

Requirements
Three years experience in the deck department of ocean vessels, at least one year of which must have been in the position of boatswain or other position with similar duties. Applicants will have to submit evidence that they hold (a) a certificate of service issued by a board of local inspectors; and (b) either a continuous discharge book, or a certificate of identification issued by a shipping commissioner, collector or deputy collector of customs, or United States Local Inspectors of Steam Vessels.

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

Maritime Personnel Representative

U. S. Maritime Commission. Salary: \$2,600. File by June 10. Age limit: 53.

Duties
Under general supervision, to make inspections and prepare reports on conditions aboard vessels under jurisdiction of the Maritime Commission to determine compliance with rules and regulations of the Commission pertaining to vessel personnel; interview the ships' officers and crew members to establish facts pertaining to conditions of quarters, hours of duty, morale of officers and crew, condition of food, cleanliness, adherence to prescribed manning scales, etc.

Requirements
Four years of paid experience aboard active merchant or Government vessels, either in Great Lakes or ocean-going, of not less than 1,000 tons.

Substitution: for this general experience, applicants may substitute year for year, up to a maximum of two years, full-time experience involving the establishment or maintenance of minimum working conditions, minimum wage scales and minimum manning scales in the U. S. Merchant Marine.

Special: applicants must have one year of experience aboard an active merchant vessel of not less than 1,000 tons, as boatswain or boatswain's mate, chief steward, or executive assistant to the chief steward, engineer-storekeeper, or in comparable or superior supervisory capacities.

Weights
Candidates will be rated on the basis of their fitness and general experience on a scale of 100.

Armament Machinist

Salary: \$1,680 to \$2,040. File by May 27. Place of employment: Ordnance Service, War Department, Headquarters Second Corps Area, Governor's Island.

Duties
To repair, maintain, and alter armament of all kinds at camps, posts, and stations, except at ordnance arsenals, depots and proving grounds, which includes both shop work on machine tools and outside work with portable and hand tools; using calipers, micrometers, and gauges. To work from drawings and to perform related work.

Requirements
Four years apprenticeship as machinist in heavy ordnance work, or have four years of practical experience in such work, the equivalent of such an apprenticeship as general machinist; and in addition, one year of journeyman experience on heavy ordnance work.

Job Xchange

If you wish to exchange your present job for another in the Civil Service, send your requests to Xchange Positions Editor, Civil Service Leader, 97 Duane St., New York City. Include all necessary details. Service is free.

Your ad will be run a minimum of four weeks.

When answering an ad, send letters to appropriate box number, c/o The Leader. They will be forwarded to the proper party.

Exchanging jobs is permissible under Civil Service rules if the department heads of the transferees give their approval.

ASSISTANT ACCOUNT CLERK, \$1,200. State Service, Albany. Transfer to any department in New York City. Will consider lower salary. Box 123.

ASSISTANT CLERK, State Dept., desires transfer to any State Dept. in New York City. Box 131.

ASST. BOOKKEEPER AND CASHIER, \$1,200. State Department, Farmingdale, L. I. Transfer to Manhattan, Brooklyn or Queens. Box 133.

ASSISTANT GARDENER, \$5.50 per day, Dept. of Parks, Central Park. Permanent. Transfer with Asst. Gardener in Bronx. Box 130.

ASSISTANT STENOGRAPHER, \$1,200. State Dept., Elmira, N. Y. Male only. Transfer to State Dept. in New York City or vicinity. Box 135.

ATTENDANT, \$4 per day, permanent. Dept. of Parks, day work, Staten Island. Transfer to Brooklyn. Box 151.

ATTENDANT, Grade 1, \$1,200. Triborough Bridge Authority, Queens. Shift Work. Transfer to day work. Box 134.

AUTO ENGINEERMAN, \$1,860. Police Dept. Transfer with Auto Engineerman in Dept. of Water Supply at any of the water sheds, outside city. Box 158.

CLEANER, \$1,200. Municipal Bldg., Man. Transfer from 5 a.m.-1 p.m. or 12 p.m.-8 a.m., to shift 6 p.m.-2 a.m. or 4 p.m.-12 p.m. Box 55.

CLEANER, \$1,200. Dept. of Public Works, Brooklyn. Hours: midnight to 8 a.m. Transfer to evening work, 4 p.m. to midnight. Box 136.

CLEANER (female), \$860. Dept. of Public Works, city courthouse, 52 Chambers St. Hours: 1 a.m. to 6 a.m., or 4 a.m. to 9 a.m. Transfer to shift from 7 p.m. to 12 p.m. or to day work in any dept. in Manhattan. Box 129.

CLERK, Grade 1 (CAF-1), \$1,260. Navy Dept., Washington, D. C. Permanent status May 23. Transfer with Grade 1 Clerk in any Federal dept. in New York City. Box 165.

CLERK, Grade 1, Dept. of Welfare, D. O. 11, 157 Henry St., Manhattan. Transfer to any other district office in Brooklyn. Box 137.

CLERK, \$960. Dept. of Welfare, Long Island City. Transfer to any city dept. in Queens or Manhattan. Box 138.

CLERK, Grade 1, \$840. Dept. of Sanitation, Lower Manhattan, 5-day week. Summer hours: 9 a.m. to 4 p.m. Transfer with clerk to any engineering dept. or any other office on staggered 5-day week. Box 139.

CLERK, Grade 1, \$840. Dept. of Welfare, D. O. 46, 188th St. and Webster Ave. Transfer to lower Manhattan or to Central office. Box 140.

CLERK, Grade 1, \$840. Dept. of Welfare, D. O. 26, 74 W. 124th St. Transfer to any Bronx District Office. Box 122.

CLERK, Grade 1 (CAF 1), \$1,260. U.S. Patent Office, Washington, D. C. Permanent. Transfer with Clerk Grade 1 in any Federal dept. in New York City. Box 159.

CLERK, Grade 2, \$1,200. 151st St. Traffic Court, Manhattan. Hours: 8 to 4. Transfer to Bd. of Transportation, preferably 250 Hudson St., hours 9 to 5. Box 155.

ANSWERS TO SAMPLE TEST FOR ATTENDANT JOBS WHICH APPEARED IN LAST TUESDAY'S LEADER

First Aid		Care and Supervision of Patients		Attitude Toward Patients	
1. T	2. F	3. F	4. T	5. F	6. F
7. F	8. F	9. F	10. T	11. F	12. F
13. T	14. T	15. F	16. T	17. F	18. F
19. F	20. F	21. F	22. T	23. F	24. F

Cleaning Duties		Kitchen Duties		In the Laundry		Hospital Procedure	
1. F	2. F	3. F	4. T	5. F	6. F	7. F	8. T
9. F	10. F	11. F	12. F	13. T	14. T	15. F	16. F
17. F	18. F	19. F	20. F	21. T	22. T	23. F	24. F
25. F	26. F	27. F	28. F	29. T	30. T	31. F	32. F

CLERK, Grade 2, \$1,300. Dept. of Welfare, downtown. Transfer to any other city dept., day or night work, any borough. Box 141.

CLERK, Grade 2, \$1,200-\$1,320. Dept. of Welfare, Bronx. Transfer to work in courts or night work. Prefer Corporation Counsel. Box 132.

CLERK, Grade 3, \$1,740. Federal Civil Service, Brooklyn. Excellent stenographer. Will accept same grade and salary in New York City. Box 142.

JUNIOR CLERK, \$900. DPUI offices, Albany. Promotion exams to be given soon. Transfer to any State dept. in New York City. Box 154.

JUNIOR CLERK TYPIST (CAF-2), \$1,400. Brooklyn Navy Yard, Federal Service. Promotion opportunities. Transfer with Substitute Post Office Clerk or Substitute Railway Mail Clerk. Would accept position inside or outside New York City. Box 156.

JUNIOR CLERK, \$900. State Dept. of Taxation and Finance, Albany. Transfer to any State dept. in New York City. Box 166.

JUNIOR CLERK, \$900. DPUI offices, Albany. Transfer to any State dept. anywhere in New York City, including Staten Island. Will accept any Junior position at \$900 or less.

LABORER, \$5.50 per day. Parks Dept., now working in Brooklyn. Transfer to Queens, Sanitation Dept. Box 126.

LABORER, \$5.50 per day. Board of Water Supply, Queens. Transfer to same dept. in Brooklyn. Box 128.

LETTER CARRIER, top grade, \$2,100. Hamilton Grange Station, Manhattan. Transfer to Brooklyn post office. Box 143.

LETTER CARRIER, \$2,000. Midtown Manhattan. Transfer to any federal position. Will consider lower salary. Box 148.

MIMEOGRAPH OPERATOR (CAF-1), \$1,260. Tariff Commission, Washington, D. C. Transfer to any Federal dept. in New York City. Box 167.

PLAYGROUND DIRECTOR, \$1,260. Parks Dept., Bway at 78th St., Elmhurst, L. I. Hours: 10 a.m. to 5 p.m., 6 day week. Transfer to Brooklyn or Manhattan. Box 157.

P. O. CLERK, \$1,900. Midtown Manhattan, alternating hours. Transfer to any daytime Federal position in N. Y. C. or vicinity, \$1,600 minimum. Box 144.

P. O. CLERK, \$1,900, downtown Manhattan. Transfer to Customs Dept. as Clerk or guard, etc., at minimum salary of \$1,700 in city or vicinity. Box 125.

P. O. LABORER, \$1,600. Manhattan. Transfer to any federal position at \$1,600 minimum. Box 149.

P. O. CLERK, \$2,000, G.P.O. Transfer with P. O. Clerk in Brooklyn P. O. Box 164.

SANITATION MAN CLASS B, \$1,920. Dept. of Sanitation, Brooklyn. Transfer to same position in Queens, preferable in 63-64-65 district. Box 168.

STENOGRAPHER, Grade 3, \$1,620. Federal dept., Bronx. Transfer to other federal dept. in Manhattan or Brooklyn. Box 152.

STENOGRAPHER AND TYPEWRITER, Grade 2, \$1,200 (\$1,320 under Wexler decision). Dept. of Welfare, Old Age Assistance Div., 902 Broadway. Transfer to same or any other dept. in Brooklyn. Box 147.

STENOGRAPHER AND TYPEWRITER, \$1,320. Dept. of Health, N. Y. C. Desires transfer. Box 153.

STENOGRAPHER AND TYPEWRITER, Grade 2, \$1,560. Bd. of Transportation. Hours: 9 a.m. to 5 p.m. Transfer to similar position in any city dept. Box 121.

STENOGRAPHER AND TYPEWRITER, Grade 1, \$960. Sea View Hospital, Staten Island. Hours: 9 a.m. to 5 p.m. Transfer to Brooklyn or Manhattan. Box 160.

STENOGRAPHER-CLERK, JUNIOR (CAF-2), \$1,440. Navy Dept., Brooklyn. Transfer to any Federal dept. in Brooklyn or Manhattan. Box 161.

SUB-GARAGEMAN, 55 cents per hour. P. O. Dept., New York City. Transfer to Brooklyn. Box 163.

City Marshal Is Appointed

Last January, the 204-name City Marshal list was first published. This week, the first appointment was finally made by Mayor LaGuardia, Lucky man was William P. Diviney, attorney of 41-47 56th St., Woodside, L. I. He was among 20 eligibles from Queens.

Diviney's appointment is for six years.

The City Marshal exam was the first Civil Service test ever given for the post. However, the job itself is not under Civil Service, and Mayor LaGuardia will merely use the list as a guide in making appointments.

No indication was given at the Mayor's office as to the date of future appointments.

Exams Cancelled

Four competitive and one change-of-title exams, previously ordered by the Municipal Civil Service Commission, were cancelled last week. The cancelled tests were for Junior Administrative Assistant (Board of Higher Education); Junior Draftsman (Architectural), Grade 1; Pipe Caulker; Superintendent (Asphalt Plant); and change of title to Hostler.

In cancelling the first of these exams the Commission declared the list for Junior Administrative Assistant (Welfare) appropriate for the position. The Architectural Assistant, Grade 2 list will be used for Junior Draftsman positions. The other lists were cancelled because there were not sufficient vacancies to warrant the holding of new tests.

No More Pay For Provisional Firemen

Payrolls for provisional Firemen in the New York City Housing Authority were stopped last week by the Municipal Civil Service Commission and the list for Porters was declared appropriate for the jobs. The Porters who are appointed must be qualified in the operation of oil burners or low pressure boilers.

According to the Commission, the refusal of the Housing Authority to employ eligibles from the Porter's list was based on the fact that they did not have the necessary license. "However, the provisionals were not required to have such certificates," the Commission added.

"Obviously, it is unfair to favor the provisionals by setting different requirements for regular Civil Service eligibles."

Frey Succeeds Sheehan In Laborers Union

Peter P. Sheehan, president of the Municipal Laborers Union, has resigned his post as president of the Federation of Municipal Employees. Sheehan, who was one of the founders of the Federation, resigned because of the press of other work, and recent ill health which he has suffered. He is succeeded by Almer Frey, also a member of the Laborers Union.

Subscribers are requested to inform The Leader of any change of address at least one week in advance.

First Again!



In the past two weeks the Leader has scooped the town on four big stories!
 No Customs Jobs Expected for New Yorkers
 Sanitation Physical Exam Shifted to Staten Island
 Information About Hospital Attendant Exam
 Final Keys for Police and Fire Lieut. Exams
 Every week you will find the Civil Service news first in the Civil Service Leader—first news of new exams, promotion opportunities, new jobs, changes in regulations and vital details that affect your career.
 Subscribe now.

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A WEEKLY NEWSPAPER

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Name

Address

City

Are you in the City, State, or U. S. service? ... Seeking a Civil Service job? ...

Municipal Certifications

READ THIS FIRST

1. Certification does not necessarily mean appointment.
2. The Department Head who receives the Certification from the Civil Service Commission generally appoints persons who head the eligible list to fill existing vacancies.
3. He does not necessarily notify all persons certified, and he is privileged to withhold appointments for fifteen days.
4. Therefore, those listed below may or may not be notified of their certification or appointment.
5. Anyone who has a question concerning a position for which he is certified should call or write the Information Bureau, Municipal Civil Service Commission, 299 Broadway; telephone COrtland 7-8880.

MON., MAY 6, 1940

ASSISTANT SUPERVISOR GR. 2 (competitive list, HRD): prom. 12-21-38; for Asst. Supervisor Gr. 2, Dept. of Welfare; \$1,800; probable permanent—79a, Marlon L. McVeigh, 88.15; 216a, Margaret L. Ebez, 84.95; 223, Hortense C. Sanders, 84.85; 355, Samuel Hodess, 83.05; 412, Eloise R. Griffith, 82.45; 459, Solomon Levine, 81.90; 475, Albert Solomon, 81.80; 528, Florence Friedman, 81.40; 529, Louis Flamm, 81.40; 533, Henrietta R. Millock, 81.35; 548, Gertrude K. Grossman, 81.25; 551, Clara Weinberg, 81.25; 554, Robert M. Allen, 81.20; 555, Mary Lurie, 81.20; 556, Abigail M. Semans, 81.20; 557, Sarah H. Wellington, 81.20; 559, Mary J. Harrar, 81.20; 560, Dorothy A. McGuinness, 81.20; 567, Tessie Deitch, 81.15; 568, Margaret M. Heyman, 81.15; 570, Fred Grossman, 81.15; 571, Geo. A. Edgcombe, 81.15; 572, Leora K. Rosenfield, 81.15; 573, Mildred R. Fritz, 81.15; 575, Jennie S. Plichtenfeld, 81.10; 576, David Levin, 81.05; 577, LeRoy Kellman, 81.05; 578, Amella V. Jenkins, 81.05; 579, Seymour S. Fishman, 81.05; 579a, Leonore Riversman, 81.05; 580, Martin H. Singer, 81.05; 581, Edward B. Sweeney, 81.05; 582, Belle Granich, 81.05; 584, Evelyn Korn, 81.05; 585, Leon Novak, 81.05; 586, Virginia S. Lawlor, 81.05; 587, Pearl S. Berkley, 81.00; 588, Philip B. Warshauer, 81.00; 589, Norman Pelzing, 81.00; 589a, Catherine G. McCabe, 81.00; 590, Samuel Dalloh, 81.00; 591, Sylvia Fertell, 81.00.

ASSOCIATE ASST. CORPORATION COUNSEL GR. 4 (competitive list, Administrative Code); for Asso. Asst. Corp. Counsel, NYC Housing Authority, Manhattan; one vacancy at \$3,000; probable permanent—5, Ely Maurer, 80.3; 6, Joseph Lapidus, 79.37; 7, Bernard Friedlander, 79.28.

CASHIER GR. 3 (competitive list); prom. 8-10-36; for Cashier Gr. 3, Dept. of Docks, LaGuardia, Queens; one vacancy at \$1,800; probable permanent—37, Harry J. Horan, 89.60; 40, Bernard Briskman, 89.40; 41, Walter R. Breuer, 89.40; 43, Joseph J. Rock, 89.20; 44, John J. Coghlan, 89.20; 45, Louis Straus, 89.20; 46, Joseph Levine, 89.20.

POLICEWOMAN (competitive list); appropriate for Correction Officer (women), Dept. of Correction, all boros; two vacancies at \$1,769; probable permanent—3, Gertrude Tanenbaum, 85.12; 32, Winifred C. Hayes, 81.56; 33, Doris Ralleggh, 81.44; 34, Frances F. Shapiro, 81.40.

TUES., MAY 7, 1940

AUTOMOBILE MACHINIST (competitive list); prom. 1-10-40; for Auto Machinist, Dept. of Sanitation; two vacancies at \$9 per day; probable permanent—5, Henry W. Gass, 86.63; 13, Gustave B. Dahlberg, 83.84; 18, Joseph Hajek, 83.05; 19, Sidney Halper, 82.64; 20, Charles Conti, 82.46; 21, Edwin D. Ryan, 82.18.

COURT STENOGRAPHER (competitive list); prom. 12-23-36; for Court Steno, Municipal Court; one vacancy at \$2,400; probable permanent—23, Rachel Gerber, 88.10; 26, Minnetawa Overstreet, 87.70; 27, Irving Kosky, 87.70; 29, Sara Jerome, 87.70; 33, Roy Rayvid, 85.10.

INSTRUCTOR (competitive list, Barbering); prom. 2-14-40; for Instructor (Trades), with knowledge of Barbering, Dept. of Correction, NYC Reformatory; one vacancy at \$1,200; probable permanent—2, Harry D. Locklear, 83.25; 3, Robert W. Jackson, 82.15; 4, Louis Stanley, 81.30.

JANITOR-ENGINEER (promotion, Custodian-Engineer); prom. 7-14-38; for Custodian Engineer, Dept. of Education, all boros; \$3,348 to \$7,336; probable permanent—1, Matthew McKinley, 82.81; 3, John C. Capone, 80.13; 4, Harold T. Perrine, 78.75.

JUNIOR ACCOUNTANT GR. 1 (promotion, Dept. of Welfare); for Jr. Acct. Gr. 1, Dept. of Welfare; five vacancies at \$1,800; probable permanent—5, Marcus J. Berger, 81.65; 6, Louis Navy, 81.45; 7, Abraham Weingast, 80.32; 8, Herman Lipschitz, 76.52; 9, Joseph F. Nardi, 75.07; 10, Louis Sheskin, 74.34.

PLAYGROUND DIRECTOR (preferred list, men, temporary service only); for Playground Director (male), Dept. of Parks, all boros; 100 vacancies at \$4 per day; temporary, less than six months—George F. Fanning, Richard M. Blake, Samuel Gottlieb, Max Levine, Albert T. J. Kirchner, Thomas A. McMahon, Arthur E. McCluskey, Gerald Harrigan, Henry Winokur, Louis Strauss, Irving Glaser, Hyman

Deitch, John B. Hansborough Jr., Herbert Penn, Sam Boruchov, Charles H. Silvia, William J. Limpert, Jack B. Zalkowitz, Vincent P. Reis, George Goldberg, Nathan Silverstein, Leo Cohen, Aaron L. Kutzin, Aaron Rogoff, Sol M. Zweig, Herbert R. Brown, Samson Gorky, Samuel Abramowitz, Louis Alessi.

Geo. McGirt, Sidney Storch, Morton Thompson, Daniel B. Wohl, John F. Byrne, David L. Casale, Harold Weisenreider, Robt. P. Hoolahan, Joseph Salter, Milton M. Post, Edward F. Trotta, Irving G. Gottlieb, Leo Lowenberg, Louis Delsarte, Milton Gold, Benjamin Forman, Abraham Kugler, Frank R. Serpico, Samuel Silverman, Jack I. Hoffman, Clarence B. Fine, Eric W. Headley, Cecil R. Forster, Max Persky, Julius Levin, Herbert Juskowitz, Louis Handweiler, Harry Romanofsky, Meyer Werner, Wm. J. Mulvey, Bernard Kristall, Jerome H. Rothstein, Rubin Kurtz, John J. Arnold, Joseph A. Rabuffo, Frank Spatcher, Eli H. Wallach, Alexander J. Novick.

Philip J. Gullo, Thomas P. McGoey, Herman P. Weisberg, Louis Jacob, Casper Claravino, Abe Luft, Herman Samnick, Sidney Lubar, William L. Harris, Donald J. Cassidy, Joseph D. Donnino, Arthur Kallish, Samuel Sklar, Edmund V. Burns, Bernard J. Sakovsky, Lawrence Bruckman, Jack B. Giteck, Edward W. Kringle, Harry Diamond, Alex Schwartzberg, John M. Stanton, Myron Nordlicht, Ersanuel N. Roithschild, Redmond L. O'Hanlon, Phillip J. Bertucci, Seymour Ehrenberg, Harry Shabotsky, James J. McNally, David Ernstoff.

Charles Oglio, Benjamin J. Goldin, Matthew Jaklewicz, Milton M. Engel, Isidore Krauss, Arthur Kapplow, Bernard Ellis, Louis Braun, Max Bogen, Alexander Birnberg, Sidney Cohen, Sidney Mayer, Michael F. Nugent, Robert Infantino, Harold Teich, Irving Bleiweiss, John T. Halbin, Wm. T. Boyle, Melvin M. Simon, Charles F. Meierdercks, Arthur D. Primont, Harry Powers, William H. Cook, Robert V. Tierney.

Frank A. Gambardella, Leon Emmer, Anthony J. DeRosa, Abe Sperling, Leon R. Lassarman, Herman Feilfel, Benj. F. Page, Benjamin Katz, Martin Rosenberg, Irving Greenberg, Paul Rondnone, Harry Ostro, Nathan Brettman.

PLAYGROUND DIRECTOR (competitive list, permanent service, male); prom. 9-21-38; for Playground Director (male), Dept. of Parks, all boros; 100 vacancies at \$4 per day; temporary, less than six months—3, Bernard S. Schiffer, 87.14; 36, Samuel Katz, 83.93; 43, Milton T. Rosenberg, 83.58; 47, Arthur Rosen, 83.51; 48, Leonard Weiner, 83.49; 52, Arnold Schulman, 83.36; 61, Chas Gaier, 83.06; 63, Max Vogel, 82.96; 78, Joseph Sudberg, 82.40; 100, Samuel J. Petrak, 81.89; 117, Stephen D. Ray, 81.50; 118, Harry Schiffman, 81.48; 123, Benjamin Barad, 81.28; 126, Simon Boardman, 81.21; 135, Herbert Dartsch, 81.01; 138, Arnold Jacoby, 80.98; 144, Murray Stromfeld, 80.79; 149, Jos J. Marino, 80.63; 155, Morton Oluck, 80.56; 172, Gerard A. Hyde, 80.18; 198, Ralph Malon, 79.75; 203, Louis Thaler, 79.65; 207, Alphonse R. Teless Jr., 79.53; 214, Harry A. Gold, 79.36; 223, Wm. Mermelstein, 79.20.

PLAYGROUND DIRECTOR (preferred list, temporary service only, female); for Playground Director (female), Dept. of Parks, all boros; 100 vacancies at \$4 per day; temporary (seasonal)—Marie Saunders, Alice R. McFarlane, Mary F. Hogan, Concetta DeMartino, Lillian M. Gorman, Helen E. Johnson, Florence V. Duggan, Anne P. Scannell, Jessie Clayman, Clara Pollack, Cecelia London, Elsie M. Pomerantz, Mary A. Walsh, Mary B. Margarat, Helen L. Seymour, Vivian R. Costen, Janet Thurston, Miriam S. Adwab, Helen Cohen, Edith P. Bowers, Eileen G. Magruder.

PLAYGROUND DIRECTOR (competitive list, permanent service); prom. 8-31-38; for Playground Director (female) Dept. of Parks, all boros; 100 vacancies at \$4 per day; temporary (seasonal) (21 on preferred list certified ahead of this)—22, Mollie Herman, 86.60; 26, Fannie E. Goodman, 86.40; 52, Ruth Gluck, 84.29; 58, Josephine Gottfried, 83.88; 74, Violet Z. Hellman, 83.00; 83, Dorothy E. R. Barrett, 82.30; 96, Lillian Solomon, 81.10; 97, Regina E. Greegan, 80.93.

PLAYGROUND DIRECTOR (competitive list, women, temporary service); prom. 7-6-39; for Playground Director (female), Dept. of Parks, all boros; 100 vacancies at \$4 per day; temporary (seasonal) (29 on two other lists certified ahead of this)—1, Theresa R. Nash, 87.11; 2, Lillian Dickstein, 83.87; 3, Muriel Peyser, 83.80; 4, Carol M. R. Beimling, 83.62; 5, Dorothy E. Wagner, 82.60; 7, Gertrude Tratt, 82.40; 8, Marie A. Tully, 82.36; 9, Dorothy Lechner, 82.35; 10, Greta E. Sundin, 82.20; 11, Anne C. Brown, 82.15; 12, Samona Shapiro, 81.78; 13, Marjorie E. Murray, 81.74; 14, Ruth E. R. Kearns, 81.24; 15, Pearl Adler, 81.21; 17, Shirley Wallach, 80.96; 18, Evelyn R. Karmol, 80.94; 19, Bernice O. Wolf, 80.75; 20, Lucille Rubinstein, 80.71; 21, Doris Friedlander, 80.83; 22, Mirlam Schwartzberg, 80.30; 24, Mary M. Mackesky, 80.23; 25, Jessie M. Forker, 80.17; 26, Anna Paulson, 80.01; 27, Charlotte Mollitor, 79.96; 29, Patricia Daly, 79.90; 30, Blanche S. Weiss, 79.89.

31, Annette G. Viverito, 79.85; 32, Genieve M. Donahue, 79.85; 33, Martha Heller, 79.72; 34, Mildren Badanes, 79.68; 35, Belle Geller, 79.66; 36, Maxine M. Helman, 79.63; 37, Marcelle R. Besdine, 79.48; 38, Charlotte Ryspan, 79.45; 39, Batty Ashkinazy, 79.45; 40, Miriam J. Laub, 79.43; 41, Grace E. Bagnucco, 79.39; 42, Eleanor R. Roth, 79.34; 43, Hortense E. Dillatte, 79.33; 44, Muriel Steinberg, 79.32; 45, Ethel L. Leyer, 79.28; 46, Rosemary Gilgan, 79.28; 47, Katerine Balsky, 79.27; 48, Barbara Foy, 79.26; 49, Ruth Herringman, 79.21; 50, Edna Blueweiss, 79.18; 51, Louise G. Fein, 79.13; 52, Beatrice Levy, 79.10; 53, Selma D. Seligman, 79.09; 54, Gail

Your Chances for Appointment

Eligible Lists Certified to City Agencies During the Week Ended May 7, 1940:

Position	Last Number Certified
Accountant, Grade 2	125*
Architectural Draftsman, Grade 4	17*
Assistant Gardener	649*
Assistant Supervisor, Grade 2	591
Associate Assistant Corporation Counsel, Grade 4 (Administrative Code)	7
Attendant-Messenger, Grade 1	600*
Auto Truck Driver (for appropriate appointment)	26,349
Automobile Engineman	147
Automobile Machinist	21
Bookkeeper, Grade 1 (Men)	804*
Cashier, Grade 3 (for temporary appointment)	317
Cement Mason	3*
Clerk, Grade 2 (Men)	3,650
Court Attendant	78*
Court Stenographer	33
Elevator Operator	141
Fireman, Fire Department	3,173*
Gardner	86*
Inspector of Foods, Grade 2	80
Inspector of Masonry and Carpentry, Grade 3	15*
Inspector of Plumbing, Grade 3 (for appropriate appointment)	26*
Janitor Engineer (Custodian Engineer), Citywide (Promotion)	4
Instructor (Barbering)	4
Junior Accountant, Grade 1, Department of Welfare (Promotion)	10
Junior Engineer (Electrical) Grade 3	85*
Laboratory Assistant	47
Laboratory Helper (Women)	150
Law Clerk, Grade 2—Law Examiner, Grade 2	22*
Medical Inspector (Administrative) Grade 4, Department of Health (Promotion)	3
Pharmacist	7*
Playground Director (Men) for temporary appointment	223
Playground Director (Women) (for temporary appointment)	97
Playground Director (Women) (for temporary service only)	144
Policewoman (for permanent appointment at \$1,760)	34
Porter (Men) (for appointment at \$1,200)	359
Porter (Men) (for appointment at \$1,020)	651
Porter (Men) (for appointment at \$780)	1,271
Printer	4*
Probation Officer, Domestic Relations Court	48*
Public Health Nurse, Grade 1	177
Resident Physician, Grade (Women)	15
Senior Engineer (Sewage Plant Operation)	7
Social Investigator	511
Special Patrolman (for temporary appointment at \$5 per day)	300
Special Patrolman (for appointment at \$1,769)	25
Station Agent	847*
Stenographer and Typewriter, Grade 2 (for temporary appointment)	1,181
Stock Assistant, Department of Purchase (Promotion)	10
Supervisor, Grade 3	59
Supervisor of Markets, Weights and Measures	46
Temporary Operator, Grade 1	275
Temporary Title Examiner, Grade 2	76*
Typewriting Copyist, Grade 2 (for appointment at \$960)	2,306
Watchman-Attendant, Grade	534*

*Last eligible permanently appointed

Greenstone, 79.04; 55, Helen Freedman, 78.78.

56, Madeline E. Mayer, 78.77; 57, Josephine Crawford, 78.71; 58, Shirleka T. Johnson, 78.70; 60, Elsie M. Kupper, 78.57; 61, Constance L. Delmling, 78.54; 62, Elaine J. Stein, 78.53; 63, Rita L. Reynolds, 78.49; 64, Mildred Erlandsen, 78.48; 65, Shirley Friedman, 78.46; 66, Eleanor M. Schetlin, 78.44; 67, Florence H. Schneiderman, 78.40; 69, Gwendolyn, Lee, 78.36; 71, Yolanda Lorelli, 78.35; 72, Shirley H. Jacobus, 78.31; 73, Adele R. Rosenbaum, 78.25; 74, Margaret H. Lamb, 78.25; 75, Aline H. Libreosot, 78.24; 76, Sylvia Peckerman, 78.20; 77, Solamith Camerin, 78.16; 78, Helen T. Gilligan, 78.10; 79, Adele I. Mescon, 78.00; 80, Hazel L. Day, 77.96; 82, Dorothy Kusch, 77.76; 83, Anna K. Bugen, 77.68.

84, Sylvia Burns, 77.67; 85, Juliette Holzmann, 77.65; 86, Goldie W. McGirt, 77.61; 87, Marie M. Nisi, 77.52; 88, Rosella G. Breinan, 77.43; 89, Hannah Willig, 77.41; 90, Ella H. Wimmer, 77.35; 91, Rae Wallace, 77.34; 94, Blanche Krosney, 77.03; 95, Beatrice Y. Schwartz, 77.02; 96, Grace Reeves, 77.02; 97, Dolores A. Demarest, 76.83; 98, Rosemarie Neuman, 76.79; 99, Rita Willner, 76.78; 100, Leonore C. Kriz, 76.75; 103, Jane T. Walsh, 76.61; 104, Edith Cooper, 76.60; 105, Ray Fine, 76.60; 106, Jean Cohen, 76.58; 107, Roslyn F. Bear, 76.44; 108, Elizabeth A. Bellis, 76.42; 109, Mildred Menkes, 76.41; 110, Maureen McSorley, 76.34; 111, Helen R. Ripps, 76.31; 112, Gertrude Wachtel, 76.29; 113, Lillian Z. Ross, 76.28; 116, Selma M. Weinstein, 76.20; 117, Helen F. Cashin, 76.20; 118, Lucille Gelerter, 76.16; 119, Elz R. Prichard, 76.15; 120, Rosalie Surley, 76.15; 121, Evelyn Schonman, 76.12; 122, Regina M. Thompson, 76.12; 123, Cornelia E. McCarthy, 76.09; 124, Evelyn S. Lichtenberg, 76.05; 125, Kathleen M. Kelly, 76.05.

126, Florence H. Chaison, 76.00; 127, Nicoletta Liscio, 75.96; 128, Victoria Kahn, 75.84; 129, Bertha Kanter, 75.77; 130, Esther Malmut, 75.75; 131, Sylvia C. Shatz, 75.75; 132, Lillian Z. Lipschitz, 75.73; 133, Evelyn E. Long, 75.70; 135, Edna L. Holtzman, 75.57; 136, Mary A. O'Connell, 75.66; 137, Renee Breger, 75.64; 138, Herta Hausler, 75.52; 139, Eliz Bruskin, 75.49; 140, Beatrice Sosnoff, 75.48; 141, Marion Mulligan, 75.46; 142, Sarah Meltzer, 75.45; 143, Reine Tracy, 73.45; 144, Edytha Berkowitz, 75.44.

PORTER (regular list); prom. 9-21-39; appropriate for Cleaner, Dept. of Public Works, all boros; 15 vacancies at \$1,200; probable permanent (names to be considered in addition to names already certified)—238, Frank S. Stanganelli; 240, John Spada; 243, John Crosby; 244, Paul J. Aquilina; 263, Antonio Gandolfo; 265, Louis C. Brogna; 269, Donato Marotta; 276, Michael Cosentino; 281, Fred Hairston; 288, Jasper Noto; 291, Joseph Corridore; 293, Dominic Cofaro; 294, Sol Feldstein; 295, Louis Signore; 296, James E. Bond; 297, Sidney Zucker; 301, Patsy Ricca; 308, Ella Calogero; 310, Paul Calamia; 317, Angelo Commarato; 320, Otto Macrini; 320, Otto Macrini; 321, John R. Dunphy; 324, John B. Zolfo; 325, Frank Sasso; 326, Benjamin Sideckie; 328, Dominick Faola; 329, James E. Hylick; 330, Lawrence Harris; 340, Hilton C. DeHavre; 342, Andrew Gravina; 351, Salvatore Alfano; 353, Sam C. Pugliese; 354, Charles A. Tazewell; 355, Jesse R. Tompkins; 357, Salvatore Scalfani; 358, Americo N. Treccagnoli; 359, Louis Pignatello.

WED., MAY 8, 1940

ATTENDANT (preferred list, male, temporary service); for Attendant (male), Dept. of Hospitals, Brooklyn; \$780; probable permanent—Frank J. Mineyky Jr.; Frank Rogers; James J. Tierney; Wm. Watkins; Chas. J. Roberts, Sidney Wilman; Louis A. Huthick, Louis Blumberg; Robert H. Vogel, Abe Resnick; James Kaidel, John R. Caruso, Jack Marx; Joseph R. Hassel, Thomas Juday; Moe Kastenbaum, Morris Kudatay; Jacob Klebanoff, Albert L. Angristay; Joseph A. Russo, Horace J. Scansbury, Modesto R. Proctor, Sidney Roth, Christian Rossman, Sidney Brauner, Thomas L. Perous, Simon Kriegel, Milton Benowitz, Wm. Stagnitz, Maurice Schielder, John J. Kennedy, Benjamin Pincus.

AUTO ENGINEMAN (preferred list, eligible for \$1,800 and over); for Auto Engineman, Bd. of Transportation, Manhattan; one vacancy at \$1,800; probable permanent—Henry Frayne, Chas. A. Perduto, Frank Laurina; Harry H. Strobel, Eugene W. O'Donnell, Robert S. Ziegler, Frederick J. Siabach, Frank E. Coughlan, Geo. J. Baldwin, Dominick Molinelli, Geo. J. Hefferon, Joseph J. Floyd, Frederick Schlipf, Frank B. Wahl, August Destaux, John Heslin, John H. Bruggemann, Richard Butler Jr., Wm. C. Bayer, Stephen Gardella, John Edwards.

AUTO TRUCK DRIVER (regular list); appropriate for Laborer, NYC Housing Authority; three vacancies at \$4 per day; temporary, less than five months—26384, Richard R. Johnston; 26506, Dominic Presca; 26522, Frank C. Sacco; 26556, James J. Rizzo; 26562, Dominick J. Calati; 26564, Luigi Tozzi; 26566, Milton W. Czak; 26567, Joseph P. Dunn; 26568, Joseph Guadagna; 26569, Cesare Gentile; 26571, Carmine D. Moringello; 26572, Frank J. Gilrain; 26575, Walter R. Kiernan; 26577, Paul Internicola; 26582, John Rocchio; 26584, Anthony Zappala; 26587, Marion C. Gentile; 26594, Raymond Martin; 26602, Annunziato Pellegrino; 26607, Joseph Cavallero; 26615, Anthony J. Diorenzo; 26618, Angelo Mustantery; 26620, Joseph R. Marino; 26622, Ciriaco J. Capone.

DECKHAND (preferred list); for Deckhand, Dept. of Docks, all boros; four vacancies at \$1,800; indefinite—James J. Ryan, Ernest Iorio, Alexander Szollosi Jr., Anthony J. Guggino, Walter F. Smith, Joseph T. Bagen.

INSPECTOR OF CONSTRUCTION GR. 4 (preferred list); for Insp. of Const., Boro Pres. of Queens; one vacancy at \$2,400; indefinite, to last until about Dec. 31, 1940—Clifford B. Reiden, Patrick J. O'Donnell.

MARINE STOKER (preferred list); for Marine Stoker, Dept. of Docks; five vacancies at \$1,211; indefinite—John H. Gorman, Joseph A. Bunigan, Lewis Kibler, John Fauman, Pasquale Simione, John Bennett, Joseph W. McBries, James F. Brown, Wm. Weibel; Robert G. Klee, Abraham Weiser; Anthony Lemish, Henry Mounkball; Olan Larkin, Wm. L. Mahoney, Francis Toal, Leif Bergesen, Wm. J. O'Brien, John J. Cahill, Charles Soonee, Karl Paul, Burton A. Grassy; Albert Martine, Michael Stanton; Wm. Beyer, Dee Brooks, James MacFarlane, John McGivern, William Day, Barardino D'Anguis, Edward J. McNamara, Manuel Chaconis, Robert J. Oppel.

MEDICAL INSPECTOR GR. 4 (promotion, Administrative); prom. 5-1-40; for Medical Inspector Gr. 4 (Administrative), Dept. of Health; three vacancies at \$3,600; probable permanent—1, Michael Antell, 84.30; 2, Sidney Wasserstron, 81.62; 3, Joseph Weinstein, 79.25.

PORTER (Regular list); prom. 9-21-38; for Porter, NYC Housing Authority; Manhattan, Brooklyn and Queens; four vacancies at \$1,020; probable permanent—308, Ella Calogero; 320, Otto Macrini; 358, Americo Treccagnoli; 561, John M. Sommers; 632, Irving Hochheiser; 641, Ignazio Ditrapani; 642, Louis Ruggerio; 643, Michael Kogitsky; 644, Frank Oliveri; 645, Raymond Daniel; 646, James Serafino; 647, Frank Pelfery; 648, Nathan Weiss; 649, Manuel Parentes; 650, Anthony Gagliardo; 651, Julius F. Garruba.

PORTER (regular list); prom. 7-12-39; appropriate for Cleaner (men), Dept. of Docks, Queens; \$960; probable permanent (name to be considered permanent in previous certification)—358, Americo N. Treccagnoli.

SENIOR ENGINEER GR. 4 (competitive list, sewage plant operations); prom. 4-3-40; for Sr. Engr. Gr. 4 (sewage plant operation), Dept. of Public Works; \$5,700; probable permanent—1, Samuel I. Zack, 88.88; 2, Francis J. Lavery, 81.94; 3, Samuel L. Tolman, 78.66.

SPECIAL PATROLMAN (competitive list); prom. 10-4-39; for Correction Officer (man), Dept. of Correction, all boros; 10 vacancies at \$1,769; probable permanent (name to be considered No. 1 on previous certification)—25, Emanuel Gorland, 78.84; 843.

STATION AGENT GR. 3 (competitive list); prom. 8-25-37; for Station Agent Gr. 3, Bd. of Transportation, Manhattan; one vacancy at \$3 per hour; temporary, less than six months (duration of World's Fair)—849, Hyman Klunkowitz, 78.88 (RR)—849, Hyman Klunkowitz, 78.88 (RR)—849, Hyman Klunkowitz, 78.88 (RR)

STATIONARY ENGINEER (preferred list, temporary service); for Stationary Engr., Dept. of Water Supply, Gas & Elec., Brooklyn Water Supply; two vacancies; temporary, less than six months—Laurence H. Fendley, George Schupp.

(Continued on Page 17)

Tuesday, May 14, 1940

LATEST CERTIFICATIONS

(Continued from Page 16)

STOCK ASSISTANT (promotion, men, Dept. of Purchase); prom. 5-1-40; for stock Asst. (men), Dept. of Purchase, six vacancies at \$1,200; probable permanent—1, Solomon Schneidman, 83.77; 2, Vincent Cella, 83.15; 3, Charles Gordon, 81.15; 4, Joseph P. Smith, 80.95; 5, Robert V. Moore, 80.87; 6, Meyer Levitt, 80.87; 7, Max Karp, 80.45; 8, Harold J. Ross, 80.35; 9, Martin J. Weisberg, 80.15; 10, Martin J. Murray.

TYPING COPYIST GR. 2 (competitive list); prom. 6-3-38; appropriate for Type Copyist Gr. 1, NYC Housing Authority, Brooklyn; one vacancy at \$960; temporary, not to exceed three months—2109, Bernard Gilbert, 82.40; 2263, Lillian Weinberg, 81.54; 2334a, Margaret Carabine, 81.01.

THURS., MAY 9, 1940

ARCHITECTURAL DRAFTSMAN GR. 4 (promotion, Dept. of Public Works); prom. 12-28-38; for Arch. Draftsman Gr. 4, Dept. of Public Works, all boros; one vacancy at \$1,120; probable permanent—4, Leo Meltzer, 77.25.

ARCHITECTURAL DRAFTSMAN, GR. 4 (competitive list); prom. 4-13-38; for Arch. Draftsman Gr. 4, Dept. of Public Works, all boros; one vacancy at \$1,120; probable permanent (one on promotion list certified ahead of this)—7, Charles Kennell, 81.75; 16, Frank Beck, 86.00; 18, Andrew A. Oliveri, 85.75; 19, Wm. H. Leys, 85.50; 20, Bernard W. Guenther, 85.50.

ASSISTANT FOREMAN (promotion, Dept. of Sanitation); prom. 9-23-37; for Asst. Foreman, Dept. of Sanitation; nine vacancies at \$2,280; probable permanent—63, John R. Schmidt, 83.80; 64, James J. McDonald, 83.79; 65, Henry Taylor, 83.75; 66, Patrick J. McCormack, 83.75; 68, Matthew Loughran, 83.75; 69, Donator J. Feirino, 83.67; 70, John G. Bayer, 83.65; 71, George M. Ludden, 83.64; 72, Joseph P. Moran, 83.62; 73, Michael Perricone, 83.62; 74, Daniel J. Tierney, 83.60; 75, Wm. J. Baldwin, 83.60; 76, Abraham Levine, 83.57; 77, Joseph F. Clancey, 83.56; 79, Edward Schaefer, 83.55.

ASSISTANT SUPERVISOR GR. 2 (competitive list, HRD); prom. 12-21-38; for Asst. Supervisor Gr. 2, Dept. of Welfare; \$1,800; probable permanent—593, Ada Terrizzi, 80.54; 594, Ruth Bravenan, 80.95; 594a, Rita J. Kennedy, 80.95; 595, Pearl M. Marcus, 80.95; 597, Lucy K. Loughrey, 80.95; 599, Miriam Cohen, 80.95; 600, Iipo Makinen, 80.95; 601, Rafael Avesa, 80.95; 602, Max Brickner, 80.95; 603, Anne Katchka, 80.95; 604, Esther L. Cuffman, 80.95; 605, Frances Lieberman, 80.95; 605a, John P. Kreppel, 80.95; 605b, Florence May, 80.95; 606, Edward Morrow, 80.90; 606a, Donna Pang, 80.85; 607, Harry Berkowitz, 80.85; 608, Lillian Kerwick, 80.85; 610, Margaret McMillan, 80.80; 611, Frances C. Breslin, 80.80; 612, Grace Kent, 80.80; 613, Mary T. O'Connell, 80.80; 614, Frances Levitt, 80.75; 615, Eileen H. Oakman, 80.75; 616, Bertha S. Stein, 80.75; 617, Grace Hechtenthal, 80.75; 618, Mary Zurzolo, 80.75; 619, Estelle Goldstein, 80.75; 620, Anabel Haas, 80.75; 623, Clarence W. Allers, 80.75; 627, Beatrice Johnson, 80.70; 628, Samuel Reicher, 80.70; 629, Anna G. Lieberman, 80.70; 630, Mary A. Johnston, 80.70; 631, Samuel C. Berson, 80.70; 632, Lucille Seitsack, 80.65; 633, Max Blaustein, 80.65; 634, Ann Schoffler, 80.65; 635, Murray K. Josephson, 80.65; 637, Josephine M. Kiernan, 80.60; 637a, Sidney Stover, 80.60; 639, Frank J. Di Domenico, 80.60; 640, Sylvan J. Gluckman, 80.60.

ATTENDANT (preferred list, women, temporary service only); for Attendant (female), Dept. of Parks, all boros; \$4 per day; temporary, not to exceed six months (seasonal)—Ethel J. Brady, Mary Meade, Helen E. Heslin, Margaret G. Allard, Mary E. Boyle, Rana G. Fineran, Anna C. Rankin, Mae T. Pulaski, Marcella T. Connelly, Mary M. Toomey, Mathilda Hall, Emma Luetje, Annie E. Murray, Mary E. Dillon, Anna L. Mascione, Anna McEhaney, Helen V. O'Shea, Mary L. Greene, Mary C. Donato, Mary E. Moranah, Mary Heckett, Mary Sweitzer, Mary F. Reidy, Ruth Pryor, Elizabeth A. Lonergan, Ellen Maher, Grace I. Brigham, Elizabeth Keane, Mary C. Sauntry, Catherine I. Morrissey, Julia McGrath, Barbara O'Brien, Sarah A. McGrath, Mary F. Hallman, Irene M. R. Wines, Margaret L. Mehan, Isabelle V. Ducey, Alice Mahoney, Anna M. Fitzgerald, Agnes E. Dunigan, Katherine T. Shea, Mary Kinsella.

Isabelle C. Trippe, May C. Davis, Johanna Doyle, Mary A. Dixon, Rose E. Bennett, Annie Kenny, Rose Coppinger, Marie F. Fox, Julia W. R. Mulhall, Gertrude A. Fitzgerald, Anna Frank, Margaret M. Mulhall, Agnes Rehm, Harriette L. Budjour, Leone E. Dietsch, Mary E. Cannon, Anna J. Murphy, Margaret V. Tully, Mary Nugent, Mary E. McKeon, Kate Ahrens, Catherine Kelly, Sadie G. Shaughnessy, Mae F. Gannon, Elizabeth V. Chambers, Mary A. Hartly, Minnie McGirl, Mae J. Raley, Nora Jones, Mary A. Lee, Catherine H. Fagan, Mamie Bradford, Mary T. Fox, Rose L. Settaducchi, Mary A. Smith, Harriet Davis, Kate V. Rick.

Goldowitz, 92.21; 332, Harry May, 91.86; 377, Irving Perlmutter, 91.68; 431, Jerry Ozias Kaufman, 91.39; 438, Raymond Kantrowitz, 91.36; 485, John D. Dennis, 91.17; 498, Morris Chayette, 91.13; 510, Morton E. Parnes, 91.08; 511, Samuel B. Samson, 91.08; 515, William Fabbri, 91.07; 521, John Tessano, 91.05.

AUTO TRUCK DRIVER (regular list, D. S.); appropriate for Laborer, Boro Pres. of Richmond; \$1,500; probable permanent—26378, Joseph M. Curasi; 26382, Sidney Rabinowitz; 26383, Angelo M. Carolle; 26384, Richard R. Johnston; 26385, Ernest Eacobac; 26387, Frank C. Nania; 26388, Caspare A. Nania; 26390, Allen E. Merkel; 26391, Francis X. Cuck; 26392, Pantalosone E. Russo; 26397, Joseph A. Boasi; 26399, Vincent S. Famulari; 26400, John Graziano; 26401, Donato Compati; 26402, Samuele Ferrandino; 26405, Mauristino Picono; 26407, Joseph Verruzo; 26410, Michael A. Trimarco; 26411, Ciro P. Russo; 26415, Salvatore Ulisse; 26417, Nicola J. Tricarico; 26418, Michael G. Vigilante; 26421, James V. Vigilante; 26422, John Buchkeit; 26423, Sam A. Cavallo; 26424, Lawrence J. Lavaglia; 26426, Luigi Fernandes; 26427, Michael J. Giazmarino; 26428, Joseph S. Cetrino; 26429, David Cohen, 26430, Sidney Herskowitz; 26434, Carl Storshippy.

BRIDGEMAN RIVETER (competitive list); prom. 1-10-40; for Bridgeman and Riveter, Dept. of Public Works, all boros; one vacancy at \$1,320; probable permanent—15, Wm. A. Treacy, 84.00; 17, Harry W. Kruger, 83.95; 18, Uuno Laukkane, 83.65.

CASHIER GR. 3 (competitive list); prom. 6-10-36; for Cashier Gr. 3, Dept. of Parks, Queens; two vacancies at \$6 per day; temporary, less than six months (seasonal)—162, Lester Matzner, 84.20; 163, James P. Thornton, 84.20; 164, Alexander M. Peck, 84.20; 165, Ruth Geller, 84.20; 166, Albert N. Diefenhaus, 84.20; 168, Herman D. Sokoloff, 84.00; 169, Charles L. Kirsch, 84.00; 176, Frederick Meyer, 83.60; 180, Everett A. Stanley, 83.60; 188, Irving Levitt, 83.60; 192, Joseph P. Matthews, 83.20; 193, Samuel Kamm, 83.20; 195, Joseph Norman, 83.20; 196, Seymour A. Weiss, 83.00; 204, Harry Scheinwald, 82.80; 216, Alfred J. Hoernig, 82.40; 219, Harry Schwartz, 82.20; 223, Samuel S. Levine, 82.20; 226, Samuel Moskowitz, 82.00; 229, Victor P. Chiner, 81.80; 230, Rudolph G. Hanson, Jr., 81.80; 231, Harry Cohen, 81.80.

239, Albert J. Picarillo, 81.40; 250, John P. Keon, 81.00; 258, Max Katz, 80.80; 260, Johanna E. Putrin, 80.80; 264, Jack Boll, 80.40; 265, Philip Cusadagnino, 80.40; 266, Louis J. Nesso, 80.40; 269, Richard Ceike, 80.20; 280, Alfred L. Kinne, 79.40; 289, Leo J. Wentz, 78.80; 290, Thomas F. Delaney, 78.80; 295, Max Charnov, 78.40; 296, Louis Borenbaum, 78.40; 297, Henry J. Schmierer, 78.40; 301, Saul Kleiner, 78.20; 302, George P. Byrnes, 78.20; 305, Angelo P. Pagano, 77.80; 308, Fred Ricci, 77.80; 316, George D. Croucher, 77.00; 317, Anne Sader, 77.00.

CLERK GR. 2 (competitive list); prom. 2-15-39; appropriate for Clerk Gr. 1, Dept. of Health, Manhattan and Brooklyn; four vacancies at \$840; probable permanent (same names also certified to Dept. of Purchase)—256, Tamar R. Gray, 89.82; 352a, Ethel A. Lipnack, 89.37; 463, Catherine Cosgrove, 89.15; 853, Fanny E. Korol, 87.81; 982, Bella Cohen, 87.51; 1061, Ida Weisberg, 87.33; 1193, Minnie Einschlag, 87.07; 1603, Sarah Freedman, 86.32; 1704, Fred Cohen, 86.15; 1939, Frederick J. Rauppis, 85.76; 2027, Beatrice Siegel, 85.64; 2112, Julia C. Clark, 85.52; 2116, Abraham Lief, 85.51; 2268, Hyman Silverman, 85.36; 2223, Benjamin V. Suarez, 85.36; 2234, Thelma Spellman, 85.27; 2301, Sylvia Nagler, 85.25.

CLERK GR. 2 (competitive list); prom. 2-15-39; appropriate for Clerk Gr. 1 (male), Dept. of Correction, all boros; five vacancies at \$840; probable permanent—1704, Fred Cohen, 85.15; 1939, Frederick J. Rauppis, 85.76; 2116, Abraham Lief, 85.51; 2208, Hyman Silverman, 85.36; 2414, Alfred Friedman, 85.12; 2545, Jacob Haber, 84.95; 2983, Irving Seidman, 84.45; 2987, Felix Rothfeld, 84.45; 3074, Simon Wasserman, 84.57; 3094, Irving D. J. Heisler, 84.34; 3168, David Shapiro, 84.25; 3218, Max Gold, 84.19; 3275, Abraham Cohen, 84.11.

CLERK GR. 2 (competitive list); prom. 2-15-39; for Clerk Gr. 2, Dept. of Purchase, Manhattan; \$1,200; probable permanent (one on promotion list certified ahead of this)—369, Tillie Block, 87.77; 113, Eugene Goldberg, 80.80; 118, Solomon Moskowitz, 90.76; 256, Tamar R. Gray, 89.82; 286a, Joseph Camhi, 89.68; 313, Harold Glazer, 89.65; 352a, Ethel A. Lipnack, 89.37.

CLERK GR. 2 (promotion, citywide); prom. 2-22-38; for Clerk Gr. 2, Dept. of Purchase, Manhattan; \$1,200; probable permanent—108, Victor Salzer, 82.55.

CLERK GR. 2 (promotion, D. S.); prom. 3-22-38; for Promotion to Clerk Gr. 2, Dept. of Sanitation; one vacancy at \$1,200; probable permanent—16, Maurice M. Feldman, 83.35.

CHIEF LIFE GUARD (preferred list); for Chief Life Guard, Dept. of Parks; seven vacancies at \$7 per day; temporary (seasonal)—Earl S. Fairhurst, Warren M. Reed, Joseph P. Follert, Thomas McGoldrick, Wm. B. Keeler, John P. Hayes, John F. Fellar, Francis T. McMahon, Robert V. Hilton.

COURT STENOGRAPHER (competitive list, male); prom. 12-23-36; for Court Stenographer, City Magistrates' Courts, night court, Manhattan and Richmond; two vacancies at \$2,400; probable permanent—26, Minnetawa Overstreet, 87.70; 27, Irving Kosky, 87.70; 33, Roy Rayvid, 85.10; 35, William Levine, 84.50; 39, Rudolph A. Bargi, 81.80; 40, Benjamin Falk, 80.50; 42, Alexander J. Sherman, 79.90; 44, Maurice D. Flynn, 79.20.

CRANE ENGINEMAN (competitive list, electric); prom. 5-4-38; for Bridge Type Crane Operation, Dept. of Sanitation; \$10.40 per day; temporary, less than six months (vacation substitute)—13, Percy H. White, 80.50.

DENTAL HYGIENIST (competitive list, female); prom. 9-16-37; for Dental Hygienist, Dept. of Health, Richmond and Queens; seven vacancies at \$1,260; probable permanent—28, Blanche Polsky, 80.01; 35, Rita S. Cooper, 79.42; 37, Martha Ostrolog, 79.07; 38a, Ida Ledwith, 79.01; 40, Frances Alexander, 78.99; 41, Alice Argoff, 78.92; 42, Ruth L. Levine, 78.89; 43, Pauline Weinstein, 78.78; 44, Reta S. Levine, 78.67; 45, Sylvia Mouguel, 78.65; 46, Mary J. DeLacy, 78.38; 47, Mgt. M. Phillips, 78.36; 48, Evelyn Wolfson, 78.19; 49, Frances S. Forester, 78.11; 49a, Sylvia S. Miller, 77.91; 50, Frances Ostrow, 77.85.

ELEVATOR OPERATOR (competitive list, man and woman); prom. 12-9-36; for Elevator Operator, Dept. of Public Works, all boros; three vacancies at \$1,200; probable permanent—144, Robert L. Spotswood, 81.80; 146, Charles A. Schecher, Jr., 81.80; 152, Peter Schementi, 81.60; 153, Harry Oliveira, 81.40; 155, Patrick Shanley, 81.40; 157, Frank J. Stewart, 81.20; 161, Frederick Allen, 81.20; 162, James P. Buckerly, 81.00.

FOREMAN OF ASPHALT WORKERS (promotion, Boro Pres. of Queens, Highways and Sewers); prom. 2-16-38; for Asphalt Foreman, Boro Pres. of Queens, Bureau of Highways; five vacancies at \$8.60; probable permanent—1, Raymond Geron, 86.99; 3, Charles Herzberg, 84.56; 5, John A. Muller, 82.60; 6, Harold F. Barrett, 82.12; 7, James V. DeSoucey, 79.28; 8, Michael Palandro, 78.90.

FOREMAN OF LABORERS GR. 2 (promotion, Boro Pres. of Queens); prom. 8-18-38; for Foreman Gr. 2, Boro Pres. of Queens, Bureau of Sewers; 15 vacancies at \$1,800; probable permanent—3a, Harold B. Griffiths, 83.93; 7, James P. Tinkler, Jr., 82.89; 9, Bennie E. Moiese, 82.39; 16, Raymond C. W. Barto, 81.45; 11, John J. Turley, 81.40; 12, Frank C. Clay, 81.30; 13, John T. Kohler, 80.96; 14, Wm. A. Gordon, 80.92; 14a, John E. Kiefer, 80.73; 15, Gerard E. McGinnis, 80.52; 15a, Joseph G. Lichtenberger, 80.40; 16, Joseph J. Meehan, 79.85; 17, James J. Fitzpatrick, 79.80; 18, Frederick G. Stine, 79.75; 19, John J. Smith, 79.43; 20, James M. Burke, 79.22; 22, Walter G. Lowe, 76.85.

FOREMAN (promotion, Dept. of Sanitation); prom. 3-1-39; for Foreman, Dept. of Sanitation; \$2,460; probable permanent—17, George Zack, 76.45; 18, Charles F. Gosbel, 76.35; 18a, Max M. Reiffen, 76.32; 19, Theodore McGill, 76.30; 20, Vincent J. Ihsal, 76.25; 21, James J. Brady, 75.95.

GARDENER (competitive list); prom. 9-30-36; for Gardener, NYC Housing Authority, Brooklyn; one vacancy at \$1,620; probable permanent—11, George T. Lenehan, 81.40; 84, Henry Esposito, 81.60; 87, Thomas Wede, 81.40; 88, Joseph Szumski, 81.20; 89, Jules Sgunick, 81.00.

INDUSTRIAL INSTRUCTOR (competitive list, Carpenter); prom. 10-7-38; for Instructor (Trades), knowledge of Carpentry, Dept. of Correction, Bronx; one vacancy at \$1,200; probable permanent—3, Benjamin Brown, 79.70; 4, Lawrence Castrovino, 78.58; 6, Patrick O'Connell, 75.16.

INSPECTOR OF LIGHT & POWER GR. 3 (competitive list); prom. 2-26-37; appropriate for Electrical Inspector Gr. 2, Fire Dept., Brooklyn; one vacancy at \$1,800; probable permanent—43, John A. Moore, 81.15.

INSPECTOR OF MASONRY & CARPENTRY GR. 3 (competitive list); prom. 4-27-38; for Insp. of Masonry and Carpentry, Bd. of Education, Manhattan; one vacancy at \$2,400; probable permanent—19, Ralph Robinson, 84.56; 21, Elmer A. Mapp, 84.40; 22, Ernest J. Ferguson, 84.25; 23, Patrick J. O'Neill, 84.05; 24, Louis S. Joseph, 83.95.

JUNIOR ACCOUNTANT GR. 1 (promotion, citywide); prom. 8-9-39; for Jr. Acc't. Gr. 1, Dept. of Public Works, all boros; one vacancy at \$1,800; probable permanent—21, Lester Kern, 85.10; 35, Seymour A. Weiss, 83.92; 36, Warren B. Zettler, 83.55; 38, Benjamin Sorokin, 83.50; 39, Kalman Marshak, 83.35.

JUNIOR CHEMIST (promotion, citywide); prom. 2-28-40; for Jr. Chemist, Asst. to Boro Pres. of Manhattan; one vacancy at \$1,500; probable permanent—11, Albert Glaubiger, 85.35; 2, Mollie Ebenfeld, 84.77; 3, Julius L. Englesberg, 82.07; 6, Harry A. Pearl, 81.00; 7, Ernst L. Graf, 80.77; 8, Jacob Klingler, 80.77.

JUNIOR ENGINEER GR. 3 (competitive list, electrical); prom. 11-1-39; appropriate for Electrical Inspector Gr. 2, Fire Dept., Brooklyn; \$1,800; probable permanent (one on Inspector of Light & Power list certified ahead of this)—79, Abraham Coblenz, 77.55; 84, Winfield M. West, 77.25; 89, Bernard Garfinkel, 76.99; 90, Abraham Abramowitz, 76.97.

JUNIOR ENGINEER GR. 3 (competitive list, mechanical); prom. 1-10-40; appropriate for Insp. (mechanical) Gr. 3, Dept. of Public Works, all boros; one vacancy at \$2,400; probable permanent—3, Alvin Tonkonogy, 82.56; 6, Joseph C. Boyle, 81.49; 7, Jacob Bromberg, 81.08.

LABORATORY HELPER (regular list, women); prom. 4-26-39; for Lab Helper (women), Dept. of Health; four vacancies at \$960; probable permanent—14, Ellis A. Freidberg; 15, Iris A. Schiff; 16, Mollie Shapiro; 17, Providence Saenz; 18, Helen H. Weiner; 19, Madeline P. Mikus; 21, Mary E. Cannon; 22, Ida Rosen; 23, Julia DeRosa; 24, Rose DiPietro; 25, Frances Jackowski.

LABORATORY HELPER (regular list, women); prom. 4-26-39; appropriate for Laundry Worker (female), Dept. of Hospitals, Brooklyn; two vacancies at \$780; probable permanent—69, Lillian A. Bushell; 182, Adele Weisberg; 195, Olga E. Klein; 203, Eileen C. McInerney; 216, Mary Avignon; 227, Rose Muhrand; 229, Katherine Tobin; 238, Alice M. Markey; 239, Minnie Weinberg; 250, Clara C. DiMelfi; 257, Lillian E. Carroll; 263, Agnes R. O'Leary; 269, Elz. Morris; 293, Inez Seale; 300, Frances J. Murtha; 307, Willie May Wilkerson; 311, Theresa E. Ferguson; 313, Mary T. Grant; 314, Alice M. Wilson; 335, Blanche E. Haynes.

LIFEGUARD (preferred list, temporary service only); for Life Guard, Dept. of Parks; 155 vacancies at \$5 per day and 62½ cents per hour; temporary (seasonal)—1, Louis F. Russell; 2, Louis Lipsey; 3, William J. Beckos; 6, Louis F. Marinaccio; 9, Joseph A. Pettillo; 11, Richard J. Gerns; 13, Lawrence J. Mack; 14, Harold G. Lotz; 18, James Sonsire; 19, Edward C. Cummings; 20, Frank W. Burns; 23, Oscar Mendelsohn; 25, Robert Good; 27, Oscar H. Waxman; 31, Louis C. Abelson; 32, Jacob Garry; 37, John Frisco; 38, Alfred T. Golding; 40, Samuel A. Cohen; 41, Harold J. Corrigan; 43, Harold Mann; 44, Jack Bennett; 45, John B. Elliott; 47, William J. Bonsel, Jr.; 47a, Bernard Scheiber; 49, Edward J. P. Casey; 51, Melville Cuba; 52, Mac W. Kamin; 55, Leo Shepsky; 57, Joseph E. McVeigh; 59, James M. Walsh, Jr.; 63, Louis Krantz; 64, Charles C. Levine; 65, Isidore Carton; 68, Howard J. Mosse; 69, Louis Ozerkis; 70, Irving Haberman; 71, Louis V. Moscato; 72, William C. Mosher; 74, Jacob B. Kaufman; 80, John L. Izvorski; 81, Richard V. Cahill; 83, James V. Cuff; 85, Herman Wolf; 87, Abe Moss; 90, Vincent S. Demarco; 91, Louis Salzman; 92, Alfred Morgenweck; 93, Herman Siegel; 94, James C. Ryan; 96, Alex Silverblatt; 97, Jacob Kessler; 98, Joseph R. De Luca; 99, Leon W. Berlage; 100, Howard L. Stokes; 101, Geoffrey R. Bourke; 106, Joseph Carney; 107, Joseph Borovicka; 108, Joseph Axelback; 110, Mark Rennert; 112, Felix R. Hiller.

114, Joseph A. Gartin; 115, John J. Waters; 116, Bernard Anderson; 117, Joseph G. Geary; 118, John P. Sinclair; 120, Harry T. Nelson; 122, Walter P. Nelson; 123, Victor Barbatto; 124, Charles Gastauer; 125, Leon Star; 127, Edward L. Woelcher; 129, Bernard A. Englund; 130, Raymond P. T. Orsini; 132, Raymond Wolken; 133, Vito J. La Russa; 134, Walter M. Egan; 135, Chester Lehman; 136, Ladislaw Fried; 137, Chas. Kristopaitis; 137a, John J. O'Neill; 138, Hyman S. Poland; 139, Norman Rose; 141, David Star; 142, Edwin J. Biting; 145, Maurice S. Brooks; 146, Charles G. Knudsen.

NURSE'S ASSISTANT (preferred list); appropriate for Attendant (female), Boro Pres. of Manhattan; two vacancies at \$1,200; probable permanent—Margaret N. Sullivan, Frances E. Griffin, Mrs. Rose Smith, Mary A. McKeever, Mrs. Mary Brennan; Emma L. Dittman, Mary J. Justus, Margaret M. Malbrecht, Elizabeth Whiteside, Mary Dicke, Anna V. Gallagher, Mary A. Mulligan, Flora Essig, Cecelia Danker, Jennie Boyle, Catherine McLaughlin, Anna Didio.

PAVER (competitive list); prom. 5-1-40; for Paver, Boro Pres. of Brooklyn; one vacancy at \$1,320 per day; probable permanent—2, Charles John Hoerner, 86.95; 3, John Rantigan, 85.75; 4, John F. Mooney, 85.30.

PORTER (regular list); prom. 9-21-38; appropriate for Lab Helper (men), Dept. of Health, Manhattan; three vacancies at \$960; probable permanent—320, Otto Macrini; 358, Americo Treccagnoli; 641, Ignazio Ditrapani; 642, Louis Ruggiero; 644, Frank Oliveri; 646, James Serafino; 647, Frank Felver; 648, Nathan Weiss; 649, Manuel Fuentes; 650, Anthony Gagliardo; 651, Julius P. Garruba; 656, Sebastiano Conticello; 657, John Ficarrota; 658, Nicola Tessitore; 659, John Cavelli; 660, Frank DeMichele; 661, Chas. M. Friedman.

RESIDENT PHYSICIAN GR. 1 (competitive list, men); prom. 6-14-39; for Resident Physician Gr. 1 (men), Dept. of Correction, Bronx; two vacancies at \$1,360; probable permanent—1, Fastenberg, 96.00; 7, Samuel Lossif, 89.00; 9, Milton I. Robinson, 88.00; 14, Saul Machover, 87.00; 15, Seymour Chertoff, 86.00; 17, Charles H. Immodorn, 84.00; 25, Louis Fortnov, 78.00; 26, Louis R. Hott, 78.00; 27, Samuel Margolin, 75.00; 28, Marvin N. Solomon, 74.00.

SCHOOL FARM ATTENDANT (preferred list, temporary); for Instructor (farming), Dept. of Parks; 10 vacancies at \$4 per day; temporary, less than six months—Matilda Metaxetos, Katherine Nickey, Catherine Fitzpatrick, Margaret Reilly, Josephine A. O'Connell, Kathleen Meyer, Florence R. Grill, Verna Brooks.

STATIONARY ENGINEER (preferred list, temporary service only); for Stationary Engineer, Dept. of Parks, Queens; two vacancies at \$9 per day; temporary, less than six months (World's Fair)—Joseph G. Carroll, Laurence H. Fender, George Schupp.

STENOGRAPHER & TYPEWRITER GR. 2 (competitive list, HRD); prom. 11-7-38; for Stenotypist Gr. 2, Bd. of Standards and Appeals; one vacancy at \$1,200; probable permanent—34, Marion E. Shea, 94.97; 93, Doris Bondel, 93.85; 218, David D. Levine, 92.03; 283, Marie A. Pfaffman, 91.21; 342, Irene M. Poggi, 90.55; 376, Mary S. Brennan, 90.11.

STENOGRAPHER & TYPEWRITER GR. 2 (competitive list, HRD); prom. 11-7-38; for Stenotypist, Dept. of Hospitals, Manhattan; \$1,200; probable permanent—93, Doris Bondel, 93.85; 212, David D. Levine, 92.03; 283, Marie A. Pfaffman, 91.21; 342, Irene M. Poggi, 90.55; 366, Rose C. Karp, 88.31; 929, Ruth Meyers, 85.67; 930, Belle M. Braunstein, 85.65; 947, Ruth Schutzman, 85.55.

STENOGRAPHER & TYPEWRITER GR. 2 (competitive list, HRD); prom. 11-7-38; for Stenotypist Gr. 2, Dept. of Health, Queens; one vacancy

at \$1,200; probable permanent—212, David D. Levine, 92.03; 283, Marie A. Pfaffman, 91.21; 376, Mary S. Brennan, 90.11; 366, Rose C. Karp, 88.31; 930, Belle M. Braunstein, 85.65; 940, Irene L. Siegel, 85.39; 945, Beatrice M. Hoffman, 85.56; 947, Ruth Schutzman, 85.55; 950, Adele Gross, 85.54; 951, Anne M. E. Moran, 85.83; 952, Mollie Borros, 85.51; 953, Diana Atlas, 85.50; 955, Isobel D. Schmalholz, 85.49; 961, Edith Bernknopf, 85.48; 966, Eleanor G. Fogelson, 85.43.

SUPERVISOR GR. 3 (competitive list, HRD); prom. 6-14-39; Supervisor Gr. 3, Dept. of Welfare; 14 vacancies at \$2,400; probable permanent—12, Amelia M. Igel, 83.59; 29, Clara McDonnell, 81.49; 41, Dorothy Harth, 80.60; 50, Sarah Baresb, 80.06; 54, Marion F. Langer, 79.87; 55, Myra Shemberg, 79.83; 60, Elizabeth Stuyvesant, 79.45; 69a, Loretta C. Newman, 79.39; 61, Mary H. Sylvander, 79.32; 62, Marguerite V. Shaw, 79.30; 64, Charlotte S. Raddin, 79.00; 65, Gertrude R. Goldman, 78.95; 66, Milton Ness, 78.92; 69a, Perle L. Kingfold, 78.90; 67, Verna Weed, 78.68; 68, Sylvia Appelbaum, 78.65; 69, Ethel M. Caution, 78.82; 72, Samuel Kaminsky, 78.61; 73, Bernard Locker, 78.56; 74, Shirley Fleher, 78.53; 75, Abraham D. Weisen, 78.52; 76, Milton M. Weston, 78.48; 77, Lillian Zerwick, 78.43; 79, Dorothy F. Prigby, 78.37; 80, Abraham Silverstein, 78.33; 81, Lois E. Kravitz, 78.27; 82, David Kaplum, 78.11; 83, Nina Melville, 78.08.

City Commission's Calendar

Promotion Study Made

The Municipal Civil Service Commission revealed it is preparing a draft on promotion lines in the City. The draft, when completed, will show how persons can advance through promotion examinations to higher positions.

The study has been made by the Commission's committee on promotional policy, composed of members of the examining division and the service rating bureau. Commissioner Wallace S. Sayre stated that the study should be ready in June or July.

Other items on the Commission's weekly calendar follow:

Laboratory Helpers

2202. The Commission will canvass several hundred persons on the Laboratory Helper list to find out who will accept positions as Matron on School buses. Previously the Commission had asked the Board of Education to change its contracts with the bus drivers so that Civil Service eligibles would not be used for the low-paying positions.

Junior Administrative Assistant

2207. The Junior Administrative Assistant (Housing Authority) list will be used to fill positions of Supervisor of Housing Section (Dept. of Welfare). Formerly the list for Management Assistant, Grade 4 (Housing Authority) had been declared appropriate, but officials in the Welfare

Dept. changed their concept of the Supervisor positions and asked that another list be declared appropriate.

Fees for License Tests

2215. Whether the Commission can, by law, return the fee of a person who files for but does not participate in a License examination was studied by the Commission, and decision was reserved. The case involves Charles N. Swan who paid \$15 to take the License for Structural Welder exam. License examinations are administered by the Commission but are not used to form eligible lists.

Exam Cancellation

2218. The open competitive exam for Junior Administrative Assistant (Board

of Higher Education) was cancelled, and the list for Junior Administrative Assistant (Welfare) was declared appropriate for the position. This was done because the Welfare exam tested the abilities of candidates to fill the Housing position.

Three Exams Cancelled

2219. Three examination which had been ordered were cancelled. They are Superintendent (Asphalt Plant), Pipe Caulker, and Change of Title to Hostler.

Mechanical Engineer

2221. The Commission will allow Inspectors of Heating and Ventilating, Grade 3, to take the exam for Assistant Mechanical Engineer, Grade 4, but it will not allow the Junior Electrical Engineers, Grade 3, to take it.

90-Day Rule

2225. The 90-day rule regarding temporary appointments was waived in the case of Bookkeeper eligibles who accept jobs as seasonal ticket agents. This means that those who accept jobs will remain on the Bookkeeper list for permanent appointment.

Stationary Engineers

2242. The Commission denied a request of the ten temporary Stationary Engineers (Electric) in the Dept. of Public Works that they be allowed to take a qualifying examination in order that their positions may be made permanent. Civil Service law would make this impossible.

Education Laborers

2241. Because the proposed resolution to abolish the Labor class will present special compensation problems in the Board of Education, the Commission will have Sidney Stern, legal adviser, give the matter further study.

Dept. of Docks

2237. The Commission approved the creation of two new positions in the Dept. of Docks. They are Airport Assistant (\$1,200), and Junior Airport Assistant (\$960). Decision was reserved on the creation of a Boiler Room Attendant (\$1,200) post.

State Inspection

2243. The annual official inspection which the State Civil Service Commission makes of all municipal Civil Service Commissions in the State will be conducted soon, the City Commission noted. A special report has been prepared for the State Commission by the City Commission and will be submitted to the examiner who will be sent here from Albany.

Resolutions

2244. The State Civil Service Commission notified the City Commission that it had approved four City resolutions pertaining to Hospital Helper, Medical Social Worker, Junior Budget Examiner, and Psychiatric Social Worker.

Motion Picture Operator

2254. Applications for License as Motion Picture Operator will be reopened for a week or ten days in June.

Light Maintainer Exam

2259. Seventeen Maintainer's Helper, Group A, in the I.C.O.S. were denied the privilege of taking the exam for Promotion to Light Maintainer.

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: The rating of qualifying experience is nearing completion. The written examination will probably not be held before June.

Administrative Assistant (Welfare): Objections to tentative key answers are being considered.

Architectural Assistant, Grade 2: Rating of Part 2 of the written test is one-half completed.

Assistant Engineer, Grade 4: Rating of Part 2 of the written test is in progress.

Automobile Engineman: Objections to tentative key answers are being considered for final report.

Baker: This examination is being held in abeyance pending reclassification of the position.

Carpenter: Rating of the written test will be completed this month.

Clerk, Grade 2 (Bd. of Higher Education): Objections to tentative key answers may be filed until May 20th.

Court Stenographer: Objections to tentative key answers may be filed until May 20th.

Electrical Inspector, Grade 2: Engineering Assistant, (Electrical), Grade 2: Rating of Part 1 of the written test is in progress.

Elevator Mechanic's Helper: The rating of the written examination is nearing completion. The practicals will probably be held this month.

Engineering Inspector, Grade 4 (Board of Water Supply): Rating of both parts of the written test has been completed.

House Painter: Rating of the written test is nearing completion.

Janitor (Custodian) Grade 3: The oral

interviews will continue until May 17th.

Junior Administrative Assistant (Welfare): Objections to tentative key answers are being considered.

Junior Administrative Assistant (Housing): Objections to tentative key answers are being considered.

Junior Engineer (Civil) (Housing Construction), Grade 3: Rating of Part 1 of the written test is nearing completion.

Junior Architect, Grade 3: Part 2 of the written examination is being rated.

Junior Statistician: Rating of the written test has been completed.

Management Assistant (Housing) Grade 3: The report on the final key is being studied by the commission.

Management Assistant (Housing) Grade 4: The report on the final key is being studied by the Commission.

Marine Stoker (Fire Dept.): Rating of the written examination has begun for the 471 participating candidates.

Office Appliance Operator: The qualifying practical tests will continue this month.

Playground Director (Female & Male): The final report of the key has been approved by the commission.

Research Assistant (City Planning): Objections to tentative key answers may be filed until May 20th.

Sanitation Man, Class A: Rating of the written examination is in progress. The medicals are now being held. The physicals will begin on June 3rd.

Stenographer (Law) Grade 2: Objections to tentative key answers may be filed until May 20th.

Stenotypist, Grade 2: Objections to tentative key answers may be filed until May 20th.

Structure Maintainer: Qualifying experience is being rated for 1600 filing candidates. The examination will probably be held on June 8th.

Telephone Operator, Grade 1 (Male): Rating of the written examination has begun and will probably be completed this month.

Title Examiner, Grade 2: A report on the final key is being prepared for the approval of the Commission.

Trackman: The practical tests will be administered late in May or early in June.

Typewriting Copyist, Grade 1: Rating of the written test is in progress.

PROMOTION

Assistant Engineer, Grade 4 (City Wide): Rating of Part 2 of the written test is in progress.

Assistant Supervisor, Grade 2 (Social Service) (City Wide): This examination is being held in abeyance pending the outcome of litigation.

Clerk Grade 2: Rating of the written examination is completed. The eligible list will probably be published in June.

Clerk Grade 3: Objections to tentative key answers are being considered.

Clerk Grade 4: Objections to tentative key answers are being considered.

Junior Statistician (City Wide): All parts of the written examination have been completed. The list will probably be published this month.

Lieutenant (Fire Dept.): Rating of the written examination has begun.

Lieutenant (Police): All parts of the written test are being rated.

Park Foreman (Grade 2), (Men Only): The examination date has been scheduled for June 1st.

Stenographer-Typewriter Grade 2 (City Wide): Rating of the written examination is completed. The dictation test will be administered as soon as practicable.

Supervisor, Grade 3 (Social Service)

(City Wide): This examination is being held in abeyance pending the outcome of litigation.

LABOR

Climber & Pruner: The practical tests will continue this month as the needs of the Park Department require.

LICENSING

Master or Special Electrician: The rating of the written examination has been completed. The practical tests began on May 4th.

Motion Picture Operator: The written examination will probably be held during the latter part of June.

Oil Burner Installer: A report on the final key is being prepared for the approval of the Commission.

Clerk Eligibles Unite Against Discrimination

Eligibles on all State Clerk lists may band together; the purpose is to carry on the fight for Civil Service "on the basis of merit instead of what appears to be . . . discrimination."

The executive committee of the State Account and Audit Clerks Eligibles Association is now at work attempting to bring the various groups together. The association meanwhile continues to plan for a suit for jobs alleged to have been taken away from their list.

The eligibles say that unless various State departments are forced to use the Account and Audit Clerk lists, the lists will be allowed to expire.

Clerk Key Changes

The official monthly publication of the Municipal Civil Service Commission carried a correction last week to the final key answers for the promotion test to Clerk, Grade 2, and promotion to Stenographer and Typewriter, Grade 2. According to the Commission's first official final key answer, a change was made in only question no. 7, which was amended to read: B or C.

In its latest final key, the Commission published six additional answers. As finally corrected, the answers are: (7) B and C; (12) stricken out; (18) stricken out; (31) stricken out; (50) A or B; (71) D or E.

Littman Associated With Business College

Mr. M. M. Littman, formerly of 215 4th Ave. is now associated with Brown Business College, Lafayette Ave., Brooklyn, where he will teach machine shorthand.

USED CAR GUIDE

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'37 Plymouth 4-Dr. Trunk Sedan	379
'38 Plymouth Sedan	439
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HOSPITAL ATTENDANTS! BE SURE TO SEE SPECIAL ANNOUNCEMENT ON PAGE 10

BULLETIN BOARD

PUBLISHED WEEKLY

MAY 14, 1940

All organizations which have Civil Service interests are invited to make The Leader's Bulletin Board their own official bulletin board for the announcement of meetings, entertainments, campaigns, elections, etc. Send your information by Saturday of each week direct to The Bulletin Board, in care of The Leader.

Bronx Post Office Benefit Association

The Bronx Central Annex Post Office Mutual Benefit Association will hold its annual Spring get-together on Saturday night, May 18, at the New Terrace Garden, 181 St. at Boston Road, the Bronx. Many prominent officials and officers of various postal groups are expected to attend.

Joseph M. Scavuzzo is chairman of the affair. He is being assisted by the following committee members: Edward Aumann, Jack Berman, Eugene T. Crum, Eugene J. Murphy, Francis X. Ledogar, Max G. Hollander, John J. Hussin, Joseph Sabrowsky, Henry Morgenstern, William R. Douglas, Salvador Luis, Domenick W. De Mella, Joseph D. Gorelick, Jacob L. Sonnenschein, Melville N. Greenberg, Ray Courtney, Leonard Haack, Dominick J. Perota and Louis Tompkins.

Climbers and Pruners

The next meeting of the Climbers and Pruners Eligible Association will be held on Tuesday, May 14 at Germania Hall, 3rd Ave. and 16th St., Manhattan.

Hospital Council 77

The annual entertainment and dance of Hospital Council 77, one of the oldest hospital employee organizations, was held Saturday, May 11 at the Riverside Plaza, 73rd St. and Broadway, Manhattan.

United Federal Workers

A regular meeting of the United Federal Workers of America (CIO), Customhouse, room 507, on Thursday, May 16, at 4:30 p.m. Ann Wharton, national organizer, will present an address on federal legislation affecting federal employees.

Post Office Mechanics

The National Association of Post Office Mechanics will meet on Monday, May 20 at the Hotel Capitol, 51st Street and 8th Ave., Manhattan.

Identification Society Holds Dance

A gala Spring dance will be given by the Grand Chapter of the American Identification Society, Inc. on May 25 at the 215 West 23rd St. Y.M.C.A. Norman Crews is president of the group. Henry W. Mirel is chairman of the entertainment committee for the dance.

Good Will Club

The Good Will Club, composed of employees of the New York State Motor Vehicle Bureau, will hold its 15th anniversary dinner and dance on Thursday, May 16, at 7 p.m. The affair is scheduled for the Greenwich Village Casino, 5 Sheridan Square, Manhattan. Al Silverman, president of the club, is in charge of arrangements for the dinner and dance.

Correction Officers Benevolent Association

The regular monthly meeting of the Correction Officers Benevolent Association will be held on Tuesday, May 21, at the City Court House, 51 Chambers St., Manhattan.

Federation Meets

The fifth annual convention of the Federation of Architects, Engineers, Chemists and Technicians (CIO) will be held at the Hotel Pennsylvania May 31 to June 2. The Civil Service Chapter of the Federation will act as hosts to the delegates at the convention. A number of prominent labor leaders are slated to speak at the sessions.

Parent-Teachers Of P.S. 225, Brooklyn

A membership meeting of the Parents-Teachers Association of P.S. 225, Brooklyn, will be held on Wednesday, May 15 at 8:30 p.m. in the Auditorium. The school is located at Ocean View Ave., between 12th and 13th St. Miss Antoinette Wollman, assistant Principal, will speak on "An Attempted Answer to perplexing Problems." Miss Erylene D. Tobin, mezzo soprano, will present a number of selections.

Ozanam Guild

The Ozanam Guild of the Department of Welfare will hold a card party on Wednesday, May 29 at 8 p.m. at East 19th St. and the East River in the Coca-Cola Bottling Building. Mary J. Caruso is chairman of the committee in charge of the affair. Other members are: Elizabeth Bokash; Arthur J. Conroy; Arthur Hogan; Vincent Marcelline; Rita McGuire; Frances Praffman; James Sullivan; Clarence Timony; Eva Rose Le Tournau; Helene Vincent.

Steno Eligibles

The Stenographer and Typewriter (Grade 2) Eligibles Association will meet Wednesday, May 15, at 6:30 p.m. at the Civic Center Synagogue, 10 Lafayette St.

Assistant Gardeners

The next meeting of the Assistant Gardener Eligibles will be held on Tuesday, May 21 at 8 p.m. in the auditorium of the Washington Irving High School, east 18th St. and Irving Place. Final arrangements have been made for the Association's Spring dance on May 25 at the Park Palace, 5th Ave. and 110 St., Manhattan.

Truck Drivers Eligibles

The Auto Truck Drivers Eligible Association will hold its next regular meeting Friday, May 17 at 7 East Broadway. The meeting starts at 8 p.m.

Physicians Hear Feinstein

Henry Feinstein, president of the Federation of Municipal Employees, and Herman E. Cooper, attorney, will be the guest speakers at a meeting of the Society of Physicians and Dentists (Department of Health) scheduled for Wednesday, May 15 at Manhattan Center. A discussion of a bill to provide per annum salaries for physicians and dentists will be held. The meeting will begin at 8:30.

SCMWA Party

A party to celebrate the third anniversary of its affiliation with the SCMWA will be held Wednesday, May 15 at 5:30 by members of Local 53. The Local is composed of employees in the Department of Finance, Comptroller and Emergency Revenue divisions. Mary Luciel McGorkey and Daniel Allen, president and secretary-treasurer of the New York District of the Union will attend the party, which is being held at the Livingston Manor, 301 Schermerhorn St., Brooklyn.

Columbia Association

The Columbia Association of the Independent Subway and Board of Transportation will hold an open meeting, Thursday, May 16 at the Columbia Association (Department of Sanitation) Hall, 304 Fulton St., Brooklyn. There will be two sessions—one beginning at noon and the other at 8 p.m. A member of prominent speakers are scheduled for the evening session.

Catholic Guild

The first annual Communion Mass and Breakfast of the Catholic Guild of the Office of the President, Borough of Manhattan, will be held Sunday, May 19. Mass will be celebrated at St. Andrew's Church, Duane St., Manhattan, at 9 a.m. and Breakfast will follow at Child's Restaurant, at Cardinal Place at 11th St.

Employment Managers

The next meeting of Local 511, New York State Employment Managers Association, will be held on Thursday, May 16 at 8 p.m. The meeting is being held at 259 W. 14th St., Manhattan.

Fire Eligibles

The next meeting of the Fire Eligibles Association is slated for Friday, May 31, at 8:15 in P.S. 27, 42nd St., and 3rd Ave., Manhattan. Edward J. Quinn, Jr., president of the group, last week urged all members of the association to attend the session.

NYC Employees Union Meeting

The New York City Employees Union (AFL), Local 61, will meet on Thursday, May 16 at 5:30 in room 528, World Building, 63 Park Row, Manhattan.

Dinner to Commission Investigator

Joseph F. O'Neill, director of the Bureau of Investigation of the Municipal Civil Service Commission, will be honored at a testimonial dinner on Thursday, May 16 at 6:30 p.m. The dinner will be given at Millers Restaurant, 144 Fulton St. It is expected that many prominent officials, including a number from the Police Department, will attend the affair.

Civil Service Military Association

The next meeting of the Civil Service Military Association will be held on Tuesday, May 14 at 8:30 p.m. in room 611, 63 Park Row, Manhattan. All members of the National Guard, Naval Militia, and honorably discharged members have been invited to attend the session. A legislative report on a bill to give extra credit to ex-service men will be read at the meeting, according to Sergeant A. J. Berman, chairman of the group.

Account and Audit Clerks

The State Account and Audit Clerks Eligibles Association will hold its next meeting on Saturday, May 18 at 2 p.m. at the Union Church, 229 W. 48th St., Manhattan.

Stock Assistant Eligible Association

The Stock Assistant Eligible Association will hold an organizational meeting on Wednesday, May 15, in the offices of the Federation of Municipal Employees. The meeting is slated for 8 p.m.

'Administrative Experience' Defined by Commission

The Municipal Civil Service Commission this week defined seven types of "administrative experience" to guide examiners who are grading candidates for positions in the Administrative Service.

The definition, which applies to any position using the phrase "administrative experience," includes planning, organizing, staffing, directing, coordinating, reporting and budgeting.

Each of the seven types of experience were defined by the Commission as follows:

a. Planning
Wherever the position involves the planning of work programs or the development of public or administrative policy, the experience is administrative, whether the occupant has authority to enforce

the plan or whether he has merely the staff authority of recommendation and advice.

b. Organizing
Wherever the occupant is engaged in the organizing or reorganizing of work programs or personnel assignments, the experience is administrative, whether the occupant has line or staff authority.

c. Staffing
Wherever the occupant of the position is engaged in the selection, assignment or reassignment of staff, the experience is administrative, whether the authority of the occupant is that of a line agent or advisor.

d. Directing
Wherever the occupant of the position is engaged in directing or supervising a production program, the experience is administrative.

e. Coordinating
Wherever the occupant of the position is engaged in the coordination of departmental or divisional units or wherever he acts as liaison between administrative units, the experience is administrative, whether the authority of the occupant is line or staff.

f. Reporting
Wherever the occupant of the position is engaged in reporting or appraising or interpreting administrative activities, the experience is administrative. This would include research experience of many types.

g. Budgeting
Wherever the occupant of the position is engaged in the management or development of the fiscal program of an administrative unit.

Schwartz Resigns From School

Eugene B. Schwartz, well-known and popular instructor on Civil Service exams and formerly a partner in the Schwartz-Caddell School on East 13th Street, has withdrawn his connection from the School. In the future Schwartz will instruct a number of private courses for Fire and other exams at 147 - 4th Ave. The Schwartz-Caddell School will continue under the management of Walter B. Caddell. Associated with Mr. Caddell is J. P. Casey.

Interpreter List July 1

Two interpreter exams were held by the State Civil Service Commission December 9 for Kings County positions; the titles were Interpreter (Yiddish) and Interpreter (Italian, with knowledge of Spanish). This week The Leader learned that both lists will be ready about July 1.

The rating of both written tests has been completed. A number of disabled veterans are known to be on the Yiddish list; it is possible, therefore, that they alone will be interviewed for the first jobs. An interview will be given soon to the 150 who passed the Italian test.

Buy The LEADER every Tuesday.

Amusement Parade

By ED MARKEL

LEADER LINES . . . Bigger and better than ever—or last year—is the exact description for the '40 World's Fair. And much cheaper, too, which should be good news for all of the U.S. . . . A film executive job is awaiting ex-Mayor Jimmy Walker's nod . . . Radio's claim that the film industry is impeding the advent of television is just public talk to cover up its own failings in developing successful home telecasting . . . Mayor LaGuardia, so intimates insist, does not want the No. 2, spot—the Vice-Presidency—on any party's national ticket. . . . If Dist. At. Tom Dewey fails to get the G.O.P. nomination, he will try for a Washington, D. C. residence by running

for the Senate. . . . George Jessel and his baby bride, Lois Andrews, have been approached by the Shuberts to appear in the next edition of the Ziegfeld Follies. . . .

THEATRE TIDBITS . . . "There Shall Be No Night," the Lunt-Fontanne-Sherwood presentation, is the stage's best seller. It has taken the lead in rolling up box-office awards, which is better than all the other awards put together . . . new plays of the past week have been panned unmercifully. Which means that "Grey Farms," "Love's Old Sweet Song," "Out From Under," "Romeo & Juliet" with L. Olivier and V. Leigh, and "The Strangler Fig," are considered sure

cures for insomnia by the big league critics. You may enjoy one or two of them because of the stars in them. . . . "Man Who Came To Dinner" is your best laugh show on the Main Stem, even better than "Hellzapoppin" to your reporter. . . . George M. Cohan returned last night (Monday) in "Return of the Vagabond!" It can't be a bad play if Mr. Broadway is in it—and chances are that it will magnet the critical raves . . .

CINEMA CHATTER . . . The best new movie of the week is "20 Mule Team," with the capable caperings of Wallace Beery . . . "My Son, My Son" at the Music Hall runs it a close second. But the picture is a bit on the heavy side. It has not followed the book too closely and thus doesn't pack the novel's dramatic punch. . . . "If I Had My Way" at the Rivoli features Bing Crosby and Gloria Jean. And that's all . . . "Dark Command" at the Roxy is rip-roaring cowboy and Indian stuff—or stuffy depending on how you like such chaff . . . "Gone With

The Wind" will continue at the Astor thru the summer months—unless the bottom falls out . . . "My Favorite Wife," a soon due film, is loads of fun—but don't bring the kiddies. It's about a man married to two women. No fault of his, but most males relish such a situation if the better halves are Irene Dunne and Gail Patrick. . . .

NITTEY NOTES . . . Billy Rose's new Diamond Horseshow, "Night of Gladness" is nostalgic, but not up to the entertainment pace of its predecessor. . . . Leon & Eddie's new show featuring La Royce, the Dove Dancer, is one of its best. . . . Nano Rodrigo's Congorchestra at La Conga is loaded with danceable rhythms. . . .

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Policewomen Get Jobs BUT NOT MANY; AND CHANCES FOR MORE ARE SLIM

Some comforting statistics and others not so comforting were offered up last week by the Municipal Civil Service Commission to eligibles on the list for Policewoman.

On the one hand the Commission announced that it would use the list for a number of appropriate jobs within the next few months, and that it would begin qualifying exams for the appropriate jobs. On the other side of the fence, the Commission stated flatly, and pointed up its remarks with figures, that chances of appointment as Policewomen for most of the eligibles on the list were pretty remote.

The last eligible appointed to a job as Policewoman was number 23. There are only 150 such jobs. But there are, or were originally, 308 names on the list which expires in less than two years.

In the past the Commission has used the list for a number of appropriate jobs, with number 80 the last receiving a permanent appointment.

The new positions which will be filled from the Policewomen's list will be Attendants (female), Park Department; Parole Officers; Correction Officers; Prison Matron; Inspector; and several others.

The qualifying tests, starting with number 81, will begin this week. Others will continue through the rest of this month and next. Eligibles who accept permanent appointments to appropriate jobs will lose their rights to future appointments as Policewomen. In most cases these appropriate jobs will pay \$1,200.

A Question of Accuracy

The Leader's reputation for accurate reporting was strengthened again last week. A story about the next State test for Prison Guard appeared in Frank Prial's newspaper, The Chief, which completely contradicted several of its earlier stories. The Leader had taken pains to correct The Chief's inaccuracies.

In its February 2 issue, The Chief ran the following banner head across page 1: STATE TEST FOR PRISON GUARD. The subhead read: Applications may be issued shortly.

A checkup by The Leader indicated that no applications for Prison Guard would be issued "shortly"; in fact, that there would be no Prison Guard test before the Fall. In the next issue of The Leader it was stated: "The Leader has learned that the State Civil Service Department is not planning to announce a test for the position in the near future." The Leader quoted Miss Grace A. Reavy as saying: "We certainly wouldn't

announce a Prison Guard test before next Fall."

In its issue of February 23, The Chief quoted Miss Reavy as saying she would "like" to hold the Prison Guard test in June. Miss Reavy told a reporter from The Leader that she had been misquoted by the Chief and that "We have no surplus money to hold a Prison Guard test before the end of the fiscal year." The Leader added that the test would be held in the Fall.

In the May 3 issue of The Chief there is the following statement: Prison Guard Test to Be in October.

This final story in The Chief is a complete backtracking from its report in February that the test would be held "shortly."

On the other hand, every fact made public by The Leader has proven correct. The Leader's statement that the test would not come before the Fall is admitted by The Chief in its current issue.

State Agencies Seek Attendant Candidates

The New York State Employment Service tries to get jobs for the unemployed of the State. The State Civil Service Commission tries to fill State jobs. This week, the two agencies joined hands in the attempt to find 6,000 to 10,000 Hospital Attendants during the next years.

An executive order from Milton O. Loysen, director of the Division of Placement and Unemployment Insurance, urged the managers of the 94 Employment Service offices in the State—40 in the metropolitan area, 54 upstate—to mention the forthcoming exam to eligible candidates who enter their offices.

At the same time, the State Commission forwarded announcements and application blanks to each office. Blanks will also be given to those who are not registered.

The examination, set for June 29, is open to all men and women between 18 and 45. No previous training is required. As jobs will be available in every part of the State, the exam is open to persons no matter where they live. The filing deadline is June 4. \$54 to \$66 is the Attendant salary, plus food and lodging, with promotion opportunities. Where food and lodging are not available, there will be a larger salary.

Count 100

The written examination is to count 100 per cent of the mark, but medical and physical requirements must be met by each candidate.

A zone system will be set up after the exam; appointments are to be given residents only in institutions within the zone in which they live.

Unofficially, employment office managers have in the past told unemployed clients of Civil Service opportunities open. This is the first time, however, that the job is being done through official channels. In all likelihood, many managers will communicate directly, by mail or phone, with those whom they believe to be good prospects for the Attendant test.

The State Commission expects to work through other agencies as well, including CCC camps, NYA offices, relief offices, and county welfare commissioners. Private agencies to be contacted include the "Y's, the Knights of Colum-

bus, and the Elks. The complete list of employment offices in New York State follows:

METROPOLITAN AREA

Manhattan and Richmond
225 W. 34th St.; 87 Madison Ave.; 80 Lafayette St., near Franklin St.; 259 W. 14th St., cor. Eighth Ave.; 124 E. 28th St., near Lexington Ave.; 2828 Broadway corner 110th St.; 103 E. 125th St., corner Park Ave.; 200 W. 135th St., cor. Seventh Ave.; 2050 Amsterdam Ave., cor. 162nd St.; 25 Hyatt St., St. George.

Bronx and Westchester

349 E. 149th St. near Cortlandt Ave.; 2592 Frisby Ave. near Tremont Ave.; 2382 Grand Concourse, bet. 182nd St. and 184th St.; 29 E. Fordham Rd. near Morris Ave.; 3510 White Plains Ave., north of Gunhill Rd.; 400 E. Fordham Rd., cor. Webster Ave.; 1093 Southern Blvd., bet. 166th and 167th Sts.; White Plains—169 Mamaroneck Ave.; Port Chester—151 Westchester Ave.; 1025 Stevens Ave.; New Rochelle—578 Main St.

Brooklyn

165 Joralemon St. near Court St.; 512 86th St. near Fifth Ave.; 5002 Church Ave. cor. Utica Ave.; 1490 Pitkin Ave. cor. Grafton St.; 937 Kings Highway near Coney Island Ave.; 1818 86th St. near Queensboro Ave.

Queens, Nassau, and Suffolk Counties
29-28 41st Ave., L. I. C.; 51 Nassau Ave. near Guernsey St.; 5419 Myrtle Ave. near Wyckoff Ave.; 29-28 41st Ave.; Long Island City; 27-06 Bridge Plaza South, Long Island City; 39-01 Main St., Flushing; 90-02 161st St., Jamaica; 1847 Mott Ave. near Cornaga, Far Rockaway; 123-05 Liberty Ave., Richmond Hill; 50 Glen St., Glen Cove; 79 Washington Ave., Hempstead; 47 N. Village Ave., Rockville Center; 10 S. Ocean Ave., Patchogue.

UP-STATE

112 State St., Albany; 40 Steuben St., Albany; 21 Bay St., Glens Falls; 376 Broadway, Saratoga Spa.; 331 State St., Schenectady; 15 Seneca St., Cohoes; 258 Broadway, Troy; 724 Warren St., Hudson; 243 Fair St., Kingston; 2 Washington St., Poughkeepsie; 15 King St., Middletown; 85 So. Broadway, Nyack; 1031 Main St., Peekskill; 80 Broadway, Newburgh; 39 Market St., Amsterdam; 231 Broadway, Monticello.
110 Genesee St., Utica; 319 State St., Ogdensburg; 45 Main St., Massena; 20 Marion St., Plattsburg; 56 Main St., Saranac Lake; 184 West Dominick St., Rome; 102 Green St., Herkimer; 500 Main St., Little Falls; 63 North Main St., Geneseeville.
Merchants Bank Bldg., Syracuse; 230 Main St., Oneida; Chimes Bldg., Syracuse;

401 South State St., Syracuse; Light Power Bldg., Watertown; 201 West St., Oswego; 210 Cayuga St., Fulton; Genesee St., Auburn; 14 Croton Ave., Cortland; 121 East Seneca St., Ithaca; 34 Croton St., Binghamton; 29 North Broadway St., Norwich; 250 Main St., Oneonta; 65 Broad St., Rochester; 155 W. Main St., Rochester; 138 Main St., Newark; Seneca St., Geneva; 154 Main St., Buffalo; 219 E. Church St., Elmira; 40 Broadway, Hornell.
43 Court St., Buffalo; 109 Main St., Batavia; 403 Main St., Buffalo; 51 Erie St., Buffalo; 220 First St., Niagara Falls; Race St., Lockport; 65 E. Fourth St., Kirk; 113 E. Third St., Jamestown; Laurens St., Olean.

For further information and study material, Hospital Attendant candidates should turn to pages 10, 13.

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Subway Question Deadline May 15

All but a handful of the questionnaires sent out by the Municipal Civil Service Commission to IRT and BMT employees have been returned, a survey revealed last week. The deadline for filing these questionnaires has been set for Wednesday, May 15, but it is expected that few, if any, of the employees will fail to send them in by that time. The question of citizenship is holding up a small number.

The questionnaires are being used to obtain information about subway workers who will come under Civil Service when the IRT and BMT lines are taken over by the city. A special staff of 40 persons is at work in the Commission's offices sorting and tabulating the information on the questionnaires.

Meantime, field parties are checking the functions of the men while they are actually on the job. These parties also fingerprint employees.

Up to the present time, 4,000 BMT workers, and 1,000 IRT men have been interviewed by field parties.

The Commission is concentrating on the BMT employees since these lines will be the first to come under city management.

In-Service Training In Sanitation Dept.

Three in-service training courses for employees of the Department of Sanitation are scheduled for Tuesday, May 14 and for May 21 and May 28.

The courses will be held at the College of the City of New York, 23rd St. and Lexington Ave., Manhattan. Each course will start promptly at 6:30 p.m. At this week's session Edward C. Nugent, assistant to the Commissioner; and Andrew Biagini, Assistant Engineer will deliver lectures. The main theme of the talks is "Snow Preparation, Removal and Interesting Data Relating to It."

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- History of Fire Department.....\$3.50
- Police Manual\$1.00
- Guide to the Municipal Govt.\$1.25
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- Penal Law & Code of Criminal Procedure \$2.50
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