

GOOD WAR JOBS

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FEDERAL CIVIL SERVICE NEWS

By CHARLES SULLIVAN

Schedule of U. S. Tests

A number of examinations are scheduled to be held by the Second Region, United States Civil Service Commission, this week and next. Here's a list:

- Senior Bookkeeping Machine Operator, January 6.
- Departmental Guard, January 7.
- Assistant Fingerprint Classifier, January 8.
- Deputy Zone Collector, January 9.

The examinations are scheduled to be held at the Commissioner's offices, 641 Washington Street, Manhattan; except in the case of the Deputy Zone Collector exam, which will be held both at 641 and also in a number of upstate offices.

For objective civil service and war job information, follow **The LEADER** every week.

President Calls for End Of 'Voluntary' Overtime

WASHINGTON. — The beginning of the end of the much-abused practice of imposing so-called "voluntary overtime" upon Government employees appeared in sight this week.

And its impending doom was signalled by none other than President Roosevelt himself.

Mr. Roosevelt issued a set of regulations to govern payment of overtime under the new Federal pay adjustment bill. In them, he inserted this statement:

"Heads of the executive departments and agencies, or such officers or employees as they may designate, shall establish official

hours of duty and a regular work week for each employee or group of employees. No employee shall be required to work in excess of the officially-established hours of duty except upon the order of the head of the department or agency or of such officer or employee as has been delegated specific authority to require such additional work."

The important sentence there is the last one.

Must Have Authority

It means that only a supervisor with special authority can require employees to do extra work beyond the official hours of their agency. And when such work is duly authorized, then it seems to follow, from the Presi-

dent's statement, that it must be paid for in overtime.

More Interpretation

Observers here believe the ruling is going to call for some further interpretation. But as it stands, they are convinced it means that the President is insisting that Federal workers be paid for every single hour they work for Uncle Sam.

The ruling was something of a surprise — because it had been anticipated here that employees would draw overtime only for the "official" hours of work of their agency. It was understood, of course, that the hours of some units within some agencies would be "officially" longer than some other units. But it had not been expected that the President would include a specific prohibition against unauthorized overtime.

Hit White Collar Workers

Among white collar workers, especially, "voluntary overtime" has always been extensive. It happens when a unit finds itself swamped for a few days, or when a hard-working boss finds it necessary to stay late.

In the future, if the President's order stands as written, such extra work will call for overtime pay. It can be regarded as a really great victory for civil service employees.

FDR Adjusts Pay In Special Cases

WASHINGTON. — President Roosevelt has ruled that civil Government employees on United States ships shall continue to be paid as at present—despite the new Government pay adjustment order.

Also, he has ordered that certain forest-fire lookouts, forest guards, and lighthouse keepers the nature of whose work (as determined by the head of the department or agency concerned) requires them to remain at their posts for more than 40 hours per week, but does not require that all of their time be devoted to actual work, shall be considered to "have intermittent hours."

U. S. Agencies Move Again

WASHINGTON. — Three thousand more employees of the War Department and 150 employees of the Treasury Department have been ordered decentralized to Chicago.

The transferred War Department units are War Bonds staff and the Accounting Division of the Office of the Chief of Finance. The Treasury will send part of its Treasurer's Office — employees who handle bonds purchased by Army men.

The move will start about February 1. Employees will be given the option of transferring with their jobs, or staying in Washington and taking on new jobs.

48-Hour Week in View For Postal Employees

EXCLUSIVE

WASHINGTON.—Sentiment is growing to persuade the Post Office Department to place the bulk of its forces on a 48-hour week, the Civil Service LEADER has learned on excellent authority. In fact, don't be surprised at a sudden announcement.

Some postal employees already work more than a 40-hour week.

But many others, especially large groups of postal clerks and city letter carriers, still get compensatory time off in return for extra hours worked on Saturday. In this manner, their work week

is held at 40 hours.

And, as a result, they receive neither overtime pay, nor flat 10 per cent salary increases, under the new Government pay adjustment bill.

Convinced It Must Be Done

Now, however, it can be said definitely that some important Government executives are firmly convinced that the Post Office Department should apply a 48-hour week wherever possible.

In some offices, it would mean a reduction of force. In others, it would mean much less work for postal substitutes.

Nevertheless, in view of the growing shortage of manpower, these officials feel the Post Office must come eventually to a 48-

hour week—and the sooner the better.

Undoubtedly, they will meet opposition, both from postal union groups and the department itself.

Nevertheless, it is significant that in the statement he issued when he signed the pay adjustment bill President Roosevelt called on all departments to establish a 48-hour week wherever possible. He added: "I am requesting that you report to the Director of the Bureau of the Budget all instances where regular hours of work are established at less than 48 per week."

Postal employees who want to gauge the future will do well to keep that last statement in mind. It is regarded here as extremely significant.

War, Navy Employees to Get Overtime Pay During Leave

WASHINGTON. — The leave system applying to more than 1,000,000 field employees of the War and Navy Departments was changed last week when President Roosevelt issued new regulations to govern payment of overtime pay.

These employees have received

overtime pay for many months. But under their leave system, the first five days of the week have been considered as the basic work week. Saturday has been considered as an "overtime" day.

Consequently, an employee absent on Saturday could not be charged with annual leave. But it could happen that his entire

overtime pay for the week (sometimes almost 30 per cent of his salary) could be deducted.

The new ruling says "absence on approved annual or sick leave shall not be construed to reduce the amount of overtime compensation to which an employee is entitled for employment during the officially established regular work week."

Moreover, the President ruled that an employee who takes earned annual leave shall be entitled to receive both regular pay and overtime pay during his absence.

New Schedule Of Paydays In War Dept.

WASHINGTON.—A new schedule of paydays, which means that some employees will have up to six days of pay "held back," will go into effect for the 50,000 War Department workers in Washington, starting early in January.

At present, the War Department's pay periods end on the 8th and 23d of each month, and checks are delivered promptly on those days. Under the new system, the pay periods will end on the 15th and last day of the month. However, employees will not be paid until between the 3d and 6th and the 18th and 21st, depending on their particular units.

Between January 3 and 6, they will get checks for the period December 24 to December 31, plus overtime pay for the whole of December. Their next pay day will be sometime between January 18 and 21. Thereafter, they will get paid at regular semi-monthly intervals.

Here It Is—Official New Govt Pay Table

WASHINGTON. — Here is the official new Government pay table, which will show Government employees the exact amount they can expect on their semi-monthly paychecks now that the new overtime pay law has gone into effect.

The important column in this table is the one at the far right. It's the one that tells you the amount of your check—before War Bond deductions.

Base Salary	Gross semi-monthly Pay Before Raise**	Overtime Pay*	Retirement Deduction	Victory Tax Deduction	Net semi-monthly Pay After Raise***
\$108	\$45.00	\$ 9.75	\$2.25	\$1.40	\$51.10
114	47.50	10.29	2.38	1.40	54.01
120	50.00	10.83	2.50	1.90	56.43
126	52.50	11.37	2.63	1.90	59.34
132	55.00	11.91	2.75	1.90	62.26
138	57.50	12.45	2.88	1.90	65.17
144	60.00	13.00	3.00	2.40	67.60
150	62.50	13.54	3.13	2.40	70.52
156	65.00	14.08	3.25	2.40	73.43
162	67.50	14.62	3.38	3.20	75.94
168	70.00	15.16	3.50	3.20	78.46
174	72.50	15.70	3.63	3.20	81.37
180	75.00	16.25	3.75	3.20	84.28
186	77.50	16.79	3.88	3.20	87.19
192	80.00	17.33	4.00	3.20	90.10
198	82.50	17.87	4.13	4.20	92.04
200	83.33	18.05	4.17	4.20	93.01
204	85.00	18.41	4.25	4.20	94.96
210	87.50	18.95	4.38	4.20	97.50
216	90.00	19.50	4.50	4.20	100.50
220	91.66	19.86	4.59	4.20	102.73
222	92.50	20.04	4.63	4.20	103.71
2300	95.83	20.76	4.80	4.20	111.44
2400	100.00	21.66	5.00	5.20	116.34
2500	104.16	22.57	5.21	5.20	121.18
2600	108.33	23.47	5.42	5.20	126.01
2700	112.50	24.37	5.63	5.20	129.90
2800	116.66	25.28	5.84	6.20	134.70
2900	120.83	26.18	6.05	6.20	138.73
3000	125.00	26.18	6.25	6.20	142.68
3100	129.16	26.18	6.46	6.20	146.64
3200	133.33	26.18	6.67	6.20	149.60
3300	137.50	26.18	6.88	7.20	153.55
3400	141.66	26.18	7.09	7.20	157.51
3500	145.83	26.18	7.30	7.20	161.48
3600	150.00	26.18	7.50	7.20	165.43
3700	154.16	26.18	7.71	8.20	169.39
3800	158.33	26.18	7.92	8.20	173.35
3900	162.50	26.18	8.13	8.20	177.30
4000	166.66	26.18	8.34	8.20	181.26
4100	170.83	26.18	8.55	8.20	185.23
4200	175.00	26.18	8.75	9.20	189.19
4400	183.33	25.00	9.17	9.20	189.54
4600	191.66	16.67	9.59	9.20	189.54
4800	200.00	8.33	10.00	9.20	189.54

*Assuming eight hours overtime pay per week.

**For semi-monthly pay period.

***Before War Bond deduction.

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CIVIL SERVICE IN NEW YORK CITY

Put the Pressure on LaGuardia for a Raise, Sharkey Tells Employees

Majority Leader Joseph T. Sharkey this week blasted Mayor LaGuardia for "trying to sneak an increase over on the City Council" regarding the Council's proposal that city employees be given pay raises to meet the rising cost of living.

Mr. Sharkey told The LEADER that "Butch" has the money to scatter raises among his employees, that of some 70 millions in accruals and other funds, he has "at least 20 million dollars to use for pay raises." He criticized the Mayor sharply for the latter's

intimation that all city employees were seeking a 15 per cent pay increase. "He knows better than that," he said.

He Wants to Know

Mr. Sharkey pointed out that he intends to press for investigation into the city's financial condition at a Council Finance Committee meeting January 5.

"I'm going to ask," he said, "that we get from the Comptroller's Office a statement as to just where the city stands regarding its financial condition. It's my contention and that of the Council that the money for pay raises

is there; it's time the city employees got some sort of a 'break.'"

Upbraids Klein

Councilman Sharkey called Councilwoman Gertrude Weil Klein a "faker" for her contention that she seriously sought to get Councilman Joseph Kinsley and Mr. Sharkey to bring out a resolution urging the Comptroller to present a picture of the city's exact financial status, at the last meeting of Council.

Mrs. Klein told The LEADER last week that the reason she opposed the proposal was that Mr. Kinsley secretly arranged "a long

list of questions to put to the Comptroller so that it would make it impossible to get any sort of an answer."

"Doesn't she know, when she claims that one simple answer is required," said Mr. Sharkey, "that this in itself isn't going to result in a condition that will force pay raises out of the city's treasury? Doesn't she know that a comprehensive survey is what is necessary—a sound survey in a quick time?"

Mr. Sharkey states that "there's no doubt that Mrs. Klein is playing the Mayor's game when she seeks to stymie things that way."

His suggestion to civil service groups throughout the city was to put pressure on the Mayor to force him to award much needed pay raises.

"Of course," he said, "Councilman Louis Cohen's suggestion to change the City Charter to force the Board of Estimate to listen to Council is the best thing that could happen. But I realize that would mean too much of a delay. So the only alternative is for city employees to get after the Mayor. And don't think the Mayor won't listen; he'll have to do something about it. He's in a 'spot' and he knows it."

Skipped Over on List, They Ask Questions

The situation built out of the promotion of Miss Catherine C. Cooney, Municipal Civil Service Commission telephone operator, to clerk, grade 2, grew progressively worse this week.

A LEADER reporter recorded the questions now being asked by those skipped over on the list to enable Miss Cooney, who was ninth on the roster, to move ahead. Here are the queries:

1. Why the haste in bringing in Miss Jeanne S. Mulkerin from Welfare to man the Commission switchboard at \$1,440 a year?

2. Why did the Budget Director's office show such consideration for Miss Mulkerin, whom it regarded as "surplus" in Welfare? Why didn't it regard others as being "surplus" enough for a switch?

3. Why were the skipped-over candidates removed from the list without notification, and then placed back on the list suddenly?

4. Why were the skipped-over candidates given to believe they were "waiving" their right to the promotion when Mr. Murray made sure their signatures indicate they have "declined"?

The Financial Angle

5. Why wasn't an experienced clerk placed in the job given Miss Cooney so that the city would be paying less money for the job, and why is the city, so anxious to save money, willing to pay

Miss Mulkerin \$1,440 for the job being done by Miss Cooney for \$1,320?

6. Why does Commissioner Harry Marsh insist that a change of title is involved, not a promotion, when the appointment records indicate it is strictly a promotion and nothing else?

7. Why does Commissioner Marsh worry about the fact that men on the list may be "in danger of being called into military service?" He hasn't even asked them how they stand.

8. Why hasn't the promotion (with the Budget Director's sanction) been offered to Miss Rebecca Sharkey or Miss Florence B. Levy, both of whom finished higher than Miss Cooney, if a woman was wanted for the position?

Of course, as to the statement that Miss Cooney "actually loses about \$300 in increments" through the change, all that has to be done is to see that she gets a \$61 pay increase—a small enough matter—and she'll recover all her increment losses.

Conclusions

What it comes to, now, is just why the Budget Director's Office was in so great a hurry to switch Miss Mulkerin over to the Commission's switchboard? Why is Miss Cooney worth \$1,320 as a clerk, grade 2, when there are so many clerks waiting for this sort of job? What has the Commission to say about the manner in which candidates on that promotion list were handled?

What About A Test for Policewomen?

The present list of eligibles for the post of policewomen expires in February; but no plans have yet been made for the holding of another test.

Will another test be held? The LEADER asked this of President Harry Marsh of the Municipal Civil Service Commission. "No plans until the Police Commissioner or the Mayor ask for an exam," answered Marsh.

What are the prospects for a test?

Good.

Reason? Despite the lack of plans now, the manpower situation in the Police Department is such that there will be no alternative but to use women in as many police jobs as they can undertake—and that, according to a survey made by the current Policewomen's Eligibles Association, is a lot of jobs.

Recovering Back Wages

In an important decision affecting the rights of thousands of New York City employees, the Appellate Division last week said:

If there are two employees, A and B, not receiving the prevailing rate of pay for their jobs; and if A files a verified complaint but B does not; and if, later, it is decided that the prevailing rate of pay should go to A from the date the complaint was filed—

Then B is entitled to back pay from the same date.

The city has contended that unless a complaint is filed by an individual, he isn't entitled to back pay.

In the Hospitals Department alone, 65 per cent of all the maintenance men are affected by the decision.

Com. Waives One-Year Rule for Men on Fire List

The Municipal Civil Service Commission certified down to the bottom of the Firemen list last week, choosing 115 in all, and reaching number 2,506; at the same time, it was decided to waive the one-year rule which precludes eligibles from the list who have accepted jobs in other departments from returning to the list before one year has elapsed.

Thus, the Commission expects to recruit a large number of eligibles who are now working in other departments, in order to solve the draft-created shortage of eligible candidates.

Those who accepted other jobs automatically removed themselves from the Firemen list for a period of one year. Now they will be eligible for appointment.

The jobs pay \$1,320 at the start.

Civil Service Removals

By H. ELIOT KAPLAN
Executive Secretary, Civil Service Reform Association

Removals generally are covered by Section 22 of the State Civil Service Law. This law is controlling unless some local charter provision or other special statute expressly and specifically makes an exception to the general civil service law. It is not a simple matter always to determine which law governs, the general law or the local charter provision or special statute.

The Civil Service Law provides two systems of removal: (1) applying to war veterans and exempt volunteer firemen; the other applying to all other employees. Basically, the following procedures are prescribed:

Vets Must Get Charges

In the case of veterans and exempt volunteer firemen—it is required that they be given a statement of "charges" on which the removal is to be made. By charges is meant a statement of reasons for the removal with some definite specifications on which they are based sufficient at least to apprise the employee so that he may be able to answer them. He is entitled to a hearing at which he may be represented by counsel and be permitted to call his own witnesses for examination, and cross examine other witnesses testifying against him. While this hearing procedure is often referred to as a "trial," the department head is not confined to strict legal procedure such as would be required in a court, nor subject to strict rules of evidence. It is much more informal. The employee is entitled to have his removal review in the courts, both as to the facts as well as the law. If there is some reasonably substantial evidence to sustain the determination of the department head the courts will generally confirm the removal.

Other Than Vets

With respect to all others than veterans and exempt volunteer firemen, the law provides that the following procedure be followed in removing an employee in the competitive class:

1—A statement must be furnished the employee giving him the reasons for his intended removal. The reasons must be substantial, not trivial or specious. By "substantial" is meant that the grounds for removal be reasonable. A few examples may suffice. An employee who has otherwise served faithfully may not be removed because he came late one day; or because he took an extra half hour for luncheon one time; or he failed to deposit a letter one afternoon; or a typist made three mistakes in typing a letter on July 1; or a stenographer came in without a powdered nose. Of course, an accumulation of minor or trivial offenses may be sufficient reason for removing an employee. However, any serious dereliction on the part of an employee—serious not in a technically legal sense, but in its normal popular concept, may be a sufficient

ground for removal. An employee who is found intoxicated while on duty; who is insubordinate; who is persistently uncooperative; who is continually late; who is in the habit of extending his lunch hour inexcusably; who is absent without leave and without proper explanation warranting excusing such absence; who is incompetent in the performance of his duties (evidenced by specific instances); one who is habitually lazy or arrogant; and, obviously, any employee guilty of felony or misdemeanor; may be subject to discharge.

Must Be Definite

A mere bald statement that the employee is inefficient or incompetent, or that the removal is made "for the good of the service" is too indefinite and vague and is, therefore, deemed improper and insufficient. Such general and vague statement or charges must be supplemented by some supporting statement of facts and must be reasonably specific and definite enough at least to permit an employee to understand the reasons and be able to make answer thereto. In other words, the reasons must be tangible, not vague. It is not necessary that the charges or statement of reasons be drawn with any particular formality or legalistic language, or with the exactness of a pleading. A letter explaining the reasons or an informal statement notifying the employee of the reasons is sufficient.

Opportunity to Answer

2—The employee must be given a reasonable opportunity to answer in writing or explain the charges made against him. He cannot be dismissed "on the spot." How much time must be given the employee to answer depends on the circumstances in each case, but as a general rule not less than three days is the practice. Of course, an employee may be suspended without pay pending the formulation of charges or the determination of the removal, but such suspension may not be made for more than 30 days. If the employee is exonerated he is entitled to the pay during the period of suspension.

3—The department head is the sole judge of the sufficiency of the answer made by the employee, or the satisfactoriness of the employee's explanation. In determining the sufficiency of the answer or explanation the department head has a broad discretion. In the county, city, village and town services the determination of the head of department is final and not subject to review by the Civil Service Commission.

4—A statement of reasons for the removal, a copy of the charges, reasons or specifications, and the written answer submitted by the employee, and in the absence of a written answer a statement that the employee had been given an opportunity to explain orally his side of the case and, preferably, a summary of the explanation of the employee and notice that the employee has been

(Continued on Page Fifteen)

Can Council Be Represented On Board of Estimate?

Should Councilmanic President Newbold Morris represent himself or Council while serving on the Board of Estimate?

This was the interesting question raised this week by John J. Hughes, president of the Civil Service League, who insisted that "there's no reason why Mr. Morris, in his capacity as a member of Council, shouldn't try to influence matters from that side of the fence while serving on the Board of Estimate. Mr. Hughes is particularly interested in getting the Estimate Board to take action on pay raises.

"After all," continued Mr. Hughes, "Mr. Morris is a member of Council and, in fact, it's

leader; there's nothing that you can take away from him in that respect. He's surely entitled, as a Council representative, to offer Council's views. Right now the Council is in a frame of mind to have pay raises granted to city employees. Mr. Morris would do well to offer that opinion at the next Board of Estimate meeting. Since that is all that is required, it shouldn't be too difficult to get the Board to consider the situation."

There were differing views on this question, however, from Queens Borough President James A. Burke and H. Eliot Kaplan, executive secretary of the Civil Service Reform Association. Both men told The LEADER that there is nothing in the City Charter that prescribes that the Councilmanic President, in his capacity as a member of the Board of Estimate, has to act for the Council.

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Civil Service Canteen Open January 16

The Civil Service Canteen, sponsored by the SCMWA, will begin activities on Saturday, January 16. The canteen will be open every Saturday night for service men and their friends at the new headquarters, 13 Astor Place, Manhattan.

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Is Your Exam Here?

Below is the latest news from the New York City Civil Service Commission on the status of exams. The LEADER will publish changes as soon as they are made known.

Open Competitive Tests Assistant Civil Engineer. All parts have been administered.

Assistant Pharmacist: The written test was held November 18. Bus Maintainer, Group A: Objections to tentative key answers are being considered.

Cashier, Grade 3 (Sheriff's Office): The list appears in this issue.

Clerk, Grade 1: The written test was held on November 7, 1942.

Exterminator: The oral interview test will be held next month.

Head Dietitian (Administrative): Applications for this examination closed on September 29, 1942.

Head Dietitian (Teaching): Applications for this examination closed on September 29, 1942.

Inspector of Plumbing, Grade 3: The written test will be held as soon as practicable.

Junior Electrical Engineer: Rating of the written test has been completed.

Laboratory Assistant (Specialties-Bacteriology, etc.): The written test for specialties in Histology, clinical Technology, Physiology and Biology was held last week.

Law Assistant, Grade 2 (Torts): Applications for this examination closed on September 29, 1942.

Medical Social Worker, Grade 1: All parts have been administered.

Playground Director: Objections to the tentative key answers are being considered.

Psychologist: The written test was held October 21.

Stationary Engineer (Electric): Rating of the written test is about 75 per cent completed.

Stationary Engineer: The rating

of the written test has been completed.

Telephone Maintainer, N.Y.C.T.S., All Divisions: The written test was held on October 10, 1942.

Telephone Operator, Grade 1 (Women): The rating of final experience is in progress.

X-Ray Technician: The written test was held November 30.

X-Ray Technician (Out of New York City): The written test was held November 30.

Promotion Tests

Assistant Civil Engineer: All parts have been administered.

Assistant Counsel (Torts), Grade 4, Board of Transportation: The written test was held on October 31, 1942.

Assistant Supervisor (Electrical Power), N.Y.C.T.S., All Divisions: Rating of the written test is in progress.

Assistant Supervisor (Mechanical Power), N.Y.C.T.S., IRT & BMT Division: The written test was held on October 29, 1942.

Bus Maintainer, Group A, N.Y.C.T.S., BMT Division: The written test was held on October 17, 1942.

Captain, P.D.: The rating of the written test is in progress.

Car Maintainer, Group E, N.Y.C.T.S., All Divisions: All parts of this examination have been completed.

Deputy Warden: The written test was held on October 14, 1942.

Foreman (Buses and Shops), N.Y.C.T.S., BMT Division: The written test was held on September 25, 1942.

Foreman (Electrical Power), NY C.T.S., All Divisions: Rating of the written test is in progress.

Foreman (Lighting), N.Y.C.T.S., All Divisions: The practical oral

test was held in October, 1942. Foreman (Mechanical Power), N.Y.C.T.S., IRT & BMT Divisions: The written test was held on October 25, 1942.

Foreman (Telephones) N.Y.C.T.S., All Divisions: The written test was held on October 7, 1942.

Inspector of Combustibles, Grade 3, F.D.: Rating of the written test is in progress.

Inspector of Fire Prevention, Grade 3, F.D.: Rating of the written test is in progress.

Inspector of Housing, Grade 3: Rating of the written test is about 75 per cent completed.

Inspector of Plumbing, Grade 3, (Dept. of Housing and Buildings): The written test will be held as soon as practicable.

Junior Chemist: The rating of the written test has been completed.

Junior Counsel, Grade 1 (Torts), Board of Transportation: The written test was held October 24, 1942.

Law Assistant, Grade 2 (Torts), Board of Transportation: The written test was held on October 17, 1942.

Light Maintainer, N.Y.C.T.S., All Divisions: The practical test will be held as soon as possible.

Mechanical Maintenance, Group C, N.Y.C.T.S., IRT & BMT Divisions: The written test will be held on November 14, 1942.

Motorman, N.Y.C.T.S., All Divisions: The qualifying practical test is being held this month.

Power Maintainer, Group A, N.Y.C.T.S., IRT & BMT Divisions: Rating of the written test has been completed. The practical test will be held as soon as possible.

Power Maintainer, Group B, N.Y.C.T.S., All Divisions: Rating of the written test has been completed. The practical test will be held as soon as possible.

Power Maintainer, Group C, N.Y.C.T.S., IRT & BMT Divisions: The written test was held on November 14, 1942. The rating of the practical test is in progress.

Comptroller Employees Set Blood Donor Day

The Bureau for Welfare Payments of the Comptroller's Office has set aside Thursday, January 7, 1943, as Blood Donor Day. Under the sponsorship of Comptroller Joseph D. McGoldrick, a contingent of 16 employees, headed by Henry Lobou, director of the bureau, will report to the American Red Cross, 2 West 37th Street, to donate its blood as a tribute to our fighting forces.

This occasion is part of a drive for blood donors, which began the early part of this year and to which the response has been very heartening. Fifty per cent of the bureau has already donated, and seven new donors are being added on January 7. One employee, Joseph Manella, is scheduled for his fifth donation, while two others will give their third and two more their second, including Mr. Lobou.

Honor Roll

A blood donor honor roll containing the names of 20 employees, with a total contribution of 27 pints thus far, is posted conspicuously in the bureau. In an effort to increase the number of volunteers, the staff has adopted the slogan "bring a friend or neighbor along on Bureau for Welfare Payments Blood Donor Day."

Schedule of NYC City Exams

Here's a schedule of tests to be held by the Municipal Civil Service Commission this week.

The tests follow:

A qualifying practical exam for promotion to motorman (IND, N.Y.C. Transit System) is set for 9:30 a. m., January 5. Other tests on this date are an experience, training and qualifying oral practical test for exterminator at 1 p. m., in Room 703 (14 are to take it); and a qualifying practical promotion to foreman (Buses and Shops, BMT) exam at 9:30 a. m. in Room 704 (10 are listed to test their skill).

A qualifying practical test for promotion to motorman (IND, N.Y.C. Transit System) test is set for January 6, beginning at 9:30 a. m. A total of 17 is to take it.

Another on this date is the experience, training and qualifying oral test for exterminator, beginning at 1 p. m., in Room 703.

January 7 is the date for a

qualifying practical test for promotion to motorman (IND, N.Y.C. Transit System), beginning at 9:30 a. m. (17 are to take it).

The same day a qualifying practical and oral test is set for maintenance man (N.Y.C.H.A.), beginning at 9 a. m. (13 are to take the test).

January 8 a qualifying practical, promotion to motorman (IND, N.Y.C. Transit System) exam is set for 9:30 a. m., with 17 to test their skill.

Other exams on that date include a qualifying test for maintenance man (N.Y.C.H.A.) at 9 a. m. (13 to take it); medical test for cashier, grade 3, sheriff's office, at 9:30 a. m., in Room 206 (27 to be there), and a written promotion to budget examiner test at 12:30 p. m. in Room 207 (seven to attend).

A written promotion to lieutenant, Police Department, test is set for 9 a. m., January 9. A total of 883 is to take test.

Anna Rosenberg May Appear At Credit Union

Paul V. McNutt, in a telegram to Harry Langdon has suggested that Mrs. Anna Rosenberg, Regional Director of War Manpower Commission, act as his representative at the 26th annual meeting of the Municipal Credit Union, to be held in the auditorium of Hunter College, Park Avenue and 69th Street, Manhattan, on January 20, at 7:30 p.m.

The New York State Credit Union League is inviting all its 509 members to be present at this meeting, and has informed Mr. Langdon that it will also have a poster exhibit on display in the lobby and on the stage, depicting the various activities and functions of the Credit Union movement.

The Credit Union National Association has announced that the January issue of its magazine, The Bridge, containing special educational features, will be distributed to all who attend the meeting.

It is expected that every available space in the large auditorium will be filled, as a special notice is being sent to the 28,000 members of the Municipal Credit Union with their interest checks

this week for shares held in the organization. The interest rate is 3%, and for 26 years the Municipal Credit Union has paid 3% or more.

The latest available figures show that in 1942, 18,782 persons have received loans and business exceeding \$6,000,000 has been handled.

Speakers

The speakers for the evening will be Harry R. Langdon, chairman; Newbold Morris, president of the Council, City of New York; Joseph D. McGoldrick, Comptroller, City of New York; Tom Doig, educational director, National Credit Union Association; E. H. Leete, Deputy State Banking Superintendent; William Reid, president Municipal Credit Union.

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CIVIL SERVICE IN NEW YORK STATE

Did Dewey Deny Jones Top Job In Civil Service?

ALBANY. — Civil service administration in New York State faces "serious and challenging problems" according to Howard P. Jones, member of the Civil Service Commission, who has been appointed to the position of Deputy State Comptroller after January 1.

Commissioner Jones, long a student of municipal government and an expert in that field, will become deputy in charge of the municipal division of the Audit and Control Department, which exerts wide authority and influence over the fiscal affairs of localities. His term on the com-

mission had until February, 1945 to run.

As commissioner his salary was \$7,000 a year while as deputy comptroller he will get \$8,000.

Many believed that Commissioner Jones would remain with the Commission and moreover that he would become president, succeeding Miss Grace A. Reavy whose term expires next February. It is improbable that Miss Reavy, a Democrat, will be reappointed by Governor Thomas E. Dewey.

Denied the Office

It was reported, without confirmation, that Mr. Jones had been denied the office of president by Dewey and that he then decided to accept a post under his old friend, Comptroller Frank C. Moore. It was no secret that Mr. Jones long had aspired to the chairmanship of the Commission, where he felt he would be of more value to the public service. In his new post he will be working in a field in which he is expertly familiar.

The views of Commissioner Jones on civil service are doubly pertinent since his attitude coincides with some of the conclusions of the Hollowell legislative committee now investigating the department. Here is what Jones said:

"It is with some regret that I submit my resignation as civil service commissioner.

"The Civil Service Department continues to face serious and challenging problems. When civil service was originally adopted in New York State, it was a far-sighted plan but primarily negative in its administration. Today, the job of personnel administration has a more positive concept. It now provides a career system to insure the effective conduct of the State's business. Its objective is to obtain the best qualified persons for the public service and to provide them with incentives to do their best.

"It has been my hope that the Department of Civil Service may be streamlined into a more effective service agency for the operating departments as a result of the current work of the Hollowell legislative commission."

5 Pass State Civil Service Examination

ALBANY.—Only five candidates passed the statewide civil examination for the \$3,100-\$3,870 post of training assistant, Division of Placement and Unemployment Insurance. The test was failed by 20, and 118 applications were rejected.

James L. Slavin, Brooklyn, heads the list with 85 per cent. William Spinelli, Brooklyn, is second with 82.50 and Robert McCammond, 1672 Western Avenue, Albany, third with 81.398.

Results of several promotion examinations also were announced. Richard Mattox, Delmar, only person to take the examination for senior personnel administrator, State Health Department, scored 81.63. The position pays \$3,100-\$3,850. Application of the only other candidate was turned down.

Labor Dept. Must Pay Expenses Of DPUI Men

ALBANY. — In one of his last formal opinions before surrendering his office at the expiration of his term, Attorney General Bennett last week ruled that hotel expenses of investigators for the DPUI were properly chargeable to that department and not to the Department of Law.

Bennett's opinion was in reply to a query from Mrs. Lillian L. Poses, regional attorney, Region Three, Social Security Board, 11 West 42nd Street, New York City.

Leave of Absence Rules Up in the Air

ALBANY.—Because the question of sick leave and vacations is so troublesome to many employees — and their supervisors, too—the State Civil Service Department has conducted a survey among the cities of the State to find out how they're handling the problem.

Returns indicate that few cities have adopted formal leave policies, and that you as an employee are apt to be pretty much up in the air so far as leave of absence is concerned.

Still, the survey may offer some guidance. Here's what was found:

Typical Policy
Of the cities that do have a

formal leave policy a typical one is that of Middletown, which incorporated its sick leave program into the city charter. Sick leave is defined in the charter as sickness, disability or death of a member of the employee's family, or pregnancy. All sick leave must be granted by the department head for it to be official, and it must be reported to the Common Council.

Sick leave with pay is based on one day per month and can be cumulative up to a maximum of 186 days. Where an employee is out on sick leave for one or more complete calendar weeks, his leave is to be used up at the rate of five days for each week's absence.

Maternity Leave
Maternity leave can only be

granted without pay, and up to a maximum of one year. In the case of sick leave of more than one day, a doctor's certificate must be required. Each department is required to keep a record of leaves granted and report the fact to the Common Council every month.

Established vacation policies appear to be few in number. An interesting problem in regard to vacations is what to do with per diem employees. New Rochelle tackled this problem by giving these employees an annual vacation and granting them two weeks vacation with pay. Only occasional or seasonal laborers were kept on a per diem basis and they do not receive paid vacations.

It is generally agreed that good personnel practice calls for an established vacation policy, uniformly applied to all employees in all departments. The amount of vacation varies with each jurisdiction. Usually it is from a minimum of two weeks in some cities to a minimum of four weeks in others.

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Have You Taken One Of These State Tests?

OPEN-COMPETITIVE
Court Attendant, First and Second Districts: 3,279 candidates, held May 10, 1941. The list has been sent to the Administration Division for printing.

Photographer, Mental Hygiene: 313 candidates, held July 19, 1941. The rating of part two of the written test is in progress.

Junior Personnel Technician: 1,523 candidates, held December 20, 1941. Part Two of the written test is completed. Experience rating in progress on those for which Part Two has been rated. Jr. Personnel Technician, Public Administration, list has been established.

Senior Hearing Stenographer: 231 candidates held December 20, 1941. Qualifying test rating completed. Rating of 2-voice dictation which was held September 19, now in progress.

Motor Vehicle License Examiner: 8,260 candidates, held February 14, 1942. Machine scoring to be started shortly.

Field Investigator of Narcotic Control: 80 candidates, held March 28, 1942. The rating of the written examination is completed. Interviews are to be held this month for the purpose of rating training and experience.

Damages Evaluator: 398 candidates, held May 23, 1942. The rating of the written examination is completed. Experience is being rated.

Senior Damages Evaluator: 326 candidates, held May 23, 1942. The rating of the written is completed. Experience to be rated.

Tax Collector: 2,326 candidates, held May 23, 1942. Rating scale is prepared. Machine scoring to be started shortly. Item analysis has been taken.

Telephone Operator, State Departments and Institutions: 936 candidates, held May 23, 1942. (includes Telephone Operator, Westchester County). Machine scoring completed. Experience of passed candidates to be rated.

Telephone Operator, Westchester County: held May 25, 1942. Machine scoring completed. Experience of passed candidates to be rated.

PROMOTION

Assistant Mail and Supply Clerk, Department of Taxation and Finance: 166 candidates, held March 28, 1942. The list has been sent to the Administration Division for printing.

Assistant Comp. Claims Examiner, State Insurance Fund: 55 candidates, held May 23, 1942. The rating of the written examination is in progress.

Assistant Dictating Machine Transcriber, Department of Taxation and Finance: 377 candidates (includes Asst. Clerk, and Asst. Typist), held September 19, 1942. Written rating in progress.

Assistant Typist, Department of Taxation and Finance: 377 candidates (includes Asst. Clerk and

Quick Jobs Seen For Court Attendants

ALBANY—Appointments may soon be made of court attendants in the First and Second Judicial districts as a result of establishment this week of two eligibles lists. Notice to the 1,164 successful candidates on the list for the First District and to the 1,790 on the list for the Second District were sent out by the Certification Bureau of the Civil Service Department on Dec. 29.

Two persons are serving as temporaries in the First District and six in the Second District, but none of the temporary appointees is among the first 100 on either list.

However, there are two disabled veterans on the list for the First District and four disabled veterans on the Second District list, all of them, of course, entitled to first consideration for appointment under the Constitution.

Asst. Dictating Machine Transcriber, held September 19, 1942. Written rating and rating of typing in progress.

Assistant Clerk, Department of Taxation and Finance: 377 candidates (includes Assistant Typist and Assistant Dictating Machine Transcriber), held September 19, 1942. Written rating in progress.

Head Clerk, Department of Correction: 59 candidates, held October 31, 1942. The rating of the written examination is in progress.

Senior Clerk, Education Department: 53 candidates, held October 31, 1942. The rating scale is being prepared.

Senior Mail and Supply Clerk, Department of Taxation and Finance: 50 candidates, held October 31, 1942. Rating scale prepared. Rating to be started shortly.

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WAR JOB NEWS

Men, Women, 17 to 25, Wanted To Train for Good War Jobs

A new program of free war training for men and women is being opened this week by the National Youth Administration. The course runs one month (160 hours). Jobs follow at attractive wages.

The NYA, it was learned, wants to train 1,650 men and 750 women immediately in Connecticut. No experience or particular educational background is required. The men must have 3A or 4F draft status.

Male trainees being sought are as follows: 900 for machine shop, 200 for sheet metal, 250 for foundry and 300 for welding. They must be between 17 and 25 in age, weight around 150 pounds, be five-six in height. They must be in good health.

Must Have \$20
Applicants must have at least \$20 to defray living expenses for

the first or second weeks following training. They are to be placed by the NYA's own placement service in Connecticut aircraft factories.

Applicants should apply either at 87 Madison Avenue, Manhattan; 205 Schermerhorn Street, Brooklyn, or 29-27 41st Avenue, Long Island City, sites of United States Employment Service junior intake sections. The resident training center is somewhere in Connecticut, according to all available information.

Women, Too

Women are being sought to do

machine shop, sheet metal, welding, core making, sewing, clerical and radio work (the latter unit consists of assembly, inspection and testing).

They must be between 17 and 24 in age and their height and weight must not constitute extremes. They, too, must have \$20 to defray initial living expenses. They devote the first two weeks to full training at the NYA Resident Center in Wangun, Conn., the last two weeks being split up between classroom study and actual working conditions.

Applicants should apply at the same office as men.

Women Urged to Take One of These Courses

A special invitation to women to enroll in the 27 tuition free evening courses which prepare them for direct participation in the war effort was issued last week by Professor William Allan at the City College, where the courses will be given under the auspices of the United States Office of Education. Applicants are requested to come to the School of Technology Building on the City College campus, at 140th Street and Amsterdam Avenue on Wednesday and Thursday nights (January 6th and 7th), between seven and nine o'clock.

An effort will be made to offer the courses on the nights most convenient for the applicants, with the various openings scheduled for January 11th through January 25th. The subjects will include, among others, Topographic Map Drafting, Mechanical Drafting and Tracing, Descriptive Geometry for Naval Architecture and for

Aircraft Design, four related courses in Metal Products Inspection, Optical Instruments, Shop Processes, Production and Testing of Explosives, Time and Motion Study, Geodetic Computation and Synthetic Rubber Manufacture. All the offerings lead to definite jobs available to women as well as men in war production plants. It is because of the great need of trained women to replace men that the urgent invitation to women is issued, Professor Allan said.

Professor Allan, as Institutional Representative of the ESMWT (Engineering, Science, Management, War-Training) courses, said that he is called continually by Federal Bureaus and by companies with war contracts for trained women to take the place of men who have gone into active service. He emphasized that women equipped to handle good "man-size" jobs had their choice of many offers.

Skilled Men, Unskilled Women, For Aircraft Work

Skilled men and unskilled women aircraft workers are being sought by a Stratford, Conn., aircraft plant, it was revealed this week by the United States Employment Service. Women will be paid while learning.

Women seeking aircraft jobs must be between 18 and 45 years of age, in good health and have a minimum of two years of high school. Those currently employed in war work will not be considered.

Training runs one month in the company school where women candidates will be paid. After four or five months, they can expect to earn around \$50 a week.

They are to do aircraft sheet metal work and riveting.

Interviews are scheduled for January 5 from 11 a.m. to 7 p.m. in the USES office at 87 Madison Avenue, Manhattan (Metal Products Sub-Section B), fourth floor. Company representatives will do the interviewing and employing.

Women 20 to 40 Wanted to Work As Tractor Drivers

Women tractor drivers are being sought for army work in Brooklyn and Staten Island, the United States Employment Service reported this week.

Applicants must be between 20 and 40 in age and will be taught to operate light, four-wheel industrial tractors in hauling of supplies and equipment. The jobs, which are Civil Service, pay at the rate of \$1,200 a year during the first two weeks, which are devoted to training, and at the rate of \$1,440 a year plus time and a half for overtime over 40 hours (48 hours weekly are being worked at present).

Eligibles must have an operator's license or a driving permit. They are to work on a three-shift basis, taking each shift in rotation.

Applicants should register either at 205 Schermerhorn Street, Brooklyn, or 25 Hyatt Street, St. George, Staten Island

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General Bradley's Column



By
Brigadier General
John J. Bradley (Ret.)

This is the third of the weekly columns by THE LEADER'S new Military Editor, Brigadier General John J. Bradley (Ret.). General Bradley's column discusses such subjects as the effects of the changing manpower situation on Civil Service employees; opportunities that from time to time become available in the armed forces; jobs and training for war industries; changes in selective service regulations and their effect on every individual, with particular reference to those in Government employment. General Bradley's material is intended to be down-to-earth, and written in a manner that can prove directly helpful to the reader. While the General cannot undertake to answer individual questions, he will be glad to receive such questions, and if they are of sufficiently wide interest, to answer them in his column.

What's Coming in the Draft?

YOU MAY COUNT ON THE DRAFT TAKING ALL PHYSICALLY-FIT CHILDLESS MARRIED MEN under 38—and this year.

ONLY EXCEPTIONS: Physicians, veterinarians, dentists; students preparing for such service; men whose service with the forces would leave a big, unfillable gap in the war effort.

DEPENDENCY WILL COUNT LESS AND LESS, occupation more and more, in determining who gets deferred. Allotments for dependents by the Government lessen the chances of dependency deferment. Occupational deferments for essential men in industry and agriculture will be given ever more consideration as the war continues.

BASIC QUESTION WHICH WILL ULTIMATELY DETERMINE DEFERMENT: Where can this man be most valuable in helping to win the war?

Note to Business Men

Did you know that you can make a **BONUS PAYMENT** to your employees entering the armed services without approval of the War Labor Board?

Movie Camera Men

PROFESSIONAL MOTION PICTURE AND SOUND RECORDING MEN can have Army commissions, if they meet the requirements. Apply to the Officer Procurement Service, 42 Broadway, New York City.

Becoming a Marine Corps Officer

THE MARINE CORPS HAS EXTENDED THE DEADLINE for men between 20 and 31 desiring to become officers in that service. **YOU NEED:** college degree; or two years of college plus two years of business experience. Apply at the nearest Marine Corps recruiting station.

Word to Women

WOMANPOWER WILL COME INTO ITS OWN in 1943. More positions are available for women in more different types of jobs than ever before. They're already being hired as forest rangers.

TO FIND OUT ABOUT JOBS FOR WOMEN: If you want to do unpaid patriotic work, apply at your Civilian Defense Volunteer office.

If you want a war industry job, go to the nearest office of the United States Employment Service.

If you want training for war work, apply at your local Board of Education headquarters, United States Employment Service, National Youth Administration or reputable private school.

If it's government work you want, follow the civil service announcements, see the recruiting agents at a regional office of the Federal Civil Service Commission (if you live close enough).

(Continued on Page Sixteen)

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Civil Service LEADER

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MEMBER AUDIT BUREAU OF CIRCULATION



Tuesday, January 5, 1943

Some New Angles On U. S. Pay Scales

WE received an interesting letter from a Federal employee last week, dealing with the recent pay adjustment act.

"Was it a pay raise?" asks this employee. "Except for some special categories, did Federal civil service workers actually receive a pay raise through this bill? Is a \$1620 clerk in the Navy Yard actually going to receive more than \$1620 base pay in the future?"

In our editorial last week we made the point that the fight of Federal employees for better pay was no less just than the fight of employees in private industry for a 15 percent pay rise under the 'little steel' formula.

Our letter-writer friend comments:

"The steel workers, you know, received a 15 percent increase in base pay, despite the fact that they were already receiving full time and a half for overtime. The WLB did not say to the steel workers, 'You're getting overtime pay. Therefore you have already received an increase.' The WLB did not call overtime pay an increase. It is true that a heavy percentage of civil service workers were working overtime without receiving overtime pay. But that was an injustice that never should have been allowed to exist.

"You did say in your editorial, in referring to another matter, 'To deny to government employees those rights which are accepted for private employees is a dangerous theory.' Don't you agree that it is dangerous to deny government employees the right of full time and a half for overtime, when private employees enjoy that right?"

Yes, we agree.

The Federal act is faulty in many ways. But it does accomplish the righting of an injustice—overtime work without overtime pay, without any extra pay, for that matter. It does increase the salaries of some groups of employees. And it does lay the groundwork for further action in the new Congress.

As the 77th Congress was coming to its close, it was either this measure or nothing. How fragile the act is considered should be obvious from the fact that a time limit was put on it — April 30, 1943. By that date a more substantial measure will, we hope, be worked out. Federal employees would be unwise to relax their activities toward better pay. The postal workers, who got a mere pittance out of the act, are already clearing the decks for action.

We want to make this comment about our correspondent's letter: It's good, solid, hard-headed thinking.

MEANWHILE, in New York City, the Mayor and the Board of Estimate continue to diddle around and do nothing about pay adjustments: while the city loses employees in droves to better-paying industry, while employees find it ever harder to cope with living costs, while the city's financial condition is healthier than ever.

letters

The LEADER invites all readers to write in upon any Civil Service subject. Letters receive the careful attention of the editors. Those of general interest will be printed. Letters which appear in these columns may be answered by readers with other points of view. All letters should be signed, but names will be kept confidential if requested.

Use Special List For Fire Department?

Sirs: Inasmuch as the No. 2 Police list isn't being considered appropriate for the Police Department at the present time, why not use it for the Fire Department. I've been reading where Commissioner Walsh is having headaches trying to get his department quota for fireman up to a safe protective force.

It seems silly to ignore a list that comprises such a fine body

of men, when they could be utilized into any of these two important departments to the full advantage of the city.

If this thought hasn't occurred to the powers that be, we would appreciate your pressing the matter further through your paper.

SPECIAL PATROLMAN ELIGIBLE.

There are a number of unsolved problems connected with use of the P. D. list number 2. One of these problems: How about the men on the list who have already

taken permanent jobs in other departments? Should they be removed from these departments (leaving them undermanned) and sent to the Police Department? Or, suppose the list is declared appropriate for the Police Department; should the men now on jobs in other departments not be permitted to take the P. D. jobs? The Civil Service Commission hasn't yet solved these and other problems concerned with the number 2 list. However, it seems to us that the suggestion in the letter above is a good one.—Editor.

Don't

Repeat This!



State Stuff

Is LEADER Merit Man Charles Campbell slated for an important post in the new State Civil Service Department setup? . . . Merit Man Bill Dougherty will stay on under Comptroller Moore in an executive job . . . No sooner did we run a piece on A. J. Gutreich of the Manhattan D. A.'s office, than he got a big appointment as Deputy Comptroller . . . Nathaniel Goldstein, new Attorney General, has selected 10 present Albany deputies and 11 New York City deputies in the Attorney General's office to stay on until mid-March . . . There will be a big turnover in Taxation and Finance, especially the Motor Vehicle Bureau, where political appointees in exempt jobs are being told: Exit by Jan. 15 . . . Former Governor Lehman's salary as director of foreign relief is \$10,000 a year, which means a \$15,000 cut from his salary as Governor . . . Both Democratic and Republican organizations have had to drop a number of committeemen employed in NY State arsenals or Federal supply depots. Reason: Hatch Act, which says no political activity for U. S. workers. . . .

Off His Chest

This hasn't ever been printed, but it's a terrific story . . . When General Haskell quit his State job last week to join Governor Lehman's staff, he told the War Council some amazing things . . . Said he: There isn't the remotest chance the U. S. will ever be bombed . . . The civilian defense program is so much bosh and wasted money . . . Worst we could expect is suicide bombings . . . What's more, he added, the war effort should be concentrated on taking care of kids deserted by parents in war industry . . . and problems of health, transportation, nutrition. . . Add strange quirks: City Councilman Nugent lights another cigarette before he's finished with the one he's smoking . . . Charles Labdon of Sanitation has a house full of musical instruments . . . Speaking of Sanitation: last week's rains saved that department a cool \$1,000,000 . . .

Merit Men



SHORT, STOCKY LUDVIK TREMEL, superintendent of the Bureau of Shops of the Board of Education, is the man who never takes a vacation.

Bespectacled Mr. Tremel, known as general foreman of the red brick, three-story plant at 253 Lafayette Street, Manhattan—city-wide center of B. of E. maintenance work, hasn't had a vacation in 10 years; he boasts about it.

"I haven't had the time," says he, with a wry smile. "I even take my work home to do at night. The wife? She has to put up with it; furthermore, by now she's used to it."

Mr. Tremel has been in his current post for four years, last year obtained an Ordway medal for consolidating the maintenance and shop work of the Board of Education, today is saving the city an untold number of dollars through his frugal operation of the plant and his ability to get work done that private contractors cannot do.

Did Lots of Things

A Viennese by birth (he was born in 1882), he traveled through virtually every important spot in the world except Australia, as a furniture company salesman. He was also a carpenter and draftsman. His travels brought him to New York in 1913 and he managed to get his wife over here before his country became too much involved in World War I.

"We liked it here, so we decided to settle in New York," he explains. "Moreover, I didn't like the way Austria took sides in the war."

Mr. Tremel became a carpenter

here about 16 years ago; he did so well he sold his shop for quite a profit. Then, one day, a friend suggested civil service and it has been that ever since. Four years ago he took over at the Lafayette Street structure, remodeling the entire building.

Handyman's Work

"Centralization was the big thing," he tells you, "and we had to fix up this building to hold the Board of Education's plumbing, electrical, woodwork, steam fitting and other departments. We now repair even radios and electric clocks and movie projectors and door checks at great saving to the city. Such things as radios and movie projectors in the schools were never fixed except when funds were raised by the individual schools."

Priorities? Mr. Tremel saw shortages coming when others didn't; so he has a liberal supply of necessities on hand. Of course, some makeshift repairs have to be tolerated. But the Board of Education has the privilege of getting many scarce materials and it's easy to understand why this shop keeps humming. In the past year it has repaired from 70,000 to 100,000 doorchecks alone for 876 schools in the city. It did 10,000 repair jobs last year.

Mr. Tremel has built up his staff from 50 men from all the borough units to one solidified group of 180. He says he could use at least 200 more, that he really needs 500.

Never Late

Mr. Tremel can be as strict and demanding with his employees as he can be affectionate and affable; he knows there are jobs to do and he works with a timepiece mind. He claims he never has been late to work and he doesn't tolerate late comers. He also doesn't tolerate filth in any respect.

"I insist on a clean shop here," he says. "How many shops like this are so clean?" he then asks. Further: "If my men are compelled to be clean here, they will do clean work in the schools, where cleanliness is so important."

Mr. Tremel, when he had more time, used to do oil paintings. But he has pretty well given that up now. He likes drama and opera. And any sort of food. As long as it is tasty. He has no children.

Blue-eyed, brown hair streaked with grey, 167 pounds in weight, five-six in height, he still gets around swiftly.

QUESTION, PLEASE

If You're on Preferred List

R. W.: An individual on a preferred list is entitled to be certified for appointment for the first vacancy that occurs in the title which he has been holding at the time of his services were terminated. The life of a preferred list extends four years from the date of the layoff.

File Early!

M.M.T.: It is utterly impossible for you to file an application for a test after the deadline is closed, no matter how meritorious your qualification. This rule holds for City, State, and Federal Civil Service Commissions. It is wise, for many reasons, to get in your application as early as possible. Sometimes, in case of a tie on an exam, the candidate whose application came in first will get the job.

Declaring a List "Appropriate"

U.N.: The Municipal Civil Service Commission has the right to declare a list "appropriate" for a position other than that for which the exam was originally given. There is good reason for this procedure. It saves the necessity of holding tests when persons on current lists are fully qualified to hold down jobs somewhat differ-

ent from those for which they originally applied; also, it increases the chances of the eligible for obtaining a position. The Civil Service Commission, before declaring a list appropriate, makes certain that the qualifications of those on that list are such as to render them fully capable of holding down the new job.

State Hasn't Stopped Competitive Exams

R.P.: No, the State has not decided to discontinue all competitive examinations. It is giving serious consideration to the proposal that open-competitive examinations be discontinued in certain cases where there is great difficulty in procuring employees.

Jobs Filled Without Exam Announcements

F.X. McB.: Many Federal positions are filled these days without regular examination announcements. A number of departments have the right to hire appointees directly, subject to review by the Civil Service Commission; and in many departments, representatives of the Civil Service Commission are stationed to expedite the work.

If you want to apply directly to the Second Regional Office of the U. S. Civil Service Commission, at 641 Washington Street, Manhattan, you may do so. There are frequent openings which become available at this office from day to day, and go to qualified persons who happen to be around.

**NEW YORK CITY
HOSPITAL NEWS**

Sweater Stuff

Sherry Kramer, Gouverneur Hospital clerk, gave the boys an idea. They put her up as the ideal sweater girl. Now the chaps down there think it would be a swell idea if other hospitals chose similar models. Well, how about it you Lana Turners of the Department of Hospitals?

Recommended

The State, County and Municipal Workers' Hospital Workers Union, 444, bitter that it has not been permitted to meet with hospital department officials over employees' grievances, turned down upon six recent occasions (officials, in turn, charge the SCMWA boys with creating

"issues out of the thin air"), this week told The LEADER it is going to batter away upon its three-point wage adjustment program:

1. A \$1,200 minimum for hospital department workers.
2. No less than a 15 per cent cost-of-living pay adjustment for all groups.
3. A \$1,500 minimum for nurses and technicians.

The SCMWA has been behind a post card campaign which has resulted in a deluge of communications to the Hospital Department calling for action on the program.

Then It Ended

Relations between the SCMWA and the Department of Hospitals haven't been too cordial since November of 1941, according to Michael Garramone, SCMWA organizer.

Says the Commissioner

Commissioner Edward M. Bernecker, of Hospitals, informed The LEADER this week that "I'm willing to meet with the SCMWA after the first of the

year and give them another try at it." According to E. M. B., the union has a nasty habit of taking up questions that are of no particular concern to it.

"I'll have them know," said he, "that I'm more interested in hospital employees than they are."

From the WAACs

The Hospital Department WAACs are complaining that the hospital people do not correspond with them regularly. How about it, you civilians? The least you can do is shoot them news of what's going on back in the hospitals.

What It Was

Eugene R. Canudo, secretary of the Department of Hospitals, this week told The LEADER that the demotion complaint lodged by William Cotter, Bellevue helper, is hardly justified inasmuch as it should be regarded merely as a "routine reclassification." Mr. Cotter, in last week's column, charged that he has been unjustly demoted from attendant to helper though still doing an attendant's job; that his record speaks against any such action.

We also appreciate the administrative problems that would have to be solved before such a plan could be carried out.

It may be that these arguments and difficulties have caused the Mayor and the Commissioner to change their minds about the use of the list for plainclothesmen. If that is the case they should say so. Their silence lends credence to one of the most cynical stories ever to circulate in the department.

Neither the Mayor nor the Commissioner needs our advice. But do they think a mere geographical shakeup of inspectors would satisfy the public and the newspapers in the event of another plainclothesmen scandal? Don't they think that someone will remember their unexplained, unfulfilled promises?

25,000-Man Force

At the December PBA meeting a resolution calling for a police force of 25,000 men after the war was approved. The reason advanced is the anticipated increase in crime and in the viciousness of criminals during the post-war period.

In response to requests for us to discuss this subject we may say now that the lack of publicity given to this resolution is indicative of no great seriousness on the part of the PBA to push this idea—at least not at present. Rather it appears to be one of those resolutions offered by a delegate who dreams. And who votes against a man's dreams? The resolution is adopted because it's harmless, but no one seriously believes in it and everyone but the sponsor promptly forgets it.

When such a program is seriously offered we shall discuss its merits with the seriousness that a program of such importance deserves.

P. D. Bulletins

For years now we have seen regularly the P. D.'s orders of the day, circulars, etc. These bulletins are models of brevity and completeness. If all departments put out similar stuff, it would make the job of us newsmen much easier. Whoever is responsible for getting these bulletins together deserves a pat on the back.

dent demanded that Government agencies take full advantage of the extra man-hours made available by the longer work week—and reduce personnel.

"I wish to be certain," he said, "that we have stripped Government activities of every non-essential, that work in one agency is not being duplicated in another, that we are carrying on our work in the war and so-called non-war agencies with an irreducible minimum of personnel fully employed, and that we are doing our job in the most effective and quickest way possible with only the absolute minimum of paper work or 'red tape.'"

FDR Means It

Inside word here is that the President means exactly what he says. This is not the first time he has attacked Government inefficiency.

Agencies will be required to report at quarterly intervals to the

Budget Bureau on their efforts to reduce personnel. In addition the Budget Bureau probably will submit most agencies to extensive investigation. Those that fail to reduce personnel probably will find their budgets for next year sharply slashed.

**LIKE TO WRITE?
You Can Become
A LEADER
CORRESPONDENT**

For full details, address
The Editor, Civil Service
LEADER, 97 Duane Street,
New York City. State
which department employs
you.

**V
For Vetgossip**

By ARTHUR RHODES

You Can Sue Me!

Now it can be told: One of the hard-driven chaps on the third floor's east wing has been boozing quite a bit lately at the Vet building at 346 Broadway, imbibing straight rye (or is it gin?) which he keeps in his desk drawer and guzzles from when the supervisor isn't looking . . . Four chappies in the same section have secretly pledged to have a drinking bout in the rest room up there if the supervisors don't relax . . . The Board of Water Supply has finally begun to move its belongings from the Vet building over to 120 Wall Street to enable the Government to have full possession of the Broadway structure. So far, only part of the 13th floor has been moved. Expectation is that the city will disappear from the building by around January 23 . . .

Its full Saturday schedule now at time and a quarter . . . Roslyn Cohen, of Miss Myrtle Newton's second floor section, and Nat Kleinman, of the same division, are plotting to be married; that explains their blissful glances at each other . . . Miss Newton, incidentally, is being acclaimed as the sweater girl supervisor but, frankly, her foundations are a matter of concern to some of her best friends . . . It's time somebody rapped the knuckles of Miss Fannie Neron, seventh floor supervisor, who placed Miss Betty Peshkin behind so many poles Betty began to consider yelling "Timber!"

By the Way

That "Success Story" of last week, it happens, referred to teacher's big pet on the 10th floor: it seems he has moved around to the 12th. You know the chap I mean—the one who came from Washington as a CAF 3 and became assistant to one of the supervisors because he's so great at "turning in" folks.

Now for That Gal

Miss Maureen O'Donoghue, who only recently was so vehemently on the side of the supervisors, has deserted. She is convinced that, after all, something's decidedly wrong and she bases her beliefs on the system of promotions. Here's her latest letter:

"Approximately six weeks ago I begged to differ with a reporter on The LEADER on the question of supervision at the Veterans' Administration or rather, I tried to rationalize the so-called pedagogic manner in which those in authority fulfilled their responsibilities. Now, however, it would appear that I have gone over to the other side of the fence, as it were, for I must admit that your column referring to our system of promotions struck a resonant cord.

"Truly, the basis for bestowing increments (and I use the word 'bestowing' advisedly) upon employees is as perplexing to most of us at the Broadway office as it would appear to be for those attached to the Bronx branch. At this point, I should like it clearly understood that most of us are perfectly willing to wait our turn in the normal course of events for promotion; that is, we want to feel that certain pride born of the pleasure in having something earned. We are asking no favors—only recognition. Yet, as those around us leave our department for higher salaries and more and more interesting work, we must ask ourselves just what one has to do in order to appear well up on the eligible list about which we hear so much and in vain.

"Are employees within our walls, even those without a permanent civil service status, selected on the grounds of seniority? Of course an affirmative answer to that query seems plausible enough although rather refutable in the light of insinuations from the Bronx. Well, for a time we can swallow that kind of reasoning,

but then, so unaccountably, little Miss M.M., although no longer at 346 Broadway than most of us (actually not quite five months), is mysteriously whisked to another floor with an increase in CAF rating and the accompanying remuneration, while Miss V.V., a transferee from Washington with eighteen months to her credit and a certification based on the satisfactory completion of a civil service examination, continues the humdrum chores at which she busied herself upon arrival in this city four months ago.

Such Promotions!

"Having disposed of the seniority idea, we turn to the possibility that quantity and quality of daily work is responsible. No, that can't be the solution either, for our friend M.M. couldn't hold a candle to others (a good number, at any rate) in our section in either respect—and by her own admission, too! Last I seem guilty of 'picking on' just one individual. I could cite the case of typists who were promoted either because they couldn't get on with others near them or presumably because they set a record in making mistakes.

"Could it be that the mature, serious-minded and, to all appearances, reliable employees are given preference over the gay young crowd inclined toward childish pranks? No, indeed, for if that were the case, Messrs. A. and W. would have left us long ago. Still they remain in spite of the fact that both have growing families to support.

"Here and now I could mention education and background as 'undecided' factors in the case but why go into it? The Bureau does not want personnel with a little initiative and the ability to think out problems in a logical, intelligent manner. No, the automaton variety must be preferred or why would college graduates be overlooked while high school alumni and even some who never got that far, merrily advance? Please don't misunderstand. I have no fault to find with the lesser educated but, on the law of averages, those who weathered the mental rigors of university life should be better equipped to handle positions that require even a little thought.

"Those are the puzzlers that torment us each time a little 'memo' goes 'round the office stating that efficiency ratings and consequent promotions will be based on the 'quality and quantity of work, attendance, punctuality and the manner in which one gets on with his supervisors and fellow-workers.' No wonder a cynical smile accompanies each reading of that gem, for there are none the favored' ones excepted, of course, who cannot immediately name a promotee to refute each shallow word in that form letter.

Then There's the One

"When and if we have courage to question our own chances of promotion, we are met with a barricade of 'reasons' why said increases have not come through before. Now, it is because the existing 'list' was promulgated by a former supervisor who had too brief acquaintance with those in his charge to draw up a fair scale; then, there's the one about people in the smaller offices having a better chance for recognition. Oh, they're pretty good stories for gullible souls but they just don't 'hold water' when employees not hired until after the resignation of said supervisor get the promotions as well as do those from some of the largest sections because they were miraculously 'spotted' by a passing chief.

"From any angle, the whole thing boils down to one's ability to curry the favor of influential section or floor heads but we can only guess what that means.

"(My apologies to all those whose promotions have been earned on the basis of good work, length of time in service or service in good standing during the last war. I know they are many and we younger folk are delighted that they achieved their goal in spite of the terrific odds against them. Even they cannot be blind to the evils of some unscrupulous managers."

Next Week

A little late, perhaps, but still new: some New Year resolutions. And bits about a young lady known as the rubber band czar of coding unit 2 who has "learned" of her promotion, and the miss who serenaded Supervisor Joe Harley in his office.

POLICE CALLS

Plain Talk About Plainclothesmen

The four-year Amen investigation was officially closed week before last with the publishing of a final report and summary of its results and recommendations.

One of its recommendations should serve to remind Commissioner Valentine—if the repeated reminders of this column have not had such an effect—of his April promise. At that time, in the presence of the Mayor, the Commissioner stated that all plainclothes details would be made from the new Sergeant's list.

Perhaps the Commissioner's memory is not so good as it used to be, so we will remind him what the situation was in April. At that time as a result of the Amen disclosures there was a tremendous shake-up in the P. D. that affected almost every division office. Two-thirds of the inspectors were shifted to different commands and their plainclothesmen were bounced back into uniform.

The attendant front-page publicity had the result of creating the impression that corruption and dishonesty on a vast scale had somehow been disclosed. This false impression helped no one.

Urged Use of Sergeants

At the time of the shake-up there had been in existence for almost one year an Amen Grand Jury presentment on the subject of plainclothesmen. In that report it was recommended that all plainclothes assignments be made from the Sergeant's list.

When this presentment was handed down there was no Sergeant's list in existence. Neither was there such a list in April, 1942, the time of the shake-up. But in April there were two commitments made.

The first commitment was made by Commissioner Valentine. He asserted definitely and unequivocally that as soon as the new Sergeant's list was promulgated all plainclothes details would be made from it. The second commitment was the Mayor's, made at the same time and place as the Commissioner's. The Mayor endorsed

Streamline Your Work, Says FDR

WASHINGTON.—A new drive to lighten up Federal agencies and eliminate surplus personnel was launched last week after President Roosevelt put his signature on the Government pay adjustment bill.

The President, in signing the bill, described it as "a major step toward setting the Government personnel situation in order. For employees it removes inequities and meets the rise in the cost of living by providing increased earnings for more work and longer hours. It also recognizes the acute manpower shortage, and, as a war-time necessity, removes the peace-time luxury of the Saturday half holiday."

Must Use the Time

At the same time, the Presi-

Examination Requirements

UNITED STATES CIVIL SERVICE EMPLOYMENT OPPORTUNITIES

CONSULT ANNOUNCEMENT FOR COMPLETE INFORMATION. For announcements and application forms, apply to the Board of U. S. Civil Service Examiners at first- or second-class post offices, to the United States Civil Service Commission, Washington, D. C., or at 641 Washington Street in New York City. SALARIES given below (annual unless otherwise specified) are subject to a retirement deduction of 5 percent. AGE requirements are given in the announcement. There is no maximum age limit unless given below. APPLICATIONS MAY BE FILED WITH THE CIVIL SERVICE COMMISSION, WASHINGTON, D. C., UNTIL FURTHER NOTICE UNLESS A SPECIFIC DATE IS MENTIONED BELOW. Qualified persons are urged to apply at once.

Aeronautical

See also Announcements 122 and 173 under "Engineering."
AIR SAFETY INVESTIGATOR, \$3,800.
 Civil Aeronautics Board
 Civil Aeronautics Administration:
 Closing date—December 31, 1942.
 Announcement 208 (1942) and amendment.*
INSPECTOR, Engineering Materials (Aeronautical), \$1,620 to \$2,600 (Various options).
 Navy Department (for field duty).
 Announcement 54 Revised, 1941, and amendment.*
INVESTIGATOR, \$3,200 to \$4,600.
 Material Division, Air Corps, War Department (For field duty).
 Announcement 171 of 1941 and amendment.*
 The following positions are in the Civil Aeronautics Administration:
AIR CARRIER INSPECTOR (Operators), \$3,500 and \$3,800.
 Announcement 140 of 1941 and amendment.*
AIRCRAFT INSPECTOR (Factory), Associate, \$2,900.
AIR CARRIER MAINTENANCE INSPECTOR, Associate, \$2,900.
 (Written test required).
 Announcement 75 of 1940 and

amendments.*
FLIGHT SUPERVISOR, \$3,500 and \$3,800.
 Announcement 151 of 1941 and amendments.*
GROUND SCHOOL SUPERVISOR, \$3,200 and \$3,500.
 Announcement 152 of 1941 and amendment.*
LINK TRAINER OPERATOR INSTRUCTOR, \$3,200.
LINK TRAINER OPERATOR, \$2,900.
 Announcement 125 of 1941 and amendment.*
MAINTENANCE SUPERVISOR, \$3,200 and \$3,500.
 Announcement 156 of 1941 and amendments.*
TRAINEE AERONAUTICAL INSPECTOR, Junior, \$2,600.
 Maximum age—30 years.
 Announcement 202 (1942) and amendment.*

Automotive

AUTOMOTIVE SPARE PARTS EXPERT, \$3,200.
 Quartermaster Corps, War Department.
 Announcement 76 of 1941 and amendments.*
INSTRUCTOR, \$2,000 to \$4,600.
 Armored Force School, Fort Knox, Ky.
 Options: Radial engines, Internal-combustion engines, Motorcycles, Automotive (chassis less engine), Radio operating, Radio electrical.
 Announcement 147 of 1941 and amendment.*
INSTRUCTOR, Motor Transport, \$2,600 to \$4,600.
 Quartermaster Corps, War Department.
 Options: Diesel engine; Internal-combustion engines; Motorcycles; Blacksmith and welding; Tire recapping and sectional repair; Fender, body and radiator; Automotive parts; Automotive electrical and carburetor; Body finishing and upholstery; Automotive machinist; General.
 Announcement 212 (1942) and amendment.*

Clerical and Office Machine

BOOKKEEPING MACHINE OPERATOR, Senior, \$1,620.
 (Written test required).
 Announcement 264 (1942).
CALCULATING MACHINE OPERATOR, Junior, \$1,440.
 (Written test required).
 Announcement 241 (1942).
MULTIGRAPH OPERATOR, Junior, \$1,440.
 Announcement 231 (1942).
STENOGRAPHER, Junior, \$1,440.
TYPIST, Junior, \$1,260.
 (Written test required).
 Ask Commission's local secretary for announcement number. Residents of Washington, D. C., and immediate vicinity should file with the Washington office. Applicants who will accept appointment in Washington, D. C., are particularly wanted.
TABULATING EQUIPMENT OPERATOR, \$1,620 to \$2,000.
 Announcement 244 (1942) and amendment.*
 The following are for appointment in Washington, D. C., only:
ADDRESSOGRAPH OPERATOR, \$1,260 and \$1,440.
 Announcement 215 (1942) and amendment.*
ALPHABETIC CARD-PUNCH OPERATOR, \$1,260.
 Announcement 86 of 1941 and amendments.*
BLUEPRINT OPERATOR, \$1,260 and \$1,440.
PHOTOSTAT OPERATOR, \$1,260 and \$1,440.
 Announcement 108 of 1941 and amendments.*
FREIGHT RATE CLERK, Land Grant, \$2,600.
PASSENGER RATE CLERK, Land Grant, \$2,600.
FREIGHT RATE CLERK, \$2,300.
 Announcement 252 (1942) and amendment.*
GRAPHOTYPE OPERATOR, under, \$1,260.
 Announcement 201 (1942) and amendment.*
HORIZONTAL SORTING MACHINE OPERATOR, \$1,260.
 Announcement 128 of 1941 and amendment.*
MIMEOGRAPH OPERATOR, under, \$1,260.
 Announcement 227 (1942).
MULTILITH CAMERA MAN - PLATEMAKER, \$1,620.
MULTILITH PRESS OPERATOR, \$1,440.
 Announcement 94 of 1941, and amendment.*
REPAIRMAN, Office Appliance, \$1,800.
 Typewriter repairmen particularly needed.
 Announcement 273 (1942).
TABULATING MACHINE OPER-

ATOR, \$1,260 and \$1,440.
 Announcement 228 (1942).
TELETYPE OPERATOR, \$1,440 and \$1,620.
 Announcement 272 (1942).

Engineering

See also "Aeronautical" and "Scientific."
CHEMICAL ENGINEER, \$2,600 to \$5,600.
 Announcement 163 of 1941 and amendment.*
ENGINEER, \$2,600 to \$6,500.
 All branches of engineering except chemical and marine, and naval architecture.
 Closing date—December 31, 1942.
 Announcement 173 of 1941 and amendments.*
ENGINEER, Junior, \$2,000.
 All branches of engineering except aeronautical, and naval architecture and marine engineering.
 Announcement 172 of 1941 and amendments.*
ENGINEER, Junior, \$2,000.
 Options: Aeronautical, and naval architecture and marine engineering.
 Announcement 122 of 1941 and amendments.*
ENGINEERING AID, \$1,440 to \$2,600.
 Options: Photogrammetric, Topographic.
 Announcement 206 (1942) and amendment.*
INSPECTOR, Signal Equipment, \$2,000 to \$3,200.
 Signal Corps, War Department (For field duty).
 Announcement 108 of 1940 and amendment.*
PRODUCTION CONTROL SPECIALISTS, \$2,000 to \$6,500.
 Options: Metal fabrication and machinery production; Electrical and communications equipment; Transportation equipment (aircraft, floating equipment, and railroad rolling stock).
MATERIALS CONTROL SPECIALIST, \$2,000 to \$6,500.
 Options: Engineering materials (nonferrous metals, alloy steel, carbon steel, plastics, rubber, construction materials, etc.), War Production Board.
 Announcement 279 (1942).
TECHNICAL ASSISTANT, \$1,440 to \$1,800.
 Options: Engineering, Metallurgy, Physics.
 Announcement 256 (1942).*

Architectural and Drafting

ARCHITECT, \$2,000 to \$3,200.
 Options: Design, Specifications, Estimating.
 Announcement 222 (1942) and amendment.*
ARCHITECT, Naval, \$2,600 to \$5,600.
 Navy Department; U. S. Maritime Commission
 Announcement 246 (1942) and amendment.*
ENGINEERING DRAFTSMAN, \$1,440 to \$2,600.
 Closing date—December 31, 1942.
 Announcement 174 of 1941 and amendments.*

Marine

See also Annets, 159 and 169 under "Trades," and 122 above.
EXPEDITER, \$2,600 to \$3,800.
 United States Maritime Commission.
 Announcement 257 (1942).
INSPECTOR, Engineering Materials, \$1,620 to \$2,600.
 Navy Department (For field duty).
 Options: Steel hulls, Mechanical, Electrical, Radio.
 Announcement 81 of 1941 and amendment.*
INSPECTOR OF HULLS, Assistant, \$3,200.
INSPECTOR OF BOILERS, Assistant, \$3,200.
 Bureau of Marine Inspection and Navigation, Department of Commerce.
 Announcement 213 (1942) and amendment.*
INSPECTOR, Ship Construction, \$2,000 to \$2,600.
 Navy Department (For field duty).
 Options: Electrical, Mechanical, Steel or wood hulls.
 Announcement 82 of 1941 and amendment.*
MARINE ENGINEER, \$2,600 to \$5,600.
 Navy Department; U. S. Maritime Commission.
 Announcement 247 (1942) and amendment.*
SHIPYARD INSPECTOR: Hull, \$2,300 to \$3,800; Hull Outfitting, \$3,200; Machinery, \$2,300 to \$3,800; Electrical, \$2,600 to \$3,500; Join, \$2,600 to \$3,500.
 United States Maritime Commission.
 Announcement 67 of 1941 and Ordinance
INSPECTOR, Naval Ordnance Materials, \$1,620 to \$2,600. (Various

How to Apply for a Test

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

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

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

For Federal Jobs: Obtain applications from U. S. Civil Service Commission, 641 Washington Street, New York City, (9 a.m. to 5:30 p.m.), in person or by mail. Also available from first and second class post offices, Second District.

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

Fees are charged for city and State exams, not for federal. Applicants for most city jobs must have been residents of New York City for three years immediately preceding appointment.

Applicants for State jobs must have been New York State residents for one year.

options).
 Bureau of Ordnance, Navy Dept. (For field duty).
 Announcement 95 Revised, 1941, and amendment.*
INSPECTOR, Ordnance Material, \$1,620 to \$2,600.
 Ordnance Department, War Department.
 Announcement 124 of 1939 and amendments.*

Medical

DENTAL HYGIENIST, \$1,620.
 Public Health Service; Veterans Administration; War Department.
 Announcement 111 of 1941 and amendment.*
MEDICAL GUARD-ATTENDANT, \$1,620.
MEDICAL TECHNICAL ASSISTANT, \$2,000.
 Mental Hygiene Div., Public Health Service.
 Options (Technical Assistant): Clinical laboratory, Pharmacy, X-Ray laboratory.
 Announcement 114 of 1941 and amendments.*
MEDICAL OFFICER, \$3,200 to \$4,600 (15 options).
 Public Health Service; Food and Drug Administration; Veterans Administration; Civil Aeronautics Administration; Indian Service.
 Announcement 130 of 1941 and amendment.*
 (Rotating Internship), Junior, \$2,000.
 (Psychiatric Resident), Junior, \$2,000.
 St. Elizabeths Hospital (Federal Institution for Treatment of Mental Disorders), Washington, D. C.
 Announcement 233 (1942) and amendment.*
MEDICAL TECHNICIAN, Senior, \$2,000.
 Options: General, Roentgenology.
MEDICAL TECHNICIAN, \$1,620 and \$1,800.
 Options: General, Roentgenology, Surgery.
LABORATORY HELPER, Junior, \$1,440.
 Options: General, Roentgenology.
 Announcement 248 (1942).
ORTHOPEDIC MECHANIC, \$2,000.
 Options: General, Bracemaker, Shoemaker and leatheworker, Limbmaker.
 Announcement 204 (1942) and amendment.*
PHARMACISTS, Junior, \$2,000.
 (Written test required).

(Continued on Page Twelve)

ROWLAND LASSEN & CO. Notice is hereby given that on the 11th day of December, 1942, a certificate of formation of limited partnership was duly filed in the office of the Clerk of the County of New York, of which the substance is as follows: The name of the partnership is ROWLAND LASSEN & CO. and the character of its business is accountancy. Its principal place of business is at 40 Wall Street, Borough of Manhattan, City of New York. The general partner and his residence are: Rowland W. Lassen, 511 West 232nd Street, New York City; the limited partner and his residence are: Herbert Schachlan, 1185 Park Avenue, New York City. The term of the partnership is from October 1, 1942, to December 31, 1943. The contribution of the limited partner is \$10,000 in cash. The limited partner shall be entitled to receive as compensation \$2,000 of the net profits payable after the general partner shall have received \$4,000 of the net profits and the limited partner shall share equally with the general partner in net profits in excess of \$6,000. The limited partner may not substitute an assignee as a contributor in his place. Additional limited partners may be admitted upon an agreement executed by all general and limited partners. Upon the death of Rowland W. Lassen or Herbert Schachlan the partnership shall terminate. The certificate has been signed and acknowledged by the general and the limited partner. Dated, New York, December 11, 1942.

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POSTAL NEWS

By DONALD McDOUGAL

They're Off Again

Those postal boys don't wait long at all. Now they're rushing the new Congress to get that \$300 flat bonus for all postal employees and, in addition (and in a separate bill), to obtain overtime pay at time and a half on a 260-day basis.

Here's the situation: the boys are entirely dissatisfied with the manner in which the Congress that has now passed out of the picture has treated them.

They contend that they're really getting only time and a quarter for overtime now; that, in fact, they're still getting the old overtime rate of 86 cents an hour rather than the new (and unsatisfactory to them) rate of \$1.09.

"Even this \$1.09 figure is being tied up because of red tape," says Emanuel Kushelewitz, president of Branch 36, National Association of Letter Carriers.

What's more, subs are complaining that they haven't even received the 10 percent bonus. What's it all about, they ask?

As for that overtime business, the postal boys not only insist on having it on a genuine 260-day basis, but retroactive as of Jan. 1, 1941.

The Program

So what's the program? The Joint Conference of Affiliated Postal Employees is pretty well satisfied today with the conference of last week in the Hotel Pennsylvania, at which Congressman Emanuel Celler voiced their demands as if he were a postal worker himself.

Indeed, Congressman Celler was the only representative from the sacred halls in Washington to appear at the rally called to decide on a salary raise program.

Congressman Celler, in line with the demands of the group, decided that the flat \$300 increase should be sought in a bill separate from the overtime provisions so that the public does not get the impression that the postal boys are "cleaning up" from both sides, which they aren't, anyhow.

He is all for a more equitable overtime adjustment. Moreover, he feels something ought to be done for the subs—quickly, too.

The bill now being pondered would be similar to that ruined in the last Congressional session and that was proposed by Jersey Representative Fred Hartley—calling for a \$300 flat boost for all postal employees.

Installation

New Carrier Officers

Installation of officers held last week in the Hotel Capitol, Manhattan, of Empire Branch 36 and of the New York Letter Carriers' Association bring the following into office:

Branch 36, NALC — Emanuel Kushelewitz, president; Emil J.

Hague, vice-president; Max Mansfield, recording secretary; Moe Fiedelbaum, financial secretary; Gustave J. Becker, treasurer; Caesar F. Tinart, sergeant-at-arms; Carlton S. Davis, MBA collector; William Quick, NSBA clerk; John A. Cardinali, John Frey and Harry Salmanowitz, trustees; Jack Mandell, Philip P. McHugh and Max Rosenson, auditors; Louis Grossman, Edward C. McCormack and Louis M. Rosenberg, delegates to the Central Trades and Labor Council of Greater New York.

NYLCA: Thomas LaPolla, president; Emanuel Kushelewitz, vice-president; Joseph Di Perna, recording secretary; Samuel Horowitz, assistant financial secretary; Anshel Gallas, treasurer; Lazarus Abramson, chairman, Board of Management, and Joseph Gelb and Alexander G. Nonemacher, members of board; Emil J. Hague, Louis Goldstein and Robert Solomon, auditors.

Oh, yes, and Abe Shapiro is in there as editor of the New York Letter Carriers' Outlook. Congrats, Abe! We know he loves his job.

Appointments

All of 124 regular carriers were appointed last week from the sub list, of which 105 are non-military replacements; 19 go to those serving with the armed forces and remain open for the duration.

Says Postal Percy

When is a bonus jolly not a bonus? And when is overtime not really overtime in the true sense of the word? Don't ask me; ask Congress.

Fingerprint Group States Program

The next meetings of the Fingerprint Society of America will be held on Thursday evenings, Jan. 7th and 21st, 1943, at 8.30 p. m., in its headquarters at the Pubitzer Building, 63 Park Row. The Legislative Committee under the direction of Samuel J. Krankl, F.P.E., has promulgated legislative matters to be introduced at the new session of the New York State Legislature, which would put civilian fingerprint technicians on a professional basis.

The organization plans a publicity drive calling for the use of more qualified civilian fingerprint technicians.

The Committee on Science and Practice under the direction of Joseph D. Schneeweiss, identification analyst and Sgt. A. J. Berman, identification consultant, have prepared a very interesting scientific program on the major phases of fingerprint identification, mainly filing and searching.



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The sale will be conducted at the Great Neck offices of the auctioneer at Station Plaza and Third street on Saturday afternoon, January 9, at 3 o'clock, when the property will be sold for all cash above and subject to the first mortgage.

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U. S. Tests

(Continued from Page Ten)

Closing date—December 15, 1942. Announcement 275 (1942).

PHYSICIAN, The Panama Canal, \$4,600. Maximum age—50 years. Announcement 211 (1942) and amendment.

PHYSIOTHERAPY AIDE, \$1,620 and \$1,800. Options (\$1,620 positions only).

General, Neuropsychiatric hospitals.

Announcement 260 (1942).*

PHYSIOTHERAPY AIDE, Apprentice, \$1,440.

STUDENT PHYSIOTHERAPY AIDE \$120 (Less a deduction of \$360 a year for subsistence and quarters).

War Department. (Open only to women). Announcement 259 (1942).*

VETERINARIAN, \$2,000 and \$2,600. Bureau of Animal Industry, Dept. of Agriculture; Public Health Service; War Dept.

Announcement 143 of 1941 and amendment.*

Nursing

GRADUATE NURSE, entrance salary—The Panama Canal, \$168.75 a month, in the United States, \$1,870.

Options: General staff duty, Anaesthesia, Psychiatry. Maximum age—None, except for the Panama Canal, 40 years. Announcement 269 (1942).

GRADUATE NURSE, Junior, \$1,620. Public Health Service; Veterans Administration; Indian Service. Announcement 258 (1942) and amendment.*

NURSING EDUCATION CONSULTANT, \$2,600 to \$4,600. Public Health Service, Federal Security Agency. Announcement 250 (1942) and amendment.*

PUBLIC HEALTH NURSE, \$2,000. Indian Service, including Alaska; Public Health Service.

GRADUATE NURSE, General Staff Duty, \$1,800. Indian Service, including Alaska. Announcement 242 (1942).*

PUBLIC HEALTH NURSE, Junior, \$1,800. Public Health Service; Indian Service.

Announcement 240 (1942).*

PUBLIC HEALTH NURSING

CONSULTANT, \$2,600 to \$5,600. Public Health Service; Children's Bureau, Department of Labor. Announcement 225 (1942) and amendment.*

Miscellaneous

BINDERY OPERATIVE (Hand and Machine). 66 cents an hour.

Government Printing Office. Announcement 230 (1942) and amendment.

COAL MINE INSPECTOR, \$3,200 to \$4,600.

Bureau of Mines, Department of the Interior. Maximum age—55 years. Announcement 106 of 1941 and amendments.*

DEPARTMENT GUARD, \$1,500. (Written test required). Announcement 194 (1942) and amendment.*

DIETITIAN, Staff, \$1,800. Announcement 44 of 1941 and amendment.*

DIETITIAN, Student, \$420. Army Medical Center, War Department. (Written test required). Closing Date—January 9, 1943. Announcement 278 (1942).*

ENGINEER, Steam Electric, \$1,680 to \$2,040. Announcement 255 (1942).

INSPECTOR, Assistant Lay, \$1,620. (Inspection of meat and meat food products. Open to men and women). Announcement 276 (1942).

INSPECTOR, Defense Production Protective Service, \$2,600 to \$5,600. War Department.

Announcement 180 of 1941 and amendment.*

INSPECTOR: Hats, \$2,070; Miscellaneous Supplies (Hosiery and Knit Underwear), \$2,000; Textiles, \$1,620 and \$2,000; Clothing, \$1,620 and \$2,000.

Quartermaster Corps, War Department. Announcement 142 of 1940 and amendment.*

INSPECTOR, Junior, \$2,300. Wage and Hour Division, Department of Labor.

(Applicants are not desired from residents of Connecticut, New Jersey, New York, or North Carolina since adequate registers are still in existence for those regions) Closing date—January 5, 1943. Announcement 277 (1942).

LIBRARY ASSISTANT, \$1,230 to \$1,620. (Written test required). Announcement 238 (1942).

LITHOGRAPHER (Artistic or Mechanical), \$1,440 to \$2,000. Announcement 205 (1942) and amendment.*

MATERIALS INSPECTOR, Assistant, \$2,600. United States Maritime Commission.

Opinion: Paints, Textiles, General. Announcement 270 (1942).

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LEGAL NOTICE

AT A SPECIAL TERM, PART II, OF the City Court of the City of New York, held in and for the County of New York, at the Courthouse, 52 Chambers Street, Borough of Manhattan, Borough of Manhattan, City of New York, on the 29th day of December, 1942.

Present: Hon. Frank A. Carlin, Justice. In the Matter of the Application of GERALD HENRI BUERGER & PATRICIA KEAN and PATRICIA KEAN, respectively the names of GERALD HENRI KEAN and PATRICIA KEAN. Pursuant to Section 60 of the Civil Rights Law of the State of New York.

Upon reading and filing the petition of GERALD HENRI BUERGER and PATRICIA BUERGER, duly verified the 29th of December, 1942, as entitled as above, praying for leave to the petitioners as to assume the names of GERALD HENRI KEAN and PATRICIA KEAN respectively in place and stead of their present names; and it appearing that said petitioner GERALD HENRI BUERGER, pursuant to the provisions of the Selective Service and Training Act of 1940, has submitted and the Court being satisfied that the averments contained in said petition are true and that there is no reasonable objection to the change of names proposed.

NOW, on motion of LEONARD H. STEIBEL, the attorney for the petitioners, it is ORDERED that GERALD HENRI BUERGER and PATRICIA BUERGER be and they hereby are authorized to assume the names of GERALD HENRI KEAN and PATRICIA KEAN respectively, on or after February 8, 1943, upon condition, however, that they shall comply with the further provisions of this order; and it is further

ORDERED that this order and the aforementioned petition be filed within (10) days from the date hereof, in the office of the Clerk of this Court, and that a copy of this order, shall within (10) days from the entry thereof be published in the Civil Service Leader, a newspaper published in the City of New York, and that within forty (40) days after the making of this order, proof of such publication thereof shall be filed with the clerk of the City Court of the City of New York, in the County of New York; and it is further

ORDERED that a copy of this order and the papers upon which it is based shall be served upon the chairman of the Local Board of the United States Selective Service of which petitioner GERALD HENRI BUERGER submitted to registration as above set forth and by mail on the Alien Registration Division, Immigration & Naturalization Service, 1501 Chestnut Street, Philadelphia, Pennsylvania within (20) days after its entry, and that proof of such service shall be filed with the Clerk of this Court in the County of New York, within ten (10) days after such service; and it is further

ORDERED that following the filing of the petition and order as hereinbefore directed, and the publication of such order and the filing of proof of publication thereof, and of the service of a copy of said papers and of the order as hereinbefore directed, that on or after February 8, 1943, the petitioners shall be known by the name of GERALD HENRI KEAN and PATRICIA KEAN respectively.

Enter, F.A.C., J.C.C.

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(Continued on Page Thirteen)

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And each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records in the County of New York, on the 5th day of February, 1943, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of said William A. Morrison, as executor of the Last Will and Testament of said deceased should not be judicially settled, why the executor should not be directed to pay the \$1,000 legacy to Tiu Bi-Ju into the Surrogate's Court by deposit of the same with the City Treasurer for her benefit pursuant to Section 209 of the Surrogate's Court Act and why said executor should not be instructed to pay the legacy of \$500 to the Amoy Mission of the Reformed Church in America of the Board of Foreign Missions of the Reformed Church in America for account of said Amoy Mission.

In testimony whereof, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto fixed.
Witness, Honorable James A. Foley, a Surrogate of our said county, at the County of New York, the 21st day of December, in the year of our Lord one thousand nine hundred and forty-two.
GEORGE LOESCH,
Clerk of the Surrogate's Court.

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(Continued from Page Twelve)
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Applications will be received until the needs of the service have been met.
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Appointments will be known as War Service appointments. Such appointments generally will be for the duration of the war and in no case will extend more than six months beyond the end of the war. Persons receiving war service appointments do not thereby acquire a classified (competitive) civil service status.
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A. EXPERIENCE AND EDUCATION
1. Prerequisite - Two full years of study in an accredited high school.
2. Additional Requirements - Applicants must show that they have had at least one of the following:
(a) Six months as a student in an accredited nursing school; or
(b) Six months as a student in a resident school for practical Nurses; or
(c) Three months' experience as an assistant in a dentist's or physician's office.
Note: Persons who do not meet the high-school requirement but who are otherwise qualified will be given a general test occupying about 2 hours.
This written examination will be given periodically, and will not be used in arriving at the applicant's final average. In this test, non-preference competitors must attain a rating of at least 70; competitors granted military preference a rating of at least 65, excluding preference credits; and competitors granted 10-point preference a rating of at least 60, excluding preference credit. Otherwise, their applications will not receive further consideration.
Applicants who are required to take this test will not have their names placed on a list of eligibles until they have passed the test.
Applicants who are to be admitted to the examination will receive admission cards stating specifically the time and place of examination.
B. No written test is required other than as stated in the paragraph above. Applicants' qualifications will be rated from a review of sworn statements as to their experience and training, and on corroborative evidence secured by the Commission.
C. Sex. The department or office requesting list of eligibles has the legal right to specify the sex desired. For this position women are especially desired.
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Announcement 159 of 1940 and amendment.*
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date of filing application, applicants:
1. Must have reached their 18th birthday.
There is no maximum age limit for this examination.
2. Must be citizens of or owe allegiance to the United States.
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2. Notice of Rating Form 4008-AB.
3. Form 14 and proof of honorable discharge should be submitted by applicants who desire their records of service in the armed forces to be considered.
B. Necessary forms may be secured:
1. From the Director, Second U. S. Civil Service Region, Federal Building, Christopher Street, New York.
2. At any first- or second-class post office in which this notice is posted.
City Tests
(Continued on Page Four)
Scope of Examination: The written examination will cover the duties of the position including some arithmetic and knowledge of the rules of the department.
Subjects and Weights: Record and seniority, weight 50, 70% required.
Applications by mail will be accepted if mailed and post-marked up to and including 12 midnight on the last day for the receipt of applications and received by the Commission not more than five days thereafter.
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Sabbath Observers in Civil Service will meet for the first time in 1943 at their headquarters, 1231 Sixth Avenue, at 6 p. m. A review of the accomplishments of 1942 will be made, as well as a formulation of plans of activity for the new year. Refreshments will be served.
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Gals: Apply Now For Job with GE

Experienced women office workers can get immediate jobs in the office of the General Electric plant in Bridgeport, Conn., by applying January 5 in the United States Employment Service office at 10 East 40th Street, Manhat-

tan, it was announced this week by the USES.

Interviews are set for from 11 a. m. to 7 p. m. Comptometer operators, production clerks, typists and dictaphone operators are sought. The job is not within commuting distance of New York.

Applicants must be 18 or over and not presently engaged in war work. The General Electric plant is engaged in war production.

Financial Section

MONEY FOR WINTER NEEDS

Are You in Need of Money For Winter Expenses If So

CASH UP TO \$300

Will Be Granted to You At Any Time You Are in Need of It Prompt Confidential Service Is Our Policy

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IF YOU HAVE AN EYE FOR A BARGAIN

Here is a WHOLE BLOCK FRONT including 2 corners near Sunrise Highway for only \$250. Reasonable walking distance to station, stores and schools. Free rights to a private beach, swimming pool and boat dock. Ideal spot for your new home. Pay \$50 down and balance in 2 1/2 years. Write for FREE map.

RUSSELL R. DOLAN 152 W. 42d Street, N.Y. WISCONSIN 7-0634

Steno Jobs Pay \$34 Week

Several hundred Washington, D. C., positions as stenographers and typists in the Navy Department, paying \$34 a week including overtime, are open to New York and New Jersey women and girls not now engaged in war work of equal skill.

Living accommodations for appointees will be arranged by the Navy before they leave for Washington, transportation will be paid by the Navy, and a Navy representative will meet them on arrival in Washington and assist them in becoming settled.

Girls with limited experience and older women not recently employed will receive a course of training in the office of the Commandant, Room 1414, 90 Church Street, New York City, where application should be made.

A number of New York and New Jersey women already have been accepted.

Persons interested in these positions should apply at the Second Regional Office of the U. S. Civil Service Commission, 641 Washington Street, Manhattan.

Technician Needed In Science Jobs

The Wilbur B. Driver Co., 150 Riverside Avenue, Newark, N. J., is seeking skilled and unskilled technicians in its chemistry, electronics and machinery departments to work on various phases of metallurgy, on electrical resistance wires and alloys. Overtime is provided. Jobs are on war work but are expected to extend beyond the duration. Citizenship is required. If now employed in war work, do not apply.

Don't waste anything, for that means wasted money. Wasted money is wasted lives in wartime. Every dollar you can save should go toward War Bonds to help your State meet its quota.

LEGAL NOTICE

HEYMAN - FRAISE COMPANY.—Agreement made Nov. 1, 1942, by Henri Fraise, first party, Margaret Fraise, second party; Moses D. Heyman, third party, and Irene K. Heyman, fourth party, in consideration of the mutual promises made herein, it is agreed: I. The name of this partnership shall be Heyman-Fraise Company, Inc. The business thereof shall be to: (a) engage in business between the United States and Madagascar; (b) purchase and sell, and import and export, commodities, products, merchandise and any other material between the United States and Madagascar; (c) carry on any activities necessary to carry out said purposes. III. The location of the principal place of business shall be 157 Chambers Street, New York. IV. The names and places of residence of the partners and the nature of their partnerships are:

Name: Henri Fraise, 564 South Forest Drive, West Englewood, N. J., General. Margaret Fraise, 564 South Forest Drive, West Englewood, N. J., Limited. Moses D. Heyman, 359 Rugby Road Cedarhurst, N. Y., General. Irene K. Heyman, 359 Rugby Road, Cedarhurst, N. Y., Limited. V. The term of this partnership shall be 10 years from the date hereof, at the expiration of which it shall be renewed automatically for another period of 10 years, unless the first or second party shall give notice to the third or fourth party, or the third or fourth party to the first or second party, that said original term shall not be renewed. Such notice must be in writing and sent by registered mail to the addresses above at least 90 days prior to the expiration of the original term. In the event of such notice, the term of said partnership shall expire 30 years from the date hereof. VI. Each of said partners is to contribute the sum of \$250 to said partnership. The liability of each of said limited partners shall be limited to said amount. VII. So soon as said partners is to contribute an additional \$2,250 to said partnership. VIII. Said contributions, original as well as additional, are to be returned to said partners at no specific time. IX. Each of said partners, general as well as limited, is to receive one-quarter of the profits and bear one-quarter of the losses of said partnership subject to Paragraph VI. above. Profits shall not be withdrawn except on consent of all partners. X. Said limited partners shall not have the right to substitute assignees as contributors in their places. XI. The partners shall have the right to admit general or limited partners from time to time. XII. Neither of said limited partners shall have the right to priority over the other as to contributions or compensation by way of income or in any other manner. XIII. Either of said general partners shall have the right to continue said partnership on the death, retirement or insanity of the other general partner. XIV. This agreement may at any time be modified or terminated by writing signed and executed by all the partners. HENRI FRAISE, MARGARET FRAISE (L. S.), MOSES D. HEYMAN, IRENE K. HEYMAN. Acknowledged Nov. 1, 1942, before Nina Franklin, Notary Public.

GULF STREAM SALES COMPANY.

—Certificate pursuant to Partnership Law, section 91.

I. The name of the partnership is Gulf Stream Sales Company.

II. The character of the business is to engage in the purchase and sale of women's hosiery.

III. The location of the principal place of business is 385 Fifth Avenue, City, County and State of New York.

IV. The name and residence of the general partner is:

Joseph C. J. Strahan, 929 Park Avenue, New York, New York.

Special partners are:

Joseph C. J. Strahan, 929 Park Avenue, New York, New York.

Grace Strahan, 929 Park Avenue, New York, New York.

Anna M. Reiner, 400 West End Avenue, New York, New York.

Anna Rothblum, 594 Morris Avenue, Rockville Centre, L. I.

Dora Mandel, 565 Park Avenue, New York, New York.

Lucille K. Hirshfield, Stamford, Conn.

John Hall, Green Cove Springs, Florida.

Richard Tilley, Green Cove Springs, Florida.

Joseph Guinane, Green Cove, Springs, Florida.

V. The partnership is to exist until January 31, 1953, except that it may be terminated by the death, physical or mental incapacity of the general partner prior to January 31, 1953.

VI. The contribution of each of the partners is as follows:

J. C. J. Strahan, as special partner \$ 1 00

J. C. J. Strahan, as general partner 19,989.00

Grace Strahan, as special partner 15,000.00

Anna M. Reiner, as special partner 5,000.00

Anna Rothblum, as special partner 2,000.00

Dora Mandel, as special partner 2,500.00

Lucille K. Hirshfield, as special partner 2,000.00

John Hall, as special partner 1,000.00

Richard Tilley, as special partner 1,000.00

Joseph Guinane, as special partner 1,000.00

VII. No provision.

VIII. January 31, 1953, or earlier, upon the death, physical or mental incapacity of the general partner.

IX. Grace Strahan, as special partner, shall be entitled to 40% of the profits of the partnership; J. C. J. Strahan, as special partner, shall be entitled to 20%; Anna M. Reiner, as special partner, shall be entitled to 5%; Anna Rothblum, as special partner, shall be entitled to 2 1/2%; Dora Mandel, as special partner, shall be entitled to 2 1/2%; Lucille K. Hirshfield, as special partner, shall be entitled to 2%; John Hall, as special partner, shall be entitled to 1%; Richard Tilley, as special partner shall be entitled to 1%; and Joseph Guinane, as special partner, shall be entitled to 1%.

X. No provision.

XI. No provision.

XII. No provision other than as set forth in paragraph IX of this certificate.

XIII. The partnership terminates upon the death or physical incapacity of the general partner. The partnership agreement contains no provision for retirement of the general partner. In the event of the death of the general partner attorneys-in-fact are named to liquidate the partnership.

XIV. No provision.

J. C. J. STRAHAN

GRACE D. STRAHAN

ANNA M. REINER

ANNA ROTHBLUM

DORA MANDEL

LUCILLE K. HIRSHFIELD

JOHN HALL

RICHARD L. TILLEY

JOSEPH GUINANE

The above certificate has been sworn and acknowledged by all parties, and said certificate of limited partnership was filed in the county clerk's office, New York County, on November 25, 1942.

We've Helped Thousands Get Jobs!

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And Call for a Personal Interview at 97 Duane Street, N. Y. C.

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An expert compiles a record of what you have done, tries to tell you what you can do best in the war effort. If you can't come in, we'll conduct the interview by mail.

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The first interview endeavors to uncover hidden abilities which may fit you for government work. Later, vocational guidance is at your service to answer your questions about civil service jobs, duties, requirements, opportunities.

3.—Training

If you're looking for training, we'll bring to your attention, from time to time, such training opportunities as may be helpful to you. We keep a record of all reputable schools, public and private, free and tuition.

4.—Jobs Open

Exams which open in the City, State, and Federal government service, and some defense openings in private industry, for which, in the opinion of our job-finding expert you qualify, will be personally brought to your attention by mail. We try to make this service as complete as we can.

5.—How to Prepare

Proper study methods and study material will from time to time be suggested to help you pass the test for which you file, if you so request. Also, you get every aid in filling out your application.

6.—Question Service

You may call upon us to answer any question with regard to civil service or defense jobs. We endeavor to answer these questions as completely as available information permits. For eligibles and employees, we answer questions relating to lists, transfers, promotions, etc.

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Enclosed is \$2.00 (check, stamps or money order) to cover cost of annual subscription to The LEADER and the Job Guidance Service. Send me training and experience blanks immediately.

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Over 25 yrs. in Greenwich Village
254 W. 14th St. WAtkins 9-9421
Catering to Civil Service Employees

Removals in Civil Service

(Continued from Page Three) dismissed, must be filed with the department's records and with the Civil Service Commission.

Limited Review Unlike the case of veterans and exempt volunteer firemen, dismissed employees have the privilege of a limited review of their removal by the court.

In the case of veterans and exempt volunteer firemen the courts will review or examine both the facts and the procedure, while in the case of others only the procedure will be reviewed, except where the reasons assigned for the removal are on their face specious or trivial.

The court will not as a rule substitute its judgment or discretion for that of the removing officer.

Veterans and exempt volunteer firemen holding positions in the non-competitive, labor or exempt class have the same privileges with regard to removals as are accorded to competitive employees.

Those holding positions of a deputy or a private secretary do not have this privilege but may be removed at will.

All other employees holding positions in the non-competitive class, labor class or exempt class, may be summarily removed at the pleasure of the head of the department.

Employees in the unclassified service are not subject to the civil service rules at all and can be dismissed at will.

'Random Harvest' To Play Fourth Week At the Music Hall

Having played to the biggest New Year in the history of the Radio City Music Hall, 'Random Harvest,' co-starring Greer Garson and Ronald Colman, will be held over for a fourth week at the big playhouse.

Hotels - New York City

An Invitation to CIVIL SERVICE AND GOVERNMENT EXECUTIVES Value Plus! at the PARK CHAMBERS HOTEL

317 WEST 45th ST. The LONGACRE FOR WOMEN ONLY

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Amusement Parade

By Joseph Burstin



JAMES CAGNEY who was given highest honors by the N. Y. Film Critics Circle for his excellent performance in Warner's 'Yankee Doodle Dandy' now at the N. Y. Strand Theatre

HOLLYWOOD Facts Between Acts

Anne Shirley wins a top role with Ginger Rogers in 'The Gibson Girl,' the RKO Radio picture which David Hempstead will produce in technicolor.

Stage Notes

The Theatre Guild announces that 'Without Love' will terminate its engagement at the St. James Theatre on Saturday nite, Feb. 13.

Around the Nite Spots

LEON & EDDIE's will unveil a complete new revue Friday night. With Eddie Davis in the stellar spot as usual, a galaxy of acts headed by Pritchard and Lord, international dancers, and Terry Sisters, harmony singers, is now being assembled.

'The Black Swan' Continues at Roxy

Following two record-breaking weeks, the Roxy Theatre holiday show consisting of the new 20th Century Fox Technicolor film, 'The Black Swan' with Tyrone Power and Maureen O'Hara, and the 'in person' appearance of Carmen Miranda and the Nicholas Brothers, will remain for a third week beginning tomorrow.

Real Estate LAKE PANAMOKA An established lake-front colony at Wading River, Long Island. 63 miles from Broadway.



TYRONE POWER as he appears in 'The Black Swan' playing for a third week at the Roxy Theatre

'Fortress on the Volga' At the Stanley Theatre

'Fortress on the Volga,' the Soviet film now showing at the Stanley Theatre, deals with the heroic defense of Stalingrad (then known as Tsaritsin) in 1918.

Western Union Seeks Night Clerical Workers

About 100 women from 18 to 35 for night clerical work are being sought by Western Union at its main office at 60 Hudson Street, Manhattan.

SECOND WEEK FIRST TIME AT POPULAR PRICES JAMES CAGNEY, as Geo. M. Cohan in 'YANKEE DOODLE DANDY'

STALINGRAD... The Invincible City (TSARITSIN) FORTRESS ON THE VOLGA

3rd BIG WEEK TYRONE MAUREEN POWER • O'HARA THE BLACK SWAN

RADIO CITY MUSIC HALL Rockefeller Center - 50th St.-6th Ave. RONALD GREER COLMAN GARSON

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Recent New York City and State Eligible Lists

City Lists

PROMOTION TO CLERK, GRADE 2, TAX DEPARTMENT

- 1 Mahoney, Jr., Rob. J., 81,375
- 2 Robinson, Herman V., 87,125
- 3 Sandberg, Israel, 85,900
- 4 Lally, Leonard J., 85,900
- 5 Calistro, Anthony N., 84,875
- 6 Foman, Harry, 84,750
- 7 Shenk, Hilton, 84,500
- 8 Kolsky, Leonard, 84,375
- 9 Ackerly, Max, 84,375
- 10 Anthony, James A., 83,500
- 11 Rothstein, Norman, 82,250
- 12 Hussnatter, Chas. M., 82,125
- 13 Grotenstein, Harold, 82,000
- 14 Wiener, Paul, 81,900
- 15 Sacks, Norman B., 82,250
- 16 N. I. B. David, 81,500
- 17 Reiman, Seymour, 81,200
- 18 Friedman, Lawrence, 81,500
- 19 Ginsberg, Alex, 80,125
- 20 Stio, Carlo, 79,750
- 21 Seplovitz, Hyman, 79,500
- 22 Giangrazzo, James V., 79,375
- 23 Grossbard, August J., 76,875
- 24 Meyers, Allan E., 76,000

PROMOTION TO STOCK ASST. New York City Housing Authority

- 1 Deutsch, Nathan, 84,325
- 2 Solimine, Philip, 80,125
- 3 Kay, J. K., 79,140
- 4 Goren, Irving, 78,110

PROMOTION TO STOCK ASST. Education

- 1 Hancock, Henry C., 84,700
- 2 Taux, Harry, 81,135
- 3 Gervasi, Damiano A., 78,615

PROMOTION TO STOCK ASST. Board of Transportation, NYCTA

- 1 Stein, Jack, 77,350
- 2 Schell, Irving, 75,875

PROMOTION TO STOCK ASST. Department of Purchase

- 1 Montefusco, E. J., 85,710
- 2 Glass, Bethold, 84,815
- 3 O'Shaughnessy, J. E., 84,610
- 4 Barry, Thomas J., 83,340
- 5 Rubin, Philip, 81,745
- 6 Lustig, Paul, 81,640
- 7 Knoblock, Meyer, 81,070
- 8 Lonergan, Martin E., 80,495
- 9 Garfunkel, Lawrence, 80,250
- 10 Covello, Albert M., 80,200
- 11 Starke, Jr., Ernest F., 79,100
- 12 Asher, Sheldon, 79,350
- 13 French, Alfred, 79,215
- 14 Anfelbaum, Ansel, 79,165
- 15 Glinochio, Jr., August, 78,725
- 16 Benda, William J., 78,300
- 17 Barkan, Sidney, 76,390

State Lists

PROBATION OFFICER

- 1 Tropp, Sol, 88,350
- 2 Kane, Samuel, 87,700
- 3 Levy, Edward, 86,050
- 4 Israel, Wilfred, 86,540
- 5 Pavill, Harold, 86,140
- 6 Kutash, Samuel, 86,220
- 7 Schoenberg, Solomon, 85,000
- 8 Marotta, E. Chas., 85,500
- 9 Silverman, William J., 85,580
- 10 Harrison, George, 85,580
- 11 Weissfeld, Milton, 85,520
- 12 Meares, George, 84,610
- 13 Nechea, Jacob, 84,540
- 14 Chaisson, Alfred A., 84,520
- 15 Ganner, George E., 84,390
- 16 Koggon, Bernard, 84,200
- 17 Gauth, William G., 83,980
- 18 Booth, Herbert, 83,700
- 19 Colgrove, Samuel, 83,480
- 20 Keller, Morris, 83,640
- 21 Levy, Jacob, 83,640
- 22 Edelstein, William, 83,580
- 23 Keller, Arthur, 83,220
- 24 Kass, Walter, 83,040
- 25 Pincus, Gustave, 82,900
- 26 Fanto, Francis, 82,840
- 27 Silverstein, Abraham, 82,840
- 28 Carrington, Glenn, 82,820
- 29 Master, Jacob M., 82,720
- 30 Entman, Sidney, 82,400
- 31 Tykulsker, Phillip, 82,240
- 32 Rappaport, Michael M., 82,120
- 33 Weiss, Morris, 82,120
- 34 Glass, Benjamin, 81,900
- 35 Burstein, Edward, 81,680
- 36 Saltman, E. B., 81,600
- 37 Kapnick, Edward, 81,500
- 38 Malinash, Isaac, 81,420
- 39 Milchman, Daniel, 81,400
- 40 Cowling, George, 80,640
- 41 Kellman, Leroy, 80,520
- 42 Silverman, Sol, 79,480
- 43 Engel, Abraham, 79,380
- 44 Zbar, Paul, 79,240
- 45 Dexter, Stanley, 79,020
- 46 Blaustein, Max, 79,020
- 47 Kramer, Ruth, 78,980
- 48 Klonsky, George, 78,820
- 49 Ritz, William, 78,380
- 50 Goldstein, George, 77,500
- 51 Lambert, Benjamin, 77,220
- 52 Bassin, Alexander, 77,120
- 53 Fischbach, Julius, 76,940
- 54 Mermelstein, Harry, 76,680
- 55 Turk, Harry, 76,600
- 56 Wirth, Pauline, 75,240

PROMOTION TO CLERK, Grade 2

- 1 Conwiser, Max, 83,125
- 2 Pinkelstein, Rubin, 85,500
- 3 Vidman, Abe, 85,115
- 4 Gartin, Aaron, 85,000
- 5 Cover, Harry, 84,875
- 6 Blazer, Morris, 84,875
- 7 Rosalkoff, Milton, 84,250
- 8 Siebman, Marion G., 84,125
- 9 Gordon, Alta, 84,000
- 10 Kaitman, Helen, 83,950
- 11 V. S. Hoff, Hyman, 83,500
- 12 H. A. Lawrence, E., 83,250
- 13 Bleak, Agnes C., 83,250
- 14 Rosen, Bernard, 83,000
- 15 Brady, Thomas P., 83,375
- 16 Davidson, Sidney, 82,105
- 17 Andriani, Frank, 82,125
- 18 O'Andrea, Arlo E., 82,125
- 19 Skolnik, Joseph, 81,625
- 20 Meyers, Beatrice H., 81,500
- 21 Gispoll, Ralph C., 81,000
- 22 Ehrlich, Harold, 80,750
- 23 Higgins, Florence E., 80,500
- 24 Goldblatt, Leo, 80,375
- 25 Bernstein, Pearl, 79,500
- 26 Sedgewick, Frank A., 79,375
- 27 Schonfeld, George, 78,625
- 28 McNamara, Ruth A., 78,500
- 29 Kurzech, B. W., 78,575
- 30 Besswanger, Dorothy, 76,875
- 31 Gross, Betty M., 76,500
- 32 Randall, Sylvia, 74,375

SR. CLERK, STANDARDS AND PURCHASE EXECUTIVE DEPT.

- 1 Brown, Alice, 86,500
- 2 Minahan, Dorothy M., 85,900
- 3 Delaney, Ruth A., 81,500

ASST. DIRECTOR, DEPT. MENTAL HYGIENE

- 1 Eaton, Edward, 86,000

SR. OFFICE APPLIANCE OPERATOR, LABOR DPUI

- 1 Derouville, Andrew, 86,250
- 2 Sisenwein, Sidney, 83,120
- 3 Mausert, John, 78,100

ASST. FILE CLERK, DIV. COMMERCE, EXECUTIVE DEPT.

- 1 Ruchti, Hilda, 86,500
- 2 Belois, Catherine, 86,700

INSTITUTION EDUCATION DIRECTOR, CORRECTION

- 1 Sheehy, John J., 85,580
- 2 Dawson, James, 84,450
- 3 O'Toole, Robert, 82,530
- 4 Costello, John, 82,000
- 5 Weinberg, Benjamin, 80,630

SR. PERSONNEL ADMINISTRATIVE DEPT. HEALTH

- 1 M. Ito, Richard, 81,630

ASST. OFF. APPL. OPERATOR GRAPHOTYPE, DPUI

- 1 Hagerty, Leona, 89,790
- 2 Olenford, Marjory, 89,130
- 3 Hickey, Alice, 88,040
- 4 Gerighty, Catherine, 86,660
- 5 Dee, Catherine, 86,470
- 6 Barinack, Jane, 86,190
- 7 O'Hara, Ceilia, 85,150
- 8 Klein, Frances, 84,320
- 9 Beebe, Marion, 82,700
- 10 Trott, Sarah, 79,130

PLACEMENT UNEMPLOYMENT INS. TRAINING ASSISTANT

- 1 Slavin, James L., 85,000
- 2 Spinell, William, 82,500
- 3 McAmmond, Robert, 81,398
- 4 Dobbs, Thomas, 80,400
- 5 Walker, N. B., 77,598

ASST. FILE CLERK, DEPT. SOCIAL WELFARE

- 1 Mendor, Helen, 86,160
- 2 Grace, Catherine, 84,320
- 3 Bongiorno, Marie, 82,070
- 4 Stamlar, Rea, 81,440

ASST. STATISTICS CLERK, EXECUTIVE DEPT.

- 1 Childs, Elizabeth, 88,240

SR. STENOGRAPHER, N. Y. OFFICE, EDUCATION

- 1 Gray, Ruth K., 80,142
- 2 Faehr, Flora E., 80,082
- 3 Burns, Rose, 88,710
- 4 Saul, Ruth, 87,890
- 5 Weintraub, Rose, 87,568
- 6 Pearlmutter, Eve, 87,311
- 7 Furey, Jane M., 86,204
- 8 Natale, Nicolina, 86,074

PRIN. EDUCATION ADMIN. ASST., EDUCATION DEPT.

- 1 Sheldon, Alice, 83,817
- 2 Byron, Helen, 83,695
- 3 White, Cora, 83,700
- 4 Muffson, Florence, 83,438
- 5 Meyers, Emma, 88,401
- 6 Colleen, Margaret, 88,221
- 7 Keenan, Anne R., 87,924
- 8 Owens, Catherine, 87,748
- 9 Sann, Henrietta, 87,189
- 10 Page, Florence, 86,817
- 11 Riley, Leo, 86,713
- 12 Dunigan, Hazel, 86,530
- 13 Moore, Jessie, 85,542
- 14 Ryan, Mary E., 85,244
- 15 Campbell, Janet A., 84,388
- 16 Newkirk, Mildred R., 83,910
- 17 Doherty, Teresa, 82,547
- 18 Palmer, Marianna, 81,198

JR. INSURANCE REPORT AUDITOR, DEPT. INSURANCE

- 1 Sokol, Samuel, 89,150
- 2 Butler, Mary, 87,340
- 3 Wechter, Louis, 87,000
- 4 Lozman, Lena, 86,880
- 5 Rhoda, Maxine, 83,430

TYPEWRITER SERVICE SUPERVISOR, EXEC. DEPT.

- 1 Ligned, Farren, 88,600

ASST. FILE CLERK, ALBANY OFFICE DEPT. OF LABOR

- 1 Lagasse, Vivian, 84,400
- 2 Cavin, Selma, 82,000

ASST. CLERK, ALBANY OFF. DEPT. OF LABOR

- 1 Mansan, Mary, 91,070
- 2 Gundrom, Mildred, 85,470
- 3 Cavin, Selma E., 83,120
- 4 Smith, D. B., 82,100

Federal Employee Group Blasts 'Ignorant' U.S. Administrators

In one of the hardest-hitting statements ever made by its officers, the National Federation of Federal Employees, an independent group, this week tore into Federal personnel practices and some of the officials responsible; and stated bluntly, moreover, that there are now too many employees on the government payroll and that the public reaction to this condition is hitting the employees themselves, who are in no way responsible. The NFFE went into the pay adjustment question, and

demanding enactment of permanent legislation granting overtime pay on an equal basis to all employees, plus revamping of pay in accordance with the formula recognized for employees in private industry.

Said Luther C. Steward, president and Gertrude M. McNally, secretary-treasurer of the organization:

"Too many recently arrived officials who wield extensive authority mistake opinionated ignorance for administrative acumen. They are prone to substitute long-windedness for lucidity. They appear to regard publicity as an end in itself and not a means to an end."

Commenting on the number of persons now on the U. S. payroll, the two organization heads pointed out that this condition "is not the fault of the employees themselves. It is, unmistakably, the fault of those who have the power but not the experience, nor necessarily the capacity, for planning and administering government enterprises. The National Federa-

tion of Federal Employees foresees clearly—and knows by long and bitter experience—that a tidal wave of public revulsion never stops at scientifically demarked limits. Such a crescendo of public feeling would, in all probability, take along with it all the vitally important and constructive gains made in the field of public personnel administration."

Steward and McNally called upon Federal employees to assist Congressman Robert Ramspeck in his probe of U. S. personnel policies.

No Experience Needed for Office Work at Bendix

Young women for office work as well as for foundry jobs are required at the Bendix Aviation plant's Eclipse Division in Bendix, N. J. Foundries are located in Hawthorne, Little Falls and Bendix, N. J. No experience is necessary. Applicants will be paid while learning. The plant is only 30 minutes from Times Square. Those now occupied in war work will not be considered.

General Bradley's Column

(Continued from Page Seven)

To join the WAACS, apply at an Army recruitment station.

To join the WAVES, apply in writing (not in person), at the Office of Naval Officer Procurement nearest your home.

If you're a nurse and desire duty with the armed forces, go either to your local Red Cross chapter, headquarters of the Army Service Command in which you live, or write to the Surgeon General, U. S. Army, Washington, D. C.

SO GREAT IS THE DEMAND FOR CIVILIAN ENGINEERS that women with college degrees IN ANY FIELD may qualify for junior engineer positions with the government by taking a short tuition-free course. Those who successfully complete this U. S. Office of Education-sponsored course, will be eligible for \$2,000-a-year jobs with Uncle Sam.

Discharges for Soldiers Over 38

THE ARMY IS NOT COMPELLED TO RELEASE A MAN OVER 38. Each case is considered on its own merits.

If a soldier over 38 wants his discharge, he can get it if he meets these conditions:

Voluntarily requests his release in writing from his immediate superior; is handicapped by his age so that his usefulness to the army is secondary to his usefulness in industry; presents evidence that he'll be employed in war industry or agriculture upon his discharge.

Watch Next Week's Column

WHAT SHOULD YOU STUDY if you're going into the armed forces? Watch next week's column for hints to men who will soon be soldiers or sailors.

Civil Service Career Man Becomes Judge

On Tuesday, January 5, Justice-Elect Edward J. McCullen, a LEADER Merit Man, will be inducted into office. The ceremonies will be under the direction of the Association of Supreme Court Attaches of the State of New York. Professor John F. X. Finn, of Fordham University

School of Law and Chairman of the City Court Committee of the New York County Lawyers Association, will direct the ceremonies. Justice McCullen, who was elected to office to succeed Chief Justice Joseph T. Ryan, has been attached to the Supreme Court for more than twenty-five years and has been librarian of the court since 1926. He is the first of the Civil Service career men who has advanced through the competitive civil service ranks to a justiceship in a court of record.

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