

CLERK ANSWERS

to LAST SATURDAY'S TEST

See Page 20

APPLY NOW FOR 24 NYC EXAMS

*Subway Promotions
Gardeners, Printers
Dental Hygienists
Office Machine Operators*

See Page 12

Defense Opportunities for Young People

See Page 8

When State Employees Can Be Punished

See Page 7

POST OFFICE DISCIPLINE

See Page 11

ON THE U.S. CIVIL SERVICE FRONT

By CHARLES SULLIVAN

The Ramspeck Tests

Here Is What Federal Employees May Expect Before They Get Status

WASHINGTON.—“What kind of an exam will be given me?” That question is being asked daily by thousands of Federal employees who will be covered into the merit system by the Ramspeck Act.

Confidentially, the Civil Service Commission itself can't answer all specific questions of what employees will and what employees won't be given exams.

Let's get this straight; all employees who haven't taken an exam will be tested in some fashion. But a great many thousands merely will be called upon to fill out Form 375, and to give detailed information on education, experience and general background. Generally speaking, the higher-paid employees won't have to take non-competitive mental tests, but the lower-paid will. The higher-paid will be rated on experience and education.

Non-Competitive Tests

However, a good many of the lower-paid employees also won't be subjected to non-competitive tests. For example, The LEADER has learned that card-punch operators won't be called on to take mental tests. The punchers, the Civil Service Commission has decided, will be graded on experience and job records. Common laborers, charwomen and the like also won't be given tests.

The LEADER also has learned that a new and different type of a test will be given clerks. As everyone knows, clerks do a multitude of chores and to develop a single test that would accurately test the abilities of all the different kinds of clerks was next to impossible. Several tests have been drawn up—one for filing, another for statistics and several more optionals—and the clerk being examined will be permitted to take his choice of one of the optional exams.

All Ramspeck employees will be given credit for experience and veterans will be given preference.

The Commission has indicated that the Ramspeck employees will be given a break on physical tests. The bars will be lowered and only those employees will be disqualified whose health impairs others and their competence on the job.

ARMY WANTS INSPECTORS

Procurement Inspectors, literally thousands of them, are wanted by the United States Army Air Corps. It's now estimated that the Air Corps can use 7,000 procurement inspectors to inspect and check aircraft materials to determine their compliance with War Department specifications.

Civil Service Commission, as of September 17, had been able to recruit only 857 inspectors. These appointees were recruited through the Sixth Civil Service district exam (No. 6-249 revised) which was announced in April. Applications are being rated on the spot at the headquarters of the Air Corps Material Division at Wright Field, Dayton, Ohio.

In view of the scarcity of qualified persons, The LEADER has learned that the Commission soon will raise entrance salaries for the jobs and also will lower its requirements to compete in the tests. The most serious shortages is said to exist in the higher grade positions which pay from \$2,300 to \$2,600.

Hundreds of procurement inspectors will eventually be stationed in the New York area.

Employment Up, Rate Down

The total number of federal employees has now reached 1,391,687, but the rate of employment by Uncle Sam fell off considerably during July, when only 21,179 new workers were hired. The bulk of the hiring was confined to Navy, with 12,605 new employees, and War, with 7,928 new workers.

If There's A Shortage

Name On List—But Nothing Happens

“I'm on such-and-such a list. I read that there is a shortage in my line of work. Why hasn't the U. S. Civil Service Commission gotten me a job?”

This question, or some variation of it, is asked about as frequently as any question in the realm of civil service.

The LEADER is engaged in tracking down the answer. One official of the Civil Service Commission commented on the problem in words that might be paraphrased in this manner:

“Every time something is said about the government needing typists or people to fill some other type of position, you are going to get squawks. I've spent a great deal of time running down these complaints and I've come to the conclusion that about one out of 10 is legitimate.

'Confusion'

“People get confused about the registers they are on. Of 23 people recently who have told me that they were on this or that register and should have an appointment, a check showed that only four of them actually were on the register they claimed to

be on. The checks have shown that 10 of the people weren't on any register at all. Invariably when this evidence is presented the squawker says the reason he isn't on the register is because the Commission informs him that it has no test for which he can qualify. The others were on different registers altogether.

“Another factor is that many people are being disqualified by character tests. It's a fact that 17 per cent of all eligibles are refused appointment because they can't clear character tests. That, of course, is a lot of people. It's unfortunate perhaps that the Commission doesn't tell these people they have been disqualified, because those involved would know where they stood. As it is they are disappointed, and continually cuss the Commission.”

This is, of course, but one view of the question, and may not necessarily jibe with the final story when all the facts are in. Meanwhile, The LEADER asks those readers who feel they have been unfairly dealt with to write in their complaints. Please be sure to give all pertinent facts—exact name of the list, when you took the test, your grade, whether you have ever been certified to a job and any other information which you may consider helpful.

Red Tape Holds Up Promotion-Pay Raises

WASHINGTON -- The Appropriations Committee of the U. S. House of Representatives last week caused keen disappointment to thousands of Federal employees. These employees were expecting to get their salaries raised on October 1. The House committee said in effect—no, not yet. We'll have to study the proposition over awhile.

The committee has adopted this attitude despite the fact that the Ramspeck-Mead Act, the uniform promotion bill, was passed unanimously by Congress only a few short months ago. When the promotions will become available is anyone's guess.

Specifically, the committee refused to go along on the Budget Bureau plan to allow agencies to finance in-grade raises out of funds available. It insisted on

doing business in the formal manner; that is, compelling each department and agency to submit an estimate of the cost of promotions to the committee for its consideration. This procedure usually is long and involved, and some officials estimate it will be two months before promotion money is available.

However, several department officials are planning to ask the committee to make the money retroactive to October 1. In that event the employee wouldn't lose financially by the delay. After all, the Ramspeck-Mead Act became effective on October 1, as it was supposed to.

A number of agencies have money on hand to make the promotions but the committee has forbidden them to act, despite the fact that automatic promotions are the law of the land.

Incidentally, the committee hasn't applied to grade-to-grade promotions.

Furniture...

AND WHEN TO BUY IT

Now...is the time to buy every piece of furniture you need. Yes, now is the time to buy, for you know that prices are steadily rising.

But...buy in a shop which planned ahead...and has available 35,000 square feet of quality furniture of all types on display, and thousands of pieces contracted for before the present emergency.

We Planned...and you're guaranteed savings up to 50%. So buy direct; just use your identification card.

Come In...See...Select...and Save at...

WELT FURNITURE CORP.

39-47 West 19th St., Between 5th and 6th Aves.

CHelsea 3-5350
CHelsea 3-5351

Open daily 9 A. M. to 6 P. M., incl. Sat.
Open Thursdays till 9 P. M.

“Welt Built Is Well Built”

Your Name Featured

Here is a way to help establish your name and integrity in your community—

Issue “Personal” Checks of this bank with

YOUR NAME PRINTED ON EACH CHECK

You'll be surprised at the convenience and time saving you effect by settling your accounts this easy way. Just consider the high points of our TRUSTCO CHECK SERVICE

\$1.00 OPENS AN ACCOUNT—No service charge made regardless of how small your balance. Checks certified without charge.

ONLY COST 7½¢ PER CHECK DRAWN—No charge for items deposited.

STATEMENT MAILED with cancelled checks every three months at no cost.

ACCOUNTS OPENED BY MAIL—You may also mail your deposits.

ANYONE CAN OPEN AN ACCOUNT—Every person—Federal, State or City employee, business or professional man, housewife or husband and wife jointly—may use our checking facilities.

Checks Printed With Your Name Delivered Immediately on Opening Account

Mail your next pay check for deposit. It isn't necessary to come to the bank to open your account.

All City, Federal or State employees given immediate credit on their salary checks deposited

TRUST COMPANY of NORTH AMERICA

115 BROADWAY—NEW YORK

Member Federal Deposit Insurance Corporation



NOW'S THE TIME FOR RUPPERT ALE

• Brewed by an Expert Ale Master in the special Ruppert Ale Brewery. Slowly aged to give it a hearty, mellow light flavor that hits the spot on these crisp days and cool nights. Try a glass of smooth, tangy Ruppert Ale today.

Just Say: **“MAKE MINE RUPPERT”**

Copyright 1941 by JACOB RUPPERT, Brewery, New York City

Take a Letter, Letter, Take a Letter, Take

The hierarchy of the Agriculture Department reads like this:

Secretary of Agriculture.
Assistant Secretary.
Assistant to the Secretary.
Assistant to the Secretary.
Assistant to the Secretary.
Assistant to the Under Secretary.
Assistant to the Assistant Secretary.
Secretary to the Secretary.
Special Assistant to the Secretary.
No, nobody's nuts.

Why Pay Raises?

Food prices, according to information from the Federal Bureau of Labor Statistics, are higher than they've been in ten years. Among the commodities for which the populace pays more are bread, fresh milk, beef, pork, coffee, shortening, canned goods, eggs, oranges, navy beans, sugar, cheese, evaporated milk, butter. The retail cost of 54 important food commodities is now 12 per cent higher than it was a year ago. And the trend is still up.

Civil Service Employees: Watch forthcoming issues of The LEADER for special articles on your seniority rights, promotions, retirement, and other subjects of vital interest to you.

MINIMUM WAGE FOR U.S. EMPLOYEES?

More money for Federal workers to meet the increased cost of living is the theme song today of the employees.

The sentiment has taken concrete form in a bill by Representative John E. Sheridan, Pennsylvania Democrat, who is a member of the House Civil Service Committee.

The Sheridan bill would establish a \$1,500 minimum wage for federal workers. His bill would provide immediate wage boosts of \$200 each to every employee making less than \$2,900 annually. Those receiving \$3,000 and \$3,100 would be raised to \$3,200.

Sheridan said the morale of the employees would be greatly increased by his bill, which, of course, is a fact.

However, the bill hasn't been received any too enthusiastically because of the fact that employees receiving over \$3,200 aren't provided for. The HCL affects these employees also, and it's expected that if any action is taken, all employees will be benefited.

Senator McCarran of Nevada also has a bill which would establish \$1,500 as the minimum wage for federal workers.

CIVIL SERVICE LEADER

Copyright, 1941, by Civil Service Publications, Inc. Entered as second-class matter Oct. 2, 1939, at the post office at New York, N. Y., under the Act of March 3, 1879.

CIVIL SERVICE IN NEW YORK CITY

Subway Promotion Tests Under Way

The promotion exams for subway workers are under way.

The record-breaking number of tests for transit employees officially began this week with the announcement of the requirements for the coming examinations for railroad clerk, towerman and motormen.

The promotion test for railroad clerk will be held December 4th, according to the official announcement. The motorman test will be held December 14th and the towerman examination January 7th.

The tests are open to employees of the IND, BMT and IRT lines. It is the first time promotion tests were ever held for BMT and IRT workers.

The examinations for the promotion tests will be based on the duties of the job and all candidates, according to officials of the Civil Service Commission will be expected to know the job for which they are applying. The tests, in most cases, will consist of a written examination and a practical test. The written will be given first and only those passing the written test, will be called for the practical test.

Multiple Choice Queries

At present, the plans call for the objective, or multiple choice type of test for the written examination. In this type of test, candidates are required to select the best of a number of answers offered for each item.

Candidates should bear in mind that in the advertisements for the subway tests, one year in the eligible title is required. Those serving as provisionals are not eligible.

Since there have been numerous changes in the titles of candidates eligible for the subway tests during the course of reclassification, it should be remembered that the advertisements for the tests state "or an equivalent title or titles." This statement in the advertisement provides for those changes in titles which did not necessitate a change in duties.

Therefore, it is suggested, that candidates who now hold an eligible title but who are in doubt as to whether or not they are qualified, should file and let the Commission determine eligibility later.

(The advertisements for the promotion tests appear in full on another page of this week's LEADER).

SUBWAY MEN:

All subway men planning to take the promotion exams should watch forthcoming issues for helpful study material.

FIRE DEPARTMENT APPOINTMENTS

When Mayor La Guardia, Fire Commissioner Walsh, and other city officials gather October 11 at City Hall to review a parade and demonstration by the Fire Department Emergency Auxiliary Corps, an added feature will be the promotion of 10 lieutenants to the rank of Captain and 60 firemen to the rank of Lieutenant. A number of appointments as firemen are expected about November 1. The parade is advertised as the largest ever organized by the Fire Department. Units from Long Island, Westchester and New Jersey will participate. The Auxiliary volunteers will demonstrate the results of their training at City Hall Plaza where a temporary structure 40 feet high, representing the face of a building, will be erected. Volunteers will erect ladders, carry hose and in general display the kind of training they have been receiving weekly at fire houses.



Dental hygienist at work — she's the gal in the back. A New York City examination for the position is now open. The duties of a dental hygienist are varied: she may clean the teeth of children and adults; give instruction in mouth hygiene to patients; assist a dentist in school or hospital; keep equipment clean; perform a lot of other jobs. The salary she gets for this work isn't what it should be.

Subway Engineers Protest Suggested New Titles

If the State Civil Service Commission should adopt four New York City resolutions — numbers 73, 74, 77 and 78—it will prove "a serious injustice to civil service engineers who have served for years with the Board of Transportation. That's the opinion of David Jacobson, chairman of the grade 4 Structural Draftsman organization.

To reclassify former engineering employees of the BMT and IRT with a sub-title of maintenance man would add to the number of titles in the Engineering and Architectural service and therefore defeat the express purpose of reclassification, according to Mr. Jacobson.

"The adoption of these resolutions," Mr. Jacobson says, "involves an illegal infringement of seniority rights inasmuch as the former employees of the operating companies when classified under special sub-titles, although performing work of exactly the same nature as other engineers of the Board of Transportation would under their special titles enjoy a measure of seniority far greater than the seniority to which they are entitled, since coming into the classified civil service. This constitutes an unconstitutional deprivation of inherent rights."

TRANSIT BOARD HIRES TROLLEY MEN

The Board of Transportation is hiring street-car operators and maintainer's helpers these days. During the past week the Civil Service Commission certified 64 names on the automobile engine-man list for the trolley-car jobs which pay \$.64 per hour. The highest eligible on the list reached was number 2,187.

Eligibles up to number 40 on the maintainer's helper (group D) list were certified to the Board of Transportation for three permanent jobs at \$.63 per hour. Eligibles up to number 73 were certified for five temporary jobs at the same salary.

Big New Series of City Tests

Variety Is Greatest in Many Months; Gardening, Office, Printing to Be Available

The most interesting set of city exams in many a month is now available to applicants. Men and women with experience in airport traffic, gardening, dentistry, office appliance machines and printing are eligible to file for the current open competitive tests; those eligible may now file for promotion examinations to court attendant, court clerk, inspector of housing and other titles.

Subway employees are invited to take the promotion tests offering advancement to motorman, railroad clerk, and towerman. These subway exams are open to IRT, BMT and IND division employees of the transit system.

The open competitive and promotional tests open for filing right now range from jobs paying \$7,500 a year to less than \$5 a day. A total number of vacancies for the jobs, although large, do not begin to tell the story since many of the posts have vacancies "from time to time" not now known.

Open Competitive Tests

Altogether, there are 11 open competitive tests open for application. There are also four promotion exams, in addition to subway promotion tests.

Among the open competitive tests are:

Air Traffic Control Recorder; three vacancies, \$1,800 a year and up.

Assistant Gardener; 25 vacancies, \$5.50 a day.

Dental Hygienist; vacancies occur from time to time, \$1,200.

Director of Air Traffic Control and Airport; one vacancy, \$7,500.

Health Inspector, Grade 2; occasional vacancies, \$2,400.

Office Appliance Operator, Grade 2 (IBM Alphabetic Accounting machine); vacancies occur from time to time, \$1,200 and up.

Office Appliance Operator, Grade 2 (IBM Numeric Punch); vacancies occur from time to time, \$1,200 and up.

Office Appliance Operator, Grade 2 (Remington Rand

Powers Key Punch Machine); occasional vacancies, \$1,200 and up.

Principal Chemist (Biochemistry) one vacancy, \$5,000.

Printing Specifications Writer, one vacancy, \$3,000.

The promotion exams include:

To Court Attendant, open to employees of the City Court, Magistrates' Court, Domestic Relations Court, Court of Special Sessions, and Municipal Court, (separate lists for each court); vacancies occur from time to time, \$1,800, ungraded.

To Court Clerk, Grade 3, open only to employees of the City Court; two vacancies, \$2,400 and up.

To Examiner, Grade 4, open only to employees of the Board of Estimate, Bureau of Franchises; one vacancy expected, \$2,400 and up.

To Inspector of Housing, Grade 3, open only to employees of the Department of Housing and Buildings; four vacancies, \$2,400 and up.

Subway promotion tests: Motorman, railroad clerk and towerman in all three divisions of the transit system. Details appear elsewhere in this week's issue of The LEADER.

There are 150 vacancies in the motorman title in the BMT; 22 in the IND, and 60 in the IRT. However, like in other subway promotion tests, additional vacancies are expected to be available.

There are 100 vacancies in the

Painters Visit Commissioners

Following the lead of the Sanitation Eligibles Association, a committee of three of the House Painter Eligibles Associations is visiting various commissioners in an attempt to have their list certified to appropriate titles. The House Painter's Eligible list was promulgated November 22, 1940, after the first open-competitive examination for the title. Officers of the association are Harry L. Adler, president, John Margarin, vice-president, Eugene Watkins, recording secretary, Joseph Barinello secretary-treasurer, Theodore Streule, trustee, Joseph Sole, sergeant-at-arms.

railroad clerk title in the BMT; 30 in the IND, and 70 in the IRT Division.

Towerman vacancies include 20 in the BMT, 19 in the IND and 10 at present in the IRT Division.

Complete details concerning requirements, duties, etc., for each test appear on the exam pages.

ACCOUNTANT TEST IS POSTPONED

The promotion test for accountant has been postponed until the last week in December in order to protect the promotion rights of city employees whose promotions were nullified by the decision in the Cornehl case, the Commission announced this week. Several employees had accepted promotions as junior accountants in departments other than their own. As a result of this shift, one employee, Jacob Bernstein, transferred to the Comptroller's Office from the Board of Child Welfare, on the promise that he would not forfeit his promotional rights. Because Bernstein will not be eligible to take the promotion test to accountant until after December 15, the Commission decided to postpone the test until the end of the year, thereby providing all persons adversely affected by the Cornehl decision with a new promotion opportunity.

Grade On Written Test Will Count Less, Physical Grade More, in Patrolman Exam

Candidates Must Learn to Drive

Patrolman candidates! Are you worried about taking the written test? Are you big, strong, healthy, physically fit? Do you hesitate to start preparing yourself for the police test to be announced at the end of this year because you think you might not get a high mark in the written examination? Are you one of the 22,000 husky lads who didn't get a chance to take the physical part of the last Fireman examination because you didn't finish in the first 5,000 on the written test?

If you fall into the above category, here's good news for you. There is a strong possibility that more candidates will be given a crack at the physical part of the coming patrolman test than were allowed to take the physical parts of the last patrolman or fireman examinations. Paul J. Kern, president of the Civil Service Commission, told The LEADER that this time the physical test will be "more selective," the mental test "less selective."

It's a Big Break
Exact details of making the mental test "less selective," will, of course, not be known until the requirements for the examination are announced. Undoubtedly the weight of seven assigned to the physical test in the last patrolman examination will be reduced. There is a strong possibility that even weights will be assigned both parts of the test.

However, the biggest break for candidates is the indication that the Commission will let more applicants compete in the physical test. This can be done by lowering the passing mark of the written test. For instance, the passing mark of last June's fireman written test was the mark achieved by the 5,000th candidate. The remaining 22,000 candidates were not permitted to take the physical test, even though equal weights were assigned to each part of the test.

See Your Doctor
Patrolman candidates should, of

course, make sure that they are physically fit before they file for the examination. The LEADER advises all candidates to pay a visit to their family physician now, while there is still time to correct any possible physical defects. Candidates will have to meet the minimum height requirements of 5 feet 8 inches. There will be no conditionals on height this time, as there were in past patrolman and fireman physical tests. There will be no minimum weight requirements, as candidates who are overweight usually reject themselves by failure to pass the exacting physical test.

Candidates had to have perfect vision in both eyes without the aid of eye-glasses on the last test. Perfection was also required in heart and hearing. The action of the heart had to be free, uniform, steady. The slightest deafness was cause for rejection. Teeth had to be in good condition. At least 16 natural teeth were required. Candidates who cannot meet these physical requirements now are advised to get in condition immediately.

Get a Driver's License
Another tip for prospective patrolmen: If you can't drive a car, start learning! An operator's li-

cense is absolutely required before the Civil Service Commission will certify your name to the Police Department for appointment. In the meantime, follow The LEADER. Further details about the coming patrolman exam will appear on these pages each week.

1,000 HELPERS' NAMES SENT TO HOSPITALS DEPT.

Over 1,000 names on the hospital helper and laundry worker lists were certified to the Department of Hospitals during the past week. Jobs as hospital helper pay \$360 per year part-time, and \$480 per year with maintenance. Salaries for laundry workers are \$780 per year and less.

The highest eligible reached on the hospital helper (men) list was number 998. Names of 398 men were certified by the Civil Service Commission to the Department of Hospitals. A total of 429 women were certified from the hospital helper (women) list. The highest eligible reached was number 1,000.

The highest eligible reached on the laundry worker list was number 400. Altogether 219 names were certified on this list.

No Swimming for Cops

What, no swimming test? New York City contains 578 miles of waterfront. Through it, within it, around it flow the waters of the Atlantic Ocean, the Hudson River, the East River, the Harlem River, New York Bay, Flushing Bay, Pelham Bay, Sheepshead Bay. New York also contains 7,575,339 people, many of whom go down to the water's edge to work, fish, swim, play. The problem of patrolling the waterfront is one of the most important police tasks in the city.

Officials of the Police Department think that cops should be able to swim. Officials of the Civil Service Commission think that cops should be able to swim. Professor Francis Patrick Wall, designer



of the exacting competitive examinations for patrolman, fireman, sanitation man, would like to include swimming in the forthcoming patrolman test. But, we have definitely learned, swimming will not be a part of the physical examination in the patrolman test.

There are too many obstacles in the way, too many difficulties to overcome. It is impossible to obtain a swimming pool large enough to test thousands of candidates in the summer months, the time when a physical examination must, of necessity, be held. A stiff swimming test would seriously handicap the average candidate. And, it wouldn't be worth the trouble of holding a physical examination in two different places if the weight assigned the swimming test would be relatively small.

"But, some day," says Professor Wall, "a swimming test will be possible. Not only for patrolman, but for all strenuous physical positions as well!"

tained the football team, he won letters in the three.

Captain of the freshman basketball team, varsity tackle in his sophomore, junior, and senior years, assistant coach of the freshman football team, Perry's

collegiate activities weren't confined to things athletic. He is also a handy guy with the books. If he wants to, he can write the letters B.S., M.S., after his name.

Perry plans to do big things this winter with the supermen.

Supermen Name Athletic Director

Last week, the Sanitation eligibles decided to name an athletic director. Of course, being supermen, an ordinary athletic director wouldn't do. They had to select someone who was a born athlete, someone who had an outstanding athletic record. Of course they had to pick some one from the sanitation list.

Officers of the eligibles association consulted their files. They had professional baseball players, basketball stars, swimmers, weight-lifters, boxers, wrestlers. They had college athletes, A. A. U. athletes, neighborhood club

athletes. Still, they weren't satisfied. They had to pick someone who didn't specialize in one sport, someone who was good in a lot of sports. They had to pick an all-around athlete, an all-American.

All-American
All-American! That was the idea. Quickly, they ran through the files again. Sure enough, they had an All-American. Perry Gelfen, tackle on N. Y. U.'s undefeated teams of 1935-1936 was nominated for All-American tackle in his senior year. Besides that Perry was a basketball player and a baseball player. In Tilden High, where he cap-

—EXAMINATION ORDERED!—

PATROLMAN \$1 Per Week

POLICE DEPT., NEW YORK CITY
INTENSIVE TRAINING FOR MENTAL & PHYSICAL UNTIL EXAMINATION. — Small Enrollment Fee.

MOTOR VEHICLE EXAMINER - INSPECTOR
ENROLL NOW! CLASSES NOW FORMING
Write or Phone for Complete Information.

All instruction under personal supervision of Deputy Chief Robert E. McGannon (Retired), New York Fire Dept. Over 30 years of experience in Civil Service. FOR BEST RESULTS IT'S THE



PATROLMAN

Train where the students consistently top the list. No. 1 Man in last Patrolman Mental; No. 1 Man last Fireman; No. 1 Man last Sanitation; No. 1 Man last Police Lieutenant. Over 90% of our students pass. The course is taught by the directors themselves, men of experience in TEACHING CIVIL SERVICE, with College, Legal and Practical background. Our Physical Training Director is Harry Politi, the outstanding man in his field. Our gym and equipment are by far the best. Our classes are small—the attention is individual.

COLUMBIAN INSTITUTE
MAIN OFFICE (Formerly Schwartz-Caddell) GYMNASIUM
154 Nassau Street (At City Hall) 00 East 11th Street
WORTH 2-3675 ORCHARD 4-8988
WALTER A. CADDELL, B.S., L.L.B. JAMES P. CASEY, A.B., M.A., L.L.B.

Recent NYC Appointments

The following appointments have been reported by the various city departments:

Correction
Elevator Operators, \$1,200; Ernest C. Spilotis, John R. Schlegel, George Romanowich, Charles P. Gambino, Frederick F. Grant.

Housing Authority
Clerk, \$840, Meyer M. Axelrod. Typists, \$960, Mildred Cassak, Syd Leavy, Irene Gottlieb, Rose Goldman.

Porters, \$1,020, John Mancison, Salvatore Caprara, Stephen Beleck, George Vazquez, Vincent Iannelli, Frank Dugan, Charles Mantione, Mike Abate, Isaac Cohen, Samuel Zavalline.
President, Borough of Brooklyn
Attendant, \$1,200, Catherine Reynolds.

Housing & Buildings
Inspectors of Housing, \$1,800, Samuel Kenyon, James A. Thomas, Jr., Charles B. Bellew, Leonard Breiner, Jr., Joseph J. Chesmel, Arnold Saggese, Morris D. Kazanow, Samuel Goldner, Carl F. Gilbert.

Public Works
Cleaners, \$1,200, Benjamin Clemente, Calogero M. Fiore, William Gollo, James Montanaro, Arthur Alena, Joseph Buonanno, Michael Pelletier, Michael Maletta, Emil Zerenga, Ignazio Ditrapani, Frank Felber, Nathan Weiss, Manuel Fuentes, Julius F. Garruba, Sebastiano Conticello,

John Cavelli, James Sleavin, Thomas Bellantoni, Frank Russo, Michael Fischetti, Salvatore Molica, Anthony Sivuglia, Angelo Timponi, Frank Dowling, Chester Carney.

Water Supply, Gas & Electricity
Clerk, \$840, Anthony M. Caifa.

Docks
Junior Airport Assistant, \$960, Harry K. Medero, Robert H. Jensen.

Captain, \$3,300, Joseph J. Connors.

Sanitation
Licensed Fireman, \$7 a day, Denis Groarke.

LEARN SPANISH ONLY \$2 A WEEK

3 nights weekly—1½ hour lessons
Beginners - Conversational - Commercial
Spanish Social Activities, Trial Lesson.
Language Service Center
18 E. 41st St. LEX. 2-8838
Lewis Bertrand, Director

MEN AND WOMEN CHOOSE A CAREER

FINGERPRINTING
BE READY NOW FOR THE FORTHCOMING EXAMS
N.Y. School of Fingerprints
22 - 26 E. 8th ST. GRAMERCY 7-1268
Day and Evening Classes

UPTOWN IT'S "MONROE"

FOR
CIVIL SERVICE PREPARATION
Classes Now Forming
City—State—Federal Exams
Monroe Secretarial School
1940 BOSTON ROAD
DA. 2-7300, R.K.O. Chester Thea. Bldg.

LEARN TO BE A FINGERPRINT TECHNICIAN

In a Modern Laboratory
Individual Instructions
Practical Experience...
Latest Equipment...
Faurot Fingerprint Laboratory
240 MADISON AVENUE
New York City

HOUSING INSPECTOR

Free Session Tuesday, Oct. 7, 8 P. M.
FEE \$20.

MOTOR VEHICLE License Examiner

TUESDAY AND THURSDAY, 7 P.M.
Fee, \$15

RAND EDUCATIONAL INST.

7 E. 15 St. • ALG. 4-3094
"A Non-Profit Institution"

PREPARE CITY, STATE, FEDERAL EXAMS

CARD PUNCH MACHINES
NUMERIC and ALPHABETIC

Latest 1941
I.B.M.-REMINGTON RAND
EQUIPMENT

COMPTOMETER
BURROUGHS CALCULATORS

IMPORTANT
Individual Instructions
DAY, EVENING CLASSES

Midtown Calculating Co.

10 EAST 40th ST. LEX. 2-4458

DEFENSE DRAFTING JOBS

Aeronautical, Mechanical, Electrical, Marine Piping, Ship, Structural Steel, Reinforced Concrete, Tool & Die, Oil Refinery, Radio, Topographical, Blueprint Reading, Engineering Design, Mathematics.
RECENT GRADUATES PLACED IN DEFENSE DRAFTING JOBS!

Health Inspector
LECTURES—Mon & Thurs., 8:15 p.m. LECTURES—Mon. & Thurs., 7:30 p.m.
ATTEND 1 LECTURE FREE ATTEND 1 LECTURE FREE

Inspector of Housing
Motor Vehicle Examiner, Treasury Enforcement Agent, Card Punch Operating, Calculator, Actuarial Assistant, Inspectors Boiler, Hull, Jr. Engineer (Civil-Electrical), Postal Clerk-Carrier, Patrolman, Elevator Inspector, Subway exams Railroad Clerk, Motorman, Towermen, Court Attendant-Clerk.

LICENSES—Professional Engineer, Registered Architect, Stationary Engineer, Electrician, Master Plumber.
30 YEARS RECORD OF SUCCESS
Thousands of Mondell Grads in Gov't, State, City Positions at salaries of \$2,160 to \$4,500 yearly.

MONDELL INSTITUTE
230 West 41st St. — Wisconsin 7-2086. N.Y. State Licensed

City

Civil Service

News Briefs

John J. Smyer has been called to appear before the Commission to elaborate on his request that his name be removed from the disqualified list . . . same goes for Frederick Haegge, Jr.

James Cassin, BMT conductor, Peter Maloney, IRT machinist, and Tony Godomski, IRT air brake helper, have been declared "not qualified" under the citizenship provisions of the Wicks Act.

Since he "filed in error" for the examination for license as portable engineer, Frank Daino gets his fee back.

The experience rating of Delbert J. Duchesne, social investigator, app. No. 3,087, is reduced from 81% to 80%.

Ann Cervini, candidate in the exam for Typist, grade 1, has been marked "qualified for certification."

Kenneth Patten and Frank Ephron have been O.K.'d medically in the exam for attendant-messenger, grade 1.

The exam for license as master plumber will be re-advertised for two weeks after candidates are notified of the results of the last test. That gives those failing the last test a chance to reapply.

Joseph A. Sloane, a lifeguard in the Park Department, requests a special medical and physical test in the exam for fireman. Says he was injured while on duty and could not appear for the test when called. The Commission says no go.

Frederick Kaufman asks permission to participate in the exam for promotion to junior accountant . . . the Commission says nix.

Pending the establishment of promotion lists, the Commission nods approval of 30 provisional promotions in the IND, three provisional promotions in the IRT, and 65 provisional promotions in the BMT division of the transit system.

John F. Kenny, No. 58 on the list for promotion to assistant station supervisor, IND division of the transit system, wins a claim for disabled veteran preference . . . William J. Bailey, 424 on the list for promotion to Lieutenant, Fire Department, also wins a veteran preference claim.

The request of Martin Shassol, eligible on the patrolman, No. 2 list, that the roster be certified as appropriate for Inspector of Licenses, Tax Inspector, etc., was denied.

The tentative key for part one of the city-wide promotion and open competitive exam for electrician has been approved as the final key . . . the tentative key for part one of the written exam for motion picture operator's license, has also been approved as the final key.

The Commission certified the preferred list for junior architectural draftsman, grade 3, to the Welfare Department to fill a job as Junior Architect. But the Welfare Department sent it back stating that since the incumbent provisional, Albert R. Ulrich, is a veteran and has a case pending in court, he cannot be dismissed.

\$2,400 Jobs Go to

Elevator Mechanics

The Civil Service Commission certified the elevator mechanic list to the Department of Housing and Buildings as appropriate for three \$2,400 per year jobs as inspector of elevators, grade 3. Altogether 35 names were certified by the Commission for the three vacancies. The highest eligible reached on the list was number 79.

Coming Exams

Include Popular Titles:—Patrol Officer, Barber, Office Machine Operator, Lawyer

The titles which follow below are of tests which have already been ordered by the New York City Civil Service Commission, but for which applications are not yet available. Next step is the formal announcement, which in the case of most of these tests will come within a few months. Persons who plan to take any of the examinations listed below should begin their preparation immediately. At this time, no information concerning requirements and duties has been made public. When this data is ready, The LEADER will carry it. The list of forthcoming examinations:

- Open Competitive Tests
- Apprentice (Automotive Trades)
- Assistant Civil Engineer.
- Assistant Director of Public Assistance (Care of Homeless and Transients).
- Barber.
- Buildings Manager (Resident) (Harlem River Project) (South Jamaica Project).
- Car Maintainer—Group E, N.Y. C. Transit System.
- Chemist.
- Chief Dental Supervisor.
- Director of Education.
- Foreman of Laundry (Male).
- Inspector of Elevators, Grade 3.
- Junior Engineer (Civil), Grd. 3.
- Junior Engineer (Electrical), Grade 3.
- Junior Epidemiologist.
- Junior Physicist (Radiation).
- Laboratory Assistant (Histology).
- Law Assistant, Grade 2.
- Mechanical Draftsman (Electrical), Grade 3.
- Mechanical Engineer (Salvage).
- Office Appliance Operator (Boroughs Bookkeeping Machine).
- Parole Officer.
- Patrolman, P.D.
- Power Maintainer, N.Y.C. Transit System.
- Radio Repair Mechanic.
- Road Car Inspector, N.Y.C. Transit System.
- Seamstress.
- Senior Administrative Assistant, Bureau of Plant Operations and Maintenance, Department of Education.
- Special Patrolman.
- Ventilating and Drainage Maintainer, N.Y.C. Transit System.
- Weighmaster.

- Promotion Tests
- Air Brake Maintainer, IND Division, N.Y.C. Transit System.
- Asphalt Foreman (Office of

- Borough President of the Bronx).
- Asphalt Foreman (Office of Borough President of Richmond).
- Assistant Civil Engineer, Board of Water Supply.
- Assistant Foreman (Lighting), IND Division, N.Y.C. Transit System.
- Assistant Supervisor (Electrical Power) IND Division, N.Y.C.

- Transit System.
- Assistant Supervisor of Recreation, Department of Parks.
- Borough Superintendent of Buildings, (Department of Housing and Buildings).
- Captain (Police Department).
- Car Maintainer—Group E, IND Division, N.Y.C. Transit System.
- Chemist (City-Wide).

PATROLMAN PREPARATION

An examination for Patrolman is expected to be held early in 1942. Few men regardless of physical condition or education can hope to pass either the physical or mental test with a high percentage without specialized training. During the last twenty-five years close to 90% appointed to and promoted in the Police Department have been prepared by us. Any young man who is interested in taking the coming Patrolman test is invited to call and be examined by our physician without cost, attend a mental class and observe a physical class in session. The special features of our physical training are the 12 laps to a mile track on the roof of our gymnasium, the agility test and the coordination machines. Below is a letter from one of our students who received 99.4%, the highest physical rating in the last examination for Fireman and who attended this Institute for Sanitation Man and was No. 10 on the eligible list.

Mr. M. J. Delehanty, Director,
The Delehanty Institute,
115 East 15th Street, New York, New York.

My dear Mr. Delehanty:

There is a distinctive advantage in attending your institution. And, even though I am only one of the many thousands who come to you for instruction, I am none the less appreciative for the advantage afforded by membership in your school.

I sincerely feel that my achievement in two recent civil service examinations is directly attributable to your eminent institution. Both mental and physical. In this day and time practical achievement is, ostensibly, the very essence of life itself. Feeling that I am an average American, with a possession of the more or less common desire for happiness and security, I believe that my case is a striking proof of the fact of the advantage I have mentioned.

To use somewhat hard-head business terms, I suppose I can express myself in the following fashion: Mine is a concrete case in which, by virtue of attendance at your institution, a good job has been attained; a better job is coming up; earning power has been increased; domestic tranquillity enhanced, and the future as well secured as I could possibly wish for at present.

I thank you and the conscientious instructors, who have worked patiently with me. I am genuinely glad to say that I am a satisfied Delehanty Student.

Respectfully yours,

LUTHER M. B. HOOEY.

CITY PROMOTION EXAMS.

CLASSES NOW FORMING

MOTORMAN—TOWERMAN

RAILROAD CLERK—COURT ATTENDANT

THE RAMSPECK ACT

Thousands of non-civil service employees in the Federal Government will be required to take non-competitive examinations after January 1.

In order to prepare persons who are temporarily holding these positions, we are forming classes Tuesday, October 7, at 1:15 and 8:30 P.M., Tuesday and Thursday thereafter at same hours. The fee is reasonable and payable in installments.

INSPECTOR OF HOUSING, GR. 2

Classes meet WEDNESDAY and FRIDAY at 8:30 p.m.

Special visitors classes WEDNESDAY, and FRIDAY at 7:45 p.m.

HEALTH INSPECTOR, GR. 2

Classes meet WEDNESDAY and FRIDAY at 8:30 p.m.

Special visitors classes WEDNESDAY and FRIDAY at 7:45 p.m.

MOTOR VEHICLE LICENSE EXAMINER

Entrance Salary \$1,800 per annum. Classes meet TUESDAY and THURSDAY, at 1:15, 6:15 and 8:30 p.m.

MOTOR VEHICLE INSPECTOR (Bus)

Entrance Salary \$2,400 per annum. Classes meet on WEDNESDAY and FRIDAY, at 8:30 p.m.

TREASURY ENFORCEMENT AGENT

Class meets on Tuesday at 8:30 p.m.

JUNIOR TYPIST AND JUNIOR STENOGRAPHER

EMPLOYMENT IN WASHINGTON, D. C. AND NEW YORK

Applications are now being issued and may be obtained for an indefinite period.

POST OFFICE CLERK-CARRIER — RAILWAY POSTAL CLERK

Classes in preparation for this examination which should be held within the next few months are meeting on MONDAY and FRIDAY of each week at hours to suit the convenience of the student.

INSPECTOR OF ELEVATORS (Gr. 2) — Class Forms Friday, Oct. 10 at 8:30 P.M.

MASTER PLUMBER'S LICENSE—Class Now Forming.

STATIONARY ENGINEER'S LICENSE—Classes meet Wed. and Fri. at 7:30 P. M.

FINGERPRINT TECHNICIAN—Class Now Forming.

TRAINING FOR DEFENSE JOBS

We specialize in training young men as Aircraft Production Mechanics, Machine Tool Operators and Welders, thousands of whom are required to carry out the defense program. Anyone interested in any of these courses is invited to call, visit our various shops, when full details will be explained.

OFFICE HOURS: 9 A.M. TO 10 P.M. DAILY — SATURDAY 9 A.M. TO 5 P.M.

Attend the school with a background of over 350,000 satisfied students over a period of 30 years.

The DELEHANTY INSTITUTE

• 115 East 15th Street, N. Y. C. STuyvesant 9-6900 •

TO ASK ANNUAL

PAY INCREASES FOR

SEWAGE WORKERS

A bill to bring laborers under the provisions of the McCarthy law will be introduced in the City Council this year, according to James Doyle, vice-president of the Sewage-Treatment Workers of the Department of Public Works, an affiliate of the Federation of Municipal Employees. Tentative plans for the bill call for annual increments of \$120 per year for four years for laborers. "At the present time, laborers are appointed at salaries ranging from \$700 to \$800 per year," Mr. Doyle said. "Their salaries are static and they receive no increases," he added. He pointed out that clerical employees receive annual salary increases of \$120 per year until they have reached the top of their grades. The bill, which is in the process of being drafted, is expected to be introduced by a Brooklyn Councilman. Mr. Doyle, its sponsor, is employed in the Bureau of Sewage Disposal in the Department of Public Works.

Docks Department

Takes on Seamen

Twenty-nine names on the open-competitive list for able-bodied seamen were certified to the Department of Docks for 20 temporary jobs as deckhand. Deckhands are paid a salary of \$1,800 per year. The highest eligible reached on the able-bodied seaman list was number 887.

Prevailing Pay Hearing Starts Oct. 15

Comptroller and Henry Feinstein in Dispute About Who Represents Whom

Comptroller Joseph D. McGoldrick stated this week that "Everyone, affiliated with union organizations or otherwise, can be sure of a complete and honest investigation of all claims" before his office decides on just what are the prevailing rates of wage in various categories to be taken up at hearings beginning October 15. The Comptroller had been asked to permit only bona fide representatives of city employees to appear before him.

Glaziers, asphalt workers, and every other type of worker who has not as yet seen his particular group realize the prevailing rate of wage, will have their day at the scheduled hearings which are to run into the middle of December.

Henry Feinstein, president of the Federation of Municipal Employees and general organizer of the Hod Carriers, Building, and Common Laborers of America, AFL, has taken the stand that no group or representative of any group other than union leaders should be permitted to place before the Comptroller's representative, figures representing to be the prevailing wage rate.

The first of the series of hearings will take place before Deputy Comptroller Paris on October 15. On this date the prevailing wage question involving motor graders will be taken up.

Mr. Feinstein's question is this:

How can non-union representatives testify as to what union wages are?

Or, isn't it better to have a union representative explain just what the conditions are rather than someone unfamiliar with the subject?

Feinstein Organizing

Meanwhile, Mr. Feinstein reports that the custodians and janitors have requested affiliation with his organization. So far as the Federation is concerned, Mr.

Feinstein says, they are accepted and will be placed in the International Building Service Union, A. F. of L.

This move is the beginning of a campaign to organize all janitors and custodians, elevator operators and cleaners of all city buildings and city departments, according to Mr. Feinstein. The initial move took place when a group of representatives of the janitors and custodians called on the president of the Federation

and applied to join the A. F. of L. group.

Mr. Feinstein also reports that the drive to organize asphalt workers, foreman and auto enginemen in Brooklyn got off to a swell start recently. These same groups from the Bronx and Queens are already active in the federation and, according to Mr. Feinstein, it won't be long before 100 per cent of this type of worker will be members of the organization.

"Company Union" Sponsored

Officials Secretly Plan to Impose It on Employees

A move of serious consequence to all city employees may soon be under way.

It is the formation of a "company union," sponsored by city officials. The blueprint for such an organization is already in the making. One department, strictly under the jurisdiction of the Mayor, is already preparing a set-up whereby "employees will be represented" through membership in a proposed "employee

group" unaffiliated with any union organization.

Up till now, every step in the creation of this new outfit has been hush, hush. Those contemplating the move hope the plan "holds for a while"—presumably until the smoke of the election has cleared, when it may be safer to broach such a project. The LEADER reporter who discovered the plan was asked to "hold off" from running any news about it. (It would clearly be a disservice to civil service employees to refrain from running available information, however meager, about a move of such significance.—Editor.)

Unions Don't Know About It

AFL, CIO, and the various independent employee organizations in New York City haven't even had a whiff of the plan yet.

The project was phrased by one official in these words: "A plan to form an employee group, other than those affiliated with the unions," is under way. "We don't want an organization of employees affiliated with the unions. The employees will form a group of their own to present their grievances." The group would

start experimentally in one department, and then spread out. Presumably, if the setup works out in one department, it will then be advanced in others—with official blessing. When will the whole thing start? "Soon" is as much as The LEADER could learn.

The LEADER has never taken sides in straight political controversies. This newspaper has maintained that civil service employees, like all other American workers, have the freedom to join whatever organization they may wish, without coercion or suasion from officials. The idea involved in this plan, however, is strictly "company union"—organized from above.

"It's only a preliminary move," says one of the prime movers of the program.

Maybe so!

But why so secretive?

If the program is so precious, and there is no question about its acceptance, why not let everyone know about it now!

It is, of course, entirely possible that this story may "scare off" the entire project. Employees will, however, be wise to keep their eyes open.

Departments Slow Up Use Of NYC Promotion Lists

Separate promotion lists for various city departments will be published instead of waiting for the publication of a city-wide list, according to a recent ruling of the city commission. This action was taken because many city departments slow up the use of promotion lists by lateness in submitting service rating reports for employees competing in the examinations.

The Civil Service Commission feels that by publishing first promotion lists of those departments which are prompt in supplying the required service records other departments will then hasten or speed up the completion of their own service ratings.

Court Ruled Against Kern

Although the courts in the case of Cornehl vs. Kern, held that city-wide promotion lists could not be used while an open-competitive list is still in existence, the Commission, nevertheless, decided to continue its policy of establishing city-wide lists. However, in order to prevent any candidate from having a longer eligibility because his departmental list may have been promulgated earlier, the Commission also decided that the city-wide promotion lists would not be published until the departmental lists had been promulgated.

IN THE FAMILY

By ED

Magistrate Raphael P. Koenig, in Traffic Court, accepted a new angle for parking in a restricted area . . . "ran out of gas and had to park while I went to get some," said the motorist . . . Fire Commissioner Patrick Walsh will be on the job exactly 40 years come December 10 . . . firemen say that if a Commissioner was elected by members of the department, instead of appointment by the Mayor, Pat would still be the boss . . . Algernon B. Comins, Housing and Building Assistant Engineer, figures Pa-Knick saw enuf of him and decides to retire . . . William A. Boyle, electrical inspector in the W.S.G.&E. will meet part of the increased taxes with that \$120 boost he gets . . . Anna M. Foley has been promoted to \$2,400-a-year clerk in the Sanitation Department . . . Congrats . . . Captain William Fisher, Quartermaster Daniel G. Fritz, and clerks Walter J. Hoxey, Michael K. Sullivan and Walter S. Graham say they think they saw plenty of the Dock Department

and retire . . . Eugene R. Canudo has been appointed a confidential secretary at \$4,000 in the Board of Education. Gene lives in the borough, Mike White, secretary to the Department of Hospitals, says he has so much trouble in keeping permanent employees . . . yep, Staten Island . . . Raymond S. Bennett, Board of Transportation expert on contract adjustments, quits after 29 years of public service . . . he took part in 800 transit law suits and had a hand in testimony dealing with suits totalling \$72,000,000 against the city . . . Cliff McAvoy, former Deputy Welfare Commissioner, now acts as legislative representative for the CIO Greater New York Industrial Union Council . . . Pete Keresman, secretary of the State Police Conference, was a cop up in Kingston for a long while . . . cops down here say his activity in behalf of his fellow patrolmen throughout the state got him in wrong with the city fathers up at Kingston

Want to Be Reclassified

A new attack on the New York City Civil Service Commission's program of reclassifying the engineering and architectural set-up is scheduled for October 8, in Supreme Court when employees of the Public Works Department will attempt to prove the plan is unconstitutional. A previous case resulted in a court decision granting the Commission had the right to reclassify.

In the new suit, the Public Works employees charge that the Commission's action is discriminatory because it permits architectural designers to be optionally reclassified as engineers but, if they do not possess the necessary license, they must elect to become assistant engineers. The latter title, while inferior to the higher rank, is nevertheless in the same grade. Further, those involved argue, men in Grade 3, not classified as junior architects and junior engineers, would have to take three examinations before they could become senior engineers. Now, they say, these men could become senior engineers by simply going from grade 3 to grade 4.

CIVIL SERVICE BROTHERHOOD MEETS

The meeting of the Brotherhood of Civil Service Employees will be held Friday, October 17, at City Court, 52 Chambers street. The group, composed largely of Public Works Department employees, recently inaugurated a program to reorganize and unite all types of workers from all departments.

Meanwhile, a committee appointed at the last meeting held at the Terminal Restaurant, 47 Vesey street, is negotiating with city officials to improve conditions generally for laborers throughout all city departments. The committee will report on its activities at the October 17 meeting.

Officials of the organization point out that although the first move has been to help the laborers, this does not mean that the reorganization plan only affects that group. All types of city employees are invited to cooperate and from time to time conditions affecting others will be part of the general plan to better conditions for all.

Blood Tests Held Up—No Funds

Because of lack of funds and staff, the Health Department has told the City Civil Service Commission that they will be unable to give Wasserman tests to civil service candidates. Recently the Civil Service Commission had renewed its request that the Health Department take on this job.

At the present time, only candidates in police and fire tests are given Wasserman tests. As a precaution, the Commission believes that all city civil service candidates should be tested for venereal diseases. During the last year, it has tried on several occasions to have the Health Department, which ordinarily is in a better position to conduct these tests, to handle this work for the Commission.

However, the added work brought on by the Selective Service Act as well as the near exhaustion of funds provided by the Federal Government makes it impossible for the Health Department to assume this additional work at this time.

TRAINING FOR CIVIL SERVICE PHYSICAL EXAMS FOR PATROLMAN

Full Physical Privileges on the QUARTERLY or ANNUAL BASIS

CENTRAL BRANCH Y.M.C.A.

55 Hanson Pl., Brooklyn, N.Y.
One Minute from Flatbush Avenue L. I. R. R. Station
For Information Phone STerling 8-7000

CONTINUE PLEASANT LIVING

We hope you had a pleasant summer...and now back to the city...and one's daily business. Continue pleasant living at The Paramount...but inexpensively.

Weekly rates as low as \$10.50 single, monthly \$45. Double rates from \$16 weekly, \$60 monthly. Every room has a RADIO, private bath and circulating ice water. All rooms NEWLY decorated.

HOTEL PARAMOUNT

46th Street, West of Broadway, NEW YORK

Daily Rates from \$2.50

TWIN BULWARKS OF SECURITY

LIFE INSURANCE POLICY

SAVINGS ACCOUNT

Dry Dock Savings Institution

SAVINGS BANK LIFE INSURANCE

now obtainable at the

DRY DOCK SAVINGS INSTITUTION

That's my Bank!

UPTOWN: 59th St. and Lexington Ave.
DOWNTOWN: 341 Bowery at 3rd St.

CIVIL SERVICE IN NEW YORK STATE

By MORTON YARMON

Employment
Offices
Reorganized

Reorganization of the State Employment Service in the metropolitan New York City area, hinted about and discussed for months, became a reality yesterday with the opening of the commercial office, the industrial office, and the Brooklyn branch of the building and construction office. Announcement was made by Milton O. Loysen, executive director of the Division of Placement and Unemployment Insurance.

Scheduled for November 3 is the opening of the needle trades office and the hotel, restaurant, and service office. Later on, ten household employment offices are to open in Manhattan, Bronx, Brooklyn, and Queens, and twenty-seven insurance field offices will be established.

The reorganization, which separates the placement and unemployment insurance functions of the DPUI, follows months of discussion by a joint federal-state survey committee, the public, the administrative and operating staffs of the DPUI. Central offices are located in Manhattan, where 72 per cent of the city's employers are located, with branch in industrial areas of other boroughs where necessary.

Promotion Tests

Complex changes in the personnel of the DPUI are brought about by the reorganization. Increases are expected, for example, in the total staff in these titles: Superintendent, Senior Manager, Employment Manager, Unemployment Insurance Manager, Employment Interviewer, Assistant Employment Interviewer, Principal Counselor, Senior Counselor, and Counselor. Promotion tests in these titles are expected soon.

The new budget calls for the following number of employees in the metropolitan region: 45 Employment Managers, 26 Unemployment Insurance Managers, 153 Counselors (all grades), 893 Interviewers (all grades), 89 Senior and Assistant Claims Examiners, 539 Clerks, Typists, Stenographers, and Telephone Operators.

Next week The LEADER will present further detailed information about the new Employment Service set-up, and will follow developments each week after that.

Prison Guard Boys
To Elect Officers

Permanent officers of the Prison Guard Eligibles Association will be chosen at a meeting Thursday night at 8 o'clock, at Alhambra Hall, First street and Second avenue, Manhattan. Temporary officials assure the membership that nominations and elections will be free from control by any clique.

Membership cards are to be distributed at the meeting. In the future, no one will be admitted to the meeting unless he shows either a membership card or the intention of joining the association. However, members and non-members alike are invited to Thursday's meeting.

Civil Service employees should follow The LEADER regularly. Every week The LEADER contains special articles dealing with forthcoming and current tests.

Watch The LEADER exam pages every week for tests now open. The exam page contains details of city, state and federal tests open for application.

TYPEWRITERS
RENTED FOR EXAMS

Abalon

140 WEST 43d STREET
(at Broadway) BRYant 9-7785

Rent Your Typewriter
FOR EXAMS

We Deliver and Call for It
All Makes
SOLD - REPAIRED - EXCHANGED
Easy Payments

International Typewriter Co.
240 E. 86th Street RE. 4-7900
Open until 9 P. M.

When a State Employee
Can Be Disciplined



Senator Hepburn

The Halpern Act, providing forms of discipline other than discharge for state employees, and allowing them to appeal either to the courts or to the State Civil Service Commission, went into effect on Wednesday. Under the new law, an employee may be removed, demoted in title or grade, suspended without pay up to two months, or fined up to \$50.

First step in putting the new procedure into effect was a conference Tuesday among Commission officials and representatives from the various State departments. Most of the discussion was tentative and informal. Of interest to employees, though, is a list of possible actions that can be considered sufficient, either individually or in combination, to

bring charges. The employee may be disciplined when he:

1. Falsifies reports and records.
2. Repeatedly reports to work in an inebriated condition.
3. Gives out confidential information which endangers the activities of the department.

Accepts Tips

4. Accepts gratuities from interested citizens, interfering with the proper execution of his work.
5. Is unable to perform his work sufficiently accurate.
6. Has a deficient knowledge of the implications of his job.
7. Requires constant supervision in order to complete an assignment, or requires the continual guidance of fellow employees holding similar titles in order to correctly complete his work.

8. Has not the ability to command the necessary respect of his staff to satisfactorily do his work.
9. Fails to produce an adequate amount of work.

10. Is unable to organize his work so that he is free to devote himself to constructive activity.

11. Conducts his public relations in such a manner which results in frequent criticisms from the public.

12. Does not accept constructive criticism from his superior in the proper manner.

Fails to Cooperate

13. Fails to cooperate with other employees.

14. Attempts to undermine the authority of the supervisor among the members of the staff.

15. Attempts to shift all responsibility for his errors onto other employees.

16. Fails to adequately supervise the activities of his staff.

17. Disregards lines of authority with resulting confusion in office procedure.

You Took the Clerk Test
—What Happens Now?

Within the next several weeks, every one of the 66,000 men and women who took Saturday's state exams for junior and assistant clerk, junior and assistant stenographer, and junior and assistant typist, will receive a list of tentative key answers from the State Civil Service Commission. These answers will also appear in The CIVIL SERVICE LEADER.

These answers are not to be confused with the unofficial answers that appear on page 20 of this issue. Today's answers were prepared by a board of experts selected by The LEADER and and will closely approximate the official answers. However, they are completely unofficial.

Each candidate should go over the official key answers immediately upon receipt, along with the question booklet that he took with him from Saturday's test. If he feels that the Commission is wrong on any particular question, he should write accordingly to the Commission, Albany, giving an explanation of why he feels that the answer as given is not correct. If the Commission's examiner feel that the objection has any merit, they will change the answer in the final key, on which the rating will be based. Candidates have only five days in which to send in their objections.

Practical Tests

Those who filed for stenographer or typist or both will be called for a practical test if they pass Saturday's test. The practicals are tentatively set for December or January, the date to be determined by the number who pass. The only information available at this writing about the practical tests is:

Stenographer candidates in the junior grade will be tested on a piece of about 600 words, and will

be expected to transcribe 250 words. The same schedule will hold for assistants except that the words will be more difficult.

When all the tests have been concluded, the Commission will start full speed on the gigantic task of rating. Since the present lists in these titles are already dead or dying, it is likely that the new lists will be out by next summer.

The LEADER will keep candidates on Saturday's tests continuously apprised of latest developments.

How Many Took
The Clerk Test

More than 66,000 men and women filed for Saturday's State examinations for Junior and Assistant Clerk, Junior and Assistant Stenographer, and Junior and Assistant Typist, according to figures of the State Civil Service Commission. Of this number, nearly 52,000 come from New York City.

Here are the totals:

Benjamin Franklin	800
Boys High	2,000
Christopher Columbus	2,200
Curtis	464
DeWitt Clinton	3,116
Erasmus Hall	2,729
Franklin K. Lane	2,635
George Washington	2,221
Girls Commercial	1,700
Haaren	2,600
High School of Commerce	2,331
Jamaica	2,200
James Madison	2,600
James Monroe	2,114
Julia Richman	2,251
Morris	2,400
New Utrecht	2,310
Samuel J. Tilden	2,108
Seward Park	1,997
Textile	1,500
Theodore Roosevelt	2,800
Thomas Jefferson	2,200
Wadleigh	1,800
Washington Irving	1,634
Total	51,881

STATE EMPLOYEES
MIGHT GET BACK
SALARY INCREASES

18. Attempts to intimidate other employees, and encourages them to refuse assignments.

19. Wastes a great deal of time in office carrying on personal business.

20. Fails to take proper interest in job as evidenced by poor attendance.

21. Fails to adhere to office rules and regulations.

Uses Own Methods

22. Fails to follow procedure prescribed for his work, preferring to use his own methods.

23. Is resentful of all assignments not directly related to his title.

24. Is habitually slow in carrying out assignments and in handing in reports.

25. Regularly fails to make himself available for assignments.

Precedent for payment of back increments due State employees whose salaries were adjusted several years back was set this week when Supreme Court Justice Francis Began ordered that Frank Pollatsek, employment manager in the DPUI, be paid \$192.50.

State officials maintained that the salary adjustments Pollatsek and other DPUI employees received early in 1938 were actually increments, and they were therefore not entitled to increases when the Feld-Hamilton Law went into effect on July 1 of that year. The courts ruled otherwise in Pollatsek's case, and other employees are expected to bring similar action.

The sum of money represents the amount due Pollatsek in unpaid increments from July 1, 1938, to September 15, 1941. Yearly increments of \$150 have brought his salary to \$3,320.

CARD PUNCH, SORTER, TABULATING,
COMPTOMETER AND CALCULATING
MACHINE OPERATORS

Large business organizations and governmental agencies are constantly adding to their staffs persons competent to operate these machines.

The preferred ages are 18 to 30. Any young woman with ordinary intelligence between these ages can learn to efficiently operate one of these machines in 75 to 200 hours, depending upon which machine she selects.

These courses may be taken day or evening at hours to suit the convenience of the student. Full information may be procured by visiting 11 East 16th Street, N. Y. C. or phoning STuyvesant 9-6900.

The Delehanty Institute

What Happens Now?

Candidates on Saturday's Tests for

CLERK • TYPIST
STENOGRAPHER

- Do you want to know what happens next?
- How soon will the papers be marked?
- What are the tentative key answers?
- What are the final answers?
- When will the practical Steno and Typist test be held?
- Which of your friends made the list with you?
- When will YOU get a JOB?
- What other exams can you take?

The Answers to these and
ALL CIVIL SERVICE QUESTIONS
weekly in the

Civil Service
LEADER

SUBSCRIPTION DEPARTMENT

CIVIL SERVICE LEADER
97 Duane Street
New York City

Gentlemen:

Please Send Me the CIVIL SERVICE LEADER
every week for the Next:

- ☐ Year, I enclose \$2
☐ 6 Months, I enclose \$1

Name

Address

Please check if renewal ☐

You Can't Af-
ford to Miss a
Single Issue.
Guarantee
Your Copy
Each Week by
Subscribing
T O D A Y !

FIVE CENTS ON ALL NEWSSTANDS

DEFENSE news

Plead for Young Women To Train As Nurses Now

Calling the shortage in nurses serious, Dr. Thomas Parran, Surgeon General of the United States Public Health Service, reports that, with \$1,250,000 recently appropriated by Congress, hospitals and nursing schools all over the country are expanding nurses' training along three major lines.

"Eighty-eight of the nation's nursing schools can accept 2,000 more students this year. These schools are in 36 of our states, in Hawaii, and in Porto Rico. In addition, 67 schools in 32 states will offer brief refresher courses to 3,000 inactive registered nurses who want to return to duty. . . . Through Federal aid 25 institutions will be able to give post-graduate courses to 500 additional nurses; the majority of these are preparing to become head nurses and teachers, the leaders in the new nursing army. . . . The response of the nursing schools has been tremendous. Unfortunately the funds now at our disposal made it possible to select only a few schools for Federal aid. But many of the best schools in the country were able to expand without our help, and I am happy to say, they have done so."

Services Takes 600 a Month

The nursing army, numbering now some 300,000, needs to increase its ranks by 10,000—and more. Dr. Parran stated that " . . . even in normal times there are 10,000 nurses needed who are not there. Never before in our peacetime history has America had 2,000,000 men under arms. Every month, more than 600 nurses are drawn from civilian life to serve the Army and the Navy. Defense industries and Army camps are drawing people from one section of the country to another. Towns that housed a thousand have become the homes of tens of thousands. These

new citizens bring with them all the health problems of the swift-growing congested areas."

Representative Frances Payne Bolton of Ohio, speaking from 30 years' experience—she is a trustee of the Frances Payne Bolton School of Nursing in Western Reserve University—makes a plea to parents and daughters: " . . . to consider nursing as the finest possible opportunity open to the young women of America today. You who are parents can rest assured that in our accredited Schools of Nursing your daughters' health and welfare will be safeguarded, and that they will find opportunity for scholarship and inspiration for service. To you girls I would like to say that the years ahead are going to be hard years when life will demand a disciplined strength and courage from us all. Nursing offers you a chance to prepare yourselves for such living as no other training does."

Jobs Won't End With Emergency
In summarizing the forum, Dr. Parran emphasized the fact that the thousands of student nurses in this country can look forward to jobs that will not end with the present emergency.

(Young women interested in nurse training should be referred to the Nursing Information Bureau, 1790 Broadway, New York City, or to the United States Public Health Service, Washington, D. C.)

Private Defense Work

The following defense positions are available in private industry. If you feel that you can qualify for any of these jobs, telephone the designated interviewer at the New York State Employment Service. Applications from those employed in essential defense industries will not be considered.

Technical

(Apply to Mr. Moore, LExington 2-0160)

Designer of Electrical Equipment—E.E. degree, all-around electrical background. Oil refinery experience preferred. Must know motors, able to do electrical calculations. Must be citizen.

Electrical Designers—Experience on light and power designs, substations and panel boards.

Electrical Draftsman—Marine experience, layout of circuits and computations. Must be citizen.

Factory Manager—M.E. degree. Machine shop experience required. To run munitions plant, 700 employees, which formerly made textile machinery. Job is out-of-town. Must be citizen.

Junior Electrical Engineers—Recent graduates, E.E. degree. Must be citizens.

Materials Engineer—Expediter and inspector for aeronautical company. Must be thoroughly familiar with aluminum fillings and machine shop forgings. Must be citizen.

Structural Engineer—C.E. degree. Must have exceptional background and experience. To make surveys of existing properties and recommend alterations. Must be citizen.

Industrial

(Apply to Mr. Bernner, LExington 2-8910)

ARMATURE WINDERS—Male and Female—Experience on fractional to heavy horsepower A.C.-D.C. universal types.

ASSEMBLY LINE WORKERS—Female—Soldering, wiring and fitting on radio and electrical sub and final assemblies. Only experienced workers considered.

Coil Winders—Female—Experienced hand and machine winders on multiple coils as used in radio, transformers and similar apparatus.

Coppersmiths—Marine—Must be experienced in marine work. Kitchen equipment and related lines not acceptable.

Instrument Assemblers—Female—Must have experience in assembling complicated electrical and mechanical precision instruments.

Lathe Hands—Marine—Experienced in setting up and operating 24-inch to 72-inch swing lathes on all types heavy marine work.

Machinist—Marine—Four years apprenticeship or equivalent and two years floor work in shipyard or large marine shop with experience in erecting and repairing engines and turbines, aligning shafts and bearings and all related marine work.

Radio Production Foreman—Ability to handle complete production in manufacture of radio transmitters. Prefer men with good mechanical experience.

Radio Technicians—Open—Must have laboratory experimental background.

Sheet Metal Workers—Must be experienced in all methods of layout from blueprints for complicated work with knowledge of fabricating aluminum and sheet metal alloys used in aircraft construction.

Shipfitters—On new and repair work. Able to make templates and lay out special forms not pre-determined in mold loft, or have ability to lift templates.

NYA Opportunities For Young People

The National Youth Administration has announced a plan for the enrollment of a considerable number of youths in Resident Work Centers in upper New York State, particularly at Auburn, N. Y. These Resident Work Centers offer excellent training in fields of work directly related to the labor needs of national defense industries. The objective of the training is to give the youths pre-trade work experience in shop operations including the use of tools, in order to qualify them for beginners' jobs in private industry. Instructions related to each field of work are provided the enrolled youths by the State Department of Education.

Opportunities Good

In addition to the work experience program, a general activity program is available, designed to give the youths experience and training in citizenship, in improving and maintaining their health, in cooperative living and in a better understanding of and appreciation for American life and culture. A broad social, athletic and recreational program is in operation. The Centers also have group and individual guidance programs.

Courses Available

The cities upstate where training is given are these: Geneva, Hartwick, Newburg, Woodstock, Auburn. At the last of these, training is available in auto mechanics, foundry, machine shop, power forge, sheet metal, welding.

At Geneva, interesting courses are available in dairy industry, frozen food and fruit juices, plant science, and entomology. Those wishing to apply must sign up for a year and be high school graduates.

Hartwick: General agriculture, poultry raising, dairy, crop production, farm mechanics, milk testing. The last of these qualifies for a milk tester's license. To take one of these courses, at least 2 years of high school is necessary. The courses take three months.

Lima: Electrical fixture manufacture, electric-plating. No edu-

cational requirements. Course takes 6 months.

Woodstock: Metal shop, ornamental ironwork, stonework, woodworking. No educational requirements. Course takes 6 months.

Those wishing to sign up must be between 17 and 25 years of age. National Youth Administration headquarters in New York City are at 145 East 32nd street.

AIRCRAFT INSTRUMENT MEN

MUST PRODUCE INSTRUMENTS OR THOUSANDS OF PLANES ON ORDER WILL NEVER FLY!



The many instruments in a modern airplane must be precision built, installed properly, overhauled and checked for accuracy. These jobs the SKILLED & HIGH SALARIED Aircraft Instrument Man must perform. Call, phone or write NOW for information on how the Aircraft Instrument Man "Keeps 'em Flying". All instructors U.S. Gov't Licensed Day-Even. Free Employment Service, N.Y. State Licensed. Open daily to 10 P.M. N. Y. SCHOOL OF

AIRCRAFT INSTRUMENTS
1860-N BROADWAY (61st). CIRCLE 6-5345

WICKS WELDING

Under the supervision of WILLIAM P. WICKS
For over 29 Yrs. owner & operator of the
Wicks Welding Works

Our Qualifications:

You are trained for normal and defense industries by methods based on Mr. Wicks' 29 years experience in every field of welding, including 24 years in aircraft. Our 12,000 sq. ft. of space devoted exclusively to training welders. We maintain an active placement service which is in close contact with all branches of the industry. Our men are getting jobs because the Wicks method is different. You are trained by a master who knows what private industry requires and who has been teaching welding since 1917.

Our Courses:

GAS & ELECTRIC WELDING—DAY AND EVENING
The COURSES consist of practice with high, low carbon steels, cast iron, non-ferrous metals; cutting and welding in all positions on actual equipment used in industry.

WE EMPLOY NO SALESMEN
The savings are passed on to the students. Visit our modern, equipped shops—Compare with others. You be the judge.
N. Y. STATE LICENSED



SCHOOL DIVISION OF
WICKS WELDING WORKS
24-15A BRIDGE PLAZA NORTH
LONG ISLAND CITY STILLWELL 4-5348

DEFENSE PROGRAM NEEDS

Experienced Sewing Machine Operators

PREPARE NOW

COURSE AS LOW AS \$5.00
Singer, Wilcox & Gibbs, Merrow, Double Needle, Button Hole, Blind Stitch, Pinking
N. Y. State Licensed
Jobs Recommended

Unit Needle Trades School
10 EAST 23D STREET N. Y. C.

LEARN TO OPERATE COMPTOMETERS

WITH ACCURACY AND SPEED
Expert instruction. Up-to-date methods on 20 latest standard models. Earn a good salary. 73% graduates in 21 years. Complete business and secretarial course: \$10.00 per month. Comptometer included, \$12.00. Comptometer course only: (Day or Night), \$50.00. Sessions, 8:30-1:30. 4 nights: 7:30 - 10 P.M.

Westchester's Only Recognized Comptometer School
52 W. Sidney Ave., Mt. Vernon
MT. VERNON 7-2564

DRAFTING

MECHANICAL — PIPING — STRUCTURAL — SHIP — AERO
BLUEPRINT READING — SURVEYING
MATHEMATICS — All Branches
CIVIL SERVICE ARITHMETIC
TECHNICAL AND CIVIL SERVICE PREPARATION
LICENSES: P.E., ARCHITECTS, STAT., ELECT., ETC.

MANHATTAN TECH

1823 BROADWAY (59th St.) Columbus Circle Circle 5-7857
N.Y. State Licensed 5th Ave. I.R.T., B.M.T. Subways at Door

Defense Work Needs Trained Draftsmen
Aeronautical — Mechanical and Ship
Draftsmen Are in Great Demand Now

N. Y. DRAFTING INSTITUTE

(Licensed by the State of New York)

Offers a FREE TRIAL PERIOD to Test Your Aptitude
DAY AND EVENING CLASSES INDIVIDUAL INSTRUCTION
Write or Call Wisconsin 7-0366

N. Y. DRAFTING INSTITUTE
276 WEST 43D STREET NEW YORK CITY

DEFENSE JOBS!

Trained welders are urgently needed in defense industry

RELIABLE

Welding School

Bay Ridge's only welding school! Will train you to fill a responsible defense job.

COMPLETE COURSE IN

Electric Arc & Oxy
Acetylene Welding

Individualized Day & Evening Instruction
PLACEMENT SERVICE

850 60th STREET

Windsor 8-1766

Terms Arranged
Reasonable Fee

LEARN-TO-FLY

CAREER OF THE FUTURE

IT'S EASY AND INEXPENSIVE
Student Instruction by Licensed Government Instructors

Call LAurelton 5-9367 or Write Dept. A
EAST COAST FLYING SCHOOL
Queens County Airport, Jamaica, L. I.
Entrance—157th and Rockaway Blvd.
Near Sunrise Highway

AVIATION CAREERS!

Practical day or evening Aircraft and Aircraft Engine Mechanics Courses, U. S. Government Approved, qualifies graduates for Civil Service Positions. Also Flying, Instruments, Production, Welding, Radio, Traffic Control, and Drafting Courses.

AVIATION INSTITUTE

Dept. F., 36-01 35th Ave.
Long Island City RAvenswood 8-7400
N.Y. Office 1775 Bway (at 57th) Rm. 840

WELDING

NEEDED for DEFENSE
TRIAL LESSON FREE
100% Practical Training

Gas, Elec., Naval, Aircraft, Pipe
Are you one of the thousands of night workers interested in getting a Defense job? Special morning and afternoon classes are now open. Placement Service. Low rates. Easy terms. State Licensed. Booklet L.
SMITH SCHOOL OF WELDING
[Established 1927]
250 W. 54th St., N. Y. • Day-Even.

IN WELDING IT'S HALLER

ELECTRIC & GAS

Free Trial Lesson. Ask for Booklet 'L'. Reasonable Fees. • Payment Plan Day - Evening
HALLER WELDING SCHOOL
522 BERGEN ST., BKLYN. NE. 8-8847
Near Flatbush Ave.

HAVE YOU PLANNED IT?

Learn Quickly
COMPTOMETRY — CALCULATING
Enjoy better starting pay—
Work more steadily.
Daily—9 A. M. to 5 P. M.
Low Tuition — Budget Plan
Free Placement
Strictly individual teaching attention by expert teacher.
Lightning Computing School
7 East 42nd St. VA. 6-1168

CLARENCE H. WHITE

SCHOOL OF PHOTOGRAPHY

Founded 1910

Offers individual guidance to amateurs and professionals in basic and advanced principles of modern design, technique and practice.
Day and Evening Courses

Winter Session Starts Oct. Catalog 1.
32 WEST 74th ST., N.Y. TR. 4-2814

Municipal Civil Service in Wartime

If We Go to War, What Happens to the Lives and Working Conditions of City Employees?

By Wallace S. Sayre
Commissioner,
Municipal Civil Service Commission, New York City

War, or even its preliminary form, is a gigantic national defense effort, brings many changes to civil service and the merit system. Most of these changes are transitory but some of them remain as permanent attributes. The municipal civil service feels the impact of great military expansion in a somewhat different way than does the federal civil service. The most obvious changes in the federal civil service as a result of the defense effort has been its great expansion in size. Such growth won't take place in the municipal civil service. War time is ordinarily a period of stabilization for local civil service so far as size is concerned.

Should the United States actually be forced into a form of defensive warfare, we would of course see a doubling of municipal personnel in all of the categories related to the defense effort. This increase would occur particularly in the fire and police personnel, but would also be extended to engineering, health and maintenance personnel as well. It is expected, however, that auxiliary and volunteer personnel will be adequate to meet any defense problems with which we may be confronted.

Post-War Expansion
If municipal civil servants now look with some envy upon the expanding career opportunities in the federal service, they may derive some comfort from the fact

that, although local opportunities do not greatly expand in war time, neither do they severely contract when the peace is signed. Indeed, it is most likely that there will be a post-war expansion of municipal personnel which may even be proportionate to the war time expansion of federal personnel. The National Resources Board, the United States Conference of Mayors, and other agencies are already at work preparing the blueprints and the specifications for a great program of public works designed to absorb the shock upon our economic structure of the sudden cessation of military and defense production when the military armistice is signed. These public works will be to a considerable extent located in the urban centers and they will mean increased municipal personnel and services.

Stability in size is about the only staple characteristic of municipal civil service in war time. In all other respects, the municipal civil service feels the same unsettling impacts which have been described by previous writers in this series.

Rising Cost of Living
The foremost problem confronting the civil service in war time is that of salaries and wages. War has an inevitable accompaniment, a rising cost of living. The salary and wage schedules of civil servants respond more slowly than any other category to this increase in the cost of living. This was particularly true during the first World War and there is every indication that history will repeat itself. The civil servant has the small comfort of knowing that his salary stood up better under the impact of the depres-

sion than almost any other field of employment, but this hardly helps to meet his immediate and often critical war time problem. A solution in New York and most other large cities is made more difficult by the absence of a carefully designed pay plan which would include provision for sufficient flexibility to meet the sudden rise in living costs. No solution will be satisfactory which isn't built upon a scientific classification of duties for every municipal position, with a carefully prepared accompanying plan. This pay plan should include some provision for increases above the basic pay rates, the increases to be geared to an officially established and recognized cost of living index.

A scientific duties classification with an accompanying pay plan has historically been opposed in New York City, as elsewhere, by many employee groups. In large part, this opposition has centered in employee organizations which operate as political auxiliaries to the dominant party organization and which oppose a classification plan and pay plan because it removes opportunities for political favoritism. This would seem to be the most logical and propitious occasion for bona fide employee organizations to support the establishment of a thorough-going classification plan and compensation schedule.

As a corollary to the problem of fixed salaries in a period of rising costs, municipal personnel is characterized in war time by an unusually high rate of turnover. The higher salaries of the federal service and of private employment take away from the municipal service much of its

most competent personnel. From the standpoint of municipal civil service administration, this is a mixed blessing. It creates serious problems of recruitment in many fields of employment, it continuously produces the temptation to lower standards, it increases greatly the number of examinations which the personnel agency must administer if it is to secure adequate personnel for the operating units. On the other hand, the turnover does represent many opportunities for career advancement which municipal employees may secure at a time when their own service is stabilizing.

This high rate of turnover, coupled with keen competition by many employers for certain categories of personnel, produces a third war time effect which is likely to become a permanent aspect of municipal personnel administration. This is the increased need, indeed the indispensability, of expanding all types of training programs, pre-entry, post-entry, and in-service. Every municipal personnel agency making a serious effort to maintain a merit system in a period of keen competition for qualified personnel must inaugurate training programs. Present personnel must be trained for higher responsibilities and new personnel must be trained for entrance positions. The New York City training program which will reach 25,000 employees during 1941-42 illustrates the variety and extent of training needs produced by a war time situation. But while training will receive its first great impetus in municipal civil service as a by-product of the national defense effort, it will

undoubtedly become so firmly established that it will not in peace time be abandoned if it is now apparent to every carefully observer of the merit system that such training programs are an indispensable part of merit system administration.

There will be another story in this series by an authority in the next issue.

SEE US Before Buying **FURS**



We appeal to the better dressed woman, who demands creative style and perfect fitting.

Mink\$950 to \$1150
Beaver\$550
Muskrat\$165
Persian Paw\$105
Persian Lamb\$235
Natural Skunk\$195
Dyed Skunk\$135

Setline
9 W. 35th St.
Next to Best & Co. W. 7-7536, 7545

Mental Hygiene Notes

By JOHN F. MONTGOMERY

Kings Park Elects
Last week's meeting of the Kings Park chapter of the Association launched the fall program, and elected the following officers: Kenneth V. Borey, president; Addison Johnson, vice-president;

Francis Flagg, secretary; Lauretta Moore, assistant secretary; Leonard Rodriguez, treasurer; Milton Cohen, sergeant-at-arms; Borey and Emanuel Goldberg, delegates. The new officers are preparing a legislative program, to be submitted to the membership at the October meeting, and from then on to the annual meeting of the Association in Albany. Salary increases to meet the rising cost of living and to bring the pay of hospital employees up to the level of other branches of the State service will undoubtedly be called for.

That Superintendent List!

Whatever's happened to the new list for hospital superintendent? Established some weeks back, it was recently taken out of the certification books of the State Civil Service Commission. There's lots of interest in the list, as half a dozen vacancies exist throughout the State. Most concern centers about the new Willow Brook State School, on Staten Island, as the superintendent will be bombarded with requests for jobs just as soon as he takes office. Other vacancies include Hudson River State Hospital, perhaps the choice spot in the State, Kings Park, Buffalo, and the new institution at Deer Park. L. I. Rumor has it that there was much dissension about the list, with several doctors placing much lower than expected.

Utica State-Ments

Eye-brows are raising about the fact that the employees' association at Utica State hasn't met in two months, and new officers are yet to be chosen. The Board of Visitors will soon receive a number of clippings from The LEADER on the Hospital Attendant mess. Recently resigned: R. Isaacs, Mr. and Mrs. C. Simpson, Arthur Amsden.

Progress of the Lists

Here's the latest on the progress of the old and the new Hospital Attendant lists:
For zone 4 jobs within New York City, certifications from the old list have reached to 14,763 for the men and 6,584 for the women. Appointments have gone to 13,712 and 5,836. Outside the city, latest

certifications are 14,830 for men and 14,829 for women, while latest appointments are 14,816 and 14,823.

From the new list, certifications and appointments for men outside New York City have reached down to the end, to 4,061. Latest certifications outside for women was 708 and 481 the lowest appointment. For jobs within the five boroughs, the female list has not yet been certified; latest male certification is 4,001, latest appointment 1,744.


In zone 1, 392 permanent appointments have been made from the old list, reaching to 14,824 for men and 14,434 for women. A total of 53 permanent appointments have been made from the new list, down to 3,937 for men and 170 for women. Last woman canvassed was 699. Thirty-three provisionals have been placed.

A total of 374 permanent appointments have been made from the old list in zone 2, down to 14,419 for men and 11,213 for women. From the new list, 47 appointments have been made, down to 3,947 for women. Ten provisional appointments have been made.

'A Contented Cow'

Sirs: I believe a Hospital Attendant should receive a salary of at least \$90 a month so that they can meet their expenses. Many of them have families. An eight-hour day and 15 days' vacation would also help to remedy the situation. I am sure that the patient would receive better care as the Attendant would be more satisfied, due to the fact that a contented cow gives more milk. I would suggest that all on the Hospital Attendant list, along with friends, make this request of the Legislature when it convenes in January.—G. V.

Dodges—Plymouths
1941 Left-Overs
BIG SAVINGS
JULIUS WEIL & CO., Inc.
288 East 138th Street New York

**LOANS**
ON DIAMONDS, JEWELRY
PERSONAL PROPERTY
EDELSTEIN BROS.
28-13 Jackson Ave L. I. City
at Queens Plaza

Employees Get Time Off

State employees working in Albany got time off yesterday between noon and 6 p.m., to look over the wide variety of articles they have made for Bundles For Britain, on exhibition in the Executive Mansion. Mrs. Herbert H. Lehman, wife of the Governor, who heads the Bundles for Britain unit in Albany, was hostess.

State Trooper List

The new State Trooper list, to be established within the next two weeks, will contain between 250 and 260 names, according to officials of the Division of State Police. Examinations were held in Albany and White Plains last December, with some 4,000 young men making the effort. Failure to pass the physicals took a large toll.

15 Minutes before the Kick-off
Listen to **WEAF-WJZ**

"PRE-GAME" RALLY
Every Saturday

BRONX COUNTY Trust Company
Third Avenue at 148th Street
MELrose 5-6900
PERSONAL LOAN SERVICE
12-18-24 Months
Member Federal Reserve System
Federal Deposit Insurance Corp.

FINE FURNITURE at prices Close-to-Our-Wholesale-Cost BECAUSE!

We sell direct to consumer. No warehousing. No expensive store rentals. No accumulated stock. We eliminate 35% to 60% added overhead, that we pass on to you.

BERMAN FURNITURE CO.
Manufacturer's Distributors
2 PARK AVE. (33d St. — 1225)
LEx. 2-2784

New and Used Furniture
All Bedding and upholstered goods are STERILIZED according to the specifications of the New York Bedding Authorities.

3-Pc. Colonial Bedroom Suite, Dresser, Chest and Bed; good condition. Used (original value \$55).....\$26

3 Pc. Colonial Living Room Suite, spring seat construction (original value \$47).....\$24

5-Pc. Porcelain and Wood Kitchen Sets (original value \$25) Used.....\$13.75

Club Chair, good condition, used (orig. value \$15).....\$4.95

Studio Couch, innerspring construction, double & twin (original value \$25).....\$7.95

Electric Used Refrigerators, Crosley, Kelvinator and Frigidaire.....\$39 up

OPEN EVENINGS
Mention Civil Service LEADER

FURNITURE DEALERS OUTLET
272 8th St. Brooklyn
Office open 4th & 5th Aves. South 8-2505
91-01 166th St. Jamaica
Merrick Rd., off Jamaica Ave. RE. 9-0374

NEW INVENTION FOR RACING

If you value your Money you will get a CALCULATOR. Then and only then will you be able to get Winners at all Tracks. Price is \$2. Money Back Guarantee. In person or by mail, cash or money order to

CALCULATOR & CO.
1663 Bway, New York City, Dept. C.L.
Office open 9 a. m. till 7 p. m.

The U. S. Copyright CALCULATOR is the scientific Wonder. It alone knows the racing secret.

MEN!

It's not "ONCE IN A LIFETIME" . . .

At **HARRY BERKOWITZ'** you can obtain the "BUY OF YOUR LIFE" every day. Just imagine . . . real, imported **IRISH, ENGLISH** and **SCOTCH** cloth made to your measure for only . . .

\$25.00 UP

TRY Harry Berkowitz once and you'll BUY Harry Berkowitz always.

Harry Berkowitz
LEXINGTON AVE., Corner 62d Street
32 UNION TAILORS ON THE PREMISES

Civil Service LEADER

Published every Tuesday by Civil Service Publications, Inc. Office: 97 Duane St. (at Broadway), New York, N.Y.
Phone: COrtlandt 7-5665
Copyright 1941 by Civil Service Publications, Inc.

Jerry Finkelstein, *Publisher*; Seward Brisbane, *Editor*; Maxwell Lehman, *Executive Editor*; Charles Sullivan, *Washington Editor*; H. Eliot Kaplan, *Contributing Editor*; David Robinson, *Art Director*.

—Subscription Rates—

In New York State (by mail).....\$2 a Year
Elsewhere in the United States.....\$2 a Year
Canada and Foreign Countries.....\$3 a Year
Individual Copies.....5 Cents
Advertising Rates on Application

MEMBER, AUDIT BUREAU OF CIRCULATIONS



Tuesday, October 7, 1941

Self-Interest

SELF-INTEREST is sometimes looked upon as not a pretty phrase.

But civil servants aren't interested in phrases. In one matter they are acting with a determination and unanimity such as they have never before attained: the matter of salaries in line with the times.

Civil servants throughout the country are showing that they will not be made the scapegoats of a changing economic picture. When they are accused of acting in "self-interest," they blandly admit it: it is their only means of protection. If government employees don't act to protect themselves against rising prices and rising taxes, nobody is going to act for them.

The arguments on the side of the fight for better salaries are so simple and so direct as to be incontrovertible. They are:

1. Prices and taxes are going up. So should civil service salaries.
2. Wages in private industry are going up. So should civil salaries.
3. The government wants the best personnel it can get. So, because we live under a system where supply-and-demand are still potent facts, and because private industry is also after the best personnel it can get, civil service salaries must go up.

And while on every other issue, you can get every kind of opinion among government workers, in the matter of salaries they are as one. Through their organizations, federal employees are working on salary increases through in-grade promotion raises, through direct bonuses in line with the increased cost of living, and through graduated wage scales. Through their organizations, New York State and city employees are striving for the same thing. In New York City, a major campaign is under way to obtain the prevailing rate of pay—that is the rate that prevails in private industry—for skilled and semi-skilled employees.

Civil servants know what they want, and they are out to get it. This is what is meant by the phrase "self-interest." The eventual gainer of this campaign is not only the civil servant, but the entire community and nation.

Last week, The LEADER asked two friends of civil service in the nation's capital—Senator James M. Mead and Congressman Robert Ramspeck—to introduce bills into Congress providing for pay raises in consonance with rising living costs. We'll report on these efforts soon.

How Long Is a Cop's Working Day?

WE'RE harping on it again—the 11-squad chart for cops.

We were the first publication to go to bat on this problem editorially—and we intend to stick until it's solved the right way.

The 11-squad chart is a system which would give the cop an 8-hour day and one day a week off. Right now he doesn't have that privilege. Today, New York City cops have the "32-hour swing," which means they must actually work every day in the week.

The 11-squad system so re-arranges and staggers the working hours of the men that while each cop puts in his 8-hour shift, he is assured of a full day off each week. The system is something the cops want, and there isn't any reason why they shouldn't have it—except that more cops would be needed. The obvious answer is that they are needed, and will be needed, and will be needed even more urgently as the clouds of the future descend upon us.

So we're glad to hear, at this writing, and from the most reliable sources, that a bill is being introduced at the current session of the City Council which would authorize the creation of a decent working day for cops. Chances for passage of the bill look good. The LEADER will certainly do all it can to see that it does.

Don't
Repeat This!



"NON-PROFIT" cafeterias in Washington federal buildings charge six cents for milk that can be bought outside for a nickel . . . New close aide to LaGuardia in the campaign is a former newspaperman initialed L. B. . . . The coming patrolman written test will be tougher than the captain test of 10 years ago . . . The shortage in typewriters, brought on by defense priorities, will get really serious within the next three months . . . Don't be too surprised if you see several important changes among New York City department heads after Jan. 1, even if Butch is reelected . . .

Election Sidelights

Friends of Councilman Bob Straus are as peeved at Stanley Isaacs as Isaacs is at LaGuardia. Here's why: Straus refrained from seeking Fusion's designation for Manhattan Borough President because he didn't want to hamper the renomination chances of Isaacs. Isaacs was refused the renomination after all, and is now one of Straus' chief opponents for Councilman, and will probably win with votes that otherwise would reelect Straus . . . Straus, incidentally, is a member of the Democratic County Committee and is counting on a heavy independent Democratic vote and a heavy registration . . .

Foreign Department

Letters coming to the United States from Norway are stamped with large V's. The stamps are put on by Nazi censors . . . Two officials of the State Civil Service Commission barely averted a parking ticket in front of 80 Centre Street last week while they were bringing in needed clerk application blanks after a hectic trip

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. It is the intention of this department to be an open forum for people interested in civil service.

Is Lack of H. S. A Hindrance?

Sirs: I agree with F. R. K. in your issue of September 23, concerning the requirements for motor vehicle license examiner. Many men not fortunate enough to have a high school education are now self-taught. Through study and careful reading they have become efficient. Why must these men suffer all their lives because they couldn't go to high school? Some of these people are much smarter than their more fortunate neighbors who have more education. I have met some stupid college people, yet their diploma entitled them to almost any test.

In my opinion, a person without high school education who competes with one who has and receives as good a grade, is by far the brighter of the two.

J. W.

Let's have more opinions on this.—Editor.

'Never Too Late To Learn'

Sirs: I agree with one of your readers that the age limit for firemen and patrolmen should be 35. The number one man on the recent firemen's list is 29 years old. Men

should be given the opportunities to try for the patrolman and fireman positions. It's never too late to learn.

JOSEPH SACCULLO.

More opinions?—EDITOR.

On the Wage Campaign

Sirs: Please accept thanks from a humble civil servant for the aggressive campaign your paper is putting on for better salaries. Our task in getting fair treatment would be much more difficult if it weren't for the kind of support you are giving us.

P.B.

Tests—But No Jobs

Sirs: In April, 1941 there was a full-page story in one of our dailies, telling of a new National Defense course in the Chemistry of Powders & Explosives. It seems there was a real need for explosive experts and the 40 best minds of 400 trained chemists were to be selected. All fees and expenses, which were considerable, were to be paid by the Federal Government.

In due time the men were chosen. They embarked on an intensive six-day a week course, involving a

Merit Men



Does anything puzzle you about your government?

Call VANDERBILT 6-4262. Better still, drop up to room 1112, 52½ Fifth avenue, corner 43rd street. A quartet of lovely ladies, bedecked in powder-blue dresses with red, white, and blue shields neatly tacked over the left breast pocket, will give you the correct answer quickly and courteously.

These ladies, headed by Mrs. Edythe Chriss Roberts, make up the New York office of the United States Information Service. Occupying a prominent corner in the Office of Government Reports, they have at arm's reach 4,000 official volumes crammed full of historical as well as up-to-the-minute information about the United States Government.

Prior to last week, the Information Service was in the busy basement of the RCA Building in Radio City, where an average of 450 queries a day were answered. There already seems no let-up in the Fifth avenue skyscraper.

A Good Nature

A good nature—courtesy—a good memory—an interest in other people's problems.

Mix these characteristics together, says Mrs. Roberts, and you have the ideal information specialist. Visit with Mrs. Roberts and her three assistants for a few brief moments, and you see that these qualities exist in abundance in at least one New York office.

Mrs. Roberts came to New York City from the main office of the Information Service in Washington, where she was assistant to director Harriet Root. Mrs. Roberts was in at the birth of the Information Service in 1934. Those were the first hectic days of the New Deal, when emergency agencies sprouted like mushrooms. The Information

Service was established to answer the public's thousands of questions about the new agencies.

First project was a loose-leaf manual of printed information. The Information Service has since evolved into a general federal information bureau, and the manual is today a handsome 500-page volume that gets a thorough house-cleaning three times each year. The Service is a branch of the Office of Government Reports of the Executive Office of the President.

This manual is most frequently used of all the Service's books. Others that get constant wear and tear are the Army directory, the Congressional directory, the official register, the postal guide, and the State Department's style manual (that tells how to address officials, from the President down).

The New Tax

There's no way of gauging the type of questions to be asked. Whatever appears in the papers—a new tax, a new law, a new regulation—starts the phones ringing, the letters pouring in, the visitors arriving. Today the new defense tax is the main subject of inquiry. Tomorrow—who knows?

Here are a typical half-dozen questions, taken at random, and the efficient answers:

Q. Is Navy Day celebrated on the same day each year?

A. It is always held on October 27, Theodore Roosevelt's birthday.

Q. Has the United States ever been a member of the League of Nations?

A. No—it was voted down by Congress.

Q. How many pounds of mohair are taken from goats?

A. 1940 Agriculture Census gives 3,298,451 angora goats—15,351,332 pounds of mohair.

Q. How many stars were in the flag at the time of the writing of the National Anthem by Francis Scott Key?

A. Fifteen.

Q. What are the four freedoms and when did the President name them?

A. Freedom of speech and expression, freedom of every person to worship in his own way, freedom from want, freedom from terrorism. In the radio address of May 27, 1941.

Q. Has the Federal Government a law concerning daylight saving time? When was the New York law passed?

A. No. The New York City law is a local law passed in 1921.

from Albany . . . Why do federal employees have to waste valuable time filling out complicated vouchers for 10-cent expense accounts? . . . Girls: How would you

like to dance with a Superman? Remember the November 14th affair of the Sanitation eligibles . . . 6,000 Indians live in New York State, 5,000 of them on 11 reservations.

PUZZLED.
Watch forthcoming issues of The LEADER for a thoroughgoing article on the whole question of appointments in the federal service.—Editor.

Postal News

By DONALD MacDOUGAL

Post Office Grievance Procedure Analyzed

The outline of grievance procedure, which appeared over the signature of the postmaster-general on August 25, was published without previous notice to the employees of the service to their organizations. Indeed, the average clerk or carrier is totally unaware of its existence, and the organizations are just beginning to study its details. As yet no test case has arisen where it may be applied.

However, certain points stand out as significant in that they may revolutionize the entire grievance machinery as postal workers have known it. On the other hand, there are certain obvious loopholes which make the new procedure fall far short of a genuine impartial board of appeals.

As It Used to Be

Hitherto, an employee had the right to petition his immediate supervisor for redress of grievances. Failing adequate adjustment he could appeal to the division head, to the postmaster, and even to Washington. However, at no time did the department have to give him a hearing, nor did it have to recognize any persons whom he desired to represent him. When this was done, it was done solely through the good will of the official involved.

The New Procedure

The new procedure provides that an employee may select three other employees to represent him at a hearing before the local unit head, be he the postmaster or the division superintendent. Thus, two things are accomplished; the employee is guaranteed a hearing, and he may select others to represent him. Indeed, the order states

that he may have these people represent him even before the grievance reaches the unit head. At this point a question arises. Will the department permit heads of organizations to visit station superintendents in order to adjust a grievance before it is forwarded to the unit head?

Another question concerns transfers. These have been used in two ways in the past. Employees have been transferred while their cases were pending, or as a punishment. In the case of a carrier, this means that he begins a new period of seniority in a station inasmuch as he has to go back to "pounding" a collection again. Also, organizations have alleged that men are transferred for organization activity. The department has always claimed, in these instances, that the men are being transferred for "service reasons." Could an organization take up such a transfer as a grievance?

Board of Review

The procedure also provides that the unit head may appoint a local board of review to conduct hearings. However, this board will contain no direct representative of the aggrieved. Its functions are purely advisory. Thus, locally, the grievance machinery is still completely in the hands of the department.

The set up in Washington is more liberal. An appeal against the decision of a Washington bureau head is to be referred to a departmental Board of Appeals. This Board is to contain a representative of the aggrieved. However, the other two members of the board are the Director of Personnel as chairman, and an employee designated by the bureau head. Thus, even here, the department will have two-thirds representation on the three man board. Furthermore, the functions of this board are to be purely advisory. The Postmaster General still makes the final decision.

The Pearson-Mead Board of Appeals Bill, which the postal organizations endorse, provides for a three man board; one, representing the employee; another, representing the Civil Service Commission, and a third selected by the first two. Thus, the board contains no direct representative of the department.

The new procedure outlined by the department, however, still has one basic fault: The department remains the prosecutor and the judge.

Advantages of Appeal Board

In addition, the Board of Appeals Bill provides, in the case of dismissal, suspensions, or demotions, that a decision favorable to the aggrieved shall entitle him to complete restitution of salary lost by him while his appeal was pending. The bill also provide that the decision of the board shall be binding upon the department. Thus, such an appeals board would be completely independent of the department.

Despite this fact, many postal men consider the new procedure as a great step forward. The right to an open hearing and to representation by attorneys of one's own choosing are a recognition of democratic processes hitherto not openly admitted by the department. There is no doubt that the very existence of this procedure will have a salutary effect in preventing arbitrary action on the part of supervisory officials. Actions which cannot stand the light of investigation will tend not to be committed.

The proof of a pudding is in the eating. The manner in which the order is carried out, and the

Get Permission For Private Job

W. H.: My advice to those who seek to leave the state or city service for the purpose of accepting a position in private employment in defense industry is: first obtain permission from your department head to resign or take a leave of absence for the duration of the emergency, particularly if you possess technical skill which the federal government is urgently demanding. While I believe it will be the policy of the state and city to be rather generous in permitting reinstatement of persons who leave the service to engage in defense activities, no fixed policy has been adopted. There may be a tendency later on to deny reinstatement to persons who were inspired to leave the service solely for the purpose of enhancing their personal fortunes, using the emergency as the pretext.

State or City Job?

M. G.: Whether it is more desirable for you to remain in the city service or accept appointment to a state position when it is offered, is a matter you must judge for yourself. (1) Opportunities for promotion in the state service compare favorably with similar opportunities in the city service, particularly in the clerical grades; (2) the state has a more comprehensive mandatory salary law (the Feld-Hamilton

law) than does the City (The McCarthy law); (3) Working conditions generally, vacations, sick leave, removal privileges, etc., are about the same in both services.

Proof of Driver's License

D. B.: Where one's license to drive a motor vehicle has been obtained elsewhere than in New York State, and it is necessary for such person to submit evidence that he has been licensed for five years or more, as is required in the motor vehicle license examining test, the Commission won't insist upon your furnishing evidence which cannot reasonably be obtained. So, if the New Jersey Motor Vehicle Bureau or the Massachusetts Motor Vehicle Commissioner cannot state that you were granted a license in prior years because records were not kept or have been destroyed, the Commission will undoubtedly require you to submit either further possible evidence of some nature or submit an affidavit reciting the facts either by yourself or someone else who has knowledge of your having been licensed.

In the Family

P. R.: The fact that your mother-in-law is an attendant in a veteran's hospital, does not preclude you from filing an application for a federal civil service position, provided, as appears in

your case, your mother-in-law does not live in the same household with you and your pensioned father is no longer an employee of the federal government. In your case it would appear that only your father and you would be in the federal service. This would be within the rule permitting two employees in the same immediate family to be employed in the federal service at one time.

More for Draftees

L. B.: An employee in the New York State or city service who is drafted before he has completed his probationary period of service will be eligible for reinstatement after his military discharge. My impression is that he will be given credit for having fulfilled his probationary period and obtain status as a permanent employee without being required to continue serving as a probationer—at least that appears to be the policy at present for the state and city.

LEGAL SUMMONS

will be served upon thousands of New York State motorists who may lose the right to operate an automobile, unless they provide the security that is necessary under the New York Motor Vehicle Safety Responsibility Act effective January 1, 1942.

THIS NEW LAW requires the commissioner of Motor Vehicles to suspend the operator's license and revoke the owner's registration certificate, of an automobile involved in an accident causing death, bodily injury to property over \$25.00, unless sufficient security is furnished both for the accident which has happened and for future accidents, whether or not the operator is at fault. Heretofore you were permitted one accident before security was required.

UNDER THE NEW LAW can you afford in the event of an accident to put up hundreds or even thousands of dollars until the courts decide whether you or the other motorist was at fault? Unless you have made proper provision, you may be required to do that or lose your right to drive.

THE LAW provides that unless security is furnished:

1. The automobile cannot be driven by anyone, nor can its title be transferred to any other person.
2. Neither the owner, nor the driver can register or operate any car in New York. Violation may mean \$500.00 fine and 6 months in jail.

AN AUTOMOBILE LIABILITY POLICY with adequate limits at low cost will meet the demand of the law.

**TERMS ARRANGED
NO PAY ASSIGNMENT ASKED
For information write or phone:
VALENTINE, ITTNER, POGGENBURG
Incorporated
166 Montague Street,
Brooklyn, N. Y. Main 4-7500**

Study Corner

Washington Business School

One of the biggest defense industries in this war is the clerical service, from all reports on the school front. Washington is crying for girls who can man a type-writing machine, and even the state and city services are finding it difficult to fill the positions as private industry draws from the civil service lists. At Washington Business School, which saw the demands of the last war, special "defense-training" secretarial courses have been instituted.

"For two generations we have had the good fortune of assisting and placing our graduates in important positions where they have succeeded beyond their own expectations," said Mr. David E. Yuni, the director of the school for the past twenty-five years.

"We are proud that now we are better prepared to do this type of work successfully than ever before—new equipment, better courses of study, teachers with specialized training. Recently, in addition to our training in business and secretarial subjects, we added courses in Spanish and French stenography."

Aeronautical Radio School

The Melville Aeronautical Radio School, Inc., (136-50 Roosevelt avenue, Flushing) opened a new field for women on October 6, when the first class of a new Air-line Teletype Course will convene. Instruction will be given in not only the operation of teletype machines but in Airlines' Routes, Message Forms and Codes, Meteorology and similar related subjects.

Pace Institute

To help students for March In-use to which the organizations can put it, will have a determining influence on its ultimate value. However, because of its inherent shortcomings, the postal organizations should still insist upon the passage of a genuine Board of Appeals Bill.

Insurance Brokers' Examination, Pace Institute will give a course in Insurance Practice and Brokerage. It is given in 120 hours of evening school class work.

The course, previously given on the basis of 30 weeks of attendance, has been shortened to 20 weeks. This has been accomplished by lengthening the teaching session each evening by one hour—the number of class hours of instruction remains the same.

Robotti Academy

An approximate 29 per cent increase in registration over that of last fall and higher than any in the history of the Robotti Accordion Academy, 1576 Broadway, were the highlights of the new term report submitted to Joseph Robotti, director.

follow — THE LEADER

- COMPLETE
- ACCURATE
- IMPARTIAL
- FIRST

With All the
Civil Service
News . . .

SUBSCRIPTION DEPARTMENT
CIVIL SERVICE LEADER
97 Duane Street
New York City
Gentlemen:
Please Send Me the CIVIL SERVICE LEADER
every week for the Next:
☐ Year, I enclose \$2.
☐ 6 Months, I enclose \$1.
Name
Address
City
Please check if renewal ☐

It's New!
It's True!
It's Thrilling!



The Most Amazing Comics
Magazine of Them All —
Featuring True Stories of the
World's Greatest Heroes!

64 PAGES OF TRUE AND
GRIPPING ACTION!

An Inspiration to American
Youth!

**Real
LIFE
COMICS**
Only 10c Everywhere

Examination Requirements

City Tests

Air Traffic Control Recorder

Salary: \$1,800 up to but not including \$2,340 per annum. The eligible list may be used for appropriate positions in a lower grade. Age limits: None. Fee: \$1. Deadline: October 27. Vacancies: 3 in the Department of Docks (LaGuardia Field).

Duties

Under supervision, to receive by telephone or teletype instructions and communications from Airways Traffic Control and airline dispatchers, such as flight plans, airways traffic clearances, arrivals and departures of planes and weather reports; record them on appropriate forms and in the log; transmit them verbally and in writing to the proper supervisor; record all air traffic movements in the log; perform related work.

Requirements

Graduation from a recognized four-year day aviation or aeronautical trade school, or other satisfactory vocational or technical

high school or graduation from a recognized four-year day academic or commercial high school; plus three months' experience performing duties of a nature to qualify for the promotion; or graduation from an elementary school plus one year of such experience; or a satisfactory equivalent.

Candidates must be familiar with rules and operations of the airport, various types of aircraft, teletype symbols and weather sequences of stations converging on the airport, air traffic rules, airport and airways traffic control procedures, radio frequencies and procedures of airlines using the airport, radio aids to air navigation within a radius of 100 miles from the airport and related subjects. A knowledge of shorthand is helpful and candidates who have this knowledge will be given extra credit. Also candidates who are able to speak fluently one or more of the following languages will be given extra credit: French, German, Spanish, and Italian. Before the end of six months' probationary period of employment candidates must have obtained a Federal certificate as an air traffic control-tower operator with a junior rating for LaGuardia Field.

How You Will Be Rated

Written test, weight 70; training experience and personal qualifications, weight 30. Training, experience and personal qualifications may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary. The passing grade will be set in accordance with the needs of the service.

Assistant Gardener

(For employment on city projects located outside New York City limits.) For work requiring specialized training and experience, special lists will be established by means of selective certification. Salary: \$5.50 per day. Vacancies: 25. Ages: At least 21 and not more than 35 on the date of appointment. Fee: \$1. Deadline: October 27.

Duties

To perform laboring work on grounds of city institutions or watersheds or on any other city projects outside New York City limits; perform related work.

Requirements

Candidates must be bona fide residents of the county in which they are to be employed for at least 6 months prior to the last date for filing application and at least one year prior to the date of appointment. New York City residents who are willing to move to the location of the permanent position if appointed will be admitted to the examination. No transfers will be allowed to such employees within two years of such appointment.

How You Will Be Rated

Physical, weight 100; oral (qualifying test only). The oral test will be administered to candidates at the same time as the physical and medical tests and will be designed to determine the alertness of mind and general intelligence of candidates. Candidates are required to have a knowledge of elementary gardening practices. A qualifying literacy test will also be given. The passing grade will be set in accordance with the needs of the service.

Dental Hygienist

Salary: Usual salary \$1,200 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Occur from time to time. One in the Department of Hospitals at \$900. Fee: \$1. Deadline: October 27.

Duties

To remove deposits, accretions and stains from the teeth of school children or adults; give instructions in oral hygiene to parents and children; conduct educational programs; assist the dentist in school or hospital clinics and at health centers; when necessary, clean equipment and maintain a clinic in acceptable condition; make reports and perform other related work as required.

Requirements

Candidates must be graduate

dental hygienists from a school of recognized standing at the time of filing applications. Before appointment candidates must be licensed as dental hygienists by the Board of Regents of the State of New York and must present their licenses to the Commission before their names will be certified.

How You Will Be Rated

Written, weight 40; oral practical, weight 60. At the oral practical test, the personal qualifications of candidates will also be considered. The passing grade will be set in accordance with the needs of the service.

Director of Air Traffic Control and Airport

(Open to all citizens of the United States, regardless of residence.) Salary: \$7,500 per annum, subject to budget. The eligible list may be used for appropriate positions in a lower grade. Vacancies: One in the Department of Docks. Fee: \$5. Deadline: October 27.

Duties

To coordinate the aviation activities on the airport; formulate and administer such rules and regulations as are required for the safe and efficient conduct of the airport; formulate master plans for future development or expansion; conduct preliminary negotiations on all new contracts relating to the airport; foster and promote favorable public relations; develop and foster new sources of revenue, etc.

Requirements

Seven years of satisfactory practical experience in aviation, airport operation and management, or commercial air transportation, of which at least three years must have been in executive positions of a responsible nature; or a satisfactory equivalent. The executive and administrative experience must include at least one year of full time experience within the past five years in positions such as Director or Manager, or Assistant Director or Assistant Manager of an airport handling at least fifty scheduled airline flights daily by control tower operation, or as Commanding Officer of a military or naval airport by radio at least fifty flights daily, or as supervisor of large scale air carrier operations of an airline; or in equivalent positions.

Note: While this examination is open on a nation-wide basis, the effect of the Residence Law is that persons with three years of New York City residence, or persons who may be exempted from the Residence Law, shall be certified first from the list resulting from this examination.

How You Will Be Rated

Technical knowledge, training, experience and personal qualifications, weight 100. An oral examination will be given.

Health Inspector, Grade 2

Candidates who filed under the advertisement of September 2 to September 22, 1941 need not file again. Salary: \$1,800 up to but not including \$2,400 per annum. Vacancies: Occur from time to time. Fee: \$1. Deadline: October 14.

Duties

To inspect food and drug manufacturing plants, slaughter houses, wholesale and retail food and drug establishments; dairy farms, country milk shipping depots and pasteurizing plants; report on and prosecute violators of the Sanitary Code in relation to housing conditions, industrial hygiene, air pollution, offensive trades, bathing establishments, plumbing facilities, mosquito, rodent vermin infestation, institutions, private water supplies and sewage disposal facilities; to prosecute violators.

Requirements

Candidates must be high school graduates and must have had (a) at least two years of experience, involving some degree of responsibility in the inspection of food stuffs or sanitary facilities with a governmental agency or with a large industrial organization; or (b) two years of acceptable supervisory experience or laboratory experience along the lines outlined in the statement of duties; or (c) equivalent. A degree from a university or college approved by the University of the State of New York with a major in chemistry, agriculture, bacteriology, or sanitary engineer-

ing will be accepted in lieu of the above experience. Persons residing in Pennsylvania, Maryland, Connecticut, Vermont, New Jersey, Massachusetts, and New York State will be admitted to this examination for certification for appointment as Country Milk Inspectors.

How You Will Be Rated

Written, weight 60; training, experience and personal qualifications, may be rated after an examination of the candidate's application and after an oral interview or such other inquiry or investigation as may be deemed necessary. The passing grade will be set in accordance with the needs of the service.

Office Appliance Operator, Grade 2

(I.B.M. Alphabetic Accounting Machine)

Salary: \$1,200 up to but not including \$1,800 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Occur from time to time. Fee: \$1. Deadline: October 27.

Duties

To operate the I.B.M. Alphabetic Accounting Machine. This presupposes a thorough knowledge of Plug Board wiring and of the various devices used on the accounting machine such as digit selection, automatic carriage (pluggable or switch type), bill feed device, etc.

Requirements

Candidates must have had at least one year of experience or one year of formal training in a school accredited by the University of the State of New York in the operation

of the I.B.M. Alphabetic Accounting Machine.

How You Will Be Rated

Written, qualifying; practical, weight 100. The passing grade will be set in accordance with the needs of the service.

Office Appliance Operator, Grade 2

(I.B.M. Numeric Accounting Machine)

Salary: \$1,200 up to but not including \$1,800 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Occur from time to time. Fee: \$1. Deadline: October 22.

Duties

To operate the I.B.M. Numeric Accounting Machine. This presupposes a thorough knowledge of the Plug Board wiring and of the various devices used on the accounting machine such as digit selection, automatic carriage, bill feed device, etc.

Requirements

Candidates must have had at least one year of experience or one year of training in an accredited school in the operation of the I.B.M. Numeric Accounting Machine.

How You Will Be Rated

Written, qualifying; practical, weight 100. The passing grade will be set in accordance with the needs of the service.

Office Appliance Operator, Grade 2

(I.B.M. Numeric Punch)

Salary: \$1,200 up to but not including \$1,800 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Occur from time to time. Fee: \$1. Deadline: October 27.

Duties

To act as a Key Punch Operator on the I.B.M. Numeric Key Punch Machine and to perform other related work as required.

Requirements

Candidates must have had at least one year of experience or one year

(Continued on Following Page)

THOROUGH INTENSIVE PRACTICAL PREPARATION FOR STATE and FEDERAL PERFORMANCE TESTS

STENOGRAPHERS TYPISTS

By an Institution Which Has Trained Over 200,000 Stenographers

Graded Dictation, Transcription, Typing Speed; Theory Review and Beginners' Classes; Day, After-Business, Evening Sessions.

DRAKE SCHOOLS

154 NASSAU STREET (Opposite City Hall) 2488 GRAND CONCOURSE (Corner Fordham Road)

BEekman 3-4840

FOrdham 7-3500

Washington Heights
Brooklyn
Brooklyn
Jamaica
Flushing

600 West 181st Street
1305 Fulton Street
1416 Broadway
30-53 Sutphin Blvd.
39-01 Main Street

WA. 3-2000
NE. 8-4312
FO. 9-8147
JA. 6-3835
FL. 3-3535

WANTED: More Girls for Part-Time Jobs

If you've been fighting a hard battle for a job —
If you've been going around from one office to another, with no results —
If you've found that the want ads don't bring a position —

Do what Grace did. Grace saw an announcement like this one from the ABBE INSTITUTE. It said "Part-Time Jobs, while you're studying." So Grace went down to ABBE to obtain further information. Here she learned about the unique ABBE apprentice system—students attend school a half-day and the other half-day they apply what they've learned in real business offices which the school obtains for its students.

The ABBE INSTITUTE of 1697 Broadway needs more girls to fill the many positions now open in business offices. No experience is necessary. All you require is average intelligence, and you will learn-while-you-work. You will receive a salary and actual experience... and this is important to every girl seeking a career.

So—come in now to the pleasant, informal atmosphere of ABBE INSTITUTE, where your special problems receive special attention.

ABBE INSTITUTE

1697 BROADWAY (at 53d St.), N.Y. COLUMBUS 5-2832

TYPEWRITERS

RENTED FOR CIVIL SERVICE EXAMS

AND FOR HOME USE

All Makes — All Models — Delivered and Called For

J. S. MORSE

CORtland 7-0405-6

296 BROADWAY

SPECIAL CARD PUNCH COURSE

Specialized training on IBM Alphabetic-Numeric Key Punches. Course includes all key punches of both types, 90 hours of actual training on machines. Card and supplies free.

ALPHABETIC-NUMERIC A.C. COUNTING MACHINES (TABULATOR) Includes Plug Board Wiring, machines operation of Tabulator and Sorter and Summary Reproducible. Low tuition. Class now forming.

Call or write for full particulars

Accounting Machines Institute

School for Card Punch Operators
221 W. 57th St., N.Y.C. CI. 5-6425

MACY FEATURES ARCO BOOKS

MOTOR VEHICLE LICENSE EXAMINER

Two previous examinations, complete digest of Motor Vehicle Law, The Examiner's Duties, Accident Proneness Tests, Government, Mathematics, Practice Questions and Answers. \$1.50 Illustrations.

Ask for Arco at R. H. Macy's, Gimbel Bros., Barnes & Noble, A. & S. Municipal Building

ARCO

480 Lexington Ave.
ELaborado 5-6031

DIPLOMATIC CONSULAR OFFICERS

LATIN AMERICAN INSTITUTE offers special preparation for coming examinations. Groups now forming. Also Spanish - English - Portuguese; Stenography, Conversation, Complete Secretarial-Exporting Courses.

11 W. 42d ST. LA. 4-2835

Civil Service

DICTATION

\$1 WEEK (DAILY)

Morning, Afternoon, Evening
Graded classrooms, 60 to 220 w.p.m.
Typing \$1 week (daily)
Gregg-Pitman beginners, review

BOWERS

228 W. 42d St. BRyant 9-9092

DON'T

BE SATISFIED with just any place on the list GET OUT ON TOP!

Prepare for

Stenographer-Typist Exams at EASTMAN SCHOOL

Registered by Board of Regents
441 Lexington Ave. (44th St.) N.Y.
Est. 1853 Tel. MUrray Hill 2-3527

DID YOU KNOW

That Browne's Business College Teaches
Machine Short Hand (The Stenography).
International Business Machine.
Key Punch & Plug Board Operation.
Latest Method of Electrical Comptometry, Bookkeeping and Billing Machines.
Fuller Shorthand - Gregg - Pitman.
Ediphone, Dictaphone, Mimeograph, Filing, and Monitor Board.
FOR ALL INFORMATION ON THESE COURSES CALL OR WRITE
MARY A. MOONEY NEVins 8-2941
7 LAFAYETTE AVE., BROOKLYN
Founded Since 1859

How to Apply for a Test

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

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

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

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

Subway Promotions in New City Exam Series

(Continued from Preceding Page)

of formal training in a school accredited by the University of the State of New York in the operation of the I.B.M. Numeric Key Punch Machine.

How You Will Be Rated
Written, qualifying; practical, weight 100. The passing grade will be set in accordance with the needs of the service.

Office Appliance Operator, Grade 2
(Remington Rand Powers Key Punch Machine)

Salary: \$1,200 up to but not including \$1,800 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: Occur from time to time. Fee: \$1. Deadline: October 27.

Duties
To act as Key Punch Operator on the Remington Rand Powers Key Punch Machine; to sort and tabulate the cards punched, and to perform other related work as required.

Requirements
Candidates must have had at least one year of experience or one year of formal training in a school accredited by the University of the State of New York in the operation of the Remington Rand Powers Key Punch Machine.

How You Will Be Rated
Written, qualifying; practical, weight 100. The passing grade will be set in accordance with the needs of the service.

Principal Chemist (Biochemistry)
Candidates who filed under the advertisement of September 2 to September 22, 1941 need not file again. Salary: \$5,000 per annum. The eligible list may be used for appropriate positions in a lower grade. Vacancies: 1 in Health Department. Fee: \$4. Deadline: October 27.

Duties
Under the general direction of the Director of the Bureau of Laboratories of the Health Department, to supervise the chemical work in the bureau.

Requirements
Appropriate doctor's degree from an accredited institution and not less than three years of experience.

How You Will Be Rated
Training, experience and personal qualifications, weight 100. Passing grade 75 per cent.

Printing Specifications Writer

Salary: \$3,000. The eligible list may be used for appropriate positions in a lower grade. Vacancies: 1. Fee: \$3. Deadline: October 27.

Duties
To devise specifications for all types of printing used by the city. Applicants must have a thorough knowledge of composition, presswork, ruling, binding, and job layout; be familiar with the process of making electrotypes and photoengravings and be acquainted with the various grades, weights and kinds of paper such as bond, ledger, onionskin, mimeograph and the several book papers.

Requirements
At least five years' experience in the printing industry in production, estimating and cost work, of which at least two years must have been in shop and production work, and three years in estimating; or the equivalent. Acceptable studies in college or trade schools will be given additional credit.

How You Will Be Rated
Written test, weight 50; training, experience and personal qualifications, weight 50. The passing grade will be set in accordance with the needs of the service.

PROMOTION EXAMINATIONS
These positions are open only to those already in the city service. Temporary and provisional employees are not eligible to file for these examinations.

The rules of the Municipal Civil Service Commission provide that in determining eligibility for promotion, the titles of positions and the duties which are naturally and properly attached thereto shall be considered. Duties which have been performed not in accordance with the title, or alleged personal qualifications, shall not be considered in determining eligibility. All persons on the preferred list for titles included under eligibility requirements in the advertisement are likewise eligible to participate in the examination.

Any employee serving under a title not mentioned in the requirements, but which he believes falls within the provisions of the above rule, may file an application and an appeal to compete in the examination during the period stated in the advertisement. No appeals will

FREE PRACTICE

ON ALL RENTED

TYPEWRITERS

RENT A NEW

PORTABLE ROYAL

LARGE SELECTION OF

ALL LATE MODEL BUSINESS

MACHINES



Royal

Underwood

Remington

L. C. Smith

Woodstock

We Deliver and Call for Machines

At All Examinations

Thousands Have Passed on

Our Machines

WILLIAM WEISS

219 WEST 37th STREET

LONG. 5-2421

be received after 4 p. m. on the closing date for the receipt of applications. There is no deviation from this procedure.

Appointments to graded positions are usually made at the minimum salary of the grade. Fees must be paid at the time of filing application but will be refunded if the application is rejected. Applications for promotion do not have to be approved by departmental representatives. It is necessary that applicants file their applications with the Commission and not with their departments. Candidates must meet the department's medical and physical requirements.

Court Attendant
This examination is open only to employees of the City Court, Magistrates' Court, Domestic Relations Court, Court of Special Sessions, and Municipal Court. (There will be a separate list for each Court.) Salary: \$1,800 ungraded. Vacancies: Occur from time to time. Fee: \$1. Deadline: October 27. Date of test: The written examination will be held December 20.

Requirements
Open to all permanent employees of the five above Inferior Courts who have served continuously for a period of not less than one year next preceding the date of the written test in the following title or titles, and who are otherwise eligible: Stenographer, Grade 2; Stenographer, Grade 3; Attendant, Grade 1; Attendant, Grade 2; Messenger, Grade 1; Messenger, Grade 2; Telephone Operator, Grade 1; Telephone Operator, Grade 2; Clerk, Grade 3; Interpreter Court Stenographer; Probation Officer; Prison Matron; Typist, Grade 2; Typist, Grade 3; Bookkeeper; Senior Bookkeeper; Cashier, Grade 2; Cashier, Grade 3; Storekeeper; Fingerprint Technician; Photographer; Auto-Engineman. Candidates seeking credit for courses of study completed between November 16, 1939 and the date of the written test must file a school study form with the promotion application.

Physical Requirements
Candidates must be not less than five feet six inches in height and weigh not less than 130 pounds at that height (men); and not less than five feet two inches in height and weigh not less than 105 pounds at that height (women). They must be of sound health and physical condition. Vision 20/30 for each eye, without glasses; satisfactory hearing, voice, posture and appearance.

Duties
To maintain order in court rooms; keep in custody persons awaiting trial; attend judges and clerks; perform clerical work; do related work as required. Court attendants are usually empowered as peace officers by statute.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written test, weight 35, 70 per cent required; physical, weight 15, 70 per cent required. The written test will be general in character, designed to test mental alertness, judgment, reasoning ability, and appropriate information.

Court Clerk, Grade 3
Salary: \$2,400 up to but not including \$3,000 per annum. Vacancies: 2. Fees: \$2. Deadline: October 27. Date of test: The written examination will be held December 13, 1941.

Requirements
Open to all permanent employees of the City Court who have served continuously for a period of not less than one year next preceding the date of the written test in the following title or titles, and who are otherwise eligible: Clerk, Grade 3; Stenographer, Grade 3; Telephone Operator, Grade 2; Interpreter; Court Stenographer; Court Attendant; Messenger, Grade 2; Messenger, Grade 3. Candidates seeking credit for courses of study completed between November 16, 1939 and the date of the written test must file a school study form with the promotion application.

Duties
Under supervision, to keep the various records, books and dockets of the City Court; make appropriate entries; file papers; perform such other work as is required in connection with the transaction of court business pursuant to statute and rule.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written, weight 50, 70 per cent required.

Examiner, Grade 4
This examination is open only to employees of the Board of Estimate, Bureau of Franchises. Salary: The salary range for Examiner, Grade 4, is \$2,400 up to but not including \$3,000. Vacancies: None at present, but one expected shortly. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held November 19, 1941.

Requirements
Open to all persons in the clerical service who have served for not less than one year in Grade 4 or three years in Grade 3 and who have served for not less than six months in the Bureau of Franchises, Board of Estimate, on the date of the written examination and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939 and the date of the written test must file a school study form with the promotion application.

Duties
To assist with the detail work of the office of the Bureau of Franchises of the Board of Estimate, such as requests, resolutions, communications and papers; undertake duties of a wide and varied character in connection with the investigation and granting of franchises and revocable privileges; perform related work.

Scope of Examination
Candidates are expected to have a thorough knowledge of city government and the methods and procedures of the Bureau of Franchises of the Board of Estimate.

Record and seniority, weight 50, 70 per cent required; written test, weight 50. The passing grade will be set in accordance with the needs of the service.

Inspector of Housing, Grade 3
This examination is open only to employees of the Department of Housing and Buildings. Salary: \$2,400 up to but not including \$3,000 per annum. Vacancies: 4. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held December 13, 1941.

Requirements
Open to all Inspectors of Housing, Grade 2, who have served continuously at least one year in the grade, and to all permanent employees in Grades 2 and 3 of the Inspection Service with one year's continuous service in the department prior to the date of the written test, who have been performing work in accord with their civil service title of a nature to qualify them for the duties of the position; and who are otherwise eligible according to the rules of the Commission. Candidates seeking credit for courses of study completed between November 16, 1939 and the date of the written test must file a school study form with the promotion application.

Duties
To inspect multiple dwellings and other structures for the enforcement of the multiple dwelling law and any other laws, rules and regulations as may govern the construction, alteration, maintenance, use, occupancy, safety and sanitary conditions of such multiple dwellings and other structures in the City of New York requiring a complete and thorough knowledge of departmental procedure and the relationship between the Department of Housing and Buildings and other city departments; make reports and perform related work.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will be set in accordance with the needs of the service.

Motorman
BMT Division, New York City Transit System

Simultaneously with the holding of this examination, promotion examinations will be held for Motorman in the IND and IRT Divisions. The eligible list resulting from this examination will be used first to fill vacancies in the BMT Division. If the number of these eligibles is insufficient to fill vacancies in the BMT Division, the eligible lists for the IND and IRT Divisions may be combined and used as appropriate for the BMT Division. Salary: \$0.83 to \$1.06 an hour at present. Vacancies: 150 at present. Others occur from time to time. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held December 14, 1941.

Requirements
Open to all permanent employees now serving in the titles of Conductor, Towerman, Bus Operator and Street Car Operator, who have served continuously at least one year in the title or titles (or in an equivalent title or titles) on the date of the written test, and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties
To be responsible for the protection of passengers and the safety, regularity, proper care and operation of cars and trains, in accordance with the rules, regulations, and special instructions governing employees engaged in operation, in the performance of the following work depending on assignment:

1. Operate trains in revenue service and between yards and terminals.
2. In yard or terminal service, switch cars, prepare trains for road service, and operate trains between yards and terminals.
3. When acting as Conductors to be responsible for all the duties prescribed for Conductors.
4. Perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will



Cornelius J. Smythe, this year appointed Justice of the Supreme Court by Governor Lehman, now seeks election for the full fourteen-year term

ADVERTISEMENT

SCHOOL DIRECTORY

ADVERTISEMENT

LISTING OF CAREER TRAINING SCHOOLS

ACADEMIC & COMMERCIAL - COLLEGE PREPARATORY
Eron School—853 Broadway, at 14th St. GRamercy 7-5923
Regent - Accredited, Day and Evening Classes

ACCOUNTING MACHINES
Accounting Machines Institute — 221 W. 57 St. — Day and Evening Classes—Circle 5-6425.

Midtown Calculating Co. — 10 E. 40th St. — Day and Evening Classes —All Business Machines—LExington 2-4458.

BUSINESS MACHINES
New York Business School—11 W. 42 St.—Day and Evening Classes, Wisconsin 7-9757.

Comptometer School—299 Broadway WOrth 2-5393

DRAFTING
New York Drafting Institute — 276 W. 43 St. — Day and Evening Classes. — WI. 7-0366.

Manhattan Technical Institute — 1823 Broadway — Day and Evening Classes—Circle 7-7857.

Mondell Institute — 230 W. 41st St. — Day and Evening Classes — Wisconsin 7-2086.

FINGERPRINTING
National Fingerprint and Identification School—9 E. 46th St.—Individual Instruction; Licensed by State of New York—PLaza 5-6868.

MECHANICAL DENTISTRY
New York School of Mechanical Dentistry—125a W. 31st St.—Day and Evening — Employment Services — CHickering 4-3994.

STENOGRAPHY IN ALL LANGUAGES
Interboro Institute—152 W. 42d St.—Wisconsin 7-3835—Day and Evening Classes.

SECRETARIAL SCHOOLS
New York Business School—11 W. 42 St.—Day and Evening Classes, Wisconsin 7-9757.

Washington Business School—130 W. 42d St. WIsconsin 7-8811
Complete Secretarial Courses—Including Comptometry.

Pace Institute — 225 Broadway — Day and Evening Classes — Beginning and Advanced Classes — BARclay 7-8200.

UNITED STATES GOVERNMENT SERVICE SCHOOLS
School of Ten—113 W. 57 St.—Preparation of Flying Cadet Examinations—Circle 6-6888.

WELDING
Modern Technical Institute—Drafting, Slide Rule, Blueprint Reading, Machine Shop — 786 Communipaw Ave., Jersey City, N. J. — BERgen 4-6169.

be set in accordance with the needs of the service.

All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to permanent appointment. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Motorman
IND Division, New York City Transit System

Salary: \$0.83 to \$1.06 an hour at present. Vacancies: 22 at present; all appointed from last list. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held December 14, 1941.

Requirements
Open to all permanent employees now serving in the titles of Conductor and Towerman, who have served continuously at least one year in the title or titles (or in an equivalent title or titles) on the date of the written test and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939 and the date of the written test must file a school study form with the promotion application.

Duties
To be responsible for the protection of passengers and the safety, regularity, proper care and operation of cars and trains, in accordance with the rules, regulations, and special instructions governing employees engaged in operation, in the performance of the following work depending on assignment:

1. Operate trains in revenue service and between yards and terminals.
2. In yard or terminal service, switch cars, prepare trains for road service, and operate trains between yards and terminals.
3. When acting as Conductors to be responsible for all the duties prescribed for Conductors.
4. Perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to permanent appointment. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Motorman
IRT Division, New York City Transit System

Salary: \$0.83 to \$1.06 an hour at present. Vacancies: 60 at present. Others occur from time to time. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held December 14, 1941.

Requirements
Open to all permanent employees now serving in the titles of Conductor and Towerman, who have served continuously at least one

year in the title or titles (or in an equivalent title or titles) on the date of the written test and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939 and the date of the written test must file a school study form with the promotion application.

Duties
To be responsible for the protection of passengers and the safety, regularity, proper care and operation of cars and trains, in accordance with the rules, regulations, and special instructions governing employees engaged in operation, in the performance of the following work depending on assignment:

1. Operate trains in revenue service and between yards and terminals.
2. In yard or terminal service, switch cars, prepare trains for road service, and operate trains between yards and terminals.
3. When acting as Conductors to be responsible for all the duties prescribed for Conductors.
4. Perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will be set in accordance with the needs of the service. All candidates who pass the competitive written test will be required to pass a qualifying practical test prior to permanent appointment. Candidates for the qualifying test will be called for examination in groups according to the needs of the service.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Railroad Clerk
BMT Division, New York City Transit System

Salary: 53 cents to 65 cents an hour at present. Vacancies: 100 vacancies expected. Fee: \$1. Deadline: October 27. Date of test: The written examination will be held December 4, 1941.

Requirements
Open to all permanent employees now serving in the title of Porter who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test, and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties
Make change for passengers; see that no one enters controls without proper authority or payment of fare; read turnstile meters; make proper reports regarding revenue; be responsible for the safety and proper handling of all moneys, block tickets, and lost property; compile data; check time register sheets, time rolls and other details; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated
Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will be set

(Continued on Following Page)

Information Specialist Test Open to Oct. 21

(Continued from Preceding Page)
in accordance with the needs of the service.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Railroad Clerk

IND Division, New York City
Transit System

Salary: 53 cents to 68½ cents an hour at present. Vacancies: 30 at present; all appointed from last list. Fee: \$1. Deadline: October 22.

Requirements

Open to all permanent employees now serving in the title of Porter who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test, and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties

Make change for passengers; see that no one enters controls without proper authority or payment of fare; read turnstile meters; make proper reports regarding revenue; be responsible for the safety and proper handling of all moneys, block tickets, and lost property; compile data; check time register sheets, time rolls and other details; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated

Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will be set in accordance with the needs of the service.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Railroad Clerk

IRT Division, New York City
Transit System

Salary: 58 cents to 68½ cents an hour at present. Vacancies: 70 vacancies expected. Fee: \$1. Deadline: October 27. Date of test: The written examination will be held December 4, 1941.

Requirements

Open to all permanent employees now serving in the title of Porter who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test, and who are otherwise eligible. Candidates seeking credit for courses of study com-

pleted between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties

Make change for passengers; see that no one enters controls without proper authority or payment of fare; read turnstile meters; make proper reports regarding revenue; be responsible for the safety and proper handling of all moneys, block tickets, and lost property; compile data; check time register sheets, time rolls and other details; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated

Record and seniority, weight 50, 70 per cent required; written, weight 50. The passing grade will be set in accordance with the needs of the service.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Towerman

BMT Division, New York City
Transit System

Salary: 80 cents to 88 cents an hour at present. Vacancies: 20 at present. Others occur from time to time. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held January 7, 1942.

Requirements

Open to all permanent employees now serving in the title of Conductor, who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties

To operate electric, electro-pneumatic or mechanical interlocking machines; be responsible for the safe passage of trains over tracks and switches in assigned territory; make reports; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated

Record and seniority, weight 50, 70 per cent required; written, weight 25; practical, weight 25. The passing grade will be set in accordance with the needs of the service. In the practical test, candidates will be required to demonstrate their ability to operate an interlocking machine.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Towerman

IND Division, New York City
Transit System

Salary: 80 cents to 88 cents an hour at present. Vacancies: 19 at present; all appointed from last list. Fee: \$2. Deadline: October 27. Date of test: The written examination will be held January 7, 1942.

Requirements

Open to all permanent employees now serving in the title of Conductor, who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test, and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties

To operate electric, electro-pneumatic or mechanical interlocking machines; be responsible for the safe passage of trains over tracks and switches in assigned territory; make reports; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated

Record and seniority, weight 50, 70 per cent required; written, weight 25. The passing grade will be set in accordance with the needs of the service.

of the service. In the practical test, candidates will be required to demonstrate their ability to operate an interlocking machine.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Towerman

IRT Division, New York City
Transit System

Salary: 80 cents to 88 cents an hour at present. Date of test: The written examination will be held January 7, 1942. Vacancies: 10 at present. Others occur from time to time. Fee: \$2. Deadline: October 27.

Requirements

Open to all permanent employees now serving in the title of Conductor, who have served continuously at least one year in the title (or in an equivalent title) on the date of the written test and who are otherwise eligible. Candidates seeking credit for courses of study completed between November 16, 1939, and the date of the written test must file a school study form with the promotion application.

Duties

To operate electric, electro-pneumatic or mechanical interlocking machines; be responsible for the safe passage of trains over tracks and switches in assigned territory; make reports; perform such other duties as the Board of Transportation is authorized by law to prescribe in its regulations.

How You Will Be Rated

Record and seniority, weight 50, 70 per cent required; written, weight 25; practical, weight 25. The passing grade will be set in accordance with the needs of the service. In the practical test, candidates will be required to demonstrate their ability to operate an interlocking machine.

Medical and Physical Requirements
Eligibles must pass the medical and physical examination given by the Board of Transportation immediately prior to appointment.

Licensing Examinations

License for Master Plumber

Applications issued and received at the office of the Department of Health, Division of Permits, main floor, 125 Worth Street, Manhattan. Up to 4 p. m. on Friday, October 31, 1941. Applications delivered after 4 p. m. on Friday, October 31, 1941, by mail or otherwise, will not be accepted. Application blanks will be mailed upon request provided a self-addressed, stamped envelope is enclosed to fully cover the mailing. Applications must be filled out in duplicate and be accompanied by three photographs of the

applicant 2½ inches by 2½ inches in size.

Requirements

All persons applying for a master plumber's license must be citizens of the United States, thoroughly proficient in the reading and writing of the English language and shall have had not less than 10 years' experience in the plumbing industry in the United States, except that 3 years' experience in the plumbing industry shall be sufficient together with a technical degree in engineering from a college or university approved by the regents of the University of the State of New York.

Subjects of the Examination

Written test, 75 per cent required on each part; practical test, 75 per cent required. The foregoing tests and an investigation to determine the merit and fitness of applicants will be conducted by the Municipal Civil Service Commission.

Examination Fee

Ten dollars to be paid at the offices of the Municipal Civil Service Commission, 96 Duane Street (street floor), Manhattan, not less than 10 days prior to the date of the written test. Do not enclose the fee with your application.

Note: Candidates will be permitted to take only three practical tests on the basis of one passing written test. A candidate's exemption from retaking the written examination will terminate within three years after he has passed a written examination. In addition, the fee for such persons will be \$5, to be paid prior to the practical test.

Applications for the following licensing examinations are being issued and received continuously at the Commission's Application Bureau.

License for Master Electrician.

License for Master Rigger.

License for Motion Picture Operator.

License for Oil Burner Installer.

License for Portable Engineer (Any Motive Power Except Steam).

License for Portable Engineer (Any Motive Power Including Steam).

License for Portable Engineer (Steam).

License for Refrigerating Machine Operator (Ten Tons Capacity or Less).

License for Refrigerating Machine Operator (Unlimited Capacity).

License for Special Electrician.

License for Special Rigger.

License for Stationary Engineer, First Grade.

License for Stationary Engineer, Second Grade.

License for Stationary Engineer, Third Grade.

License for Stationary Fireman.

License for Structural Welder.

Upstate Tests

Buffalo Tests

Operating Engineer—G

\$2,401-\$2,700

Operating Engineer—F

\$2,101-\$2,400

Operating Engineer—E

\$1,801-\$2,100

Total number of vacancies: 14. File by October 21 at 1,001 City Hall. Exams will be held November 1. Fee, \$2 for G and F, \$1 for E.

Duties

G—Operate a heating plant with a capacity of 150 h.p., or assist in a plant over 150 h.p.; be in charge of the operation and repair of the mechanical and electrical equipment in the building services by the plant; related work.

F—Operate, maintain, and repair power units, machinery, accessories, and equipment in a utility such as a refrigeration plant or heating plant with a capacity of 150 h.p., or assist in operating a plant over 150 h.p., or at a large

public buildings with a large and varied installation of power, heat, and refrigeration equipment; related work.

E—Operate a heating plant of 75 h.p.; assist in a heating plant of 150 h.p.; assist in operating a 100-ton refrigeration plant; related work.

Requirements

Applicants must have lived continuously in Buffalo since November 1, 1939.

G—Possession of a Chief Operating Engineer's license; five years' experience on work requiring either a first class or Chief Operating Engineer's license, two of them in a supervisory post.

F—Possession of a Chief Operating Engineer's License; or possession of a first class license and three years' experience in a post requiring a first class license.

E—Possession of a first class Operating Engineer's license, or a second class license and two years' experience in a post requiring a second class license.

Basis of Ratings

Written, 5; training and experience, 4; oral, 1.

U. S. Tests

INFORMATION SPECIALIST

Senior, \$4,600, Information Specialist, \$3,800, associate, \$3,200, assistant, \$2,600. Optional subjects: Press and Publications, radio. Applications can be obtained at the U. S. Civil Service Commission, 641 Washington street, New York, and must be filed in Washington, D. C., by October 23.

Requirements

To qualify for the press and publications option, applicants are required to have responsible professional experience in writing or editing for a large newspaper, national magazine, news or information service, or governmental agency.

To qualify for the radio option, experience is required in educational or informational radio work, including the preparation of radio manuscripts and the broadcasting of radio programs.

For all of the positions, applicants may substitute study in a residence educational institution above high-school grade for part of the experience.

Basis of Ratings

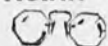
No written test. Applicants will be rated on their experience and education, and their fitness as outlined by sworn statements made in their application.

UNASSEMBLED EXAMS

These exams are open until further notice unless a closing date is specified after the title. By an unassembled exam is meant one where no written test is given.

PROFESSIONAL

OPTICIAN :: OPTOMETRIST



Established Since 1909

DR. ALBERT POLEN

155 3d AVE. (Bet. 15th & 16th Sts.)
GR amercy 3-3021
Daily 9 A.M. to 8:30 P.M.

Dr. D. G. POLLOCK

Surgeon Dentist

Brooklyn Paramount Theatre Bldg.

One Flight Up

Brooklyn, N. Y., Triangle 5-8520

B. M. T. DeKalb Av. Subway Station

R. T. Nevins St. Subway Station

Hours: Daily 9-9; Sunday 10-1

LEG AILMENTS

Varicose Veins, Open Leg Sores
Phlebitis, Rheumatism, Arthritis,
Eczema

Treated Without Operations
Examination Free

Daily 1-6 P.M.

Monday and Thursday 1-3:30 P.M.

NO OFFICE HOURS ON SUNDAYS

L. A. BEHLA, M.D.

320 W. 86th St., New York City

CHRONIC DISEASES

BLOOD, SKIN AND NERVES

General Weakness, Chronic Ulcers, Stomach Disorders, Rheumatism, Sciatica, Rectal Disorders, Hemorrhoids, (piles) Bladder and Kidney Diseases. MEN and WOMEN treated by modern methods. Blood Tests, Urinalysis and X-Rays assure correct diagnosis and proper treatment. Injections when indicated. If you have some ailment you do not understand come today for consultation and examination and have your case explained to you.

MEDICAL EXAMINATION \$2.00

Dr. L. ZINS

(25 Years Private & Hospital Practice)

110 East 16 St., N. Y.

Bet. 4th Ave. and Irving Pl.

Hours 9 a.m. to 8 p.m., Sun. 9 to 2



KEEN SIGHT

OPTICAL SPECIALISTS

275 LIVINGSTON ST., BROOKLYN

SCIENTIFIC EYE EXAMINATION

MODERATE PRICES

Dr. A. R. Cooley, Optometrist

A. J. Heller, Optician

Contact Lenses Expertly Fitted

TR. 5-1055

CONVALESCENT HOME

Resortlike atmosphere - Modern - Spacious - Resident

Physicians - Nurses - Attendants

Booklet on Request

N. Y. OFFICE

67 WEST 44th ST.

MU. 2-8322

BRUNSWICK

SANITARIUM

AMITYVILLE, L.I.

Convalescents

Invalids - Diabetics

Cardiacs - Aged

Post Operatives

Est. 1885

To relieve Misery of

COLDS

666

LIQUID TABLETS

SALVE

NOSE DROPS

COUGH DROPS

Try "Rub-My-Tism" —

a Wonderful Liniment

CHRONIC DISEASES

of BLOOD, NERVES and SKIN
Stomach, Kidneys, Bladder, General
Weakness, Lame Back, Swollen Glands

PILES HEALED

Positive Proof? Former patients can tell you how I healed their piles without hospital, knife or pain.

Consultation FREE X-RAY Examination & AVAILABLE Laboratory Test \$2

VARICOSE VEINS TREATED

FEES TO SUIT YOU

Dr. Burton Davis

415 Lexington Ave. Fourth Floor

Hours: 9 a.m. to 7:30 p.m., Tues., Thurs., 9 to 4 Only, Sun. & Holidays, 10-1

Park Topics

By B. R. MEEHAN

Study Material

Study Series No. 13

Directions: In each of the following items, four possible answers are suggested to complete each statement. On your answer

LEGAL NOTICE

CITATION.—The People of the State of New York, by the Grace of God, Free and Independent.—To: PETER LORENZ STABEL, Administrator of the Estate of ANNE ELIZABETH JENSEN, deceased, also known as Elizabeth Jensen; OLLER JENSEN, also known as Oller A. E. Jensen; ANNE JENSEN and ARNE JENSEN, infants over the age of fourteen years; OLE JENSEN and ELINOR JENSEN, infants under the age of fourteen years; ARNEFELT JENSEN, also known as Jens Arnefelt Jensen; GUDVEIG OTELIE JENSEN; LARS USTVEDT, Administrator of the Estate of ANDRE JENSEN, deceased; BERGLJOT JENSEN; ELSE JENSEN, an infant over the age of fourteen years; KNUST JENSEN and LILLI JENSEN, infants under the age of fourteen years; RAGNA JENSEN; AMALIE AANONSEN; BEATRICE JUDKINS; ELINE ASLAGSEN; BESSIE M. CHENEY; REBECCA AANONSEN; CLARA REISESEN; TUBERCUCLAR HOSPITAL, Ble, Grimsstad, Norway; PUBLIC TRUSTEESHIP for Poor of Ble, Grimsstad, Norway; PUBLIC TRUSTEESHIP for Poor of District of Fjare, outside of Grimsstad, Norway; LUTHERAN CHURCH, District of Fjare, Grimsstad, Norway; EDITH EAGLE FULLING; CLAIRE E. FULLING, an infant over the age of fourteen years; JOHN C. FULLING, JR., NANCY FULLING and ROGER W. FULLING, II, infants under the age of fourteen years; JOHN COMLY EAGLE; ESTHER EVANS WILSON, as Executrix of the Estate of DALLETT H. WILSON, deceased, co-executor and cotrustee under the will and trust beneficiary; GEORGE A. JOSEPH, sole distributee of Harry Joseph, deceased, administrator of Estate of, and sole distributee of, IRENE JOSEPH, deceased legatee; being the persons interested as creditors, distributees or otherwise, in the Estate of TECLA JENSEN EAGLE, deceased, who at the time of her death was a resident of New York County. Send Greeting:

Upon the petition of THE NEW YORK TRUST COMPANY, Surviving Executor, a domestic banking corporation, with its principal place of business at No. 100 Broadway, Borough of Manhattan, New York City, New York,

YOU and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the Borough of Manhattan, City of New York, on the 31st day of October, 1941, at 10:30 o'clock in the forenoon of that day, why the Third Intermediate Account of Proceedings of said THE NEW YORK TRUST COMPANY, as Surviving Executor of the Last Will and Testament of Tecla Jensen Eagle, deceased, for the period November 26, 1937 to August 30, 1941, should not be judicially settled, and why the Surviving Executor should not have instructions as requested in said petition and in said account, in Schedule L thereof, as to the disposition of the trust fund for the benefit of New York American Christmas & Relief Fund, by reason of the fact that said fund has ceased to operate and has renounced any rights to benefits under the will of decedent; and as to method of payment of amounts due and to become due to those legatees located in Norway, and why such other and further relief as to the court may seem just and proper should not be granted.

IN TESTIMONY WHEREOF, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.

(Seal) WITNESS, Honorable James A. Foley, a Surrogate of our said County, at the County of New York, the 16th day of September, in the year of our Lord one thousand nine hundred and forty-one.

GEORGE LOESCH, Clerk of the Surrogate's Court.

ESTELLA KOHN — CITATION — The People of the State of New York, By the Grace of God, Free and Independent.—To the Attorney General of the State of New York, Milton Wolfman, Samuel Wolfman, Esther W. Velt, Carrie W. Dreyfus, Sidney Wolfman, Arthur Wolfman, Benjamin Velt, Isabella Schelle Davidson, Laura Wallach, Edith Marika, Rose H. Mayer, Samuel Hochstadter, Tillie S. Bowman, Sarah Hirschfeld, Blanche Schiele Cohn, Essie Schiele Fechenbach, Cora Schiele Weinstein, Sidney M. Schiele, Park West Memorial Hospital, Inc., Tessa Quagliaroli, Gotham Hospital, Sully Walton Oxygen Therapy Service Inc., Metropolitan Tobacco Co., Peter A. & Marton Lator, Inc., Consolidated Edison Co. of N. Y., Raymond Egbert, and to "John Doe" the name "John Doe" being fictitious, the husband of ESTELLA KOHN, deceased, if living, or if dead, to the executors, administrators and next of kin of said "John Doe" deceased, whose names and Post Office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein, and the next of kin of ESTELLA KOHN, deceased, whose names and Post Office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein, being the persons interested as creditors, next of kin or otherwise, in the estate of ESTELLA KOHN, deceased, who at the time of her death was a resident of 331 - 8rd Avenue, New York City. Send Greeting:

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

YOU and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the County of New York, on the 7th day of November, 1941, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of The Public Administrator of the County of New York, as administrator of the goods, chattels and credits of said deceased, should not be judicially settled.

In Testimony Whereof, We have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.

Witness, Honorable JAMES A. FOLEY, a Surrogate of our said County, at the County of New York, the 4th day of September, in the year of our Lord one thousand nine hundred and forty-one.

GEORGE LOESCH, Clerk of the Surrogate's Court.

sheet write the letter of the statement which is of those suggested.

149. One of the following which is false is (a) leaf hoppers are sucking insects (b) mealy bugs are controlled by lethane (c) Bordeaux mixture is an excellent repellent for leaf hoppers (d) scale insects are chewing insects.

150. The valid statements with reference to scale insects is that they are (a) controlled by a miscible oil (b) controlled by a lime-sulphur spray (c) controlled by fumigation in greenhouses (d) easy to control in early stages of growth.

151. A scape (a) arises from the crown of roots (b) is a digging tool (c) is a seed distributor (d) is a weeding tool used on bent lawns.

152. Blue vitriol is (a) a dwarf creeping vine (b) an ingredient of Bordeaux mixture (c) a spring blooming bulb (d) Paris green.

153. Mercuric chloride (a) is a soil disinfectant (b) controls root lice (c) corrodes metals (d) is ineffective in controlling gladiolus thrip.

154. Vigoro is (a) a fertilizer (b) a fungicide (c) an insecticide (d) not of the foregoing.

155. The use of creosote for tree wound treatment is used satisfactorily but has some disadvantages. Discuss briefly one such disadvantage?

156. A leading horticulturist refers to roots as the foundation of a plants growth. Explain briefly the meaning of this expression.

157. Enumerate briefly some causes of tree wounds.

158. Explain briefly the following statement. "Every tree wound is a potential source of infection."

LEGAL NOTICE

BURR, GEORGE H.—CITATION.—The People of the State of New York. By the Grace of God, Free and Independent.—To Cecile Burr, individually; Howard Courtney Burr; Joseph M. d'Assern, individually; Cecile Parker, an infant over fourteen years of age; King Lawrence Parker, Jr. (referred to in the Will of George H. Burr as "Lawrence Parker"), an infant under fourteen years of age; George H. Burr, II; Howard Courtney Burr, Jr.; Billings Polytechnic Institute, Yankton College; First Congregational Church of Los Angeles, California; Florence Congregational Church; Frank E. Dow, Frederick C. Ely, Aubrey B. Butler, Joseph M. d'Assern, Charles J. O'Connor, as Trustees of the Frank Newhall Look Memorial Park; Marie Parker; Anne L. Bangs, (referred to in the Will of George H. Burr as "Annie L. Bangs"); George H. Burr, III, an infant under fourteen years of age; Daisy de Bower; John Belck, individually; Gustave Engstrom; James Preston, May Wilson Preston; Frances Hersford; Thomas A. Pest; Irvin S. Cobb; Ray Brown; William Dixon; Mary Ryan; Margaret Remsen; Frederick C. Ely; Adeline Ely Saxe; Katharine King; Natalie Crandall Harris, (referred to in the Will of George H. Burr as Natalie Crandall); George Burr Crandall; John R. Hurley; George T. Failey; John Eberling; Ann Kranz Cypher, (referred to in the Will of George H. Burr as Ann Kranz); Worcester Polytechnic Institute; The Lathrop Home for Aged Women; The Salvation Army; Cecile Burr, as Trustee of the Trust under Article Fourth (a) of the Will of George H. Burr as modified by Article First of the Codicil thereto; Cecile Burr, Joseph M. d'Assern, John Belck as Trustees of the Trust for Cecile Parker under Article Fifth (b) of the Will of George H. Burr, and as Trustees of the Trust for King Lawrence Parker, Jr. under Article sixth (c) of the Will of George H. Burr; The Chase National Bank of the City of New York as Trustee of the Trust for Howard Courtney Burr under Article Sixth (c) of the Will of George H. Burr; (c) of the Will of George H. Burr; Wilson McCarthy, Henry Swan as Trustees of the property of The Denver and Rio Grande Western Railroad Company, Debtor; Burco, Inc.; Joseph Riesman; Chester G. Bollenbach; Abraham Edgar Beryson; Milton G. Tunic; Dorothy Hennessey; E. Johnson; Cowdrey being persons and corporations interested or who may be interested as creditors, distributees, legatees, devisees or otherwise in the estate of George H. Burr, deceased, who at the time of his death was a resident of the City, County and State of New York.

SEND GREETING: Upon the petition of Cecile Burr, residing at the Waldorf-Astoria Hotel in the City, County and State of New York, Joseph M. d'Assern, residing at 116 East 68th Street in the City, County and State of New York, John Belck, residing at 3315 80th Street, Jackson Heights, Queens County, New York, and Robert LeRoy, residing at Glen Head, Nassau County, New York,

YOU and each of you are hereby cited to show cause before the Surrogate's Court of New York County to be held at the Hall of Records in the County of New York on the 7th day of November, 1941 at 10:30 o'clock in the forenoon of that day, why the intermediate account of proceedings of the said Cecile Burr, Joseph M. d'Assern, John Belck and Robert LeRoy as Executors of the Last Will and Testament of George H. Burr, deceased, should not be judicially settled.

IN TESTIMONY WHEREOF we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.

(Seal) WITNESS Honorable JAMES A. FOLEY, a Surrogate of our said County at the County of New York, the 22nd day of September, in the year of Our Lord, One thousand nine hundred and forty-one.

GEORGE LOESCH, Clerk of the Surrogate's Court.

159. Briefly state why tulips should not be planted continuously in the same soil location year after year.

160. Relate briefly the meaning of the following expression "Good lawns are not accidental."

Climber and Pruner Practicals Scheduled

The climber and pruner practical tests will be held on October 8, 9, 15 and 16 at Pelham Bay Park, near the Pelham Bay Station of the IRT Subway Line, in the Bronx.

Lifeguards' Request Denied

A request by Joseph A. Sloane, lifeguard in the Parks Department, for a special medical and physical test in the examination for fireman, Fire Department, because of injuries sustained while on duty and which prevented his appearing for the test was denied by the Civil Service Commission last week.

Assistant Gardeners Meet Oct. 7

The Five Borough Assistant Gardeners' Association will hold their next regular meeting on Tuesday, October 7, at 8.30 p. m., in Room 206, at the City Court House, 52 Chambers street, Manhattan.

All assistant gardeners are invited to attend this session as matters of much importance will be discussed.

Queens' Park Group Holds Dance

The Queens Council, of the

Predictions

The 11-squad bill will be introduced at the next session of the City Council . . . There has been plenty of discussion between PBA officials and councilmen on the 48 hour bill recently. The exact date for introducing the bill wasn't set as The LEADER went to press, but it will be in the near future, the very near future, probably by the time you and you read this . . . The Board of Water Supply is going to have difficulty keeping its most recently appointed acqueduct patrolman, now that the cold weather is coming. Some of the 49 city-bred special cops appointed form the regular police list last spring to prevent sabotage on the reservoirs are already complaining about the inaction. If their nerves are on edge now, wait until the cold blasts start whipping through bleak, empty woods . . . The farewell letter of Patrolman Alvin Schowers will be reprinted and reread many times in years to come.

List No 2 Still Fighting

Eligibles on the second list (special patrolman) are making a determined fight to have their list certified by the Civil Service Commission to the Police Department. Through attorney David Savage they have "respectfully reminded" the Commission that

Greater New York Park Employees' Association, Inc., held their fourth annual dance on Saturday evening, October 4, at Hoffman Hall, Cooper and Myrtle avenues, Glendale, L. I.

The affair was a huge success both socially and financially. All who attended were recipients of an evening of fun and pleasure.

it has the right to add the names of the boys on the second list to those on the first list. They point out that the mark received by lowest eligible on the number 2 list was only two percent lower than the mark received by the lowest eligible on the regular list.

Of 33,000 candidates who took this examination, only 1,423, or 4 per cent, made list one. The next 482 eligibles in order, or only 1.5 per cent, were placed on list two, the special patrolman list. The distinction between the candidates is fine. It is highly possible that an unlucky stab or two at a multiple choice question was the means of consigning a prospective member of the Finest to the Siberia of the Independent subway for life.

Jobs

The court attendant jobs which have been offered eligibles on list three, provided they pass a qualifying physical test, will now be offered the boys on list one who have not yet been appointed to the Police Department. The Commission has already certified 11 names on the regular list for two temporary jobs in the Municipal Court at \$1,800 per year . . . Twenty-seven more names on the regular list, up to number 1,338, were certified to the Board of Water Supply for eight permanent jobs at \$1,800 per year . . . An \$1,800 job as Inspector of Markets, Weights and Measures will go to an eligible on list three.

Auto Lawn Mower Practical Test

The practical tests for auto lawn mower (automobile engine-man) will be held at Dyker Beach Golf Course, Eighty-sixth street and Seventh avenue, Brooklyn, on October 7 and 14.

Welfare Dept. News

By HENRY TRAVERS

This and That

All L. I. R. R. commuters please note: Bill Cussack, mimeograph operator on the sixth floor, resigned last week to work as a switchman for the railroad company . . . Eddie Caragliano, building managementbookkeeper, is learning his Army A, B, C's down at Camp Croft, S. C. . . Leah Guzih said "I do" on October 5 . . . If you cultivate Diane Flinder's friendship, she'll let you hear her latest buy—Schumann's Piano Concerto . . . Rita Gutman, seeded number 2 in a local Queen's tennis club is keeping in trim with the aid of Indian summer weather . . . Don't forget to get your cigar from Harry Milt who has just joined the circle of proud new fathers . . . Demure Marguerite Smith finished her convalescence with a sunshine and fresh air vacation at Shelter Island . . . Goldie Tamo is going up. She's been transferred from Special Investigator on the twelfth floor to Staff Relations on the seventh floor. Goldie is being replaced by Pauline Miller, formerly of Accounting . . . Gertrude Grady's appendix is no more. She's recuperating from a successful operation and Resource Division is rooting for early recovery . . . Summer vacation ended on a pleasing note for Max Klein. He became a Welfare steno's better half—all we know is that her first name is Elizabeth . . . Pearl Schiff of Resource is reporting on the natural beauties of Black Lake in the Catskills . . . For first-hand information on the Yankees see Harold Blom of the mail room.

Conference

Big news for welfare employees is the New York State Conference of Social Work. The Department has decided that employees "may" be released with pay to attend the Conference for a period of three days. The "may," however, can be read as "will," we understand. This is the way employees will be selected to go: Twenty employees appointed by the Bureau of Public Assistance from among Division directors and administrative supervisors;

Twenty cases or assistant case supervisors appointed by the Bureau of Public Assistance from divisions and district offices;

Those who wish to attend must submit their requests to the Director of Consultant Social Services, stating when they can go. October 8 is deadline for requests.

Each district office and the various Divisions are to select two employees each from among the assistant supervisors or investigators.

Central office employees who wish to attend must make the request through their Division directors, not later than October 8.

Recent Assignments

Administrative Supervisors
Abraham Silverstein, DO 60.
Assistant Case Supervisors
Eula S. Hendricks, DO 73.
Assistant Supervisors
Margaret McMillan, OAA-Man; Iipo Makinen, DO 73.
Social Investigators
Ruth Luck, DO 10; Blanche Granata, Edith Burrill, Rebecca Krant, DO 11; Pauline Wirth, DO 73; Lillian Lehrs, DO 79; Angela Consentino, DO 23; Julia Clayton, DO 25; Josephine Insardi, DO 46; Veoria Warmisley, Mathew Lani-gan, DO 81; Edward B. Mergardt, DO 26.

29th street. Eligibles on this list are urged to attend as the advisability of accepting appropriate jobs will be discussed. The meeting is expected to be over at 10 p. m.

SABBATH OBSERVERS

The next monthly meeting of the Sabbath Observers in Civil Service will be held tomorrow night, Wednesday, October 8, at 6 p. m. in Radio City synagogue, 75 West 49th street. All Sabbath observers are invited to attend.

ATTENDANT MESSENGERS

John F. Miller, special representative of Coney Island Attendant-Messengers, has arranged an appointment with Commissioner Morton of the Municipal Civil Service Commission for next Tuesday. Mr. Miller will mail out post-cards to the eligibles on this list after his interview with Commissioner Morton.

BULLETIN BOARD

SANITATION ELIGIBLES

The Sanitation Eligibles Association will hold its first day meeting at the Hotel Livingston, Schermerhorn and Nevins Streets, Brooklyn, at 1 o'clock next Tuesday afternoon, October 14. Eligibles attending the meeting will be able to inspect the ballroom of the hotel, where the first dance of the association will be held one month later.

MECHANICAL STORES CLERK ELIGIBLES ASSOCIATION

The first fall meeting of the

mechanical stores clerk eligibles association will be held at Washington Irving High School at 8 p. m., Thursday, Oct. 9. All members are urged to attend as matters of utmost importance will be discussed.

HOUSE PAINTERS ELIGIBLES ASSOCIATION

The next regular meeting of the House Painters Eligibles Association will be held at 8 o'clock, Friday, Oct. 10, at the Veteran Painters Hall, Eighth avenue and

Real Estate Notes

Realty Associates

Realty Associates will celebrate the 40th anniversary on October 11, at the Cold Spring Golf Club, Huntington, on the former Otto H. Kahn estate now being developed by this company. A program of outdoor activities and other festivities will be arranged for the employees and their guests.

It was in November, 1901-40 years ago—that Realty Associates opened its doors for business with a one-room office on Court street, opposite Borough Hall with a small group of employees. Today it has become one of the largest and best known real estate and building concerns in the metropolitan area. In 1912 it purchased the building at 162-164 Remsen street, and the office of the company has been maintained at this address ever since. During the early years of its existence, the company specialized mostly in buying and selling improved properties in the Borough of Brooklyn, but in 1910 it entered the building field and became one of the world's largest builders. One

of the Realty Associates' first building projects was the erection of six five-story, low-priced apartments in downtown Brooklyn, built in 1910. Other properties constructed about that time were the Bryant Building, 23-27 Flatbush avenue, and other apartment houses. Shortly thereafter a group of one-family dwellings were erected on Sterling street, Fenimore street and adjacent streets.

With the advent of the tax exemption period created to inspire new building within the city limits, about 1920, Realty Associates began a building program that has carried it through to the present day.

Amalgamated

The Amalgamated Housing Corporation has many teachers, postal workers, and other civil servants as residents. The rental is well suited to many government workers.

At present, Amalgamated is adding three two-story buildings totaling 48 apartments. The first will be ready for occupancy in about a week, the others in about three and six weeks respectively. Rentals, on an investment basis of \$5.00 per room, will run from \$25.50 for two's to \$37.50 for large three's. There are still about a dozen apartments available. In addition, they always have a turnover in the existing buildings.

The cooperative set-up is not very familiar to the average tenant. The Amalgamated Housing Corporation will be glad to supply you with more information on their development and on cooperative housing in general if you are interested.

What Length Lease?

According to data released by Charles Drake, manager of the Hotel Navarro, palatial Central Park South hostelry, folks in the entertainment world are the ones who most prefer short leases or non-yearly agreements. The reasons, Drake concludes, are very logical when one stops to consider why.

Mary Raye and Naldi, ballroom dancers who of necessity, must tour the country constantly, find it necessary to pack up and go at an hour's notice. Since they can't keep up apartments wherever they travel as well as a permanent home plus a city suite, they do prefer to be able to move in and out at their own free will.

On the other hand, Drake discovers, business folks are desirous of long-term leases for the simple

Where Do I Stand?

The following are the latest certifications from popular State lists in New York City and Albany. P denotes permanent; T means temporary.

Junior Clerk			
P-New York—\$900...	1,449	84.32	
P-Albany—\$900.....	5,025	79.875	
T-New York—\$900.....	3,790	81.10	
T-Albany—\$900.....	5,886	79.125	

Junior Stenographer			
P-New York—\$900...	1,300	85.20	
T-New York—\$900...	2,351	77.40	

Junior Typist			
P-New York—\$900...	979	87.80	
P-Albany—\$900.....	1,956	84.96	
T-New York—\$900.....	2,757	82.32	
T-Albany—\$900.....	3,394	73.50	

Assistant File Clerk			
P-New York—\$1,200...	243	88.20	
P-New York—\$900...	100	89.50	
P-Albany—\$1,200.....	188	88.60	
P-Albany—\$900.....	1,327	85.20	
T-New York—\$1,200...	459	87.30	
T-Albany—\$1,200.....	1,616	84.70	
T-Albany—\$960.....	1,490	84.90	
T-Albany—\$900.....	1,818	84.30	

Assistant Clerk			
P-Albany—\$1,200.....	866	87.05	
P-New York—\$1,200...	61	91.04	
T-New York—\$1,200...	178	89.80	
T-Albany—\$1,200.....	1,437	85.99	

Assistant Stenographer			
P-New York—\$1,200...	136	89.50	
P-Albany—\$1,200.....	625	86.30	
T-New York—\$1,200...	710	85.99	
T-Albany—\$1,200.....	2,030	76.50	

Assistant Typist			
P-New York—\$960...	383	86.16	
P-Albany—\$1,200.....	189	87.40	
T-New York—\$1,200...	792	83.99	
T-New York—\$900.....	1,227	81.19	
T-Albany—\$1,200.....	1,183	81.60	

Latest permanent appointments from these lists follow:

Junior Clerk			
New York—\$900.....	1,127	85.07	
Albany—\$900.....	4,370	80.475	

Junior Stenographer			
New York—\$900.....	1,202	85.50	
Albany—\$900.....	2,347	77.80	

Junior Typist			
New York—\$900.....	1,243	87.04	
Albany—\$900.....	2,527	83.20	

Assistant File Clerk			
New York—\$900.....	105	89.60	
Albany—\$900.....	1,398	85.00	

Assistant Clerk			
New York—\$1,200.....	63	91.04	
Albany—\$1,200.....	786	87.25	

Assistant Stenographer			
New York—\$960.....	405	87.40	
Albany—\$1,200.....	321	87.90	

Assistant Typist			
New York—\$960.....	539	85.20	
Albany—\$1,060.....	167	87.60	

reason that dilly-dallying about rent, new furniture and new environment need only be considered once a year at most. They, thus prefer, the opposite of their show world neighbors.

If there is any information you desire about lots, houses, furnished or unfurnished apartments or any other real estate problem on which you require assistance, just write to Fred Ashley, Civil Service LEADER, 97 Duane St., N. Y. City.

Federation Endorses O'Dwyer

A resolution supporting District Attorney O'Dwyer for Mayor, adopted by the Executive Board of the Federation of Municipal Employees (AFL), was endorsed last week at a meeting of the Sewage Disposal Laborers of the Public Works Department, affiliated with the Federation. Henry Feinstein, president of the Federation, said the resolution would be submitted for adoption to 18 groups associated with his organization. The resolution calls for the election of Mr. O'Dwyer and the defeat of Mayor LaGuardia, "a detriment to civil service." The present administration, according to the resolution, is a "so-called labor administration." Among those present at the meeting were Martin Godfrey, representing the Pavers and Ramblers, James V. Barry, Pavers and Road Builders, Thomas A. Heaney, Jr., Municipal Firemen and Oilers, Patsy O. Di Domenico, also of the Firemen and Oilers, Joseph P. McDonough, president of the Sewage Disposal group, presided at the meeting held in City Court, 52 Chambers Street.

There are less applicants than ever before—your chances of getting a civil service job are greater than ever before. Apply now!

EAST END HOTEL FOR WOMEN

East 75th St Overlooking East River Tel. Butterfield 8-6490

RATES—Weekly from \$8 including Meals...Daily \$2.25 including Meals

75 BANK STREET

NEW BUILDING

FACES 3 STREETS
2 ELEVATORS
LARGE SUNNY ROOMS
SPACIOUS CLOSETS
FULLY EQUIPPED KITCHENS

2 Rooms from \$50.00
3 Rooms from \$70.00

ROOF GARDEN
OWNERSHIP MANAGEMENT
Supt. on Premises or

ABINGDON COURT

INCORPORATED
Owner
285 MADISON AVENUE
(Suite 1916)

LExington 2-3177

ASK DISCHARGE OF REDS IN STATE SERVICE

Discharge of all Communists in the State service was demanded last week by Assemblyman Maurice Whitney, Rensselaer Republican, as an aftermath of the recent vote at the SCWMA convention in Lansing that Communists, Nazis, and Fascists be retained in office.

Whitney asked that Governor Lehman call upon heads of the various State departments to oust employees pledged to overthrow of the United States Government.

His demand follows close on the heels of a resolution passed last week by the Association of State Civil Service Employees condemning the vote in Lansing of State Labor Department employees.

Under indirect attack is the Industrial Commissioner Frieda S. Miller, who allowed the delegates to the Lansing convention to take four days off without loss of pay.

Action was promised from another source this week when Assemblyman Devany, sponsor of

ARCHITECTS NEEDED—FAST

Uncle Sam needs architects and engineers who have had experience in estimating building costs and preparing specifications for large structures. These men are needed by the War and Navy Departments, Federal Works Agency, and the Office of Emergency Management.

Civil Service Commission admits frankly that its supply of eligibles is depleted. Its examiners are going over applications for engineer tests in an effort to find some who have had adequate experience in estimating and specification writers.

The recent architect test produced less than 200 eligibles in the two needed phases of construction work. Most of the eligibles have refused to accept government jobs.

The commission has asked engineering and architectural organizations to help it recruit.

the act that prohibits the employment of Communists, announced that he will move to strengthen the legislation when the legislature convenes in January.

CHOICE APARTMENTS FOR RENT

Address	Rooms & Rent	Description of Property
179th St., 500 West New York City	3-4-1/2-5 \$38 Up	Newly renovated building, colored tile bath, modern kitchen, light airy rooms. Apply Supt. on premises or Wood Nelson Co., Inc., 4234 Broadway, W.A. 3-0900.
Clafin Ave., 2807 1 block west of University Ave. at 197th	3-4-5 \$38-\$48-\$62	Several desirable top floors available. Comb. sinks, table top stoves, stall showers. Modern, refrig. Supt. or Acker Corp. RA. 9-7900.
BROOKLYN		
B'klyn Heights 145 Hicks St. The Mansion House	2 1/2-3-3 1/2-4 1/2 \$65-\$75 \$80-\$115	Modern elev. bldg., spacious apts. Dining galleries, 5 minutes to Manhattan. Premises or Gordon S. Brailin, Inc., 188 Montague St., Brooklyn. TRiangle 5-5545.
The Clarke Lane 52 Clarke St. Brooklyn	1-2 Rooms Kitchenette, Furnished \$58.50-\$75.00	5 minutes to New York. Maid, linen service available, switchboard. Gas and electric free. Resident Manager premises. Main 7999 or Gordon S. Brailin, Inc., 188 Montague St., Brooklyn. TRiangle 5-5545.
B'klyn Heights 155 Henry St. Brooklyn	1 1/2-2 1/2-3 \$47.50-\$60 \$77.50	Also special 4-room apt. Modern elev. bldg., convenient to all transit. Premises or Gordon S. Brailin, Inc., 188 Montague St., Brooklyn. TRiangle 5-5545.
QUEENS—LONG ISLAND		
Sunchester Gardens 3752 80th St. Jackson Heights	2-Room Full House-keeping Apts.	Large Living Room. Complete Kitchen. Dinette; Free Gas; Electric Refrigeration. 24-hour service. Tastefully furnished. From \$50 monthly. Newtown 9-0140
Kew Gardens Hills Private Home Apts. 20 Acre Park 20 min Times Square	3-3 1/2-4 Rms. \$54-\$63.50 \$68.50 Up	All outside rooms. Garage accommodations. 78-11 138th St. Two blocks north of Grand Central parkway. Joseph H. Lopin & Co., Agents. RE. 9-0100.
Regency Park Kew Gardens Station Union Turnpike At Main Street	3 1/2 with Ter. \$65-4, \$65.00 4 1/2, \$67.00	A few attractive units still available, some with terraces; landscaped gardens, playgrounds; private bus to 6th and 8th Ave. Subway. RE. 9-8050.

5 MINUTES WALK FROM CITY HALL!

Manhattan's most famous low rent housing project

3 1/2 room apartments \$4175
4 1/2 room apartments 5150
5 1/2 room apartments 6625

Electric refrigeration. Elevators. Children's playground with full recreational equipment. Gardens. Easy accessibility to municipal centers and all transit lines

FRED F. FRENCH MANAGEMENT CO., INC.
10 Monroe St., 3 blocks from Chatham Sq. BArlay 7-0964

Knickerbocker Village

MONROE • MARKET • CATHERINE • CHERRY STREETS

Kensington House

200 WEST 20TH ST.

New Apartments Full of Exciting Features

1 1/2-2-3 Rooms from \$50

You'll enjoy living in these smart mansionettes. Modern 15-story building. Music by Muzak, free gas; studio galleried living rooms; wrought-iron railings, complete separate kitchens, dressing rooms. Complete gymnasium, auditorium, roof-garden. See them to-day!

May be had furnished.

CHELSEA MGT. CORP.
Agent on Premises WA 9-5121

FURNACE BROOK GREENWOOD LAKE, N. Y.

Enjoy Fall and Winter Sports at this Ideal Vacation and Week-end Resort! Log cabins built to order. Christian Community. Private Beach, Club House. Only 42 mi. from city. George McIntosh 30 Irving Pl., N.Y.C. STus. 8-0609

RUSTIC CABINS \$1750 up

Easy Terms

IF YOU HAVE \$20

AND CAN PAY \$5 MONTHLY I WILL SELL YOU MY 1/4-ACRE Near Station, Stores & Schools FOR \$100 DOLAN 152 WEST 42nd ST. N. Y. CITY WIsconsin 7-0635

4-Room Hilltop Cabin, Porch, Fieldstone Fireplace All Conveniences, Large Corner Plot Permanent Beach Rights, \$1,795 Terms - 40 Miles From City LAKE VIEW ESTATES Walton Lake, Monroe, N. Y.

35 E. 68th St. 309 W. 82d St. At Madison Ave. At Riverside Drive YOUNG WOMEN'S CLUB WELCOMES CIVIL SERVICE GIRLS Excellent Food • Pleasant Rooms Friendly Management \$10 Weekly including Meals and Complete Service Convenient to Buses & All Sub. Lines Inquire TODAY! RItlineland 4-8953

"ALL AMERICA IS TALKING DIESEL"

\$195.00 INSTALLED COMPLETE

Inquire Today - Paste the Coupon Below on a Penny Postcard (Coupon)

Diesel Home Heating Div., 121-21 Jamaica Ave., Queens, N. Y. Gentlemen: Please have Factory Engineer call without obligation to explain offer on: (check one):

Heating Plant ☐ Diesel Oil Burner ☐ Coal Stokers ☐

Name Street and City Call on (Day).....At (Time).....

FOLLOW THE LEADER.

Bargain Buys For Leader Readers

By BILL BENNETT

Tea
THOUSANDS OF NEW YORK IRISH SEND TEA TO ALLEVIATE IRISH SHORTAGE.

One - Ounce - a - Week Ration Counteracted by Shipments From Here Through F. P. Garrettson. "The Tea was simply grand and we are all so glad to get it."

Thus reads one of the hundreds of letters that Irish families here are receiving from their friends and relatives in Ireland to whom they have shipped tea.

Rationing an Irish family to a couple of ounces of tea a week is a great hardship—little wonder that thus far many readers of The LEADER have availed themselves of the special offer of shipping tea by the established importer downtown.

Some months ago, this concern told your LEADER representative of their desire to do something without reaping a big profit—they showed the costs, etc., and laid out a plan to ship tea from families that might be interested.

Soon after their "ads" commenced appearing, folks brought in their orders and now some of those early buyers are getting letters from their loved ones in Ireland of the safe arrival of the packages, and many don't forget to say how well they like the fine tea.

These shipments—ten pounds—five pounds, or two pounds each

are made at a moderate cost and that price includes: Packing, taking care of malicerts, preparing shipping charges and fully insuring right to the address in Ireland.

The firm, established in 1877, are importers to wealthy families and enjoy an excellent reputation as one of the oldest companies in the heart of the New York tea market.

You will see their "ads" regularly in the Civil Service LEADER—the name: F. P. Garrettson & Co., Inc., 150 Front street, New York City. They are open Monday to Friday from 9 to 5. Take the subways to Wall street, walk south to Front street. While there you may buy tea also to take home with you for your own use.

Men's Clothing

Speaking of Irish imports, we have been receiving many cards and calls from our readers, telling us how pleased they were with their purchases at Harry Berkowitz. Harry doesn't offer daily or weekly sales or bargains, but offers you the same low prices and high quality cloth from day to day throughout the year.

Once again we suggest you try Harry Berkowitz, at Lexington avenue, corner of 62nd street for real imported Irish, English, and Scotch cloth, made to your mea-

sure for as low as \$24. Their 32 expert tailors on the premises will make your suit the tops in fashion and design.

Fur Repair

The Wholesale Fur Repair Service stores are now catering to Civil Service employees. They offer complete repair and remodeling of all fur coats at reasonable prices and in latest styles. Visit the Fur Repair Bureau at 231 West 29th street, N. Y. C., or call LOnacre 5-2976.

Defense

And here's a treat in store for you in next week's issue. We are going to tell you all about the new "Handbook for Civilian Defense," by H. Mayer-Daxlanden. D. Sc. Published by the Civil Advisory Service at 41 Park Row, New York. This book should prove of interest to all civilians during the present emergency. Be one hand next week when we will go into further detail about this informative piece of literature.

And now we see our space is up and so while we spend the next seven days scurrying about town to dig up tips and bargains for you dear readers, remember, if it is about this or that, just write to Bill Bennett, care The LEADER.

Manuscripts Typed

TECHNICAL REPORTS AND MANUSCRIPTS TYPED

* expert work
* inexpensive
* prompt service
RUTH E. TOFFLER
132 NASSAU ST. N. Y. C.
Cortlandt 7-0470

Musical Instruction

ELENA SODERO INSTRUCTION IN THEORY PIANO AND HARP

Children and Adults
Beginners and Advanced
Moderate Rates
Perfection Guaranteed
1995 E. 19th St. Brooklyn, N. Y.
Esplanade 5-8014

Pants

PANTS

We Match Pants to Your Coat or Vest
\$1.95 to \$7.95
Large Assortment of Slacks
ALBEE PANTS SHOP
Boro Hall Section
441 Fulton St. (nr. Smith)

Pharmacy

THE LEADER
In the Prescription Field
Serving Government Employees for Over Fifteen Years
PRESCRIPTIONS • GIFTS DRUGS • CANDY
MARTOCCI Pharmacy
7801 13th Ave. Brooklyn
Phone BEnsonhurst 6-7032

Tailor

PRICED FROM \$18 TO \$23
SUITS, TOPCOATS AND TUXEDOS
made to order from the finest Imported & Domestic Woolens
Lower Overhead is the Answer
EDELMAN
TAILOR AND CLOTHIER
817 Myrtle Ave., Brooklyn, N. Y.
(Bet. Nostrand and Marcy Aves.)
Call Evergreen 8-4428

Tea

TEA

For Your Friends and Relatives in IRELAND
Extra fine IRISH or INDIA TEA shipped and transported to their homes. Full insurance and postage prepaid by us.
Your Money Refunded if Goods Not Delivered.
TOTAL COST TO YOU
5 lb. \$4.90 2 lb. \$2.15
F. P. GARRETTSON & CO.,
Incorporated
Importers of Rare Tea Since 1877
150 FRONT STREET, N. Y. C.
Bowling Green 8-8796
DIRECTIONS — Lexington Ave. or 7th Ave. Subway to Wall St. station, walk a few blocks east to Front St., or take 3d Ave. "L" get off at Fulton St. station, walk few blocks south and east.
OPEN: Monday to Friday 9 to 6

Ties

Civil Service Employees SAVE 50 PER CENT
Buy Your Neckties Direct From the Manufacturer ...
Carl Neckwear Co.
1220 Broadway, near 30th St.
4th Floor L.A. 4-8219
Selling to Dept. Stores, Jobbers and Manufacturers for 20 Years.

Upholsterers

Re-Upholstering — Fall Special
2-PIECE SET FROM \$34.00 UP
Workmanship Guaranteed
Selection of Material
Call or Write
Mayflower Upholstery Shop
87-71 Junction Blvd., Corona, L. I.
HAvemeyer 4-6180
Special Discount to Civil Service Employees

Help Wanted—Agency

WERNER AGENCY
450 7th Ave. (34th St.)
STENOGRAPHERS—BOOKKEEPERS
BILLERS — TYPISTS
BURROUGHS & ELLIOTT FISHER
BOOKKEEPERS and BILLERS
Numerous Other Desirable Positions

FOREIGN LANGUAGE EMPLOYMENT BUREAU
Julie Wentzel, Licensee
HIGH TYPE PERSONNEL
WANTED
Experienced Applicants—Men & Women
With Knowledge of Languages and Previous Experience in Foreign Depts.
132 Nassau Street, N. Y.
BEckman 3-5365-9

SAD, ISN'T IT!
Here you are waiting for the exam that will put you into a government job—and it just doesn't seem to come along. Meanwhile, private employers are hunting for young men and women with all kinds of abilities. Come in—we may have just the answer you're looking for.
VAN TYN AGENCY
1 West 34th St. Wisconsin 7-7196

Jeweler

CREDIT
Gladly extended to CIVIL SERVICE EMPLOYEES on all purchases. Large gift assortment. Highest Prices Paid for old gold, diamonds, etc. Expert appraisals. Watch and clock repairing our specialty. Guaranteed workmanship.
H. ASTOR, 1512 3d Avenue
Near 85th St. SA. 2-4815

Insurance

WARNING
GOVERNOR LEHMAN has signed the new AUTO LAW. You cannot drive or own a car if you are involved in an accident where damages of \$25 or more have resulted. You need **AUTO INSURANCE** CONSULT
Clarence R. Knickman
164-05 HILLSIDE AVENUE
Time Payments JAmica 6-5026-7

YOU CAN'T AFFORD TO LOSE
the use of your car and your driver's license . . . You must have insurance **AFTER JAN. 1, 1942**
Act now and insure with
Perfect General Brokerage Co.
982 Findlay Ave., Bronx JE. 8-6749
Any Kind in Any Company

SAVINGS — SERVICE — SATISFACTION

AT BENCO-FORMAN'S

The Reason Why Its the Place to Buy!

1. SAVINGS UP TO 50% OFF RETAIL PRICES ON STANDARD BRANDED MERCHANDISE FOR HOME, OFFICE OR PERSONAL USE.
2. REFINED "PERSONALIZED SERVICE."
3. SATISFACTION GUARANTEED OR MONEY PROMPTLY REFUNDED.

Inquiry by Penny Post Card Will Save You Many Dollars

BENCO-FORMAN SALES CO., INC.

21 MAIDEN LANE, New York City WOrth 2-0300

SAVE \$ ON NATIONALLY ADVERTISED MERCHANDISE

Discounts from 15 to 50% on Electrical Appliances, Furniture, Jewelry, Radios, etc.
LESTER SALES, Inc.
147 W. 42 ST. • 1472 BWAY
WIs. 7-0034-5 (at Times Square)

Driving Instruction

BILL'S AUTO SCHOOL LEARN TO DRIVE

\$1 PER LESSON
Thru Traffic — 1941 Cars
Steering Gear or Floor Shift
Dual Safety Controls
Individual Instruction
Cars for Road Test
CIVIL SERVICE PHOTOS
Opposite State Building
169-171-173 Worth St. WOrth 2-6990

Footwear

America's Finest Dancing Footwear

Selva

209 W. 48th St., N. Y. C.
(Just West of Broadway)

Furs

Fur Coats

FROM MANUFACTURER TO YOU AT WHOLESALE PRICES
Furs from all parts of the world made into the latest and smartest styles. Also full line of Fur trimmed Cloth Coats.
BROADWAY MFG. FURRIERS
Incorporated
172 West 48th St., Cor. 7th Ave.
Phone: CHICKERING 4-6995-6-7

Defense Book

"Handbook for Civilian Defense"
By H. Mayer-Daxlanden, D. Sc., \$1.00
What Can YOU Do in an Emergency?
Why not prepare yourself, by attending a series of lectures on civilian defense duties.
CIVILIAN ADVISORY SERVICE, Inc.
41 Park Row, N. Y. C. WOrth 2-7497

Health Foods

ATTENTION CIVIL SERVICE EMPLOYEES!
You've passed your physical exam for your appointment . . . NOW . . . see that you keep fit. Include in your daily diet the benefits of
VITARICH FOODS
Health Foods—Fresh Vegetable Juices
972 LEXINGTON AVENUE
New York City REgent 7-0878

Laundry

Lux-Ivory-Handwashing

Ironing, Open-Air Drying
Shirts, 14c — Sheets 8c
CURTAIN • LINEN • LACE SPECIALISTS
Immediate Delivery Anywhere
FRENCH HAND LAUNDRY
900 1st Ave. (at 51st Street)
PLaza 3-2257

Linen

SAVE ON BED SHEETS AND PILLOWCASES

City Employees Accommodated at Wholesale Prices
SAMISCH TEXTILE CO.
Successful Bidders to the City of New York
55 Leonard St. -i- WOrth 4-8637

Auto Laundry

"NEW YORK'S LARGEST" AUTO LAUNDRY CARS WASHED, 49c

Davis Auto Laundry Corp.
720 Southern Blvd., Bronx, N. Y.
(2 Blocks North of 149th Street)

Body Adjustments

Professor Paul Miller

Scientific Body Adjustments, Reducing
Neuritis — Arthritis — Spinal
Foot Treatments (Men and Women)
Prof. Paul Miller
54 West 74th Street N.Y.C.
SU. 7-5722

Carpet Cleaning

TACKED DOWN CARPETS SHAMPOOED and TINTED

NEW PROCESS
Right On Your Own Floors
Also Upholstered Furniture Cleaned
Corona Carpet Cleaning Co.
6 West 28th Street N. Y. C.
MURRAY HILL 6-9876-1

CARPETS AND RUGS

Cleaned, Shampooed, and Stored
FURNITURE
Dry Cleaned and Fumigated
10% Reduction To All
Civil Service Employees
HENRY D. MARLA, INC.
500 East 164th St. MOtt Haven 9-5800

Cemetery

The EVERGREENS
(Non-Sectarian)
Bushwick Av. & Conway St.
Brooklyn
Glenmore 5-5800-5301
Price of Lots — Depending
Upon Location—Time Pay-
ments Arranged. Single
Graves for three interments
in the New Park Section
with perpetual care and in-
cluding the first opening . . . \$175
Single Graves for three in-
terments in other sections,
without perpetual care but
including the first opening . . . \$100

Coal

COAL COKE FUEL OIL
Call
CAPITOL COAL CORP.
2112 BROADWAY
NEW YORK CITY
EN dicott 2-5900

SPECIAL COURTESY TO CIVIL SERVICE EMPLOYEES Buy Your Coal NOW!

For Immediate Delivery
Stove, Egg, Nut — Ton, \$11.00
Pea — \$9.50 Coke — \$12.50
Buckwheat Coal on Request
Jamaica Central Fuel Co.
172-30 JAMAICA AVE. Jamaica, L.I.

Discount Houses

SPECIAL COURTESY TO CIVIL SERVICE EMPLOYEES
THE ORIGINAL
Murray's Distributors, Inc.
No Connection With Any Other Store of Similar Name
Nationally Advertised Merchandise for HOME, OFFICE or PERSONAL USE
126 E. 16th St. ALgonquin 4-6560
Near Third Ave. Entire Building

NOW AVAILABLE TO CIVIL SERVICE EMPLOYEES DISCOUNTS UP TO 50%

On All Standard Merchandise
Furniture Jewelry
Radios Cameras
Typewriters Sporting Goods
Electrical Appliances
Get Our Price Before Buying
MARKS DISTRIBUTORS
123 Cedar Street WO. 2-5330

CLASSIFIED ADVERTISEMENTS

(Rates: 40c for each six words. Minimum 3 lines. Copy must be submitted before noon on Friday preceding publication.)

Beauty Culture

ATTENTION! Ladies Regular \$7.50 Individual Oil Permalots only \$3. Experts on difficult hair. Mr. Charles, MU 2-0011, Strand Beauty Shop, 12 East 42nd St.

BEAUTY REST Salon's \$5 Oil Waves only \$3. Attended by Experts. Beauty Rest Salon, 565 Fulton St., Bklyn. MAIn 4-9634. Opposite May's Dept. Store.

Bowling

FOR BETTER CONTROL, higher scores, less fatigue—use the new Manhattan Bowling Ball. Easy to hold. Only \$16.00. Loria & Sons, 175 Bowery at Delancey St.

Brassieres and Corsets

DORIS STEIN, 28 West 56th St., New York—Custom and ready made. Individually designed. Reasonably priced. Slips, Panties and Bathing Suits. Columbus 6-9338.

Camera Repairs

PROFESSIONAL repairing and servicing all types Photographic Equipment. Fotocam Service Co., 1265 Broadway, New York City. MUrray Hill 6-8921.

Corsets

FOR that youthful figure see Jane Stringer, Spencer Corsetier for style, beauty, and comfort. Also surgical corsets. Jane Stringer, 500 5th Ave., Room 905. PENnsylvania 6-5928.

Dancing Instruction

The Anderson Studio of Dancing. All types of dancing taught. Toe, Tap, Aerobic, & Ballroom. Babies—Children—Adults. 108-02 89th Ave., Jamaica. REpublic 9-6418.

DANCING lessons to suit all ages. MILLER SISTERS' STUDIO OF MUSIC and DANCING. Competent teaching staff. 90-32 31st Ave., Elmhurst. NEwtown 9-1441.

Doll Repair

THERE'S no need to throw that broken doll away. It can be repaired like new. New York Doll Hospital, 1137 Second Ave. VOLunteer 5-9181.

Employment Agencies

A BACKGROUND OF SATISFACTION in personnel service since 1910. Secretaries, Stenographers, File—Law Clerks, Switchboard Operators, Brody Agency (Henriette Roden, Licensee), 240 Broadway. BArlay 7-8135.

Funeral Directors

COMPLETE FUNERALS as low as \$125. Free chapel. Financed to meet conditions. Chas. Peter Nagel, 352 E. 87th St., N. Y. C. ATwater 9-2221.

MICKEY FUNERAL SERVICE, INC., 228 Lenox Ave., in the HARLEM SECTION, offers its best attention to CIVIL SERVICE EMPLOYEES of N. Y. C. LE 4-0690.

Furniture

FOR bargains in new and used furniture, see Merrick Furniture, 92-11 106th St., Jamaica. Open evenings.

Furs

FOR reasonably priced custom made fur coats see Mr. Spelberg. Also for expert remodeling and repairs. Located at 115 W. 30 St. LOngacre 5-3525, Mr. Spelberg.

Health

GET complete checkup today! Thorough examination, X-ray, Blood Test, Urinalysis \$2. Dr. Speed, 205 East 75th St. Daily, 9-12, 4-8:30, Sun., 10-2.

WOULD YOU like to save money on Vitamin products the doctor ordered? If so, send for details. No obligation. Mention product used. SYLCO, c/o Book Shop, 112 Trinity Place, City.

Help Wanted

BOOKKEEPERS—Stenographers—Billing and Bookkeeping Machine operators, all office assistants. Desirable positions available daily. Kahn Employment Agency, Inc., 15 West 38th St., WI 7-3900.

Instruction

CAN you defend yourself? Jiu Jitsu Champion Paul Zippel will teach you how, quickly, at the N. Y. Academy of Jiu Jitsu, 164 E. 86th St. ATwater 9-3616.

Contract Bridge

BEGINNERS LEARN RAPIDLY—Advanced coached by Muriel Parker sound foundations (20 years). Afternoons, evenings. (Special teacher's course, Culbertson certificate.) 200 W. 58th. Circle 7-5813

House Furnishings

BELLING OUT! Venetian Blinds, Wood—\$1.50, \$2.25; Fireplaces—\$10. Andirons, Logs, \$1 up. Entin, 1992 Nostrand Ave. (nr. Foster). Brooklyn, N. Y.

Laundry Service

LOOK NEAT. Your laundry receives the individual attention it deserves. We call and deliver. Mrs. Horn's Hand Laundry, 235 East 69th St., RE 4-0510.

Massage

ULRICH MASSAGE STUDIO, 31 E. 60 St. Special for ladies—10 treatments, \$20. Separate department for men. Vapor cabinets, vibrators, rollers. REgent 4-3688.

KAY CARROLL Swedish Massage, Pine and Bubble Baths, 68 East 55th St., bet. Park & Madison Aves. PLaza 3-1522.

CORRECTIVE MASSAGE INSTITUTE—BATHS—24 West 28th St., Reducing, Body Corrections, Gymnasium, Phone MUrray Hill 6-9181.

FACE REJUVENATION. Bust Correction, Spot Reducing, High Colonies. Hollander Methods, J. Wolfe, 102 West 75th St. ENdicott 2-7547.

Novel Entertainment

JEAN LYNCH, the original rhyming graphologist will give you a true character analysis of your handwriting for only \$1. Fascinating, different. 444 Madison Ave., N. Y. (30th floor).

Nursing Home

WHITE NURSING HOME Ideal home for aged and convalescents; spacious rooms with home atmosphere; registered nurses. 2739 Bedford Ave. MAInfield 6-9639.

Optometrist

Have Your Eyes Examined Today Finest glasses at lowest prices. Special courtesy given to civil service employees and families. Dr. J. L. Lozea, 100 Canal St. WA 5-8816.

Ravioli

BRUNO RAVIOLI CO.—Home made style Ravioli, Macaroni, Spinach-Egg-Noodles, etc. Fresh made. Deliveries to all boroughs. 363 W. 42nd St. Circle 6-9043.

Real Estate—Queens

QUEENS VILLAGE Insurance Co., offers 6-room detached frame, steam heat, dinette, extra lavatory, tile kitchen and bath, attic, A-1 condition, 30x100, \$3,750.

HERBERT H. BOSE

"Bose For Best Buys" 160-17 Hillside Ave. JAmaica 6-5881

Refreshments

COLD KEG BEER and Sodas Delivered to your home. Special rates on quantities. Call SKIdmore 4-5390 for prompt service. Remsen Beverage Co., Brooklyn

Repairs

WE MEND all types of household articles (clothing excepted). Bring them in for free estimate. Repairs, Inc., 32 East 57th St., N. Y. C. PLaza 3-6281.

Reupholstering

SOFA and Chair reupholstering like new. \$29—New material, new springs and new fillings—5-year guarantee. Master-Bit, 235 E. 123rd St. LEhigh 4-1166.

Swimming Instruction

SWIM for health and safety—Instructions to men, women and children. Women's Swimming Assn., 470 W. 24th St. CH 2-2227.

Travel

SHARE Expense. Miami, \$10; Los Angeles, \$21; Chicago, \$7.50. Auto Travel Service, 137 West 45th St. LO 5-9750.

Wines and Liquors

FOR choice wines and liquors, all popular brands, conveniently located for Civil Service patronage. L. J. Newman, 308 Broadway, WOrth 2-2695.

TURTLE BAY WINE AND LIQUOR STORE. A. Giovagnoli, formerly the Wine Store at 893 2d Ave., now located at 251 E. 45th St. Call VAnDerbilt 6-2441.

Zippers

ZIPPER TROUBLE? Zippers repaired or replaced on anything. Zipper Service, Inc., 19 W. 34th St. WI 7-7770.

The Prof Selects

The football season is under way. Who's going to win? "The Prof. Selects" predicts, week by week, who the winners are likely to be. Compare the results with the predictions, and see what percentage of the Prof's guesses are correct. The following list is for games to be played on Saturday, October 11:

Fordham to beat North Carolina.
Boston College to beat Clemson.
Minnesota to beat Illinois.
Missouri to beat Kansas State.
Nebraska to beat Kansas.
Tulane to beat Rice.
Michigan to beat Pitt.
Holy Cross to beat Syracuse.
Notre Dame to beat Georgia Tech.
Army to beat V. M. I.



Is Your Exam Here?

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

OPEN COMPETITIVE TESTS

Actuarial Assistant: Applications for this examination closed on September 22.

Air Traffic Control Tower Operator: The written test, tentatively scheduled for September, will be held as soon as practicable.

Alienist (Psychiatrist), Grade 4: The rating of the written test has been completed. The oral interview test is being held the beginning of this month.

Asphalt Worker: All parts of the examination have been administered.

Assistant Director (N. Y. C. Information Center): The rating of the written test has been completed. The test for training, experience and personal qualifications will be held the latter part of this month.

Assistant Engineer (Specifications), Grade 3, College Equipment and Supplies: The rating of the written test has been completed.

Baker: The practical test will probably be held the latter part of this month.

Bridge Painter: The rating of the written test has begun.

Car Maintainer, Group A: The rating of the written test has been completed. The practical test will probably be held the latter part of this month or early in November.

Car Maintainer, Group F: This examination is held in abeyance pending the results of the promotion test for this position.

Chief Air Traffic Control Operator: The rating of qualifying experience has been completed.

City Medical Officer, Police Surgeon and Medical Officer, Medical Examiner: The rating of the written test has been completed. The oral interview test will be held as soon as practicable.

Court Stenographer: The date for the elimination test will probably be set this month.

Dentist (Part Time): The rating of the written test has been completed.

Dietitian: The rating of Part II of the written test has begun. The rating of Part I will begin shortly.

Director of the Division of Building Management and Procurement: The examination has been cancelled.

Director of Medical Social Service, Grade 6: All parts of the examination have been administered.

Director of the Bureau of Child Hygiene: The rating of the written test is in progress. The oral interview test will probably be held this month.

Electrician: The rating of Part I of the written test has begun.

Fireman: The rating of credit for educational and athletic training has begun.

Gasoline Roller Engineer and Asphalt Roller Engineer: The postponed practical test will probably be held this month.

Health Inspector, Grade 2: Filing for this examination has been extended to October 14.

Housekeeper: The rating of the written test will probably be completed this month.

Inspector of Housing, Grade 2: Applications for this examination closed on September 22.

Inspector of Printing and Stationery, Grade 2: The rating of qualifying experience has been completed.

Interpreter: The rating of the written test is still in progress.

Junior Administrative Assistant (Real Estate Research): The rating of the written test is about 50% completed.

Laboratory Assistant (Bio-Chemistry): The written test will probably be held this month.

Medical Social Worker, Grades 1 and 2: The rating of the written tests for both these examinations is still in progress.

Office Appliance Operator, Grade 2 (I. B. M. Alphabetic Key Punch Machine) and (Remington Bookkeeping Machine): The rating of the practical tests for both these examinations will probably be completed the early part of this month.

Principal Chemist (Bio-Chemistry): This examination is being re-advertised in this issue of the Bulletin.

Psychiatric Social Worker, Grade 2: The rating of the written test is still in progress.

Power Distribution Maintainer: The rating of the written test has been completed.

Radio Operator: The rating of qualifying experience has been completed.

Resident Building Superintendent, Grade 3: All parts of this examination have been administered.

Senior Buyer (New York City Housing Authority): The written test was held on September 20.

Spectroscopist-Microanalyst: The written test will probably be held this month.

Stenographer (Law), Grade 2: The rating of the practical test has begun.

Superintendent of Camp LaGuardia: The rating of the written test has begun.

Supervising Air Traffic Control Operator: The rating of qualifying experience has been completed.

Supervising Tabulating Machine Operator, Grade 4: The rating of the written test has been completed.

Telephone Maintainer: The rating of the written test has been completed.

Turnstile Maintainer: The practical test is being held on October 21, 22, and 23.

PROMOTION TESTS N4

Accountant (City-Wide): This examination will be held on December 13.

Assistant Foreman (Sanitation): The rating of the written test has begun.

Assistant Foreman (Track): The practical oral test is being held on October 15.

Assistant Superintendent of Telegraph (Police): The written test will be held on November 3.

Assistant Supervisor, Grade 2, (Social Service), City-Wide: The

rating of the written test is still in progress.

Car Maintainer, Group A: The rating of the written test has been completed. The practical test will probably be held the latter part of this month or early in November.

Car Maintainer, Group F: All parts of the examination have been administered.

Chief Engineer of Water Supply: Applications for this examination closed on September 22.

Electrician: The rating of Part I of the written test has begun.

Foreman, Grade 2, (Borough Presidents): The rating of the written test has begun.

Foreman of Bridge Painters (City-Wide): The rating of the written test has begun.

Foreman (Power Distribution): The rating of the written test will probably be completed early this month.

Foreman (Turnstiles): The practical oral test is being held on October 15.

Gardener (Parks): The final key answers have been presented for the approval of the Commission.

Housekeeping (Women) Hospitals: The rating of the written test will probably be completed this month.

Junior Accountant (City-Wide): The written test was held October 4.

Junior Administrative Assistant (City-Wide): The oral interview tests are being continued this month.

Mechanical Maintainer, Group A: The practical test is being held on October 8.

Mechanical Maintainer, Group C: The practical test is being held on October 10.

Motorman Instructor: The practical oral test was held on October 6 and 7.

Power Distribution Maintainer: The rating of the written test has been completed.

Principal Veterinarian (Health): The postponed oral interview will be held as soon as practicable.

Senior Accountant (City-Wide): This examination will be held on December 13.

Senior Dietitian: The rating of the written test will probably be completed this month.

Sergeant, P.D.: The rating of Part II of the written test is still in progress.

Supervising Tabulating Machine Operator, Grade 3, (Health and Tax Departments): The rating of the written test has been completed.

Supervisor, Grade 3, (Social Service): The rating of the written test is still in progress.

Telephone Maintainer: The rating of the written test has been completed.

Telephone Operator, Grade 2: The written test will probably be held on October 15.

Train Dispatcher: The practical oral test will probably be held the latter part of this month or early in November.

Trainmaster: The rating of the written test has been completed.

Yardmaster: All parts of the examination have been administered.

New York City Hotels



EXTRA COMFORT and ECONOMY

Discover for yourself the homey comforts of this most popular hotel.

FINE ROOM with PRIVATE BATH

Radio In Every Room
1 Person ...\$2.50 to \$4
2 Persons ...\$3.00 to \$6
Special Weekly Rates

HOTEL BRISTOL

3 DINING ROOMS
Breakfast from 25c
Luncheons 50c
Dinners \$1.00
129 W. 48th St.
New York City
BR. 9-8400

WHEN IN NEW YORK Be Thrifty...

- New 23-Story Hotel
- All Transit Lines at Door
- Centrally Located
- Free Swimming Pool, Gym
- Separate Floors for Ladies
- Air-conditioned Restaurant
- Cocktail Lounge
- \$7.50 up Weekly
- \$30 up Monthly
- Daily \$1.50 up

KENMORE HALL
145 EAST 23rd STREET, NEW YORK
OFFICIAL AAA HOTEL GEORGE A. TURKEL, MGR.

Vacation—Travel

SILVER DART BUS LINES

BOSTON, \$3
Worcester\$5.50 Portland\$4.75
Springfield\$5.50 New Haven\$4.75
Hartford\$3.50 Bridgeport\$3.00

New Cruiserette Coaches

MIDTOWN BUS TERMINAL
143 W. 43rd St. • BRyant 9-3800

RESORTS

New Windsor, N. Y.

Indescribably Beautiful

That's Plum Point's 70 acres on the Hudson... All sports... Informal entertainments... Musical library. Attractive rates, booklet. Open year.

plum point
The great resort on the Hudson
New Windsor, N.Y. Newburgh 4270

New York City Hotels

THE LEADER IN

"Civil Service"

FOR BANQUETS, LUNCHEONS, DANCES, TEAS, MEETINGS, ETC.

Prime requisites for the unqualified success of any social or business function are proper setting and flawless service.

Here at the Henry Hudson Hotel a wide choice of many attractive banquet rooms and party suites assure a perfect background for any event of 10 to 1200 guests. A capable and competent banquet staff is ever eager to render expert advice for its planning and flawless execution.

Let the Henry Hudson Hotel be the scene of your next party and its success will be guaranteed. Our Banquet Manager will gladly submit estimates, sample menus and a complete description of our party facilities if you will phone him at COLUMBUS 5-6100.



Henry Hudson HOTEL

353 WEST 57th ST., NEW YORK

John Paul Stack, General Manager

For Gracious Living Better Banquets

DISTINCTIVE BALLROOM FACILITIES FOR 10 to 500

Hotel Piccadilly

45TH STREET (West of Broadway)

ALBERT STONE

Banquet Manager

All Guest Rms. Have Private Bath & Rad.

Special Rates to Civil Service Employees

Nite Life

THE VILLAGE BARN has resumed its "name band" attraction policy with Bill McCune's orchestra featuring "Music In That Staccato Style." The band will play for the show and dancing. . . . Sunday afternoon jam sessions are now holding forth at the **VILLAGE VANGUARD**, featuring the country's leading jive instrumentalists. . . . Art Lambert and Hal Runkle head the show at **BARNEY GALLANT'S**, 86 University place. . . . Frank L. Andrews, president of the Hotel New Yorker, announces the grand premier Thursday, in the new **TERRACE ROOM** of the Hotel New Yorker, of Benny Goodman and his orchestra. . . . The **AVENUE**, Jim Riley's new club has been designed by artist Hans Flato. There is for your entertainment Cy Walters, Rica de Sierra, Margaret Scott, John Sebastian, Oscar Day's orchestra, and Eileen Cook as mistress of ceremonies. . . . A new show, headed by Maruja Serrano and Anita Rosal, bows in at the **CLUB GAUCHO**. . . . The **CLUB MAXIM** opened its fourth season with Alan Stone, comedian, and Johnny and George, sepien swingers. . . . If you're partial to good food, try the Chateau Moderne, one of the more elaborate cabarets on the East Side. . . . Ann Whitney delights the patrons of **ZIMMERMAN'S HUNGARIA** with her swiny songs. . . . Grant Thompson and his swing orchestra open their twelfth week at the Enduro, Brooklyn night club, this Thursday night.

Amusements

Dance Hobby Club
LESSON-DANCE
"Where Good Dancers Meet"

- WEDNESDAYS 9-12 P.M.
- FRIDAYS
- SATURDAYS
- SUNDAYS, Tea Dansant, 4-7 P.M.

These assemblies personally conducted by Mr. & Mrs. Oakley

Group Lessons
Mr. Oakley's Group Lessons give you the confidence you need. Rumba, Waltz, Fox Trot, Tango.

FRANKLYN OAKLEY
SCHOOL OF SOCIAL DANCING
225 W. 57 St. (E. of B'way) CL 6-3858

BE POPULAR . . . Learn Dancing at
WEBER STUDIOS
Ballroom • Rhumba • Foxtrot
Waltz • Conga • Samba • Tango
Children's Classes in
BALLET - TAP - BALLROOM
487-489 Washington Ave., Brooklyn
(Bet. Gates Ave and Fulton St.)
Phone MAin 2-6789
8th Ave. 'A' express (Wash. Av. Sta.)
at corner, 5 minutes from Boro Hall.

KEEP UP TO PAR
with
HEALTH AND HAPPINESS
ON THE GOLF COURSE
Learn to Play Golf as the Experts Do
In 6 Lessons for Only \$10.00
Under Shady Trees,
DAY AND EVENING CLASSES
MINERVA CARLISLE
142 WEST 78th STREET
New York City SU. 7-9129

Prospect Park Riding Academy
25 Ocean Parkway,
Brooklyn, N. Y.
Windsor 8-9295
Free Class Instruction
Riding Habits Without Charge
Special Courtesy To
CIVIL SERVICE EMPLOYEES

SAVE MONEY!
Play Ping Pong or Billiards
(Ladies and Gentlemen)
Present This Ad At
113 NASSAU ST. (near Ann St.) N. Y.
and receive 50% discount
on total time of play
RATES 50c PER HOUR
OPEN DAY AND NIGHT
Luncheonette • Bridge Tables
Phone WOrth 2-7647

CIVIL SERVICE ORGANIZATIONS and EMPLOYEES

WHEN you are planning theater parties, banquets, luncheons, dances, teas, meetings, etc., do so through the amusement department of The Civil Service LEADER.

Write to:
JOSEPH BURSTIN
Amusement Dept.
151 West 40th St. N. Y. C.

Amusement Parade

By JOSEPH BURSTIN

Films of the Week

"HOLD BACK THE DAWN" at the New York Paramount is a tender romantic story of a group of refugees hopefully waiting in a small Mexican town to make their entry into this country. Among them is George Iscovescu, (played by Charles Boyer) a famous European gigolo, who just can't wait for his quota number. After being tipped off by his former dancing partner, Anita (Paulette Goddard, who plays the woman of his past)



Bette Davis and Charles Dingle in "The Little Foxes," opening Thursday at the RKO Palace and Albee Theatres. Popular prices will prevail.

that it takes but four weeks to get his visa if he marries an American girl, he looks and finds Emmy Brown, a naive little American school teacher, (Olivia de Havilland) whom he marries with the intention of divorcing once he is over the border. How he changes his mind is shown in the final sequences of this exciting picture.

Handled by the experts, Charles Brackett and Billy Wilder, from a story by Ketti Frings, and capably directed by Mitchell Leisen, with a cast who give superior performances, "Hold Back THE DAWN" is a picture you must see.

Restaurants

Original GYPSY TEA KETTLE
Established 1930
Tea Leaves Read Gratis by the World's Finest Readers

Luncheon, Afternoon Tea and Dinner served from 11:30 a.m. to 11:00 p.m. 35c up

431 FIFTH AVE. (at 28th St.)
In attendance daily, Professor Gular, formerly featured at Paramount Thea.

503 FIFTH AVE. (at 42d St.)
In attendance daily, Madame Zara.

554 FIFTH AVE. (at 46th St.)
In attendance daily, Prof. Punditgee.

200 W. 50th ST. (Bet. B'way & 7th Av.)
Excellent Place for Your Next Get-Together

ORCHID-RESTAURANT-CAFE
7692 37th AVENUE
JACKSON HEIGHTS, N. Y.
NE. 9-7550

ENRICO & PAGLIERI, those veteran Restaurateurs of Greenwich Village Operate This Restaurant, Also—Cocktail Hour

Concert-Dinner from 5 p.m. to 10 p.m. \$1.00 Up - Supper - Dancing

Bei Del Gramercy Restaurant, Inc.
PETE'S TAVERN
Pete Belles, Manager
CATERING TO CIVIL SERVICE EMPLOYEES and ORGANIZATIONS
129 E. 18th St. 66 Irving Place
GRamercy 5-9231 STuyvesant 9-9727
OVER 50 YEARS OLD

Here's the Perfect Place for Your Civil Service Banquets or Meetings Entertainment Arranged

TERMINAL RESTAURANT
Est. 1922
47 Vesey Street, New York City
(Opposite Federal Building)
Phone WORTH 2-8545-8298

THIS WEEK'S OPENINGS

Stage Plays

TONIGHT: "Anne of England"—an historical drama by Mary Cass Canfield and Ethel Borden. At the St. James Theatre. A Gilbert Miller Production. Cast includes Flora Robson, Barbara Everest, Jessica Tandy and Frederic Worlock.

THURSDAY, October 9—"Viva O'Brien"—a Latin-American musical by Billy K. Wells and his wife Eleanor Wells. At the Majestic Theatre. Producers: John J. Hickey, Chester Hale and Clark Robinson. Cast includes Russ Brown, Marie Nash, Milton Watson and Victoria Cordova.

Motion Pictures

WEDNESDAY, Oct. 8—Criterion Theatre—"Tanks A Million"—a new Hal Roach Production.

SATURDAY, Oct. 11—"This Woman Is Mine"—Frank Lloyd's romantic drama with Franchot Tone, Walter Brennan, John Carroll and Carol Bruce at Rivoli Theatre.

The in-person show is headed by Xavier Cugat and his orchestra, featuring Miguelito Valdes, Carmen Castillo, Lina Romay, Jay and Lou Seiler, and Paul and Eva Royes.

"IT STARTED WITH EVE," at the Radio City Music Hall—gives Charles Laughton a chance at a comic role which is handled as superbly as only a Laughton could, in conjunction with Deanna Durbin as a young, gay and charming young lady who innocently becomes involved in a deception which was to be for a moment, but because of the stubbornness of the old codger to relinquish his hold on life, carries the story to its ultimate end.

Produced and directed by Joe Pasternak and Henry Koster is a point decidedly in the picture's favor.

Robert Cummings, as the millionaire's son, who introduces an unknown little hat check girl as his fiancée to satisfy a dying man's whim, is very convincing as he tries to carry things on when his father recovers unexpectedly. He attempts to smooth over an embarrassing predicament by explaining to his real fiancée Margaret Tallichet the situation, but her mother is very unsympathetic. Deanna, eager to help Robert keep the shock of discovery from his father, is not eager to relinquish her chance to sing for such well known figures of music as Stokowski & Heifitz, supplies the comic background.

Miss Durbin accompanying herself on the piano, renders her songs in a simple and charming manner which falls pleasantly upon your ears.

The doddering old gent with more kick in his conga, assisted by a very able teacher and good supporting cast, is worthy of your time for a rollicking evening's entertainment. It may have started with Eve, but certainly does not end with Eve alone.

On the Music Hall stage is a spectacular new revue titled "Dream" and produced by Russell Markert.

Movie Shorts

Ricardo Cortez has signed for the principal role in Monogram's "I Killed That Man." . . . Albert Kogell will direct Paramount's "True to the Army," starring Alan Jones, Judy Canova and Jerry Colonna. . . . Glen Ford has the title part in Jack London's "Martin Eden," for Columbia. . . . Kay Francis has been signed by Warner Bros. for a leading role in "Always in My Heart." . . . Joan Fontaine and her husband, Brian Ahearn over the week-end concluded a four-day transcontinental flight in their plane, for the benefit of the British War Relief Society of America.

Radio News

Alice Frost, who gave up "Big Sister" to freelance, will do the femme lead on the Walter O'Keefe show when and if it is sold. . . . Larry Elliot is announc-



John Carroll, who is featured with Franchot Tone and Carol Bruce in Universal's picture "This Woman Is Mine," opening Saturday at the Rivoli Theatre.

ing the Fred Allen program for the second year over CBS. . . . Lionel Barrymore is slated to make a fifth guest appearance on the Vallee show. . . . Requests keep pouring in for Kate Smith to sing "God Bless America." . . . George Bryan has another news commentary program on CBS called "Theatre of Today," aired

Theatre

HUMPHREY BOGART **MARY ASTOR**
In the Warner Bros. Hit
"THE
MALTESE FALCON"
WITH
Gladys George • Peter Lorre
In Person
JAN SAVITT
And His
TOPHATTERS
STRAND Broadway & 47th St.

Saturday noon. Bea Wain, former "Hit Parade" songstress, will soon be seen on the screen. She completed a short this week for 20th Century Fox. . . . Nick Kenny emcees his "Gold Mine" program which is back on WMCA on Tuesday nights. . . . Jay Sims is one of the impressive group sponsoring the All Eastern States Pistol and Revolver matches.

Civil Service employees should follow The LEADER regularly. Every week The LEADER contains special articles dealing with forthcoming and current tests.

Theatres

Radio City Music Hall
50th ST. AND 6th AVE.
DEANNA CHARLES
DURBIN LAUGHTON
ROBERT CUMMINGS
"IT STARTED WITH EVE"
A Universal Picture
ON THE GREAT STAGE
"DREAMS"—Russell Markert's clever, imaginative revue with Rockettes, Corps de Ballet, Glee Club and specialities. Symphony Orchestra under the direction of Erno Rapee.
First Mezzanine Seats Reserved
Phone CL 6-4600

TYRONE POWER
"A YANK
in the
R. A. F."
BETTY GRABLE
Produced by Darryl F. Zanuck
A 20th Century Fox Picture
Plus a Big **ROXY** 7th Ave. & 50th St.
Stage Show

STARTS WEDNESDAY
Charles Boyer
Olivia de Havilland - Paulette Goddard
"HOLD BACK THE DAWN"
A Paramount Picture
IN PERSON
XAVIER CUGAT AND BAND
JAY and LOU SEILER
PARAMOUNT
TIMES SQUARE

LEADER'S BEST PLACES TO DINE AND DANCE

BARN (Village Barn) 52 W. 8th St. ST. 9-8540
BILL McCUNE ORCH.
DENVER DARLING'S
TRAIL BLAZERS & RANGERETTES
HOME OF THE HOBBY HORSE RACES
Join the Fun with Square Dances & Musical Chairs
10 Star Acts. 3 Shows Nightly. Dinner from \$1.25

BARNEY GALLANT'S 86 UNIVERSITY PLACE STuyvesant 9-0209
DINNER FROM \$1.75
CONTINUOUS ENTERTAINMENT
SPECIAL DINING ROOM
FOR PRIVATE PARTIES

CHATEAU MODERNE 42 E. 50TH ST. ELdorado 5-9136
Finest Luncheon, Special Cocktails
DINNERS - SUPPERS
ENTERTAINMENT—Gabriel, Your Host.

★ JOIN THE PARADE OF SATISFIED PATRONS ★
★ TO BROADWAY'S BIGGEST NITE CLUB ★
ICELAND RESTAURANT
DINNER \$1.09 INCLUDING HOT DELICACIES
SMORGASBORD DESSERT - COFFEE
SMASH HIT REVUE—2 ORCHESTRAS
3 SHOWS, 7:30 - 11:30 - 1:30 - DANCING
NO MINIMUM - NO COVER EVER
BEER ON DRAUGHT—LIQUORS POPULAR PRICED
B'way, 52nd - 53rd Sts. Circle 6-9210

JIMMY KELLY'S 181 SULLIVAN ST. AL. 4-1414
"Real Fun, Gay Nite, Kelly's Is THE Place."—Louis Sobel
AIR-CONDITIONED REVUE 8:45-11:45-2 a.m.
OPEN SUNDAYS NO COVER DINNER, \$1.25

PIONEER A NEW FALL REVUE with BOBBY DELL And His Merry Makers
BILLY SAFFORD, M.C.
191 WORTH ST. (Heart of Chinatown) WO. 2-8795

BANQUETS 253 W. 73d St. SUs. 7-3000
LARGEST BANQUET ROOMS IN N. Y.
Accommodations for 30 to 3,000 people
Conventions, recitals, weddings, etc.
COMPLETELY ARRANGED
Direction of Henry Ziskin & Irving Brand

ZIMMERMAN'S HUNGARIA Famous for its Food. DINNER FROM \$1.
Lively 55-Minute Show Nightly at 7:30, 10:30, 12:30. Gypsy and Dance Orchestras.
Continuous Music and Dancing from 6 P. M. to Closing. No Cover, No Min. LOnagure 3-0118
163 W. 46th St., East of Broadway

Home Study Helps for Coming Examinations

Patrolman Test, N. Y. C.



The material that follows is the fifth part of a complete study course to prepare candidates for the forthcoming New York City patrolman examination. It has been prepared exclusively for The LEADER by Lieut. Bertrand P. Wray (Ret.), an authority on police education. The student is advised to pay as serious attention to this material as if he were going to school. Every portion of these lectures should be studied and clipped, week by week, in your own scrapbook. The plan is to cover every phase of information and method that will be necessary in the test. Answers to questions 10, 11 and 12, with complete explanations, appear below. Questions 13, 14 and 15 will be answered in next Tuesday's LEADER. In the meantime, work out the answers for yourself.

ANSWER TO QUESTION 10

E is correct; the city treasurer is not a member of the Board of Estimate. The Board of Estimate consists of the Mayor, President of the City Council, Comptroller and the five borough presidents.

ANSWER TO QUESTION 11

D is correct. This action shows that you are not an automaton and that you are able to interpret orders in an intelligent and practical manner. The intent of the order was to prevent unlicensed peddlers from violating the law. In this particular case, the bottles of soda were gifts from the soda company to the Rev. Green. Even if the soda was paid for and was to be resold at the boys' camp, a peddler's license would not be required. A and B are wrong because the patrolman would be interpreting the order strictly. Patrolmen are expected to use common sense. C is wrong. Circumstances alter each case. E is wrong because the value of your assignment to the plant to prevent violations is nullified by your failure to exercise proper police action.

ANSWER TO QUESTION 12

A is correct. The 24 groups of articles and the minimum payments which must be made follow:

- 33 and one-third per cent.
 - Autos, including taxicabs and others carrying less than 10 passengers.
 - Aircraft, including gliders.
 - Power driven boats and their motors.

- Outboard motorboats.
- Motorcycles and motor bicycles.
- 20 per cent.
 - Household mechanical refrigeration.
 - Washing machines.
 - Ironers.
 - Suction cleaners.
 - Stoves, including cooking stoves and ranges.
 - Electric dishwashers.
 - Room-unit air conditioners.
 - Sewing machines.
 - Radio receiving sets.
 - Phonographs.
 - Combinations.
 - Metal music instruments.
- 15 per cent.

- Household furnaces.
- Heating units, including oil burners, gas conversion burners, and stokers.
- Water heaters.
- Water pumps.
- Plumbing and sanitary fixtures.
- Home air conditioning systems and attic ventilating fans.
- 10 per cent.
 - New household furniture, including ice refrigerators, pianos, electric organs, bed springs, mattresses (but excluding floor coverings, wall coverings, draperies and bed coverings).

Question 13

City councilmen are elected for terms of (a) one year, (b) three years, (c) four years, (d) five years, (e) two years.

Question 14

Assiduous is almost the same or almost the opposite as (a) tangible, (b) sympathetic, (c) dangerous, (d) sedulous, (e) monstrous.

Question 15

In police parlance "by means of the Mace racket" most nearly means (a) English slang for swindler, (b) arson, (c) prize-fighting, (d) bookmaking, (e) homicide.

(Answers to Questions 13, 14 and 15 will be published next week).

Auto License Examiner

The LEADER is publishing the 1936 exam for Motor Vehicle License Examiner as an aid to candidates planning to take the coming test. Here are the answers to the true-false questions which appeared in the past two issues:

- | | |
|------------|------------|
| 109. False | 125. False |
| 110. True | 126. False |
| 111. False | 127. True |
| 112. False | 128. True |
| 113. True | 129. False |
| 114. False | 130. False |
| 115. False | 131. True |
| 116. False | 132. False |
| 117. True | 133. False |
| | 134. True |

Test II—5 Situations 40 Items (Weight 25)

Below are five situations or statements of facts, each one followed by numbered statements referring to it. Read over carefully the description of each situation and then examine each statement and decide whether it is true or false for the particular situation to which it refers.

Situation No. 3

A forty-year-old woman is taking a road test as part of her examination for an operator's license. The owner of the car accompanies her and sits in the rear seat while the test is being given. A part of the test requires parking the car in a space about twice its length. She draws up parallel to the opening and after much backing and going ahead finally succeeds in parking. The process is accompanied by frequent stallings.

In the next part of the road test she is required to start the car while on the grade. Here again she repeatedly stalls and rolls back on the grade at each attempt. She becomes nervous and puts the car in reverse through error, backing into a guard rail.

All during the test the driver talks to a great extent regarding her driving experience, directing her remarks both to her companion and the examiner.

118. Repeated stalling while parking proves inability to shift gears.

119. The examiner may properly assume driving control of the car as a result of a near accident.

120. Delayed release of brakes will result in stalling while starting on an upgrade.

121. The numerous backward and forward motions required to park the car is due to insufficient parking space.

122. The best position for the woman to start to park in this case is from abreast of the car parked immediately ahead of the parking space.

123. It is unlawful for a third party to accompany the examiner and the applicant while the driving test is being given.

124. The woman did not demonstrate sufficient driving ability to pass her road test.

U. S. SETS UP WRITERS' LIST

The junior writing and editing assistant option of the junior professional assistant exam has just been established. On the register are 1,290 eligibles.

Unofficial

Answers to Saturday's State Clerk, Steno Tests

Below are tentative, unofficial key answers to Saturday's written State tests for clerk, stenographer, typist. The answers were prepared exclusively for the Civil Service Leader by two experts, Mrs. Mary E. Mooney of Browne's Business School and Mr. David E. Yuni of Washington Business School, both of whom differed on several questions. Readers, who also may have different opinions on the answers below are invited to send their versions to The Editor, Civil Service Leader, 97 Duane Street, N. Y. These answers will be discussed further next week.

TEST ONE—SECTION A Junior Clerk Junior Stenographer Junior Typist

- | | | |
|------|-------|-------|
| 1. T | 8. F | 15. T |
| 2. F | 9. F | 16. T |
| 3. T | 10. T | 17. F |
| 4. T | 11. T | 18. F |
| 5. F | 12. T | 19. T |
| 6. T | 13. F | 20. F |
| 7. T | 14. T | |

TEST ONE—SECTION B All Candidates

- | | | |
|-------|-------|-------|
| 21. C | 35. C | 48. B |
| 22. A | 36. D | 49. E |
| 23. A | 37. A | 50. D |
| 24. B | 38. E | 51. C |
| 25. C | 39. C | 52. D |
| 26. B | 40. C | 53. D |
| 27. A | 41. C | 54. A |
| 28. B | 42. A | 55. A |
| 29. C | 43. E | 56. B |
| 30. B | 44. D | 57. A |
| 31. E | 45. C | 58. E |
| 32. B | 46. C | 59. B |
| 33. C | 47. B | 60. C |
| 34. A | | |

TEST TWO Assistant Clerk Assistant Stenographer Assistant Typist

- | | | |
|-------|-------|-------|
| 61. D | 68. B | 75. C |
| 62. D | 69. B | 76. D |
| 63. A | 70. C | 77. D |
| 64. A | 71. C | 78. B |
| 65. D | 72. D | 79. A |
| 66. A | 73. B | 80. C |
| 67. C | 74. A | |

TEST THREE—SECTION A Junior Clerk Junior Stenographer Junior Typist

- | | | |
|-------|-------|-------|
| 81. B | 85. A | 88. A |
| 82. B | 86. B | 89. A |
| 83. A | 87. A | 90. B |
| 84. A | | |

TEST THREE—SECTION B All Candidates

- | | | |
|-------|-------|--------|
| 91. C | 95. A | 98. A |
| 92. B | 96. C | 99. B |
| 93. A | 97. D | 100. D |
| 94. B | | |

TEST THREE—SECTION C All Candidates Except Junior Clerk

- | | | |
|--------|--------|--------|
| 101. N | 105. N | 108. G |
| 102. G | 106. S | 109. N |
| 103. S | 107. N | 110. N |
| 104. C | | |

TEST THREE—SECTION D Assistant Stenographer Assistant Typist

- | | | |
|--------|--------|--------|
| 111. O | 115. S | 118. S |
| 112. S | 116. S | 119. N |
| 113. O | 117. O | 120. S |
| 114. N | | |

TEST FOUR—SECTION A All Candidates Except Assistant Clerk

- | | | |
|--------|--------|--------|
| 121. A | 123. X | 125. B |
| 122. C | 124. B | |

TEST FOUR—SECTION B All Candidates

- | | | |
|--------|--------|--------|
| 126. C | 128. A | 130. X |
| 127. B | 129. A | |

TEST FOUR—SECTION C Junior Clerk Assistant Clerk

- | | | |
|--------|--------|--------|
| 131. D | 135. C | 138. B |
| 132. D | 136. A | 139. C |
| 133. B | 137. A | 140. C |
| 134. D | | |

TEST FOUR—SECTION D Assistant Clerk Only

- | | | |
|--------|--------|--------|
| 141. B | 143. B | 145. D |
| 142. C | 144. B | |

GENERAL INVESTIGATOR ELIGIBLES

The General Investigator Eligibles Association will meet at the Rand School, 7 East 15th street, at 8 p. m., Thursday, October 9. The meeting will hear reports as to definite progress made during the summer months, consider several communications from the U. S. Civil Service Commission, and pass upon a comprehensive program designed to achieve substantial and specific results in the immediate future. The meeting will be open to all General Investigator Eligibles as well as members of the association.

START PREPARING NOW!

FOR

MOTOR VEHICLE LICENSE EXAMINER

State Dept. of Taxation and Finance, Bureau of Motor Vehicles — Test Expected in November —

Salaries Start at \$1,800 and \$1,700

Requirements: Five Years' Driving Experience

Civil Service LEADER Study Manual

MORE THAN 500 QUESTIONS AND ANSWERS \$1
72 Printed Pages Post Free

CONTENTS

- | | |
|---|-------------------------------------|
| The Vehicle and Traffic Law (Important sections in simple language) | Duties of an Examiner |
| Latest Additions to the Law | 100 Safe-Driving Questions Answered |
| The Previous Test | Sample Questions and Answers |
| (With Official Answers) | Hints on Mathematics |
| | Motor Vehicle Authorities |

ON SALE AT THE LEADER BOOKSHOP

97 Duane St., New York City

CIVIL SERVICE LEADER

97 Duane Street, New York City

Kindly send me a copy of your Motor Vehicle License Examiner Study Manual, for which I enclose \$1 (cash, check, money order).

Name

Address

PREPARE FOR
JUNIOR STENOGRAPHER
I. B. M. CARD PUNCH
Burroughs Bookkeeping and Billing
JUNIOR TYPIST
BUSINESS MACHINES
Machines No. 7800 & 7200

NEW YORK BUSINESS SCHOOL

A Select Secretarial School

**SECRETARIAL ACCOUNTING
ALL OFFICE MACHINES**

FRENCH and SPANISH • STENOGRAPHY

Intensive 3-MONTH Shorthand Course

"WE HAVE PLACED EVERY GRADUATE"

Call, Write or Phone for Catalogue

11 West 42nd St.
Corner 5th Ave.
New York City

Wisconsin 7-9757

OPEN ALL YEAR • DAY AND EVENING