Civil Service TEADER

Vol. 3 No. 10 ** New York, November 18, 1941

Price Five Cents

GETS A NOVE

See Page 3

Earn While You Learn APPRENTICE TEST FOR BOYS OVER 14

See Page 4

State Test Filing This Week

FOOD INSPECTOR, HOSPITAL ATTENDANT, STENO, OTHERS

See Page 8

New Motor Vehicle Unit Fills Jobs by Interview

See Page 9

What the Well-Dressed License Examiner Will Wear

See Page 8

Employee Debt Plan Hits Snag

See Page 6

U.S. TRAINS TYPISTS

, CIVIL SERVICE

By CHARLES SULLIVAN

Gov't Starts Training Its Own Typists

Can't Get Enough People for Washington

WASHINGTON .- Even a few short months ago there were scores of people, and good ones, to fill nearly every vacancy on Uncle Sam's payroll in Wash-

Today it's becoming increasingly difficult to hire qualified employees, and the Government is beginning slowly to insure its own supply of clerical workers by training raw recruits.

At the Office of Production Management last week a crew of boys and girls who had had no paid experience and very little training at a typewriter were hired from Civil Service rolls. The group were sent to a large room filled with typewriters. The boys and girls-mainly girlswere told to sit down and start typing. At the week's end they were still typing, just for practice. When they get good enough they'll be assigned to regular

Couldn't Get Eneugh

This group was being trained for OPM typing jobs in this way because OPM has found it an impossibility to go out into the open market and hire competent stenographers and typists.

If we become actively involved in a shooting war, it's quite possible that OPM and other government agencies will have to train most of its new clerical workers. The demand far exceeds the

War and Navy departments have had to resort to similar training techniques.

In fact the Civil Service Commission has officially advised the agencies hiring masses of stenos and typists to install a training The Commission admits that it has had to lower the requirements for stenos and typists to such an extent that "many of the eligibles certified need well-organized training of typing and stenography, accompanied by a review of English usage, punctuation, spelling, paragraphing,

50% Refuse Washington Jobs

The Commission admits this is necessary because of the poor quality of stenos and typists it's able to certify. More than 100,000 persons have been examined within the past six months and exams are now being held twice a month. However, the number taking the tests are declining rapidly and the bottom is now being scraped. And 50 per cent of the eligibles have refused jobs

in Washington-which makes it

that much tougher.
In an effort to attract more stenos and typists to the Federal service, the Commission has lowered the exam requirements to such an extent that a person who studied high school typing could pass the tests.

The general test, a list of catchy questions, has been dropped, as well as the requirement to copy from a rough draft. All a typing applicant has to do now is copy from plain copy, but even this has been simplified. Stenography tests, too, are easier than they've ever been.

Machine Operation Training

Just about any sort of machine operator is in critical demand here. The LEADER has information, for example, that training programs will be started throughout the Federal service in Washington in machine operations. In fact many already have started.

At the Office of the Quarter-master General in the War Department, raw talent is being trained to operate mimeograph machines. The Commerce Department is training boys and girls to operate multilith machines. Interior Department is training photostat operators and OPM and OEM has trained some phone operators. The Navy Department also is training some types of machine operators.

The labor market is tough now, but what will it be like if we get into active warfare?

Under-Quota States To Get a Push

WASHINGTON.-It is expected that the United States Civil Service Commission will soon turn its publicity guns on 20 states which have been below quota in the number of employees they've contributed to government service. This project results (1) from the desire "to even up" the relationship between the population of various states and the number of their residents in government employ, and (2) the necessity of doing everything possible to fill the many shortages of manpower in federal jobs.

Macy's Features Self-Improvement Books

Macy's Bookstore, on the street floor of R. H. Macy & Co., is featuring self-improvement books this week. A series of homestudy books for lathework, pipes and valves, sheet metal work, steam and diesel engine operation, pattern making and foundry work, mechanical power transat \$1.57. Another series, including the Engineer's Manual, Switchboard Instruments, Power Transformers, Electro - Plating and Anodising, Wireless Opera-tors, etc., sell for \$1.86. Arco's Motor Vehicle License Examiner book sells at \$1.31.

The sale on these books is in line with the national program to foster study along lines which will aid in recruiting for civil service and defense. The civil service de-partment includes books by all publishers for all current examinations.

The collection on defense work is one of the largest in the city and includes home study courses for almost every type of factory job. Some of the books are school texts, and others are designed to train students without outside assistance.

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Favor Decentralization

Investigator Eligibles Watch Appointment

A general membership meeting of the General Investigator Eligibles Association will be called in about three weeks, the executive committee announced this week.

The decentralization of the investigator registers was heartily approved by the executive committee. It was felt that the opportunity for appointments would be much better under this new system than under the system of making appointments directly from Washington.

Watch Enforcement Jobs

Executive committee members are keeping an eye on the manner by which appointments will be made to the 1,000 Treas. ury enforcement agent openings created under the new Treasury Enforcement Act. The possibility of using the General Investigator lists as appropriate for the \$2,000 junior agent jobs was discussed.

Miss Ida Philips, 142 Chestnut street, Albany, is organizing a unit for the benefit of eligibles upstate.

ACCOUNTING ENLARGE FORCE

General Accounting Office, the agency created by Congress to check up on the expenditures of the other branches of the Government, soon will become one of the largest hirers of man-power in Washington.

GAO now has 6,500 employees.

By Jan. 1, 1943, or just 14 short months, it'll have 11,000 workersan increase of 4,500 new employ-

The reason for the mass hiring is obvious. Billions are being spent for defense, and GAO must satisfy Congress that these billions are being spent legally. That means GAO soon must hire several thousand additional accountants and clerks to do the job. GAO hires only Civil Service employees.

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CIVIL BERVICE LEADY

U. S. Defense Agencies to 'Raid' Non-Defense Units for Employees

WASHINGTON. — Defense agencies to get priorities on Federal employees! That's in the works and make no mistake about it.

The LEADER revealed weeks ago that the plan was under consideration and just a few days ago a copy of a proposed executive order was sent to the Council of Personnel Administration for study and recommendations. The purpose of the order was to

permit defense agencies legally to raid non-defense agencies for workers.

It's known, too, that the Council, which is composed of personnel directors in the various federal agencies, will approve the proposed order. It may be another month before the order becomes effective, but you can be sure it will soon be the law of the land.

Now what will this mean to the Federal service? Very briefly, the answer is: a mass shifting of employees from one job to another.

You know, of course, that an

employee today isn't permitted to transfer without the consent of the agency in which he is working. If he quits, he must wait 90

ing. If he quits, he must wait so days before he can be re-hired.

The effect of this regulation is to deny defense agencies, where the pressure is greatest, less capable and experienced employees.

To correct this, the order pro-

poses:

 That bona fide defense agencles be given authority to take over the personnel of nen-defense agencies.

2. That the employees who are

transferred be guaranteed their old jobs or similar ones after the emergency. This would work in the same fashion as the Selective Service Act: When an employee is drafted from the Government service Uncle Sam promises him his old job on his return.

Non-Defense Budgets Cut

3. Meantime, the Budget Bureau is going over the budgets of non-defense agencies and re-capturing some of the appropriations that Congress made for the current year. By taking away the funds

of these agencies, it means that they won't be able to fill all the vacancies and which means they'll lose much of their effectiveness. In other words, it's all out for defense in Washington today and many of the old-line functions are being displaced for the duration.

Agencies to be cut include Works Projects Administration, National Youth Administration, Civilian Conservation Corps, some parts of the Agriculture Department such as the Surplus Marketing Administration.

War Dept. Training

(Continued from preceding is-

The courses discussed below and in last week's issue are in service training courses, available to employees of the War Department.

Administrative and Supervisory Personnel. Some of the services the War Department have conducted training programs for administrators and supervisors. As examples of this, the Quartermaster Corps, in connection with expanded needs for the defense program, trained more than 50 administrative assistants who now have charge of administra-tive work in new military estab-lishments. The Ordnance Department trained 10 men in administrative procedures at each of the six manufacturing arsenals for a period of four months. These men were available for work at other ordnance estab-lishments after being trained. Supervisory training is being carried on for supervisors at the manufacturing arsenals. The Air Corps is starting an administra-tive training program at McClel-Field, Sacramento, California.

Other employees: Training for clerks and stenographers is being carried on in the Washington office and reported from 23 different field establishments. Training also has been reported for custodial messengers from four different field establishments.

In addition to these programs, the War Department is cooperating with the Office of Education and the National Youth Administration in the development of pre-employment and in-service courses for its employees. Such courses are being given at vocational schools, colleges, universities, or in the military establishment at which the employees work. Work experience is provided for at National Youth Administration work centers.

They Aren't ClockWatchers

Federal employees aren't "time servers" and "clock watchers" who are "living off the taxpayers at fat salaries"

Luther C. Steward, president of the National Federation of



Federal Employees, last week entered indignant objection to such charges. Said he: "The unfairness of the criticism is better understood when it is borne in mind that in Washington and in the field, Federal employees are working hundreds of thousands of hours overtime without either additional compensation or compensatory overtime."



Girls in Government work: To an unusual degree, and for the most part without much publicity, women have been entering fields of government employment formerly reserved for men. This is particularly where skills are required, and in some trades women are even preferred.

Employment in U.S. Law Work

Just How Does a Lawyer Go About Getting a Gov't Job?

WASHINGTON-By virtue of the Ramspeck Act and Executive Order No. 8743 of April 23, 1941, practically all legal positions in the executive civil service have been placed under the classified civil service. By the above Executive Order the President, in line with one of the recommendations made by a special committee which had been studying the question of legal employment in the Government service, established a special Board of Legal Examiners under the chairmanship of the Solicitor General of the United States. This Board will have jurisdiction over the entire program of recruiting, examining, and appointing Government lawyers. The Board's membership has only recently been anounced, and there has not been time for it to fully develop operating procedure.

Although details are not known at the present time, the program generally will be as follows: The board will direct the preparation of registers of eligibles for use in filling vacancies in the Government service, such registers to be established at the earliest possible date. Many procedural steps are required, however, and it is unlikely that such registers can be ready for use for some time. At the time examinations are to be held, appropriate announcements will be prepared and given publicity.

Employing Officers Must Employ In the interim, before establishment of registers, the initiative in effecting appointments to attorney or legal trainee positions will have to be assumed by the individual employing offices of the Government. By the terms of the Executive Order of April 23, 1941, persons appointed to attorney positions who successfully pass a non-competitive test may later, upon completing six months' satisfactory service, acquire permanent Civil Service status. Action looking toward such interim appointments, pending establishment of registers will, as heretofore stated, have to be initiated by the particular agency of the Government desiring to fill the vacancy.

Trainee Positions

The procedure outlined in the foregoing paragragh is also applicable to legal trainee positions. By the terms of a regulation adopted by the Board of Legal Examiners, persons who have received a law degree but have not been admitted to the Bar will be eligible for appointment to such positions; however, appointments to legal trainee positions will be made subject to the condition that the appointees obtain admission to the Bar within eighteen months of the date of their appointment.

Name Put on List

The Civil Service Commission is now maintaining a list which, upon request, will be made available to appointing officers in Government agencies for use in filling interim appointments pending the establishment of registers. It should be noted that the employing officers in the several Government agencies are not required to use this list in making these interim appointments. Those who wish to be included on this should fill out the Commission's applica-

tion Form 3214 and send it to the Civil Service Commission marked for the attention of Principal Legal Examiner. The communications should set forth fully the education and training of the persons desiring to be considered. It would be desirable to include such information as age, schools attended, degrees received, extracurricular activities in law school, any specialization in the legal field, either in training or practice. Candidates who are recent graduates should submit some inpreferably a transcript of law school credits. They should also indicate their relative standing in their law school class and a statement as to whether or not they have been admitted to the Bar. The names of persons who can supply authoritative information as to character, legal training, or professional accomplishments should also be included.

Persons on the list so established will receive notification of examination which may be forthcoming at a later date.

The Commission does not have information concerning the number of vacancies, which are now current or likely to occur, in legal positions in the several Government departments.

Press Agents to Rate Newspaper Test

The recent information specialist exam, based on experience and fitness, which was taken by 6,000 newspaper men and radio experts, will be graded in part by topnotch government press agents.

Pay Raises Seem Certain

On the pay-raise-front, the House Appropriations Committee held hearings on F.D.R.'s request for more than \$3,200,000 to give one-step pay raises to 223,000 Federal workers for the next eight months.

The committee, The LEADER believes, will approve this request. In fact, it really doesn't make much difference if the request is slashed by the committee. The departments and agencies are legally bound to raise the salaries of their eligible employees and if they run out of money they will have to go back to the committee and raise a howl. Post Office employees, who for some reason seem to be the step-children of Congress, aren't included in the pay-raise program.

NLRB Wants to Enlarge Staff

The National Labor Relations Board would like to increase its staff and also to provide pay increases for those now working with the agency. Congress has been approached with a request for \$422,300.

Draft Objectors Won't Get Jobs Back

Government employees drafted into military service are guaranteed their old jobs by Uncle Sam. But not conscientious objectors who are assigned to civilian work. The Civil Service Commission has ruled that the law doesn't apply to them. However, the Commission pleads with departments and agencies to adopt a "liberal attitude" toward reinstating such conscientious objectors.

Speed Up Choice of Dollar-a-Year Men

WASHINGTON. — Appointment of dollar-a-year men will be speeded up. The President has imparted authority to OPM Director William P. Knudsen to do his own hiring. Heretofore, when the President has to OK appointments, it took from 5 to 8 weeks to get appointments through.

A Mouthful

WASHINGTON.—Man with the longest title in government service is Chester S. Williams, who is Assistant to the United States Commission of Education in Charge of School and College Civilian Morale Service Division.

Arithmetic Course

A Civil Service course in arithfor men and women is provided at Textile Evening High School, 18th St., bet. 8th and 9th Avenues, New York City, Room 228. Classes meet every evening from 6.30 to 9.30. Preparation in arithmetic for all examinations is given, including: Post Office, Railway Mail Clerk, ists, Stenographer, Clerks, Matron, Custodian, Finance, Guards, etc. Students may also choose from the full curriculum of academic and commercial subof academic and commercial subparation. There are classes in English, Office Machines, Bookkeeping, Gregg and Pitnam Sten-ography, Elementary and Speed classes, and typewriting.

CIVIL SERVICE IN NEW YORK CITY

Apprentice (Automotive Trades) Opens Opportunity for City's Young Men

soon be able to learn skilled trades at the city's expense . . . and earn while they learn.

Next month the Municipal Civil Service Commission opens a written test for apprentice (automotive trades). The examination is an innovation in New York City's Civil Service, and an experiment. If it proves successful, the Commission plans to extend the program to include a wide variety of mechanical jobs.

Complete details on the new test won't be available until shortly before applications are ready during the first week in December. But here is a good notion of what will happen:

No Age Limits

The exam will set no age limits, although its appeal is in the main to young boys. As the State Education Law restricts employment under 18, that is the minimum age at which a candidate may be appointed. However, since the list will stay in existence four years, boys 14 years of age will be ad-mitted. In fact, it is quite pos-sible that youngsters of 13 will have an opportunity to apply, because it takes some time to set up a list after an exam is held.

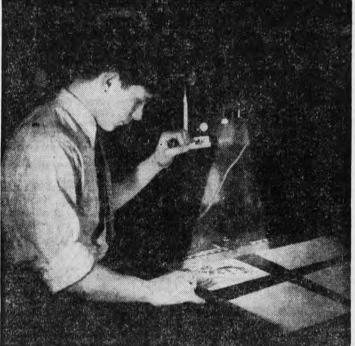
No experience qualifications are to be asked. However, applicants will be expected to have had some vocational school training, in such courses as auto repair and auto mechanics.

Starting salary is to be \$2.88 a day, and remain at that figure for a year. Each year after, this will be raised at the rate of \$1 a day. By the time the apprentice is earning \$5.88 a day after four years, he will be eligible for a promotion test to a regular skilled mechanic's job.

In Repair Shop

Those appointed as a result of the coming test are to work at the Sanitation Department's Central Motor Repair Shop. Money has been appropriated in the current budget for the work. The Budget Director's office is meanwhile studying the possibilities of extending the program, and will probably go full speed ahead along other trades just as soon as the automotive trades experiment proves a success.

Original purpose of the apprentice program is to meet an expected shortage in skilled craftsmen brought about by the defense program. However, if it proves successful, the plan will undoubtedly carry over beyond the emergency. The city's program is quite similar to an apprentice program long in operation in the fed-



The idea of setting up a list of apprentices to provide a reservoir of skilled workers for New York City is new. The Civil Service Commission is beginning with apprenticeships in the automotive trades. If the plan works successfully, many other trades will be included. This would mean an unusual series of opportunities for growing young men.

Search for Marine Experts Extends **Over United States**

The forthcoming examination for marine engineer will be open to residents of the entire country, the Civil Service Commission decided at its last meeting.

Only 15 candidates within the city filed applications for the last open-competitive test for marine engineer. The resultant eligible list is expected to contain one name. At present there are seven provisionals holding jobs in this and appropriate titles in the Department of Docks and two in the Department of Public Works.

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QUEENS EMPLOYEES ARMED FORCES

Headed by Lieut, Col. Joseph T. Hart, a clerk in the Highway Maintenance Department of the Borough President's office, 21 borough hall employees are now working for Uncle Sam in various branches of the military service. Included in this group is an impressive array of commissioned officers, three majors, three captains and two first lieutenants.

Lieut. Col. Hart is assigned to Fort McClellan, Anniston, Alabama, along with Major John J. Fitzgerald and Captain Gerard J. Brinkman of the topographical bureau. Lieut. Col. Hart is in the 165th Regiment, Major Fitzgerald in the 104th Field Artillery and Captain Brinkman in the 105th Field Artillery. Other high-ranking officers are Major Harry Meisels, an assistant engineer in the Borough President's office, attached to headquarters, East Orange Military District, East Orange, New Jersey; Major Daniel J. Campbell, chief inspector of the Department of Water Supply, Gas and Electricity, assigned to Post Headquarters, Fort Dix, New Jersey; Captain Murray Herman, Co. G. Quartermaster Regiment, Fort Jackson, South Carolina, an engineering assistant in the Borough President's office and Captain Frank Moore, also an engineering assistant, who is assigned to the 258th Field Artillery, Fort Ethan Allen, Vermont. With Lieut. Col. Hart in the

165th or "fighting 69th" are regimental Staff Sergeant Joseph Phelan, Corporal Joseph F. Powers, privates James J. Mullany, Jr., and Arthur M. Horack, clerks in the Borough President's office. First Lieut. John Walsad, a transitman in the Borough President's office, also at Fort McClellan, is in the same outfit as Major Fitzgerald, the 104th Field

Public Careers for Young People College Dean Outlines a Program of Large Scope

The development of an extensive curriculum in public administration to prepare young men and women for careers in various fields of government service was recommended last week to the faculty of the City College School of Business and Civic Administration by Dean Herman Feldman.

Dean Feldman's report, entitled "Present Problems and a Proposed Program" and running to 140 closely-packed pages, outlines a program of suggested changes for the next ten years in such matters as housing, development of facilities, student relations, faculty growth, curriculum, and community relations.

Interest in Civil Service Grows

"Until almost a decade ago," Dean Feldman writes in one section of the report, graduates were not particularly interested in civil service employment, and conversely, the number of positions open to them was small. With the advent of the depression and then of the New Deal in 1934, there came both an expansion in the areas of govern-

Other borough hall employees in

Area, Washington, D. C.; Louis

Gardella, laborer, a private in Co. A. 24th Engineers, Pine Camp,

New York.

3RD AVE (59HIST) PLATA

ment requiring trained personnel and a marked difference in the attitude of college graduates toward opportunities in public service. College students have of their own accord been looking increasingly at the possibilities of entering the government service."

The report indicates several possible methods of meeting the demand for specialized training in public administration. These include setting up an autonomous unit of the four city colleges to administer the courses; expanding the course of study already offered at the School of Business with the College's present Division of Public Service Training acting as a coordinating agency, and introducing a curriculum leading to a master's degree in public administration.

It's No Longer Limited

"Government positions are not, as some people still think," he commented, "a limited group of occupations, for they embrace almost every kind of work done in private business. Preparation for some of these requires a study of engineering, medicine, public health and other forms of non-business training. While posi-

tions open in the Federal service, in the State, and in the city impose different requirements on the candidates, there is an increasing amount of subject matter which may be considered the common core of professional background for any government post. On the other hand, an ever-growing need in civic posts for special training of a technical such as accountancy or statistics, means that proficiency in such courses permits entry into private industry as well as to public service and thus yields needed alternatives in securing employment."

Students Get Extra Credit

As a step in the direction of a special curriculum in the field, the School of Business last year introduced four new courses, dealing with Accountancy for Public Administration, Public Housing, Management for Public Administration, and Statistics for Public Administration. Students completing the work in these courses may be eligible for special credit on examination given by the Municipal Civil Service Commission,

New Fireman List Won't military service include Dominick Largo, a laborer attached to the Borough President's office, a private in the 254th Coast Artil-Kill the Old One lery, Fort Hancock, New Jersey; James Lyon, a transitman in the 244th Coast Artillery, Virginia Beach; Robert Morton, an assistant engineer, who is assigned to the 305th Infantry, Fort Benning, Georgia; Edward Morrison, engineering assistant, a first lieutenant in the Second Military

Publication of the new firem? eligible list will not be aff ted by the recent decision or the Civil Service Commission to promulgate lists as soon as they are published, according to Wallace Sayre, Civil Service Commissioner.

This should be good news for eligibles on both the old and the new fireman lists. It is good news for eligibles on the existing list because it means that publication of the new fireman list will not automatically kill the old list. It is good news for eligibles on the new list because it means that the new list will be released for publication before the old list expires.

Working On Questionnaire

The examining division of the Civil Service Commission was still working on the rating of the questionnaire as The LEADER went to press. This

rating is expected to be completed some time this week. The completion of the extra-credit rating will be the signal for the Commission to go ahead and publish the list. As soon as the list is released for publication, it will, of course, be printed in The LEADER. It is expected to be released within two weeks.

Meanwhile eligibles on the old list are making a last-minute fight for appointments. Councilman Hugh Quinn, chairman of the special committee to investigate the delay in filling fire vacancies, will submit his report to the City Council at the next meeting of the council. Quinn is expected to recommend the filling of the 374 vacancies existing in all titles in the Fire Depart-

Eligibles on the old list will continue to be certified for jobs in the Board of Transportation, until the list expires Dec. 14, The LEADER learns.

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NewPatrolmanTestWill Be Easier Than Last

"No official date has been set yet for the issuance of applications for the patrolman examination," Paul J. Kern, president of the Civil Service Commission stated this week. "The statement that filing will open on December 3, made in several newspapers this week, is purely guesswork. We have authorized no exact date. Frankly, all that we can say with definiteness is that filing will be open sometime next month. It may or may not be December 3."

Official requirements for the examination, including the an-nouncement of the three-week peincluding the anriod during which applications may be obtained and filed, will, in all likelihood, be available early in December.

As stated in last week's LEADER, the written examination is tentatively scheduled for May and the physical test for August, under the Commission's newly-adopted plan to hold big open-competitive tests in these months each year, in order to conform with the program of the public service training division of City College.

Mental Test Easier

There is a strong possibility that the mental test will be easler than the last written test for patrolman and that more candidates will be permitted to take a crack at the physical test

It is also highly possible that candidates below the age of 21 will be admitted into the patrolman test, as was the case with recent fireman examination held last summer. However, these younger candidates will be compelled to meet the height requirement this time. The Commission has already officially decided not to pass applicants conditionally who fail to meet the minimum height standard. Candidates less than five eight will fail auto-

matically. Because of the draft and comparative prosperity due to the defense boom, this year's patrolman test should give young New Yorkers the best opportunity to enter the Police Department in a long result of the coming examination will be divided into two parts. The first part which will probably consist of 1,200 names will be used for the Police Department exclusively. The second part of the list will be for the title of special patrolman. Special patrolmen are employed in such city departments as the Board of Transportation, the Board of Water Supply, the Department of Welfare, and the New York City Tunnel Authority. Correction officers in the city penal institutions are also hired from the special patrolman

On the last examination, candidates who scored 80 per cent or better on the mental test, were placed on a third list called the P.D. No. 3 list. This list was established for the use of the Police Commissioner for special investigative work. However, the Police Commissioner has never used this list. Instead, eligibles on this list have been offered jobs as investigators with the Civil Service Commission, the Comptroller's office, the Department of Markets, etc. The new examination, the LEADER has learned will The LEADER has learned, will not contain provisions for the establishment of a third list.

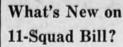
Further details of the forthcoming patrolman test will be published in next week's LEADER.

Superman Ball A Huge Success

Socially, financially, and artistically, th first annual entertainment and dance of the Sanitation Eligibles Association at the Hotel Livingston Manor, Brooklyn, last Friday night was a huge success.

The ballroom, capable of accommodating 2,000, was jammed to the rafters with supermen and their guests who enjoyed each minute of the two-hour show. Feature of the entertainment was an added act performance by Jim Verrie, an eligible on the Sanitation list and a true superman. Jim lifted a 300-pound bar-bell with his hair, did a split while he held a 100-pound dumbbell above his head with one hand and let a 250-pound man stand on his Adam's apple.

A good time was had by all!



Nothing.

It's in the Board of Estimate. It may die there.

Queens Career Man Gets Pleasant Surprise

Forty-one years is a long time to work for one boss. Recently, career man Deputy Commissioner Richard Ankener of the Department of Water Supply, Gas and Electricity was pleasantly reminded of his forty-one years of service when William J. Laase, borough engineer, stepped into his office and, on behalf of employees in the department, presented him with a gold badge of office.

The popular head of the DWSGE in Queens who lives at 32-53 42nd Street, Astoria, entered the city service November 13. 1900, as a rodman. Less than two years later, October 1, 1903, he advanced to the title of transitman. On June 6, 1921, he was promoted to assistant engineer and on May 14 of this year he was appointed deputy commissioner to succeed William H. Correalle, who was assigned to Man-

Saturday Deadline For Sheriff Filing

With 1,000 candidates expected for each of the coming tests for city-wide sheriff and register, plans are already afoot to expand the job opportunities for those who make the lists. The top two jobs will probably be filled at \$7,500 each. In addition, at least two deputy jobs are expected from each list, paying \$6,000 in the sheriff's office and \$5,000 in the register's office.

Meanwhile the Budget Director is hard at work on a survey of the other jobs that will remain from the 700 now in existence. Several hundred will undoubtedly be lopped off, while the others will go to eligibles on existing lists, with clerical lists and those for City Marshal and Patrolman, P.D., Special, expected to get first call.

Saturday is the filing deadline, and the exams themselves will be held on the evenings of December 2 and 3 at DeWitt Clinton High School, Mosholu Parkway, Bronx. By the end of last week, more than 700 blanks had been given out to prospective candidates.

There has been as yet no word on legal action to be taken by candidates for the county posi-tions of sheriff and register who were successful in the recent election. However, it is known that possible legal action lies along these lines:

1. Successful candidates may sue for a declaratory judgment in which the courts would say that they have a right to retain their jobs for the period for which they were elected.

2. They may sue to enjoin the Municipal Civil Service Commission from holding its exams.

3. The whole matter in which county reform was effected may be brought before the courts. Some contend that the only legal way in which to do the job was through action of the City Council and a public referendum. Actually, reform was brought about by petition and referendum.

50 Maintainers Go to Subways

The first fifty eligibles on the car maintainer, group F, list were certified to the Independent division of the Board of Transportation for employment by the Civil Service Commission. The list was set up October 29. Car maintainer jobs pay \$.75 per hour.

Closed All Day Thursday, November 20 (Thanksgiving Day)

PATROLMAN PREPARATION

Applications for Patrolman open Dec. 3. The examination will 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.

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.

STENOGRAPHER Gr. 3 (Prom.)

Mental Classes form Monday, Nov. 24 at 6:30 P.M., MONDAY and THURSDAY there-

Speed classes in dictation and typing on WEDNESDAY and FRIDAY, 6:30 P.M. at 120 West 42d Street, New York City.

ASSISTANT GARDENER

Physical and mental classes meet three times weekly at convenient hours.

SUBWAY PROMOTION EXAMINATION

MOTORMAN

Classes for the above examination meet three times weekly at convenient hours.

CARD PUNCH OPERATORS

Applications will be received until further notice for Alphabetic Card Punch Operator. Another test for Numeric Card Punch Operator is expected within the next few months. Our course not only prepares you for Federal examinations, but also qualifies you for employment in the appropriate field. A good training many afficiently appears a good supply some content of the course of in the commercial field. A good typist may efficiently operate a card punch machine after 60 hours of instruction.

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HEALTH INSPECTOR (Gr. 2)—Classes meet Wednesday and Friday at 10:30 A.M. and 8:30 P.M.

INSPECTOR OF HOUSING (Gr. 2)—Wednesday and Friday at 8:30 P.M. INSPECTOR OF ELEVATORS (Gr. 3) - Class Forms Friday, Nov. 21 at 8:30 P.M. FINGERPRINT TECHNICIAN—Class Now Forming.

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Civil Service Bills Move Slowly

Read This Carefully; Your Future Is Involved

Six months ago, The LEADER published a check list of the important Civil Service bills resting in various committees in the City Council. Last week, following the election of a new group of councilmen to take office Jannary 1, 1942, we went through the records of the same committees. Lo and behold! the bills were in exactly the same state!

Below we publish these same bills, along with summaries of a few others that have since been introduced, with a reminder that any bill not enacted by the end of this year automatically dies. The new council starts in from scratch beginning the first of next year.

The bill to give policemen a 48hour swing after six days' work -known as the 11-squad billnow reposes in the Board of Estimate's Committee of the Whole, after the council had approved the legislation jointly authorized by Councilmen Cohen and Kings-

Other New Bills

No. 637 (Christensen) providing salary differential and other privileges for city employees in military service (Civil Employees).

No. 681 (Burke) defining an employee's service as an air raid warden or emergency policeman or emergency fireman as city service (Civil Employees).

No. 695 (Hart) providing that doctors and dentists paid on a yearly basis before July 1, 1940 shall continue to be paid on such a basis (Civil Employees)

No. 711 (Christensen) providing increments for employees getting above \$1,800; those without a fixed maximum salary, and those in the ungraded service (Civil Employees).

The Old Bills

No. 71 (McCarthy). Prohibiting removals except for incompetency, misconduct, or insubordination, shown after a hearing, and allowing the accused to be represented by counsel. (Civil Employees).

No. 122 (Sharkey). Providing that departmental promotion lists shall be considered permanent until they are exhausted. (Civil Employees)

No. 126 (Keegan). Providing increments of \$120 for all county employees whose salaries, paid entirely by New York City, are \$2,100 or less, until the maximum of the grade is reached; \$120 increments for those getting \$2,100 or more, until they reach \$2,400. (Civil Employees).

Lyons Law Modifications ..

No. 137 (Mrs. Earle). Amending the Lyons Law so that city employees must be residents for at least three of the five years preceding appointment. (Civil Employees)

No. 138 (Mrs. Earle). Exempting from the Lyons Law eligibles from lists promulgated before January 1, 1942. (Civil Employees).

No. 155 (Mrs. Earle). Exempting from the Lyons Law those. employed by New York State, provided that they have not voted outside New York City. (Civil Employees).

No. 262 (Sharkey, DiGiovanna). Providing the following holidays for per diem, hourly, semi-monthly, or monthly employees: New Year's Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, July 4, Labor Day, Columbus Day, Armistice Day, Election Day, Thanksgiving Day, Christmas Day. (Civil Employees).

No. 295 (Morris). Ending the employment of policemen who reach the age of sixty-three. (Civil Employees).

Civil Employees).

No. 322 (Baldwin). Ending the policemen who employment of policemen who reach the age of sixty.(Civil Employees.

No. 323 (Baldwin). Providing equal leave of absence for policemen who lost vacation time or worked more than forty-eight hours a week because of an emergency. (Civil Employees).

Sick-Leave Bills

No. 324 (Conrad). Granting sick leave to all city employees of at least fifteen days a year. (Civil Employees).

No. 343 (Di Giovanna). Providing full salary for members of the uniformed force who are absent on leave for sickness for three consecutive days or more. (Civil Employees).

No. 568 (Cohen). Providing that the city assume liability incurred by city employees in the performance of their duties. (Civil Employees).

No. 581 (Cohen). Providing equal leave of absence for policemen who lost vacation time or worked more than forty-eight hours a week because of an emergency. (Civil Employees).

No. 588 (Sharkey). Amending the pension and retirement rights and privileges of members of the Fire Department. (Finance).

No. 600 (Smith). Providing \$60 annual increments for cleaners and porters receiving less than \$1,560 until they reach that figure; that cleaners and porters not on a per annum basis be paid at the daily rate of \$5.25. (Civil Em-

No. 601 (Smith). Providing \$69 annual increments for laborers receiving less than \$1,680 until they reach that figure; that laborers not on a per annum basis shall be paid at the daily rate of \$6. (Civil Employees). No. 602 (Smith). Providing that

auto enginemen now on a per diem basis be paid on a per annum basis of at least \$1,680. (Civil Employees.)

No. 603 (Smith). Providing that gardeners now on a per diem basis be paid on a per annum basis of at least \$1,680; that assistant gardeners now on a per diem babasis be paid on a per annum basis of \$1,530. (Civil Employees.)

No. 604 (Smith). Providing for establishment of "a reserve fund to provide for annual salary increments" from salaries of vacant positions, \$120 increments to be given on this scale; for employees whose salary is above \$1,800 and whose maximum is fixed, until the maximum is reached; for employees whose minimum salary is set, until \$5,000 is reached; for employees whose entrance salary between \$2,400 and \$3,000, where no maximum is fixed, six increments, not to exceed \$4,260; for employees in the ungraded service appointed above \$1,800, six increments. (Civil Employees).

Councilman McCarthy is chairman of the Civil Employees' Committee. Other members: Councilmen Vogel, Burke, Schick, Nugent, Christensen, and Laidler.

ENGINEERING TITLES IN STATE OF FLUX

On the recommendation of chief engineering examiner, S. W. Mosher, the New York City Civil Service Commission denied a request of the Department of Public Works to reclassify 22 high. salaried engineering employees to titles above their present salary grades. Mr. Mosher pointed out that under the terms of the new engineering and architectural service, employees with the titles of assistant engineer, engineer, and structural designer may receive higher titles without examination as soon as they are given the minimum salary that belongs to the higher title. The Advisory Committee on Reclassification concurred unanimously with Mr. Mosher's opinion.

At its same meeting the Commission approved a recommenda-tion by Mr. Mosher that the list for assistant engineer, grade 4, be certified selectively for vacancies as assistant engineer, (designer) grade 4, Board of Water Supply provided that eligibles meet a minimum experience requirement of one year in engineering design-

The reason for this selective certification is that several examinations in the past have failed to produce a sufficient number of qualified eligibles to replace pro-visionals in the title. Those who are qualified apparently refuse to take the examinations because of the low salary, \$3,120. At present there are 39 provisionals employed by the Board of Water Supply in

Bridge Agency City May Issue Call for More Increases Salaries Virtually the entire personnel

of the Triborough Bridge Authority, between 250 and 300 employees, Civil Service and exempt, are enjoying a 5 per cent increase in their annual pay, voted by the Authority. The action taken quietly and without pub-licity, became effective as of July 1 of this year.

Reason for the increase, according to General Paul Loeser, director of the Authority, is to enable the personnel of the Authority to meet the newly imposed Federal income tax on city employees.

Increases ranged upwards from \$60 a year for the \$1,200 class of Service employees. only persons left out of the pay boost were those whose pay had reached the maximum for their

So far as is known this is the only city agency to take such ac-

Since the Triborough Bridge Authority last spring absorbed the administration of the New York City Parkway Authority, the personnel of this formerly independent agency, which was also under the direction of the ubiquitous Bob Moses, were included in the increases.

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

Office Machine Operators ine, 52; Remington Rand Powers A strong possibility that more Key Punch machine, 114. Biggest handicap to prospective

office appliance operator examinations will be announced by the Municipal Civil Service Commission in 1942 exists because of the low number of candidates who have filed for the four tests announced in October. A total of only 503 candidates filed applications for the four options during the three-week filing period.

The number of candidates who have filed for the particular options follows: IBM Alphabetic Accounting machine, 82; IBM Numeric Punch machine, 255; IBM Numeric Accounting mach-

candidates was the fact that only operators with one year's experience were able to file applications. The announcement read that "candidates had to have 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.'

After the applications were issued, it was discovered that busischools which teach these machines are licensed by the State of New York but, because of the short period of time it takes to teach the operation of these machines to students, are

not accredited by the Board of Regents. Schools which are accredited by the Board of Regents, such as high schools and colleges, do not have courses which teach the operation of the machines in-

Requirements Will Be Changed

The education requirements will be changed when the new tests are announced, The LEADER has learned from unimpeachable sources. However, the exact requirements will not be known until the tests are officially announced by the Civil Service Commission. As soon as these business machine tests are ordered by the Commission, full details will appear in The LEADER.

Banks Won't Go Along With Debt-Clearing Plan

tioning as anticipated.

According to the original idea, city employees deeply in debt

The refinancing plan proposed could obtain a loan of \$1,000 from for city employees heavily in debt banks with personal loan departhas hit a snag and is not func- ments. Upon the payment of a two-dollar fee to the Comptroller's office by the employees, the bank would obtain the employee's record from the garnishee division of the Comptroller's office. The employee would then be asked by the bank to furnish statements from his creditors as to the amount needed to pay off his debts. The amount needed for the employee would then be decided by the bank and the employee.

With the approval of the employee's department head, the employee's wages would then be assigned to the bank. The employee and the bank would decide on the amount the bank was to take each payday and the amount of his salary the bank was to return to the employee.

Banks Won't Go Along

Principal snag in the plan is the reluctance on the part of the banks to go along with the idea. Many banks which have originalindicated a willingness to enter the scheme have since changed their minds. They have adopted a policy of watchful, waiting. They intend to wait and

see how the bank which is operating the plan in cooperation with the PBA makes out.

Employees of the Comptroller's office state that between 100 and 200 city employees in debt have visited the Garnishee division, room 515, in the Comptroller's of-fice for information about the plan in the past two weeks. The garnishee division refers the em-ployee immediately to his own bank. If his own bank is willing to go in with the scheme, all well

Although the plan, as proposed, is excellent for the unfortunate employee who becomes indebted to small loan companies which charge high rates of interest, through circumstances beyond his control, one authority who claims familiarity with the borrowing habits of city employees thinks that the idea will have an adverse affect on the type of employee who becomes indebted through carelessness. "It will just give him another oppor-tunity to get in trouble," they say.

The idea for some such plan to alleviate the condition of em-ployees in debt originated with Patrick Harnedy, president of the Patrolmen's Benevolent Association. Harnedy proposed it to the Comptroller's office, and for a while it appeared that the plan would go through. The present snag isn't final, however. A number of city officials have in the past tried to work out some method of aiding civil servants ensnared by debts.

Probation **Explained**

What Is the Meaning of the Phrase "Probable Permanent Appoint. ment"?

"Probable Permanent Appointment"?

All permanent appointments are styled probable permanent at the time the appointment is made. This phrase is used because before an appointment can become finally permanent the appointee must satisfactorily complete a probationary period.

How Long Is the Probationary Period?

The probationary period extends for a period of six months from the date of appointment.

What Is the Purpose of the Probationary Period?

The most important test is the eligible's demonstration of his ability to perform the actual duties of his position. The probationary period provides an opportunity for this demonstration.

What Happons to a Person Whose Performance During His Probationary Period Is Unsatisfactory?

If the services of an appointes

tionary Period Is Unsatisfac-tory?

If the services of an appointed during his probationary period are evaluated as unsatisfactory, his ap-pointment is ended.

Does the Name of a Dismissed Pro-bationer Remain on the Eligible List?

The dismissed probationer loses

List?
The dismissed probationer loses both job and position on the ellgible list.
May a Person Resign During His Probation Period and Still Retain His Position on the Eligible List?

List?

A person may resign during his probationary period. During the life of the eligible list from which he received the appointment, he may request the Commission in writing to restore his name to the eligible list. If a person resigns after having completed his probationary period, he cannot be reinstated to the eligible list from which he was appointed.

May an Appointee Obtain a Trans-

gible list from which he was pointed.

May an Appointee Obtain a Transfer During the Probationary Period?

The Civil Service Commission will not approve the transfer of an appointee until he has satisfactorily completed his probationary period.

May an Appointee Obtain a Leave of Absence During the Probationary Period?

The granting of a leave of absence is primarily under the jurisdiction of the department head. It is seldom that a department head would approve a leave of absence under the circumstances. The policy of the Civil Service Commission is to disapprove such leaves in any event.

to disapprove such leaves in any
event.

What Is an "Indefinite" Appointment?
An "indefinite" appointment is
one that is made for an indefinite
period of time. Where a department
feels that a position will exist for
a period of time that will probably
exceed six months but which may
not exist permanently, the appointment is made on an indefinite basis.
What Are the Rights of a Person
Appointed for an Indefinite Feriod?

If the appointment lasts less than

riod?

If the appointment lasts less than six months the appointee is automatically restored to his original standing on the eligible list. He is not placed on a preferred list. If the appointment lasts for a period of time in excess of six months, the appointee is considered as a permanent employee entitled to all rights, duties, and privileges of such an employee as enumerated is the Civil Service Law and the Rules and Regulations of the Civil Service

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More Supermen Get Positions

The names of 54 eligibles on the sanitation man list were forwarded to the Department of Public Works for employment as laborers at \$1,500 per year. Highest eligible reached was number 900 on the list. The Department of Public Works has vacancies in all boroughs except Richmond. Eligibles who accept the jobs will be removed from the list for sanitation man for a period of one year.

Nineteen eligibles on the list were certified for one vacancy as laborer at \$1,620 per year in the Brooklyn office of the same department. The highest eligible reached on this certification was number 594.

Sludge Boats to Be Run by Seamen

Jobs in two titles on city sludge boats operated by the Department of Public Works await eligibles on the open competitive able-bodied seaman list. Fourteen names on the list up to eligible number 811, were certified for able-bodied sea-man jobs at \$105 per month and 29 names, up to eligible number 671, for jobs as messman at \$65 per month. All of the positions to be filled are permanent.

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bility Act effective January 1, 1942.
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UNDER THE NEW LAW can you af-

UNDER THE NEW LAW can you aford 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.

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Award Winners Get Extra Credit

Sanitation Metals and Certificates Give Them Points Toward Promotion

Last week, on the steps of City Hall, to the accompaniment of speechmaking by the Mayor and the playing of "Strawberry Blonde," 115 sanitation men were rewarded for "conspicuous acts of bravery and meritorious service." They came from every borough, and their names sounded like a roster of the ingredients that go to make up America: Piazza, Scher, Brown, Geaslin, Jakobsen, McCormack. There was even a women among them, Stella Baker, telephone operator in the main office, who received a certificate of commendation.

Orated proud Commission William F. Carey of his brave staff: "In the presence of these heroes of the Department of Sanitation every citizen of New York may well feel grateful."

5 Get Medals

While 110 men were awarded certificates, only five attained the eminence of a Medal of Valor. They are James Guarnieri, District 43, Brooklyn; Vincenzo Sorice, District 45, Brooklyn; Howard Sargent, Training

School; Anthony J. Giarratano, District 1, Manhattan; James J. Rizzo, District 58, Queens.

For Guarnieri and Sorice there was a single citation.

It read: "They noticed smoke coming from the back of the house at 240 Snediker avenue, Brooklyn. As they ran into the building, a woman rushed out screaming hysterically that her baby was inside. The two men found that flames had almost completely enveloped the rear hall and stairway. They groped their way through the acrid smoke-filled corridor scarcely able to see more than a foot ahead of them. They succeeded in locating the baby who had been left sleeping in the carriage, snatched the infant from impending death and carried her to safety. They then returned and assisted the remaining tenants from the flaming premises."

Saves Man From Drowning

Of Howard Sargent, it was said that "while instructing a group of employees in the operation of snow removal equipment at 22nd street and East River Pier, Howard Sargeant noticed a head bobbing in the East River. Fully clad, he dived out of the classroom window into the oil-coated, icy water and swam out one block south to 21st street to reach the drowning man. There was a tussle in the water as Sargent was pulled down by the struggling man. After subduing him, Sargent brought this man to the pier in safety. In the performance of this act, he injured both knees but returned to duty."

Anthony J. Giarratano received his medal because he acted with speed and coolness in emergency: "On April 11, last, Anthony saw flames emanating from the windows of a four-story building at 420 Greenwich street. After turning in a fire alarm, he rushed into the burning building and warned all tenants to leave immediately. Upon reaching the third floor, he found an 81-year-old woman in a dazed condition, wandering in the smoke-filled corridor. Giarratano swept her up in his arms and carried her to safety. Again he returned and found a 200-pound woman grouping through the smoke, unable to find the stairway. He picked her up and carried her to the street. There he collapsed from smoke poisoning and was removed to the hospital."

Catches Falling Boy

Oddest of all was the adventure of James Rizzo. He was "stand-

ing outside his apartment house at 30-11 41st street, Astoria, L. I., when he heard a child screem above him. The split-second action of this employee, in catching a four-year-old boy in his arms as he came hurtling down from the upper story window, saved the child from being dashed to the pavement. The window screen, which the child had pushed out, hit Rizzo on the head. Rizzo clung to the boy, despite his injury, and returned him to his mother unharmed."

Board of Merit

The selections were made by a Board of Merit, consisting of William J. Powell. Assistant to Commissioner; Matthew J. Diserio, Assistant to Commissioner; Edward C. Nugent, Assistant to Commissioner; John Garbarini, City Superintendent; George F. Stoddart, Appointment Clerk; Harry E. Bass, Personnel Representative. Suggestions for the awards came to this board in many ways-by word of mouth, by letter, by personal commendation of superior officers. Anyore, even a private citizen, may write in recommending an employee for an award. The Board of Merit then investigates carefully, and decided who is to be honored,

The awards are more than certificates and medals. They have practical value to the men, in that they grant points toward promotion. Those men who obtain certificates get one-half point toward promotion. Medal win-ners get one to two points.

BARGAIN

IN BEVERAGES

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15 Minutes

City Civil Service News Briefs

Joseph Palma, 9522 143rd street, Jamaica, L. I., will be promoted to track foreman in the Board of Transportation at an annual salary of \$2,500 per year. Palma, number five on the promotion list, is the last remaining eligible.

Three promotions to assistant bacteriologist will be made in the Department of Health. Certified by the Civil Service Commission for the \$2,100 per year jobs were the following eligibles on the promotion list: Agnes C. Hemann, Eugene Cardone, Hannah Cotler, Ann A. Smith, and Albert Glau-biger, numbers 3, 4, 5, 6 and 7, respectively.

Three eligibles on the clerk, grade 3 promotion list in the Department of Parks were certified for the one vacancy in the title. The eligibles, in the order of their standing on the promotion list are Leo Posner, Margaret M. Hyland, and Adolph L. Green-

Patrick Quinn, Richard Schebe, and Paul Quinn, numbers 2, 3, and 5, respectively, on the promotion list for Foreman of Pavers, were certified for the \$14.20 per day jobs in the office of the Borough President of Brooklyn.

George J. Volze, 508 West 162nd street, a disabled veteran will be promoted to foreman, auto mechanics, in the Park Department.

Gilbert McMahon, an employee of the Department of Hospitals, will be promoted to elevator oper-

Three employees of the Board of Education were granted leaves of absence with the approval of the Civil Service Commission. The employees are Mary J. Callahan, a stenographer, and Elizabeth J. Cole, typist, who were

PREPARATION FOR SHERIFF Examination

Lectures Given By JOHN V. CAMPBELL Asst. Counsel to the Sheriff of N.Y. Co. Fee, \$15

First Lecture Wednesday, November 19, 7 P.M. "On Duties and Organization Of Sheriff's Office" MIDTOWN SCHOOL 276 West 43d Street, N. Y. 9th Floor Cor. 8th Ave. Wiscsonia 7-0366



This is an illustration of the famed coordination test, which the Municipal Civil Service Commission utilized in the sanitation and fire exams, but which will probably count for far less in the coming test for patrolman. Examiners of the Commission consider the coordinatin test to be still in the experimental stage and they prefer to do more work with this particular test before letting it take an important part in physical exams.

Court of Appeals Takes Up ThreeBigCivilServiceCases

With the Court of Appeals reconvened in Albany since yesterday, the eyes of the Civil Service world are focussed on three important cases. Decisions are expected later this week.

McCann Case-This seeks to determine the constitutionality of the Hampton Law, passed at the last session of the State Legislature. This law would keep pro-visional veteran relief investigators on the job without forcing them to take competitive examinations. It has particular bearing on the situation in New York City, where 105 veteran investi-

given six months' leaves of absence, and Lillian Sorka, typist, who was granted a leave from September 10, 1941 to August 31,

At its meeting last week, the Civil Service Commission reserved decision on the request of the Borough President of Richmond to approve the continued provisional employment of asphalt foreman George J. Nagel at \$8.60 per day and asphalt worker Dominick Orlando at \$6.72 per day until such time as the budget director grants permission to fill these positions permanently.

Rawlins E. Clarke, 406 on the eligible list for sanitation man has passed his medical examination and was certified to the Department of Sanitation for the position of Junior Sanitation Man at \$1,500 per year. To date, ell-gibles up to 410 have been appointed as junior sanitation man: gators remain at work despite the contentions of the Social Investigator eligibles.

Lewin Case-This would determine the right of doctors and dentists in New York City's Health Department to pay on a yearly basis. Their status was changed to a per diem basis last year, and they have since fought bitterly for their former status.

Turrel Case-This would deter-mine the right of eligibles on the list for Surgeon in the Police and Fire departments in New York City to appropriate jobs in the Board of Transportation. The Board maintains that it has no vacancies, having taken on doctors from the IRT and BMT lines under the Wicks Act. The plaintiffs say that their list must be used.



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CIVIL SERVICE IN NEW YORK STATE

By MORTON YARMON -

New Test Series Opens This Week

Requirements on Important Tests Are Not as Difficult as Anticipated

A shortage of paper has delayed the announcements of the December 20th series of State exams. However, applications are expected early this week at the New York City offices of the State Civil Service Commission, 80 Center Street. Mail applications may be obtained at the Examinations Division, State Department of Civil Service, Albany. Filing will end Friday, December 5.

Junior Personnel Technician

Junior Personnel Technician

Department of Civil Service, \$1,500 to \$2,300, with four options:
Accounting option—A bachelor's degree with 24 semester hours in accounting. Engineering option—A
bachelor's degree with specialization in civil, mechanical, electrical
or other branch of engineering.
Police option—High school graduation, plus two years as a member
of a police force of at least 25 men
and at least 100 hours in an approved police school. In these three
options a candidate must know
how to write exams for his particular specialty. Public administration option—A bachelor's degree
with 15 semester hours in either
public administration, personnel,
administration, public finance, local administration, budgeting, research techniques, tests and measurements, or other related subjects.

Dairy and Food Inspector

Dairy and Food Inspector

Deartment of Agriculture and Markets, \$2,100 to \$2,600. Three years' experience (a) in producing or wholesale marketing food products; or (b) in large-scale manufacturing or canning; or (c) as manager or in a responsible position in a large food market; or (d) in a responsible position with a

HOW MANY APPLIED FOR WHICH TESTS?

Applications from 1,710 candidates were accepted by the State Civil Service Commission for the 32 State-wide and county tests included in the recent October series. Bedding Inspector won the largest number of applicants-346.

Here are the totals:

Consultant Public Health Nurse
(cardiac diseases) 2
Consultant Public Health Nurse
(communicable diseases) 5
Court and Trust Fund Examiner 162
Institutional Vocational Instructor (plumbing) 25
Junior Biochemist 12
Junior Epidemiologist 6
Junior Laboratory Technician 8
Medical Consultant in Pneumonia Control 2
Physician 10
Prior Service Searcher 158
Senior Social Worker 275
Supt. of Cardiac Nurses 4
Supervising Carpenter 125 County Tests
Erie County, Deputy County
Attorney
Erie County, Probation Officer.
Niagara County, Case Worker.
Oneida County, Engineer..... Oneida County, Engineer....
Onondaga County, Account
Stenographer...
Onondaga County, Fireman...
Onondaga County, Sewage
Plant Clerk
St. Lawrence County, Assistant
Probation Officer
Westchester County, Probation
Officer

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Senior Hearing Stenographer

State Departments and Institu-tions, \$2,000 to \$2,500. Two years' verbatim reporting experience, pref-erably in medical, legal, or techni-cal work, and familiarity with legal terminology.

Junior Draftsman

Department of Public Works, \$1,400 to \$1,900. High school gradu-ation plus two years' drafting ex-perience. Two years' college engi-neering work will be accepted in place of the experience.

Hospital Attendant

Hospital Attendant

State Institutions, \$54 to \$66 a month plus maintenance. Open to men and women 17-51 years of age. Candidates must be able to speak, read and write the English language understandingly; they must have the ability to understand and carry out simple oral and written directions; to oversee the work, amusements, and exercise of patients; to keep simple written records and make simple reports; to size up and adapt themselves to situations arising in the performance of the work; to accept discipline, and to get along well with others. Candidates must have good moral character, temperate habits, reliability, cheerfulness, tact, patience, neat personal appearance, sympathetic attitude toward the mentally and physically ill, and willingness to live in an institution. (There are no quarters availble in the institutions for wives or children.) Candidates must be in good physical condition; possess satisfactory vision and hearing, and be physically proportioned within the range of the accepted standards. Candidates must undergo and pass satisfactorily a thorough medical examination at time of appointment. For the purpose of character investigation, candidates must submit the names of not fewer than three reputable persons (not relatives) at the time of filing application, Candidates will be fingerprinted.

Applicants who have been removed from public employment for cause, or who have court records.

printed.

Applicants who have been removed from public employment for cause, or who have court records considered to affect proper performance of the duties or who have been confined as patients in mental institutions may be determined to be ineligible.

All candidates are required to be citizens of the United States and

What will the prospective motor

vehicle license examiner wear?

And what kind of hours does he

put in? Many of those who plan to take the test want to know the

answers to these questions. Here

Uniform A regulation uniform has been

adopted by the Commissioner of Motor Vehicles which is to be

worn by examiners while on duty,

except when otherwise ordered by the Deputy Commissioner in charge, the District Tax Super-

visor, or the Supervising Motor

The uniform adopted for the

metropolitan and Long Island

West Point poplin shirt, long

trousers, tan shoes, brown knit-

ted tie, Sam Browne belt, and

The regulation uniform for ex-

aminers in the Up-State districts is the same as the above, except

that from November 15 to March

1 examiners in these districts are

permitted to wear brown breeches

and brown puttees if they so

deem fit. Boots, high-laced shoes,

and similar footwear are not per-

during summer months to super-

cede the whip-cord where so de-

Overcoat

metropolitan and Long Island dis-

tricts is the gabardine as speci-

fied by the Commissioner of Motor Vehicles in December, 1937.

For the Up-State districts, the sheepskin coat standardized by

the Commissioner at the same

time is to be worn by the exam-

Each motor vehicle license ex-

aminer is to be furnished with a

cap shield and a breast shield which must be worn at all times. The Deputy Commissioner in

Charge of the Inspection Division

The regulation overcoat for the

sired by the examiner.

Serge uniforms are permitted

Vehicle License Examiner.

districts consists of a

Pershing cap.

they are:

What the Well-Dressed

jacket,

Auto Examiner Will Wear

in addition must be legal residents of New York State for not less than one year immediately preceding examination date.

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

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

to hear normal conversation at 20 feet.
Eyes: If candidate brings eyeglasses, vision with glasses, poorer than 20 /40 (Snellen) in one eye and 20/70 (Snellen) in other eye, and also uncorrected vision poorer than 20 /100 (Sellen) in each eye.

If candidate is not equipped with eyeglasses, vision without glasses poorer than 20 /40 (Snellen) in one eye and poorer than 20 /40 (Snellen) in one eye and poorer than 20 /40 (Snellen) in other eye.

Respiration: Tuberculosis.
Circulation: Heart ailments; arteries; blood pressure.
Varicose (enlarged) veins; Varicocele; hydrocele.
Hernia (rupture): Single or double.
Rectum; Hemorrhoids (piles); fistulas,

fistulas.

Mental diseases: Epilepsy; mental deficiency; alcoholism.

Flat feet: Third degree in either

Deformities: Hands, feet; curva-

foot.

Deformities: Hands, feet; curvature of the spine.

Swollen joints: Arms, legs, hands, feet; arthritis.

Mouth: Badly decayed teeth or diseases of the mouth such as pyorrhea; gingivitis.

Venereal diseases: Gonorrhea; chancroid; early syphillis.

Any other serious defects.

Excessive overweight or underweight in proportion to height.

In accordance with General Order No. 21 of the Mental Hygiene Department, institution superintendents shall arrange for the immunization of all new employees against smallpox, typhoid fever and diphtheria as soon after they enter the institution as practicable but only when the physical condition of the person warrants the procedure.

Other tests in the series:

State Wide

2162. Assistant Librarlan, Court of Appeals Library, Syracuse, 22,000 per annum. Open only to residents of the Fifth Judicial District.

2164. Head Nurse, Cardiac Ser-

trict.
2164. Head Nurse, Cardiac Service, New York State Reconstruction Home, Department of Health, \$1.200 with maintenance.
2166. Institutional Vocational Instructor, Woodworking Machinery and Cabinetmaking), Department of Conservation, \$1,800 to \$2,300 per annum.

or representative designed by him

shall inspect the equipment, uni-

forms, and general appearance of

Hours of Duty

Except Sundays and holidays, the regulation hours of duty, un-less otherwise ordered by the

Deputy Commissioner or District

Tax Supervisor, are from 9 a.m. to 5 p.m. One hour is allowed for

lunch. Working hours on Saturday are from 9 a. m. to 12 noon.

Any examiner reporting late for duty or absenting himself without

leave will be subject to suspen-

Supervision

vising Motor Vehicle License Ex-

aminer who is in direct charge of

all activities of the motor vehicle license examiners in such district

under the direction of the District

Tax Supervisor. It is the duty of

the Supervising Examiner to assign and supervise the work of

all motor vehicle license exam-

The Supervising Examiner shall deem it his duty to work in conjunction with the District Tax

Supervisor at all times in matters concerning the Inspection Divi-

Next week, other details about

ALBANY-If both children and

their teachers are required to go to school, the latter for promo-

tions and greater remuneration,

why not school superintendents?

That's what the State Education Department asked itself, and the

As a result, New York State for

the first time will soon conduct a

three-day school for district school superintendents, it was an-

nounced by Dr. Edwin R. Van Kleeck, assistant state commis-sioner of education,

iners in the district.

the examiner's job.

Must Go to School

answer was "why not?

Each district office has a Super-

the examiners.

sion or fine.

2168. Junior Signal Engineer, Transit Commission, \$2,400 to \$3,000 per annum.

270. Senior Housing Control Architect, Division of Housing, Ex-ecutive Division, \$4,000 to \$5,000 per annum,

per annum.

2171. Senior Sanitary Engineer,
Division of Engineering, Department of Public Works, \$4,000 to
\$5,000 per annum.

2172. Assistant Secretary, Department of Mental Hygiene, \$4,000 to
\$5,000 per annum (unwritten).

2180. Junior Milk Sanitarian,
Department of Health, \$1,800 to
\$2,300 per annum.

Rensselaer County

2174. Court Officer, Children's
Court, \$1,200 per annum.

2175. Fire Inspector, \$1,500 to \$1,860 per annum.

2175. Fire Inspector, \$1,500 to \$1,-860 per annum.
2176. Junior Social Case Worker, Department of Family and Child Welfare, \$1,380 to \$1,500 per annum.
2177. Medical Records Clerk, Department of Public Welfare, \$1,200 to \$1,600 per annum.
2178. Plant Operator, Division of Buildings and Power Plant, \$1,620 to \$1,980 per annum.
2179. Sanitary Inspector, Department of Health, \$1.680 to \$2,040 per annum.

Future State Tests

The State law says that titles of open competitive tests requested by departments and institutions must be publicly announced for 18 days before the State Civil Serv-Commission takes action, During this period employees who believe there is a field for promotion to the title are urged to communicate with the State Commission. The following titles are now being advertised (the date denotes when the fifteen days are

November 21 — Social Welfare Department — Psychiatric Social Worker.

November 22-Hamilton County -Superintendent of Highways.

November 23 - Public Works

Department - Highway Light

Maintenance Foreman.

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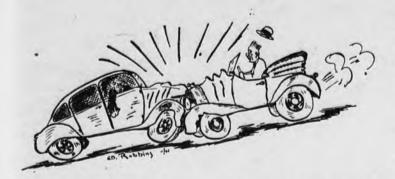
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FRANCOIS of the BEVERLY

70 Choice Positions in New Motor Unit Being Filled by Interview



ALBANY-Two State departments-Civil Service and Taxation-are cooperating in a wholly new venture in the selection of provisional appointees for more than 70 choice jobs in the Motor Vehicle Financial Responsibility Unit which opens January 1.

For the first time in the history of selecting personnel in any department, a representative of the Civil Service Department is participating with a department head in the interview of prospective provisional appointees.

Miss Grace A. Reavy, president of the Civil Service Commission, and Mark Graves, president of State Tax Commission, of which the new bureau will be a unit, declared that the cooperative method they have invoked in choosing appointees is unprecented.

The Background

Here, briefly, is the background:

The new bureau, created by virtue of the Page-Anderson auto insurance law applicable to some 3,000,000 vehicles registered annually in this state, will go into effect January 1. It will soon thereafter have a personnel of

475 employees. According to Commissioner Graves, there will be but one exempt job—that of the State Director, to which post Bernard J. Culloton already has been appointed. The bulk of the employees will come off existing clerical, stenographic, accounting and similar lists.

But there will be something over 70 positions paying from \$2,100 a year up. These will be titled thus: 21 adjudicators persons qualified to act in a semi-judicial capacity in settling disputes reaching them over damage appraisals; 30 damages evaluators; nine senior damages evaluators, and three principal damages evaluators. These will be spread around the state, approximately half to be assigned to New York City.

For these positions literally scores of applications already have been filed. The applicants are seeking provisional appointments pending subsequent written and oral examinations, specifica-tions of which are pretty well settled but not definitely defined.

1.000 Claims Dally

Commissioner Graves estimates that the new bureau may be called upon to handle as many as 1,000 claims daily between

motorists whose cars are involved in traffic mishaps. It is probable that the provisional evaluators will be appointed first, about December 1, while appointment of the adjudicators will come around December 15. The classification bureau is busy now setting up grades. Commissioner Graves and Motor Vehicle Bureau Commissioner Carroll E. Mealey, faced with the task of putting a bureau into high gear coincident with the effective date of the law, decided to cut some corners in putting their key personnel together.

So the Tax Department went to the Civil Service Department. Miss Reavy designated O.K. Weaver, who has charge of all accountants examinations, to sit with Commissioner Graves, Commissioner Mealey, Commis-sioner Culloton and Miss Hazel A. Ford, administrative assistant, in interviewing applicants in New York City and Albany on certain fixed days. Mr. Weaver passes upon the qualifications of the applicants. Those unable to meet the essentials prescribed by the two departments are thereafter automatically barred even from participating in the final ex-

Commissioner Graves, who has personally interviewed most of

the applicants who have thus far been given a hearing, said: "I shall make no provisional appointments, I shall appoint no man who can't qualify for the examination. I shall appoint only those men who I am convinced will subsequently pass a good examination - who will be in the money, so to speak.

"I don't want provisionals who may not pass at all or who may pass but will not be high enough on the list to be reached."

Others to Follow

Miss Reavy said the method of weeding out the provisional list is "a great step forward in attaining new efficiency." She said she believed that other departments, faced with similar problems, might find it advantageous to follow this example.

The disclosure that the two departments are working so closely to achieve the utmost in qualified personnel was interpreted at the Capitol as heading off wholesale appointments on a political patronage basis. Stories have been current that the jobs would be split between Republicans and Democrats on an inter-party "understanding."

Test in DPUI

A promotion exam to assistant stenographer in the Division of Placement and Unemployed Insurance has just been announced by the State Civil Service Commission. The short filing period ends Saturday.

To qualify, candidates must have served at least six months in the competitive class in the DPUI, and must have had one year's stenographic experience. A fee of \$1 is charged, with \$1,200-\$1,700 the salary range.

Plans State Pay-Raise Bill

Legislator Calls for Flat 10 Percent Increase

At least one bill to raise the salaries of State employees will be introduced in the State Legislature when it reconvenes in January. Senator Phelps Phelps, Manhatan Democrat, announced this week that he plans to sponsor such legislation during the very first week of the new session.

earning between \$720 and \$2,000. Senator Phelps estimates that

Details of the proposed bill: It will call for a flat 10 per cent increase for all State employees covered, approximately 76 per cent of the total. 'The substantial but hardly unreasonable elevation of pay pro-vided in this bill will help to modify the discomforts that must attend the persistent rise in prices," Senator Phel ps ex-

35,000 State employees are to be

plained. He continued:
"The drain of present day living costs supplementing the toll of taxes in all forms means nothing if not a reduction in the pay checks of the small earner. This 10 per cent salary increase will help but hardly cover the un-anticipated exactions of this abnormal period of price eleva-tion. The bill is so framed as to

remain in effect only during this emergency.

"The certain effect of such a considerate enactment would be to create a spirit of contentment among the small-salaried State workers, a peace of mind that, in my opinion, would not only stimulate a greater devotion to their jobs, but would nullify the influence of the malcontents who recently voted in convention in favor of strikes against the State and its municipalities to enforce

"Surely, the enactment of this bill would act directly to frustrate and defeat the efforts of promoters of discontent by creating a consciousness among the predominantly conservative majority of State workers that their interests and needs are a matter of concern in the legis-

any type of demand.

Job Counsellor List Delayed

Two more weeks' delay in establishment of the list for employment counsellor, Division of Placement and Unemployment Insurance, are now promised. The stay obtained by a group of candidates who were rejected at the experience interviews, pending a ruling from the State Civil Service Commission's committee on appeals on their protests, has been extended to November 28. It is confidently expected that the appeals will be settled by that

The list has been ready for printing for several months now. When it does finally appear, it is likely that jobs will be available for all whose names appear on it.

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.

A Problem of Demotion

Last week in discussing the new Halpern Discipline Act, which extends the type of discipline facing State employees as well as providing an appeals mechanism, we outlined the prospective payroll procedure following removal, suspension, or demotion.

Here is a problem raised by demotion that is puzzling State officials:

Employee A was a junior clerk for one year. He was then promoted to assistant clerk. After holding the position of assistant clerk for one year, he is found to be unsatisfactory and is to be demoted.

Under the procedure outlined last week, he would be demoted to an item which most nearly pays \$1,100 (\$900 plus one increment as a junior and one increment for the year's service as an assistant).

The clerical office organization is as follows:

Assistant Clerk (\$1,300) Employee — One junior at \$900 (filled); one junior at \$1,000 (filled); one junior at \$1,1000 (filled).

No promotion list is in existence and the exact date that it will be established is not known, Therefore, it is not known whether the assistant will finally be demoted against the \$900, \$1,000 or \$1,100 item.

The question arises as to how Employee A is going to be de-moted before a Junior Clerk is available through the promotion of one of the Junior Clerks.

In succeeding issues we will discuss further personnel prob-lems arising from application of the Halpern Act.

DPUI Lecture Summaries Study Data for Coming Promotions

As a service to candidates for coming promotion tests for positions in the Division of Placement and Unemployment Insurance, The LEADER is presenting summaries of the lectures given in the series of the DPUI committee of the New York City chapter of the State Association.

ter of the State Association.

"History of the Employment Service," by Fritz Kaufman, Assistant to the Executive Director, DPUI: As early as 1835, New York City established a public employment office for domestic workers. By 1915 there were such offices in 23 States. The early years of the World Warsaw a recognition of the value of this principle, and its rapid development. Over 6,000,000 applicants were registered and 5,000,000 placements made.

The years between 1918 and 1929 were lean ones for the Employment Service. Its funds were curtailed and it activities reduced. But the passage of the Wagner Peyser Act in 1933 meant the firm establishment in federal statute of a national system of free employment offices.

The Wagner-Peyser Act provided

The Wagner-Peyser Act provided federal funds for offices in States which conform to the standards of the United States Employment Service. It requires that special service be offered to juniors, to handicapped persons, to veterans, and to farm workers in certain states. It set up uniform methods of statistical reporting, among other things.

of statistical reporting, among other things.

During the depression years of 1935 and 1938, the Federal Government greatly expanded public employment facilities by creating the National Reemployment Service, with offices in every county in the nation. As a result of the Social Security Act of 1935, with its provision for unemployment compensation to be paid through local employment offices, the NRS was replaced by permanent State organizations serving applicants for unemployment insurance and employment. Since 1939 the U.S.E.S. has been incorporated in the Bureau of Employment Security of the Social Security Board. At the same time, the Social Security Board was transferred to the Federal Security Agency.

"Minimum Wage and Labor Re-

transferred to the Federal Security
Agency.

"Minimum Wage and Labor Relations," by Clement V. Conola,
Deputy Industrial Commissioner:
The State Labor Law provides ne
minimum wage or maximum hour
regulations for male workers. It
does require one day of rest (24
consecutive hours) in every sevenday period. There are special regulations governing the working
hours, and working conditions of
female workers and minors.

Generally speaking, female works-

ers may not be employed more than eight hours in one day or 48 hours in one week, or from 10 p.m. to 6 p.m. There are certain specific exceptions in some of the hotel and restaurant occupations. Minors under 16 may not be employed excepting under certain rigid rules during the summer vacation period. There are restrictions as to the employment of minors after certain hours and in certain hazardous occupations.

are restrictions as to the employment of minors after certain hours and in certain hazardous occupations.

Minimum wage orders may be applied to female workers in any industry by "Directory" order of the Industrial Commissioner. Such orders are issued only after reports made to the Commissioner by the Minimum Wage Board, which consists of nine members, three representing the public, three the employers, and three the employers, and three the employers, and three the employers and is convened by the Commissioner only after an annual report of living costs is submitted. Upon study of such report and of wage conditions in an industry the Board submits a proposed rule to the Commissioner who may thereupon issue a "Directory" order.

Such orders are not binding and there is no method of enforcing them except voluntary compliance. The Commissioner may cause an order to become "mandatory" under certain conditions, and it is then enforceable. At present only the Laundry and Beauty Service

The Commissioner may cause an order to become "mandatory" under certain conditions, and it is then enforceable. At present only the Laundry and Beauty Service industries are covered by "mandatory" orders.

The State Mediation Board of five members may hear complaints of unfair labor practices, or conduct collective bargaining elections in intra-state industry. It may find certain practices unfair, and issue "cease and desist" orders, but there are no feeth in this portion of the law, and these orders are not enforceable.

The Board, upon its own initiative or upon invitation attempts to mediate and conciliate labor disputes, not in the special interests of either employer or employees, but, in accordance with the policy of the Labor Department, attempts to reach agreements or settlements of labor disputes which will be in the public interest.

"Employment Psychology," by Dr. Irving Bernstein, Psychologist, New York State Employment Service:

Variations in personality and intelligence result in problems. There is need for a better understanding and valuation of subnormal or abnormal groups through interviewer training and objective testing. Admitting the difficulties involved in such a program, especially in the matter of tests, yet interviewers are severely handicapped in making proper adjustments without such ability. Among the tests used in objective analysis are Binet-Simon and Army alpha and beta, used during the last World War. While the validity and reliability warrant their more extensive use, experi-

ence in their administration is a necessary requisite for successful application.

"Principles of Management and Organization," by Karel F. Ficek, director of the Bureau of Planning of DPUI in Albany:

The cornerstone of management is in the statement: "First you plan your work, then you work your plan." Execution is divided into three elements: direction, supervision, management. Planning has these three parts: program, policy, procedure. Administration is composed of leadership, rationing, control principle.

"Administration and Organization of Placement Functions," by M. Joseph Tierney, Assistant Director, NYSES:

As of January, 1938, the placement stryice in New York City was

NYSES:

As of January, 1938, the placement service in New York City was similar in set-up to that now in operation in Chicago and Detroit, with a central placement office and local registration office. The local office interviewer took registrations in all occupations, with no opportunity to specialize in particular industries. The result: stereotyped and inadequate registrations, a minimum of employer good-will, poor selection, and meagre placements.

The problem was further compli-

and inadequate registrations, a minimum of employer good-will, poor selection, and meagre placements.

The problem was further complicated by the geography of New York City. Seventy-five per cent of the white-collar workers employed in Manhattan lived in other boroughs; one-half of the workers living in Brooklyn were employed outside that borough.

In an attempt to create flexibility, the clearance system, with its annual total of 25,000,000 slips of bulletin papers, was introduced but proved cumbersome in operation.

As the first function of a public employment service should be to bring about an orderly labor market, thought was then given to specialization and centralization. The Resort Unit was set up on a temporary basis, and proved that the special problems of a particular industry could be solved when handled by a specialized organization. The Sales Unit, established in the fall of 1939, proved the same point, and the further point that service to employees means service to workers.

The present organization separates the insurance from the placement functions. We are moving toward further specialization. The five new central offices, with their branches, are on an industry basis, with further subdivision into subsections will operate on a "battery plan," with opportunity to develop a well-rounded staff experienced in all the problems of their particular field of registration, job solicitation. selection, and referral. We will come to know more about occupational analysis, employer prestige, etc. To illustrate the Metal Trades Unit is making 400-600 placements weekly now, as against 40-50 amonth in these trades in 1939.

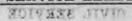
The public, labor, and employers will expect us to do another job goop—supplying adequate labor information for conversion of plantand skills after the present emergency.

Sency. Further summaries next week.

GET THE NEWS!

Have you ever come across an event that might make a news story for The LEADER? Have you ever had a problem that should be written up in this paper? Whenever you have a news-tip, whenever you know of a good story brewing, or of a good civil service picture waiting to be snapped, won't you please let us know?

Phone: CITY EDITOR COrtlandt 7-5665





Many Respond for Work in Britain

The Metal Trades Placement office of the New York State Employment Service at 87 Madison avenue, New York City, recently designated by the Bureau of Employment Security as the clearing house for the national recruitment drive now being staged on behalf of the Civilian Technical Corps of the British Government, reports that applications are already coming in from all parts of the nation.

Although the drive is just getting under way, responses have come from widely separated areas. All local employment of-fices throughout the country attach referral cards to completed application forms and these are forwarded to the Metal Trades Placement office which, in turn, transmits them to the Civilian Technical Corps, The corps re-views the applications and makes selections. Those selected are told to report for a Civil Service examination by the United States Civil Service Commission at a point near the applicant's home.

The corps' purpose is to maintain and repair technical war equipment at any point necessary in the United Kingdom and possibly at other points where the British are operating. The workers will be paid members of a non-combatant body of civilian craftsmen, enrolled on a volun-

DEFENSE news

Study Data for Scientific Exam

The Municipal Reference Library, Room 2230, Municipal Building, Manhattan, has books on mathematics, meteorology, and physics suitable for applicants preparing for the Assistant Observer in Meteorology examina-The following books are suggested:

Black, Newton Henry. An introductory course in college physics. Revised edition, New York: The Macmillan Co., 1941.

Palmer, Claude Irwin. Practi-cal Mathematics for home study. Second edition New York: Mc-Graw-Hill Book Co., 1931.

Redway, Jacques W. Handbook of Meteorology. New York: John Wiley and Sons, 1921.

Richardson, M. Fundamentals of Mathematics. New York: The Macmillan Company, 1941.

U. S. Civil Aeronautics Authority. Meteorology for Pilots. Sep-

tember, 1940. U. S. Weather Bureau. Cloud

Forms. Third eddition, 1938. Instructions for Airway Meteorological Service. Fourth edition,

Weather Forecasting. Sixth edition, 1939.

tary basis by the British Government to maintain and repair technical equipment used by naval, military, and air forces. The corps has regional representatives serving in this country on a voluntary basis, who are attempting to stimulate applications by qualified individuals through appropriate publicity and personal contacts with various organizations.

Applications will continue to be received until the requirements of the Civilian Technical Corps have

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ment will be cheerfully given upon request.

Defense Openings In Private Industry

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

(Phone LExington 2-0160)

Construction Inspectors-To work in Greenland and Newfoundland, Must have experience in underground work; tunnels, foundations or harbor dredging. Strict physical examination. Must be citizen and eligible for British visa. (Ask for Mr. Moore).

Naval Architects and Draftsmen—Must have had previous experi-

ence on deep water ships. Experience on small pleasure craft, or training without experience, not acceptable. Must be citizen. (Ask

Mechanical Designers-At least 5 years' experience in automatic machinery, power turrets, precision instruments, etc. To design mechanical control equipment. (Ask for Mr. Pope).

Plant Layout Designer-Must be experienced in mechanical equipment and processes of cement manufacture and similar work. Must

have M.E. degree. (Ask for Mr. Pope).

Radio Development Engineer—For development work on magnetron type of radio tube. Must have experience as transmitting tube engineer in electronic research. (Ask for Mr. Pope).

Reinforced Concrete Draftsman-Must have at least 2 years' experience within last 5 years as bar detailer. To work at naval base in Bermuda. (Ask for Mr. Moore).

Industrial

(Phone LExington 2-8910)

Boilermakers (Shipbuilding)-Able to perform all machine and hand operations, read blueprints and do own layout. Able to roll tubes.

Must be citizen. (Ask for Mr. Hawes).

Blacksmith—Coal fires only. Will accept hand hammer experience,
but prefer steam, electric or air hammer. To make chains, clips,

brackets and other marine parts. Layout experience preferred but not

essential. Must be citizen (Ask for Mr. Hawes).

Coil Calibrators—Experience making A.C. bridge measurements and coil adjustments. (Ask for Mr. Burnham).

Coil Winders (Female)-Experienced on single and multiple wire-

winding machines. (Ask for Mr. Burnham).

Coppersmiths (Marine)—Experienced in marine work. Kitchen equipment and related lines not acceptable. Must be citizen. (Ask for Mr. Hawes).

Exhaust Operators-Experienced on high voltage in manufacture of air-cooled radio tubes, complicated process sealing, breakdown tests,

(Ask for Mr. Burnham). Flare and Fire Setters—Job setters experienced in manufacture of radio tubes, to set, adjust and inspect die blocks, seal-in pins, etc. Able to do all work pertaining to making stems, (Ask for Mr. Burn-

Lathe Hands (Marine)-Experienced setting-up and operating 24 in. to 48 in. swing lathes on all types of heavy marine work. Must be citizen. (Ask for Mr. Hawes).

Plier Workers - Must be experienced claspers tippers, beaders, stringers, pasters, enamellers and have had other similar experience. (Ask for Mr. Brosseau).

Radio Laboratory Technicians-Must have heavy manufacturing

experience on URF transmitters. (Ask for Mr. Burnham).

Radio Production Foreman — To supervise complete production operations on radio receivers. Must be able to lay out work from laboratory samples. Permanent job with a growing concern doing non-defense work. (Ask for Mr. Burnham).

Radio Testers-Must have recent manufacturing experience on

multi-band sets. (Ask for Mr. Burnham).

Radio Wiremen-To do cable lacing, bus bar wiring, etc. Must have transmitter or set manufacturing experience.

Burnham). Shipfitters-On new and repair work. Able to make templates, lay-out special forms not predetermined in mold loft and able to lift templates. Must be citizen. (Ask for Mr. Hawes).

Wirers and Electric Hand Iron Solderers (Female)-Must be experienced in radio set manufacture. (Ask for Mr. Burnham).

Aircraft Training-Starting from Scratch

According to many military experts, aircraft instruments will play a decisive role in helping to decide the future air war, particularly in cases where it is necessary to fly at great altitudes or in rough weather. It was also pointed out that if a nation equips all their war planes with every vital instrument, then and only then, can they bring a battle to a successful conclusion. The Important thing at this time however, is the serious shortage of trained instrument mechanics to overhaul and assemble these instruments. Manufacturers, airlines, and practically every branch of the industry is calling for more and more trained me-chanics. For this reason, it is now possible for a man to make

a better than average wage if he has the proper training. Accord-

ing to Mr Stephen Bass administrative director of the Eastern Aircraft Instrument School, it is unnecessary for a man to have any previous training or knowledge of aircraft instruments. The only requirement is for a man to take a two or four month course, day or evening; in this way he is practically assured a high pay position from the very day that he graduates, as the school maintains a free employment service that is constantly in touch with the aircraft industry. At the present time they are offering a special course for Civil Service Junior Technician. When this emergency is over, he will be able to hold down an important position as the was necessitated the creation of many instruments heretofore unheard of.

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At Panama, Pace Is Hard, Pay Is Good

37 Different Types of Jobs Now Open in Skilled-Craft Lines; Government Pays Transportation to Canal

At Panama Canal, if you're a skilled worker and can meet the requirements, the pace is hard, but the pay is good. In connection with special construction work at the Canal, a variety of vacancies are anticipated. There was one for sausagemaker, but that has apparently been filled. Those remaining are listed below.

Here are some facts you should know if you'd like to work at Panama Canal: In general, the maximum age limit for appointment in the Panama Canal service on the Isthmus is 50 years (unless otherwise specified), Exceptions are made if difficulty is experienced in finding workers who can meet the age limit. Therefore, if you're over 50, don't for that reason alone hesitate to apply: there might be a chance for you.

Applicants must be citizens of the United States, in good health, and physically sound. All tradesmen must have served a full apprenticeship. To those appointed, free steamship transportation is furnished from New York to the Isthmus.

These positions in the Panama Canal Service on the Canal Zone are outside the classified civil service, and civil service status is not required for appointment.

If you want to apply for one of the jobs below, or if you'd like further information, communicate with the Chief of Office, the Pan-ama Canal, Washington, D. C.

Architect, Naval

Architect, Naval
Graduation in engineering from a
recognized college with major work
in naval architecture; knowledge of
fundamental principles of engineering; familiarity with the use of
drafting and precision instruments
and mathematical tables; ability to
perform ship calculations of displacement, buoyancy, metacentric
radii, stability and strength, to prepare ship's curves, make computations of weight, center of gravity
and trim, to design details of ships
and ships' fittings. Experience especially desired in design of
launches and small boats. Salary:
\$208.33-\$270.83 per month.

Blacksmith (Drill Barge)

Blacksmith (Drill Barge)

Must have served an apprentice-ship in a locomotive, railroad or marine forging shop with several years' additional experience in op-erating a forge; hot working metals with anvil. hammer and other tools; hardening, tempering and annealing steels; welding; and op-erating drill forming and sharpen-ing machines. Salary: \$270 per month.

Blacksmith, General

Must have served a formal four-year apprenticeship in a locomo-tive, railroad, or marine forging shop or have had equivalent train-ing; must have had experience in forging light, medium, and fairly heavy work with Bradley hammers and steam hammers from 600 to 3,000 pounds capacity, and must be capable of working from blueprint or drawing, Salary; \$1.48 per hour. Boat Builder Boat Builder

Boat Builder

Must be fully qualified as journeyman through apprenticeship or equivalent training, and several years' experience. Must be competent to lay off lines on floor and to lay off, repair, and erect framing and planking for small boats of all types. Salary: \$1.48 per hour.

Boiler (Locomotive)

Must have completed apprenticeship and subsequently had at least three years' experience in general boiler work in first class locomotive shops. Must be thoroughly famillar with all kinds of work on locomotive and stationary boilers. Salary: \$1.48 per hour.

Computer

Training equivalent to one year's

Training equivalent to one year's college work in engineering; three years' experience in computations in connection with large construction projects; thorough knowledge of types and methods of quantity calculations; some drafting ability.

Coppersmith (Marine)

Coppersmith (Marine)

Must have served an apprenticeship as coppersmith or sheetmetal
worker; at least three years' experience as journeyman coppersmith
in shops, including the making and
handling of copper pipes, receivers,
and vessels of all sizes pertaining
to marine work; must work from
drawings covering the manufacture
and laying out of all classes of
marine work; must be capable of
doing ordinary sheetmetal work on
power and hand machinery and of
working from patterns. Salary:
\$1.52 per hour.

Designer, Electrical

Designer, Electrical

Designer, Electrical
Graduation in Electrical Engineering from a recognized college; must be experienced in designing and in laying out on drafting board light, power and signal installations in office buildings, stores, small industrial buildings, etc. Salary: \$208.33-\$333.33 per month.

Designer, Mechanical
Graduation in Mechanical Engineering from a recognized college; must be experienced in (a) general mechanical design or heavy machinery; or (b) designing and laying out on drafting board plumbing, piping, heating and ventilating and



-Courtesy Delehanty Institute.

Men who know how to handle machines like these are needed by Uncle Sam and by private defense industry. The illustration shows young men training in machineshop work. Their knowledge is a basic one, and authorities say that work-opportunities in the machineshop field are very good.

refrigeration systems for large buildings; or (c) designing marine machinery for ships; or (d) plant development, laying out of machine tools and equipment and coordina-tion of plant facilities. Salary: \$208.33-\$333.33 per month.

Designer, Structural
Graduation in Civil Engineering
from a recognized college; must be
experienced in designing wood, concrete and steel structures, such as
office buildings, piers, wharves,
small bridges, heavy foundations,
etc. Salary: \$208.33-\$333.33 per
month.

Must be fully qualified by training and experience to operate power rock drills and to load explosives into drilled holes; must have had at least one year on underwater work. Salary: \$266 per month.

Engineer, Civil

Graduation in Civil Engineering from a recognized college; broad and comprehensive experience in all phases of heavy construction procedure; considerable experience in the technical and administrative charge of a large construction program including lay-out, inspection, office administration, costs and quantities; ability to supervise and coordinate a large staff of professional and sub-professional workers; marked capacity for independent professional work in engineering. Salary: \$395.83 per month.

Engineer, Marine Steam

Must have chief's steam license of at least 500 tons. Diesel federal license also desired. Equal preference given to those with seagoing experience and to those with experience on tugs. Salary: \$291 per month.

Engineer, Safety

Graduation in Engineering; at least three years' important experience in directing or operating a safety program. Must be familiar with construction work and understand methods of recording and analyzing accident statistics. Salary: \$395.83 per month.

Engineer, Student

Must have been graduated in Civil, Mechanical or Electrical Engineering within the last three years and have had well above average scholastic standing. No experience required. Salary: \$168.75 per month.

Engineering Aide High school graduation and college work in engineering preferred. Must have had experience in making engineering calculations and in assisting in the design of buildings, piers, wharves, heavy foundations or similar steel or reinforced concrete structures. Salary: \$168.75-\$270.83 per month.

Foreman, Carpenter

Foreman, Carpenter
Completion of four-year apprenticeship and seven years' experience as journeyman carpenter on first-class construction; working knowledge of architectural drawings; demonstrated ability to perform and direct carpentry construction of any character; a high degree of skill in the use of all carpentry tools and in the operation of machines of the trade; demonstrated ability to make estimates and to work or direct the work of others from drawings, blueprints, and written or oral instructions; ability to plan, lay out, and direct the work of others. Salary: \$1.68 per hour.

Foreman, Laundry

Foreman, Laundry

Training equivalent to graduation from American Laundry Institute; must have four years' supervisory experience in a modern laundry; thorough knowledge of machines and operations of large modern laundries. Salary: \$208.33-\$239.58 per month.

Inspector, Lumber

Graduation from high school; eight years' experience as lumber-man, cruiser, inspector, lumber grader, woodman, etc., at least two

years of which must have been in a responsible position as lumber inspector, and preferably at least one year in buying and selling lumber; a thorough knowledge of the kinds, classes, and grades of green, dry, processed, or manufactured lumber and proper methods of care and handling; ability to estimate timber; familiarity with log measurement; ability to prepare lumber specifications; supervisory experience; ability to initiate correspondence, some technical nature, and to prepare reports. Salary: \$239.58 ence, some technical nature, and to prepare reports. Salary: \$239.58 per month.

Machinist, Auto Repair.

Four-year apprenticeship as machinist; at least four years' experience in a first-class garage; must be able to perform any machinist work, floor bench, or machine, necessary in the erection or repair of automobiles. Salary: \$1.48 per hour.

Machinist (Marine)

Machinist (Marine)

Four-year apprenticeship as a machinist or equivalent training and at least two years' experience on floor work in good shipyard or navy yard or two years on marine work in a large marine shop; must be experienced in erecting and repairing marine engines, including turbines; must be competent to align shafts and bearings and to do other work on marine equipment. Salary: \$1.48 per hour.

Master Mechanic (Heavy Construc-

Master Mechanic (Heavy Construction Equipment)

Four-year apprenticeship as machinist and at least two years' practical experience in the repair and upkeep of all classes of construction equipment such as gasoline and diesel-driven shovels, caterpil-

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ing machinery, farm machinery, and electrical generating equip-

Familiarity with the problems and methods of cost analysis, es-

timates, and production is highly

The work of OPA is an essential part of the national defense program, Mr. Henderson said, and

engineers joining its staff will be

serving their country importantly. Salaries range from \$3,800 to \$5,600 a year. There will be no

written examinations. Applicants

will be rated on experience and

education. As time is short, en-gineers interested are asked to

send in immediately a typewritten resume of their experience, conlar tractors, bulldozers, concrete pavers, pneumatic drills, rock crushers, road rollers, water pumps, stiff leg derricks and pile driving equipment.

Molder

Four-year apprenticeship and in addition have experience in marrine and general jobbing foundry; must be capable of working in both green and dry sand, and must be accustomed to doing side, floor, and crane work, Salary; \$1.51 per hour.

Operator-Leverman

At least three years' experience on class I railroad as a leverman; experience in receiving and delivering train orders governing movements of trains; ability rapidly to send and receive telegraphic messages, Salary; \$200 per month.

Pharmacist

Must be a registered pharmacist, preferably a recent graduate of a three-year course from a recognized school of pharmacy, with some practical experience. Must have ability to handle clerical details in connection with the work. Salary: \$168.75 per month.

Pilot

High school graduation; must hold unlimited, seagoing master's license or both master's and pilot's unlimited license on Inland or Great Lakes steamers. Must have ten years' seagoing experience, seven as an officer, and one as master under an unlimited license. Must be expert in handling large ships in close waters. Salary: \$418.67 per month.

Pipefitter, Ammonia Refrigeration Four-year apprenticeship as a

fined to a page if possible. Other information required is name, address, height, weight, date of birth, marital status, and educa-

A record of past employment, beginning with the most recent position and working back, must be included. Photography, if available, also is desired. Applicants are cautioned not to send original documents, since nothing will be

pipefitter or equivalent training; general knowledge of the cycle of refrigeration and at least five years' experience with refrigeration equipment; thorough knowledge of compressors for ammonia, freeou and sulphur dioxide, and of the design, construction, installation, maintenance and repair of refrigerating systems; ability to work from sketches, drawings and prints. Salary: \$251 per month.

Roofer (Metal)

Roofer (Metal)

Four-year apprenticeship of equivalent and three years' experience. Must work all classes of sheet metal No. 10 gauge and lighter. Must be able to lay out and construct cornices, ventilators, skylights, piping, elbows, and make tanks and containers for liquids; and to apply roofing tile and Barrett specification roofing. Salary: \$1.48 per hour. \$1.48 per hour.

Sheet Metal Worker

Four-year apprenticeship and two years' journeyman experience in a marine shop. Must be able to work from drawings on all classes of sheet metal up to No. 10 gauge in the construction, installation and repair of sheet metal parts and fittings on all kinds of ships. Salary! \$1.48 per hour.

Ship Fitter

Ship Fitter

Four-year apprenticeship or equivalent training with several years' experience as a journeyman ship-fitter. Must be capable of laying out and doing all kinds of ironwork on hulls, decks, bulkheads, and water-tight compartments and of laying out and doing all kinds of steel plate and shape work usually found in a shipyard, Salary: \$1.45 per hour.

Ship Joiner

Ship Joiner

Must be fully qualified as journeysman through apprenticeship of equivalent training, and several years' additional experience. Must be capable of laying out and doing all kinds of joiner and cabinet work on ships of any description. Salaryt \$1.48 per hour.

Shipwright

Shipwright

Four-year apprenticeship or equipalent training with several years' practical experience. Must be capable of doing all shipwright or ship carpenter's work on wood and steel vessels, including laying out and shaping frame and planking, construction of small boats, fastenings, scarfing, beveling, etc. Salary: \$1.48 per hour.

Steward

Training equivalent to graduation from college with specialization in restaurant management; at least one year's experience as steward in a hotel, club, school or hospital; thorough knowledge of cooking meals, planning and accounting methods, Salary; \$175 per month.

Supervisory Civil Engineer

Training equivalent to graduation in Civil Engineering from a recognized college; considerable experience in responsible charge of all phases of construction work, particularly railroads and highways; technical ability and administrative capacity of a high order. Salary; \$333.33 per month.

Towboat Master

Must have master's license for 750 tons or above on vessels for either ocean, coastwise, or inland waters. Must have had at least one year's experience on towboats. Must be experienced in assisting yessels in and out of docks and in close waters in general. Must be accustomed to harbor work. Salary: \$261-\$321 per month.

Wireman, Marine or Station

Wireman, Marine or Station and Switchboard

Four-year apprenticeship or equivalent with at least two years' experience in marine construction and installation of electric power and lighting systems on seagoing vessels, or two years' experience in power-station switchboards, transformer room equipment and remote control apparatus with public service companies. Marine wireman should be familiar with the installation of conduit and basketweave armored cable, together with the various marine fixtures and fittings. Salary: \$1.48 per hour.

X-ray Technician
Graduation from high school;
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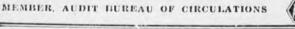
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Tuesday, November 18, 1941



A New Attendant List

TO ONE who has been reading The LEADER these past few months can be much surprised at the announcement of a new State hospital attendant exam the third in 18 months. Lists with the names of thousands of eligibles are exhausted in veritably no time

With employments reaching new peaks, with salary levels and living costs on the increase, it is no wonder that a job paying \$54 a month and maintenance finds few takers. Add in the tales of unattractive working conditions outlined by the employees themselves and printed in the columns of The LEADER, it's simple to understand why the State is frantic in its search for attend-

We don't believe we're unduly pessimistic in predicting that the fate of the list to be established as a result of the December 20th examination will be at least as sad as that of its predecessors. Several thousand will file, there will be but a handful of failures, a long list will be established . . . and the jobs will go begging.

The simple truth is that New York State is fooling itself, for the patients in its hospitals suffer from inadequate, unsympathetic care. It costs a good deal of money to hold an exam of this kind, and nothing much can come of it. We hear talk meanwhile of open registers: where prospective attendants can take exams at regular intervals, and get jobs promptly if they pass.

These are not even half-measures. They completely skirt the main issue. Until New York State is willing to pay its Attendants a decent wage, one that compares with salaries for other work, the situation cannot change.

In last week's issue we published a letter from the Rudget Director on the survey of positions in the Mental Hygiene institution now under way. The purpose of this sirvey is to determine if these jobs can be brought under the Feld-Hamilton career law. We earnestly hope that the attendant job will be brought out into the light Es a result of this survey and subsequent legislation.

Some months ago we dubbed the situation The Hospital Attendant Mess. The title has stuck, and will contue to stick until New York State does something shout it.

Pay Raises Overdue

HEN are those salary raises coming through? Almost every official you talk to realizes-at least he says so-the necessity of doing someing to bring the salaries of government employees in ne with rising prices. But there's certainly no great

Action is needed-action to put those lovely official words into effect. Civil Service employees have every right to insist on it.

Fate of 11-Squad Bill

HAT is to be the fate of the 11-squad bill? This bill, which would modernize the working conditions of New York City's cops, is now tied up in the Board of Estimate. The LEADER learns, unofficially, that the bill is destined for defeat.

This outcome would be disastrous. The cops have lought for the 11-squad bill long. They, and those who have fought with them, won't give up now.

It would be wisdom on the part of the Board of Estinate not to hinder the normal development of this large group of city employees. This is 1941, gentlemen.



Repeat This!



AUL KERN is joining Cor-liss Lamont in his libel suit against Eugene Lyons, author of "The Red Decade." . . . Watch for some important resignations from the Rapp-Coudert Committee. . . . The Municipal Commission may lose one of its top examiners simply because of an unanswered letter. . . . Re-indexing of records in the Kings County Register's Office will probably take place soon after January 1. Previous registers have let the job slide for the past 45 years. . . . Winner of the coveted Ordway Medal, given annually to the person who has done most for Civil Service in New York City, has already been se-

Political Note District Attorney - elect Frank Hogan, an Independent Democrat, lives on Riverside Drive, on the west border of the 11th Assembly District. Genial Pat Sullivan, new Democratic leader of the district. met several top men from the District Attorney's Office last week in a midtown restaurant. Kidded Sullivan: "If you fellows want a raise from now on, you'd better see me. Remember, I'm Hogan's leader!"

History Department How come the Sanitation Department's 1939 report never appeared? The printed copies lie buried deep in a closet in Sanitation headquarters. . . . Many boys in the Queens Borough President's Office are worried over the bad election guess they made and over their too-zealous activities on behalf of their defeated candidate. . . . Mayor LaGuardia is more interested in retaining his job as president of the U.S. Conference of Mayors than as Director of Civilian Defense or head of the joint U. S .- Canadian Defense

Merit Men



IN THE LITTLE GREEN BOOK that lists the entire official family of the City of New York, you will find the name of Reuben A. La-zarus in three different places. He's assistant to the President of the City Council, member of the Board of Higher Education, counsel the Board of Statutory Consolidation.

That's quite a record for a lad who had to leave school after the fifth grade to support a widowed mother, who didn't become a lawyer until he was over 35 and already a recognized authority on matters legal. But those who know Rube Lazarus — and that means every political figure of any consequence in all parties in New York City and Albany for a generationare no longer surprised at records from him.

Two of New York City's most astute leaders-Alfred E. Smith and Fiorello H. LaGuardia-have relied on the judgment of the keen-eyed little fellow who was born on the lower East Side 46 years ago.

Smith Started Him

It was Governor Smith who started Rube on his legislative career by appointing him a page in the Legislature back in 1912. Next step was a job in the office of Supreme Court Justice Edward J. McGoldrick, then an assistant corporation counsel assigned to Albany. Sooid Rube was chief clerk of the legislative division.

Governor Smith continued to

watch the lad to whom he had

once offered a helping hand . , then began to depend on his ability. One day it occurred to Smith that Rube, who helped make the law for millions of citizens of New York

State, wasn't even a lawyer.
"You've been my constitutional lawyer for years," declared the Governor, "when the fact is you're not even a member of the Bar! Something has to be done about that." Smith called in Associate Justice Cuthbert W. Pound of the

Court of Appeals.
"Oh, yes," Pound exclaimed, "I know Mr. Lazarus, the assistant corporation counsel for New York

"That's just it!" exploded Smith, "He ain't! But he ought to be, What can be done about making him a lawyer?"

The protesting Lazarus, who sought no favors, was tutored for his regents. Formal college entrance requirements were waived so that he could take courses needed for admission to law school. Rube had to sandwich studies in between Albany duties. Not infrequently he had to explain an absense to teacher on the ground that he was advising the most important men in the State. But he passed both col-lege and law school with flying colors, then was admitted to the Bar in 1931.

Above the Battle

Rube Lazarus has always been considered above the political bat-He was a counsel to Jimmy Walker during removal charges be-fore Governor Roosevelt. Yet the Fusion administration that swept into office by the Walker debacle leans just as heavily on Rube. It was he who whipped 300 years of New York City law into an Administrative Code that is the marvel of legal experts.

When the Legislature reconvenes in January, Rube Lazarus will be very much on hand for the 30th straight year. Tucked under his arm will be dozens of bills that the LaGuardia Administration wishes to have passed. Rube will be persuading this Senator, arguing with that Assemblyman. And when the session is over, Fusion leaders will happily see that a healthy percentage of these bills have been made into law, and that Rube Lazarus has once again done his usual efficient job.

Board. . . . The maps in the Independent Subway line trains show all Manhattan universities but

N.Y.U. . . . Payroll Division Highest - paid U. S. classified Civil Service employee, James Gordon Robinson, has given up his

\$10,000-a-year job as coordinator of

operations at the Railroad Retirement Board. He's now getting \$9,000 as an administrative officer at the OPM. This makes Lawson A. Moyer, executive officer and chief examiner of the U. S. Civil Service Commission, holder of the top-paying classified position. He gets \$9,500.

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.

Savs Low-Paid Workers Are Ignored

Sirs: Knowing that your paper will publish any sincere complaints, I am hereby submitting the following one which I hope you will print in your paper.

It seems that certain groups of city employees, especially cleaners, and other low-paid labor class employees, are continuously being ignored by most responsible city officials when it comes to rating their standard of living through increments and promotional opportunities.

Year after year, bills have been introduced and passed by the city and state, granting pay increases to many higher paid employees in the competitive class, but when it came to the cleaners and other low-paid labor class employees, they were completely ignored or defeated.

In view of the fact that these labor class employees also have families, and rendered long, efficient, and faithful service to the don't you think that this lowest paid, and most abused group should be entitled to the same consideration as all other groups?

It's about time that this unjust discrimination against this group of city workers stopped and treated with the same consideration given the more fortunate competitive

employees. Here's hoping that the day is not too far in the distant future, when the past, and present wrong to these faithful workers will be corrected.

WELFARE DEPT. CLEANER.

There is much talk of establishlag a minimum wage for New York City employees, and this may be done.—EDITOR.

Watchman-Attendants, Do Your Stuff!

Sirs: Nearly 3,000 eligibles, their families and countless thousands of friends and sympathizers plead in behalf of the truly, "Forgotten Man." However, pleading does no good whatsoever. It is action that is required.

This is a last warning for all watchman-attendant eligibles to arise, before it is too late.

They should try to arouse the interest of the heads of city departments, who are usually humane. Moreover, their cause may be fur-ther enhanced because matured experience qualifies them for various jobs. Being draft-deferred is another advantage.

It is up to the eligibles themselves to gain courage immediately and decide whether they will sink or swim. If successful, it will be a noble accomplishment

ELIGIBLE.

The Round of Exams

Sirs: We noticed with understandable surprise recently that the Federal Civil Service Commission was again announcing examinations for junior professional assistant in the Junior Administrative Technician and Junior Business Analyst categories. The announcement of the examination also stated that these lists have been used extensively, and for this reason the new examinations are now neces-

As eligibles on the above mentioned registers, we question this "extensive" use of these lists. None of us has been certified for any position from the registers we are on. We have not even received any inquiries from the Commission about the jobs, and inquiries from us have been ignored or answered by a form letter saying the piessure of work precludes reply.

We should like to know why the new examinations are necessar) with the resulting expense and ef-fort when worthy eligibles are ignored. It seems that this process goes on every year. New examinations are announced, registers set up, eligibles not used, and then the "Merry-Go-Round" ad infinitum.

We should like to know why? WHY?

J.K., C.V., and S.B.

Question, Please?

by H. Eliot Kaplan Contributing Editor

Position to Be Filled From Sheriff Exam

E. L.: The New York City Civil Service Commission has stated that it is intended to fill appropriate positions of an ad-ministrative nature in the offices of sheriff and register from the eligible list to be established as a result of the forthcoming examinations for the specific titles of sheriff and register. The number of these appropriate positions to be filled from the registers is not known, at the present time.

Federal Lists Aren't Made Public

J. B.: Sorry, but we cannot estimate your chances for appointment or determine your standing on the recently established federal list for printing apprentice. The U.S. Civil Service Commission does not release its registers for publication. At the present time the Commission is unable to answer queries for relative standing because of the unusually large amount of work involved in the filling of positions relating to national defense.

No Status

J. A. D'A.: Inasmuch as you resigned of your own volition from the Census Bureau, you will not be entitled to civil service status.

No Rights Lost In Military Service

E. D.: As soon as you return to civilian life, notify the Civil Service Commission. Your name will be restored to the auto engine man list at once. Because of your standing on the list, you will be given an opportunity to take the training course for street car operators and certified by the Board of Transportation for employment as a street-car operator upon the completion of this course. You will be certified, of course, to the Board of Transportation in the order of your standing on the list. You will lose none of your rights because your name was removed from the eligible list while you were in military

Purchase Promotion

D. N.: The requirements for the stock assistant promotion examination announced by the sion specifically state that candidates must be employees of the Municipal Civil Service Commis-Department of Purchase. The fact that you are employed in the purchase department of the Board of Transportation does not entitle you to admittance to this examination.

National Roster

M. B.: The National Roster of Scientific and Specialized Personnel is maintained by the U.S. Service Commission, in Washington.

When a Position **Becomes Competitive**

J.F .: The so-called "three-yearrule" you refer to was the provision in Section 14 of the Civil Service Law authorizing a transfer of a person to a similar competitive position without examination where the employee had served for three years in the former position without his having passed a competitive test when he was appointed to the original This provision of the civil service law was repealed by the legislature in the 1941 ses-The elimination of that provision does not mean that an employee serving in an exempt or non-competitive position which is later reclassified as competitive may not continue to hold his position after it becomes competi-

Post Office Probe

Postmaster General Frank C.

Walker is making a business-

man's survey of the gigantic Post

Office Department which was dis-

placed only a few weeks ago by

the War Department as Uncle Sam's largest agency. The sur-

vey or investigation, whatever you

might like to call it, has been in

progress for several months and

will continue indefinitely. It covers the entire department, even

the division of inspectors; and

Post Office inspectors are making

the survey. Heading up the survey is Fred C. Ironside, Jr., a

tive. He need not take a test to continue in his position. The "three-year-rule" had nothing to do with such reclassifications in any event.

Exempt and Non-Competitive

D.F.: The primary distinction between an exempt and a noncompetitive position is that in the exempt class position a head of department has an unrestricted right to appoint anyone he pleases. The Civil Service Commission has no authority to reject the appointee or to require him to submit to any kind of examination. In the case of a non-competitive appointment, while the head of department has a right to pick anyone he wishes, the appointee must nevertheless at least meet the minimum requirements for the position as fixed by the Commission. The Commission is theoretically required to examine every person appointed to a non-competitive position, but in practice the kind of non-competitive "examination" that may be used depends upon the nature of the position to be filled. It may consist of a written examination, or it may be based solely on filing of a statement of the appointee's education and experience record; or it may be merely an oral interview.

confidential assistant, who's a

No Shake-up

The investigation is unique because it wasn't inspired to shake up the personnel and to oust or discredit key officials. In fact, the Postmaster General says the survey to date has added weight to his belief that the department is operated by able and efficient officials.

Walker has sought the cooperation of the officials in making the survey. Before a division is tackled by the investigators the matter is discussed at a staff meeting. The survey, Walker hopes, will produce enough information for him to make future plans. Post Office business is blooming but he doesn't want to build up a huge staff now and go through another such retrenchment period as the Post Office experienced in 1933. Postal revenues in the 1940 fiscal year were 766 million dollars, in 1941 they 812 million dollars, and Walker estimates that they will be 850 million dollars this year,

Walker States Purpose

In a recent speech at a postmasters' convention, Walker revealed the object of the survey. He said in part: "We must search out ways and means to simplify procedure and eliminate records, reports, and forms that have become outmoded. We must seek better and more accurate information as to costs, seek possible reduction of costs and yet retain and increase efficiency in operations . . . I should like to see rules, regulations, orders and instructions which guide postmasters in their day-to-day duties simplified and written in plain language. Some of our rules lack clarity, many are outdated, many require amendment and modifica-Some of the rules and regulations, it is said, haven't been applied in 50 years.

News for Carriers

Watch for a terrific membership campaign by Empire Branch 36, N.A.C.L. . . . It's the first step in a big forward move for a \$3,000 annual salary . . And that \$3,000 isn't something the carriers are going at alone. On Nov. 25, the Joint Conference is setting in motion the necessary machinery to give the campaign a big push . . . At the request of Emanuel Kushelewitz, Postmaster Goldman is breaking a long precedent; the postmaster has directed that car-

Postal News stations for the coming Christmas season . . . Many persons ap-By DONALD MacDOUGAL proached the postmaster for a de-

close personal friend of Walker's.

livery on Armistice Day, Nov. 11.
"No," said the postmaster, and stuck to it . . . National officers of the N.A.C.L. have entered a vigorous protest to the P. O. Department, because of the language of a regulation concerning leave of obsence . . . The carriers, in the current issue of the "Outlook," make a vigorous bid for more carriers . . . Sam Lanciet, delegate at Boulevard station in

the Bronx, reports the retirement of Alfred Leuschner, ending 36 years of service . . . Annual ball of the Carriers is on the eve of Washington's Birthday, Feb. 21. That's quite a distance away, but preparations are being made already . . . Two sub carriers were appointed as regulars on Nov. 1. Nine classified subs were appointed on Nov. 16 as additional men to the force. Top man on the list is Walter L. Patterson . . . George F. Hartsfield, Washington Bridge station, has retired . . . Ben Kaufman, delegate at Trinity Station in the financial dis-trict, announces the first annual dinner and entertainment to be celebrated by the recently-formed Trinity Station M.B.A The dinner will be held at the Iceland

riers in downtown sections not be

transferred to residential uptown

rier John A. Neely will preside. RMS Stuff

Claude A. Punches of the retired. We are curious as to whether at the testimonial dinner in his honor some wit advised him to "keep punching." All right, ouch. . . . And Ira Zilch, the railway postal clerk who ain't,

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> says he's looking forward to the day when gas mask wearing will be compulsory. He claims that's the only way he can think of to get away from that bogey of all RPC's, dust. . . . Suggestion-Why not have radios in all KPC's? It's worth in increasing production efficiently has been Keep out the controversial programs, retaining, (1) soap operas; (2) tenors, sopranos, et al; (3); Easy Aces; (4) Prere's Morgan;

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Patrolman Test, N. Y. C.



The material that follows is the eleventh 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 29, 30, and 31, with complete explana-

tions, appear below. Questions 32 and 33 will be answered in next Tuesday's LEADER. In the meantime, work out the answers for

Answer to Question 29

D is correct. Article 1, section 3 of the New York State Constitution is similar to the federal constitution regarding this guarantee. The State Constitution also includes the guarantees of free-dom of speech and the press (art. sec. 8), the right to assemble (art. 1, sec. 9), of equal protection to all persons (art. 1, sec. 11), the due process of law provision (art. 1, sec. 7a). A is wrong. The administrative code is a result of the City Home Rule law of 1924 and the adoption of the revised city charter January 1,

1938. B is wrong. The Penal law is a result of the laws of 1909, chapter 88, and is an act providing for the punishment of crime, C is wrong. The Manual of Procedure is designed to effectively carry out in detail the rules and regulations of the

Answer to Question 30 C is correct. Although the police

THE PARTY OF THE P

equipment item of the budget will increase as a result of purchasing more motor vehicles, the personnel item will decrease comparatively. Radio motor patrol can be best assigned to areas generally unfrequented, thereby allowing foot patrolmen to be spared in such areas. However, this does not mean that the personnel of the Police Department is on the decrease. It does mean that more efficient duty is being performed by the same amount of patrolmen with the assistance of motor patrol. A is wrong. In some areas of the city, motor patrol is not as effective as foot patrol. B is wrong. The equipment item is increased, not the personnel item. D is a true statement but it does not answer the question. E is wrong. In the opinion of many experts, foot patrol will never become extinct. It is a necessary branch of a good

police department for many reasons, such as knowing who lives on the post, who does business on the post, what questionable characters frequent the post. Also, a uniformed patrolman has a certain amount of preventive power and serves as a deterrent to crime.

Answer to Question 31

A is correct. The objects which seem to be cars on the city seal are the sails of a windmill. The city seal consists of the following: 1. Arms: Upon a shield, sal-tire wise, the sails of a windmill. Between the sails, a chief, a beaver, on the base a beaver and on each flank a flour barrel; 2. Supporters: Dexter, a sailor, his right arm bent and holding in his right hand a plummet, his left arm bent and his left hand resting on the top of the shield, above his right shoulders a cross staff; Sinister, an Indian of Manhattan, his right arm bent, his right hand resting on top of the shield, his left hand holding the upper end of a bow, the lower end of which rests on the ground. Shield and supporters resting on a horizontal laurel branch; 3. Date: Beneath the horizontal laurel branch, the date 1664; 4. Crest: An American eagle with wings outstretched

upon a hemisphere; 5. Legend: The words "Sigillum Civitatis Novi Eboraci" (seal of the City of New York) inscribed on a ribbon encircling the lower half of the design.

Question 32

The three R's in relation to education refer to reading, writing, and arithmetic. Of the following, the three E's in relation to traffic refer to (a) environment, education and enforcement; (b) engineering, education and encouragement;(c) engineering, enforcement and environment; (d) engineering, education and enforcement; (e) environment, encouragement and engineering.

Question 33 The one of the following which is not classified as an "aided case" by the Police Department is (a) a street car accident involving a collision between two motor vehicles resulting in property damage; (b) the summoning of a city ambulance by a patrolof a city ambulance by a patrol-man to remove an ill person from his home to a city hospital; (c) the summoning of a patrolman by a citizen to calm an insane man; (d) the finding of a de-ceased body in a public place; (e) the finding of a lost child by a patrolman. patrolman.

Welfare Dept. News

By HENRY TRAVERS

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Assignments
Social Investigator
Paul A. Phillips, D.O. 53; Catherine Orlandi, D.O. 46; Vacil W. Bozovsky, D.O. 53; Emanuel Choper, D.O. 53; Sol Geffner, D.O. 53; Mary Anderson, D.O. 53; Pesha Bermann, D.O. 53; Lou K. Boyd D.O. 53; Margaret M. Carney, D.O. 53; Pauline E. Craft, D.O. 53; Ulysses P. Daleas, D.O. 53; James J. Egan, D.O. 53; Edith K. Eschbach, D.O. 53; Adele H. Flannery, D.O. 53; Maurice Flasterstein, D.O. 53; Lillian Grossel, D.O. 53; Mary Hess, D.O. 53; Genevieve P. Hunter, D.O.

53; Irving L. Kaminsky, D.O. 53; Susan P. Kelly, D.O. 53; Dale Kennoch, D.O. 53; Helen Kleinfeld, D.O. 53; Jeanette Lipschutz, D.O. 53; Carmela Longobardo, D.O. 53; Roberta L. Lucas, D.O. 53; Ruth M. McGuire, D.O. 53; Ruth M. McGuire, D.O. 53; Ruth M. McKenna, D.O. 53; Norman J. McNally, D.O. 53; Evelyn Marrese, D.O. 53; Genevieve A. Moehringer, D.O. 53; Janet R. Newman, D.O. 53; Adele J. Penn, D.O. 53; Carolyn L. Relis, D.O. 53; Ruth H. Riedler, D.O. 53; Harry Rygor, D.O. 53; Bertha Shaffer, D.O. 53; Alice V. Smalley, D.O. 53; Louis Sparer, D.O. 63; Irma Turner, D.O. 53; Jeanne Weisberger, D.O. 53; Harold

Park Topics

By B. R. MEEHAN

Study Aid for Assistant Gardener

Study Ald No. 2

11. When are dahlia tubers planted out of doors? 12. Define the term herbaceous perennial. Name some. 13. (a) What is the purpose of

a ground cover plant? (b) Name some as an example.

14. (a) What is meant by a ph soil reading? (b) What do the various readings indicate?

15. (a) Define the term pruning. (b) State some advantages arising from the pruning of trees and

16. State the advantages arising from the fall sowing of lawns, 17. List some annual and perennial type ornamental grasses.

18. Explain the difference be-tween heeling-in and heading-in. 19. (a) What is Bordeaux Mixture? (b) For what is it used? 20. Define the term-miscible oil.

(Clip and paste in scrap book.)

Answers Answers to Study Aid No. 1. 1. Apply 5 pounds (recommended up to 15 pounds) of arsenate of lead to each 1,000 square feet of lawn. Can be applied with sand or soil. Broadcast or apply with fertilizer distributor. Work in with rake and water slowly. The application should preferably

be made in spring. 2. Dandelions, plantains, carb grass, moneywort, ground ivy, speedwell, and heal-all.

3. A mixture of horse manure and soil used previously in mushroom beds is a good source of humus.

4. Fumigate gladioli corms in fall before storing. Place one ounce of naphthalene flakes to each 100 corms in a bag closed tightly. Permit to remain about 4 weeks. Remove corms and store. 5. Carbon disulphide is inflammable and must be used cautious-

With an oil can place about a teaspoon full in each ant hill. Cover with damps paper for several hours to keep in fumes.

6. Shallow boxes in which seedlings are grown; or transferred

7. A sharp pointed garden tool used to make holes in earth for planting of seedlings or bulbs. 8. When leaves turn brown re-

move from soil before freezing.

dirt and separate corms, discarding old withered ones. Place retained corms in shallow boxes covered with either sand, cinders, peat moss, or sawdust. Place in cool dry cellar. Examine frequently for rot. 9. Lime: (1) Reduces soil acid-

Cut tops and permit corms to dry

in sun for about 10 days. Remove

ity or sourness. (2) Encourages growth of beneficial soil bacteria. (3) Increases ability of soil to absorb water. (4) Produces available calcium and magnesium which are required in small amounts as plant foods.

10. Ageratum, Dwarf Zinnia, Sweet Alyssum, Verbena, French Marigold, Nasturtium, Candytuft, Lobelia and Petunia.

(Answers to the above questions will be published next week).

Catholic Park Guild To Hold Dance

The Catholic Park Guild of Park Department Employees are sponsoring an entertainment and 306 West 52nd street, Manhattan, on Friday evening, Dec. 5, at 8.30. Subscription price is only 55

cents, including tax. Proceeds are to be used for scholarship and welfare fund.

Request Denied

The Civil Service Commission denied a request of the Park Department to declare Charles J. Sigmund eligible for promotion to Clerk Grade 4, in the department.

Climbers-Pruners Call Mass Meeting

The climax of a month old drive organize the Climbers and Pruners of the Park Department will take place at a gigantic mass meeting scheduled for Tuesday, Nov. 25, in Room 215 of the City Court Building, 52 Chambers street, Manhattan. Doors open at

7.30 p. m.
News of the reorganization brought spontaneous approval from all five boroughs and gave promise of 100 per cent cooperation from all concerned. Feature of the evening will be a question and answer forum. Latest infor-mation regarding vital questions will be handed out and other important subjects will be discussed.

P. Williamson, D.O. 53; Hazel E. Willott, D.O. 53; Marie Wokoun, D.O. 53; William H. Lancaster D.O. 53; Selma Nussbaum, D.O. 53; Gertrude Lerner, D.O. 17; Howard Hausman, D.O. 53; Samuel Kirmayer, D.O. 53; Samuel Kirmayer, D.O. 53; Samuel Kirmayer, D.O. 53; Bella Plotik, D.O. 53; Fay Wachter, D.O. 53; Florence Conley, D.O. 53; Jessica Sago, D.O. 72; Martin Rubin, D.O. 53; Ann E. O. Lally, D.O. 53; Eloise W. Percival, D.O. 53; Nathan Silversmith, D.O. 67; Ray Schoenberger, D.O. 67; Alexander Schwartz, D.O. 72; Emil Costa, D.O. 10; Grace Treichlinger, D.O. 34; Hilda Ellenbogen, D.O. 46; Anne Slutsky, OAA Brooklyn; Pearl Feit, D.O. 46; Ruth Schwarz, D.O. 67; Fannie Abrams, OAA Manhattan; Eugene S. Roberts, D.O. 79; Mabel Mc-Ewan, D.O. 73; Samuel Siegel, D.O. 65; Irving Serotkin, D.O. 73; Virginia Marra, D.O. 11.

Assistant Supervisors

Jean Carle, D.O. 67; Pauline Gardis, D.O. 23; Samuel Hodess, D.O. 25; Leroy Kellman, D.O. 5; Judith Spiegelberg, D.O. 11.

Administrative Supervisors
Marcella Van Tuyl, D.O. 46; Mary
H. Sylvander, D.O. 84; Charles K.
Horwitz, D.O. 33.

Perle Kingloff, D.O. 81; Loretta G. O'Leary, D.O. 15.

Chitterchatter

Louise Pagnotta, jolly Social Investigator in the Children's Division, is brushing up on the Conga for her forthcoming vacation in Havana. . . . Edith Alexander, assistant to the Director of Community Relations, is nursing a fractured ankle. We hope to see Mrs. Alexander back at her desk soon. . . . The Chancellors' Ball tendered by the Ozanam Guild was a social as well as financial (and we have heard a romantic) success. The Guild plans to continue its social affairs every few months. . . . Ruth Kleinholz of Special Investigations has had her ice skates sharpened and is all set for her part in the winter ice show. . . . Harry Brill of D.O. 5 is a proud daddy. A daughter, Norma Sarah, weighing 7 pounds, 12 ounces, was born a few days ago. . . . Thomas McDonald of Personnel has been awarded a scholarship by New York University and is devoting his evenings entirely to study. Lots of luck, Tom. . . . If you're having prop-erty trouble, see Sid Kaplan, former clerk in Special Investigations, who is now with the HOLC.



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POLICE CALLS

Honor Legion Nominations

Nominations of officers will be made by the Honor Legion at its meeting tonight, (Tuesday, November 18) in the Florentine Grill of the Park Central Hotel, As usual an excellent corned beef and cabbage dinner will be served members at 7 p. m. The meeting will get under way officially at 8 p. m.

Dave Salter, Honor Legion president, was highly pleased at the success of the annual ball in the Astor Hotel. Members who were outstanding in their ticket-selling efforts are Frank S. Han-sen, Nicholas Paul, Edwin T. O'Keefe, Frank L. Hogan, John T. Cashin, John Brostek, Harold E. Gaffney, and Jack Pulvers. And, as usual, the president didn't do such a bad job himself.

Newsnotes

Also meeting tonight is Police Post, 460, American Legion. Refreshments will be supplied by the Ladies Auxiliary, brew by the Post. The meeting starts promptly at 8:30 p.m. . . . The rating of the Sergeant's examination will be held up one month, due to the announcement of the Sheriff and Register examinations. As soon as this test is held in the early

part of December, the entire examining division of the Commission will drop what it's doing and go to town on the two new tests . . This means that you won't see your name on the list until February . . . It also means that the 80 or 90 patrolmen who have been granted permission to take a special sergeant's test will have an extra month to study . . . Most recent addition to the number of patrolmen who have been granted permission to take this special test is Peter A. Kaletchitz, 110th Pct. Ptl. Kaletchitz was out with tonsilitis June 14 . . Look for the P.D. No. 3 (special list) to be used to fill vacancies in different titles in both the Sheriff and Register offices . . . One correction officer job at \$1,-769 will be offered eligibles on the regular patrolman and special patrolman lists. A similar job in the lady side of the jailhouse will be offered eligibles on the police-

Bert Wray's Book

Bert Wray's book for patrol-man candidates is out this man candidates is out this week (plug). Bert did a bang-up job. His questions and answers are entirely original and the material has never been printed before . . . It is about time some-one with practical police experi-ence wrote a study book for fu-

BULLETIN BOARD

DELL'ARTER STORE STORE

REGULAR VETERANS ASSOCIATION

The Regular Veterans' Association will hold a meeting at the Central Queens YMCA, 89-25 Parsons boulevard, Jamaica, L. I., at 8:30 p.m., Friday, November 21. Anyone with an honorable dis-charge from the Army, Navy, Marine Corps, or Coast Guard is eligible for membership in the organization. John M. Launders of Mitchell Field, will preside at the meeting.

NEGRO BENEVOLENT SOCIETY, DEPARTMENT OF SANITATION

A new membership drive will be instituted Friday, Nov. 14 by the Negro Benevolent Society, Inc., Department of Sanitation, Joseph R. Campbell, secretary, announced this week. During the drive, former members may be reinstated upon the payment of fifty cents.

The annual Thanksgiving sermon of the Negro Benevolent Society will be held at St. James Presbyterian Church, 141st street and St. Nicholas avenue, New York, Sunday, November 23. Guest speaker will be Matthew Napear, secretary of the Sanita-tion Department. Other department officials have been invited to attend.

AUTO ENGINEMAN ELIGIBLES' MEETING

The Auto Engineman Eligibles' Association will hold its next meeting at 8 p.m., Tuesday, No-vember 18, at the Rand School, 7 East 15th street. All members of the association are urged to attend.

HOLY NAME SOCIETY, DEPT. OF SANITATION

The ninth annual ball and entertainment of the Department of Sanitation Holy Name Society was held Saturday, November 1, in the Grand Ballroom of the Hotel St. George, Brooklyn. Distinguished guests included the Most Rev. Thomas E. Molloy, Bishop of Brooklyn; Mayor Fiorello H. LaGuardia and Sanitation Commissioner William F. Carey. Proceeds of the affair will be used for scholarships and various Cath olic charities.

MECHANICAL STORES CLERKS

An important meeting of the Mechanical Stores Clerks Eli-gibles Association was held at 8 p.m., on Thursday, October 30, in room 401 of Washington Irving

High School, Irving Place and

Sixteenth Street. Eligibles on

both senior and assistant registers attended.

AMERICAN LEGION POST, DEPARTMENT OF FINANCE

New officers of the Department of Finance Post, 1,119, American Legion, were installed Monday, Oct. 27, at the clubrooms of the Loyal Order of Moose, 254 West Fifty-fourth Street. The new offi cers are: Thomas J. O'Hara, commander; Abraham Klein, first vice - commander; William V. Quigley, second vice-commander; Thomas J. Haley, third vice-commander; George A. Linton, adjutant; Jack Buchholtz, treasurer; Jesse Levy, sergeant-at-arms; David F. J. Doody, chaplain; Ed-ward J. Stronski, retiring post commander; George L. Snyder and Patrick J. O'Regan, members of the executive committee.

FEW OBJECT TO **CLERK ANSWERS**

ALBANY. - Although but five days were announced originally as the period for filing objections to answers in the October 4 clerk examination, the State Civil Service Commission is not going to stick to that limitation. At least 10 or 11 days will be allowed, dating from the day the key answers were sent to comtors, which was November 6.

During the first seven days after the keys went out, the examinations bureau reported but 23 protests filed, but no attempt was made to classify them. They were shelved to await the completion of a reasonable period for

Some time this week the bureau will pull out the protest letters and look them over. If there are sufficient grounds for disputing the Civil Service Commission's own answer to any question, one of two courses may be taken. Either the newly proposed answer, if it appears meritorious, will be declared the right answer resulting in cancellation of all other answers, even the Com-mission's; or the Commission will accept both its own answer and the proposed new answer. All this, of course, is contingent upon the number of appeals on any one question and answer.

All the exams—New York City, New York State, and United States — open at this time are listed on the exam pages. For complete examination news, follow The LEADER'S exam pages

Fire Facts

Foe of Pyros Dies

Assistant Fire Marshal Henry W. Walthers died of a cerebral hemorrhage at the Holy Family Hospital Wednesday evening. Stricken at the Brooklyn office less than two weeks ago, he lapsed into a coma from which he emerged only briefly. The best brain specialists available were summoned by the Fire Medical office in a desperate effort to save the investigator's life, but the damage had been too severe.

In his 24 years with the Fire Department, Walthers established an enviable record. He served with the 79th Regiment and saw action in three major battles, being gassed in the Battle of Belleau Woods. By virtue of his service with the armed forces he was a member of Civile Post 1042, Fire Dept.

Henry Walthers was rated one of the most efficient investigators in the arson field, but more than that, he had a fine character and a sense of humor such as is possessed by few men. But what puts a lump in my throat is that he was married only four months ago, after knowing his bride for many years. He was the main support of his mother who died eight months ago, and home ties prevented an earlier marriage. His loyalty to his home was admired by Hermine Wegner, and she remained faithful throughout their long courtship. And now after only four months of wedded bliss . . . this column extends its deepest sympathy to the widow.

Naer Tormid Entertains

The Andrew Sisters, Johnny Long and his orchestra, Larry Adler and the entire revue from the Paramount Theatre furnished the entertainment for the annual affair of the Naer Tormid Society at the Astor Hotel last Sunday. More than 3,000 jammed the grand ballroom.

Commissioner Paddy Walsh, Deputy Commissioner, and Mrs. Archer and Assistant Chief in Charge, John J. McCarthy occupied the main box. Representatives from the four Line Organizations and committees from every department association attended. The Shomrim Society of the Police Department sent large delegation, and Chief Koi Woolley, of the Larchmont Fire Department headed the West-chester County Fire Chiefs' representation.

Fire Lines

The National Fire Board of Underwriters' latest bulletin "Drivers" is worth reading. Eli Gelberg was sentenced last week to from two to seven and one-half years in the clink for arson by Judge P. J. Brancato. He set fire to his employer's auto accessory store to conceal a theft. . . . Speaking of arson, the longest arson case on record is due to come up for trial soon if Assistant D.A. Perlman of Kings County has his way. It's the Lehman and Deitz case which has been going on for eight years, having been appealed twice and then the State's witnesses mysteriously disappeared. They were located out West and are now ready to testify. . . . Three 2nd's and one 3rd in the Bronx last week had every company in the borough moving one night. . . . Now that the first set of Auxiliary Firemen have graduated some activity should be provided to keep them in trim-and inter-

Fuel For Thought .- When ventilating, remember, "Plenty on top before much below."

More Fuel for Thought

Pier Fires present greater difficulties in both extinguishing and extension than land fires. steel frame of a pier is rarely enclosed in fire resisting materials and open areas give high wind and heat radiation full play. Tides, which no man can control, are a great factor; streams may be directed underneath piers only when tides permit, and if the fire is at that point. But such streams cannot be of the heavy calibre type because of their unwieldly form.

Ventilation presents a grave problem and most firemen en-

Mental Hygiene Notes

Willard State

Extension of the Feld-Hamilton Law to low-paid employees in the Mental Hygiene Department was urged last week at a meeting of the Willard State Hospital Chapter of the New York State Hospital Employees' Association, Council 323 of the Civil Service Forum. Fire Chief Edgar Fritts outlined the benefits of his organization, and advised employees to contact legislators on wage increments, removal, and mandatory sick leave. Chapter president, A. P. Driscoll reported on the grievance committee, stating that only three minor grievances have been settled and nothing has yet been done on the matters of working out-of-title and seniority.

Goings-On

Dr. Karl L. Bowman, chief of the psychiatric division of Belle-vue Hospital, New York City, has just been appointed superintendent of the Langley Porter Clinic in San Francisco. Dr. Bowman has been a member of the Board of Psychiatric Examiners of the Mental Hygiene Department for the past several years . . . A group of occupa-tional therapists from State hospitals arranged an exhibit recent-ly at the Women's National Exposition of Arts and Industries at position of Arts and Industry Grand Central Palace, New York City . . . "Administration of a City . . . "Administration of a State Family Care System," pamphlet written by Dr. Horatio M. Pollock, is available free of charge. Write the department at Albary.

Progress of the Lists

Here's the latest on the prog-ress of the Hospital Attendant lists:

The new list was recently ex-

hausted for men in all zone four

gaged in such work are subjected to severe punishment. And in sizing up the fire, too much importance cannot be stressed on the variety of freight, most of it volatile and explosive and always capable of supporting combustion. Vessels, lighters and barges, un-

loading their freight or passengers must definitely be considered because where there is a possibility of extension and they must be moved, it will hamper the fire boats in taking their positions while such work is going on. The possibility of warehouses adjoining a pier becoming involved; and the horizontal artery of travel of fire from one pier to another must not be overlooked.

The main features, and the action of the commanding officer, at such type fire follows in brief form. (Of course, every one of the following points may not apply to every such fire):

1-Never underestimate the grave possibilities of a pier fire. Summon help and plenty of it. Look at the record of losses at pier fires and you'll get the an-

2-If a passenger line pier is afire, especially on sailing day, get all the people off the pier. A great life and panic hazard ex-

3-Determine the tide conditions. Such circumstances determine the accessability of hose streams especially underneath the pier when fire is in that part, or threatens.

4-Summon tug boats to move shipping away from pier fire and adjacent one that may become involved. Fire boats lose valuable time in acting as tow boats.

5-Know where, and with what type, fire-fighting equipment with which the pier is equipped. This will facilitate the getting of water on the fire and protect pier or freight from contact or exten-

6-Survey fire pier and those adjacent, also buildings ashore, to determine placement of protective lines, or other measures,

7-Observe means of roof and other ventilation. Act to relieve pier of smoke, heat and gases and facilitate advancement of hose to seat of fire.

8-Utilize heavy calibred streams in batteries to advance down pier or to flood pier deck to prevent extension to underneath, or get to seat of fire by opening river end and roof, thus preventing back-up of heat and gases.

9-Operate fireboats, or other auxiliary craft from leeward side to prevent extension to other ship-

institutions with the exception of Manhattan State Hospital on Ward's Island. That takes in hospitals both within the five boroughs and outside.

As for women, the old list has been exhausted for institutions outside the city. Inside, latest certification is 9,676, latest appointment 9,020. The new list has been certified down to 2,335 for women outside the five boroughs, while appointments have reached The new list hasn't been touched for women inside the city.

In zone 1, all men on the new list have been canvassed, along with all but 100 women. A total of 424 permanent appointments have been made from the old list and 75 from the new. In addition, 55 provisionals are at work. This is the story by institutions:

Hospital	I	1. F	. M.	F.	M.	F.
	Avail.		Prov.		Cert.	
	F	Elig.	Er	np.	0.	S.
Buffalo	0	7	16	0	1	5
Craig Colony	0	9	1	0	0	3
Gowanda	0	15	11	0	0	3
Newark	0	20	8	0	0	0
Rochester	0	44	5	0	1	2
Willard	0	27	0	0	0	7
				221		

In zone 2, a total of 420 permanent appointments have been made from the old list, and 56 from the new list. Thirty-six provisionals have also been taken on. This is the situation, by institu-*Provi- tim-

	Ell-	Avail-	sionals	filled
Insti-	gibles	able	TIOW	Vacen
tution	M.	F.	serving	cles
Utica		21	6	ö
Morey		14	17	
Rome State Scool	7	19		
Syracuse Psycho,	4	14		
State Sch'1	5	21		
Binghamton		17	10	4
St. L'wrence	19	1	4.0	
				- Demi

"All are male fincludes only these for which we have been requested to supply eligibles,

11-Get in personal contact

ping and buildings and reduce temperature if fire is of any ex-This is very essential. 10-Summon every means of possible aid such as utility crews, pneumatic drill equipment, police and other departments.

with boss stevedore and ascertain the nature of freight on pier, or vessels moored thereto. 12-If fire is in a zone supplied by high pressure, have pressure increased to assure sufficient water supply and penetration of hose streams. 13-Rescue crews of Fire, Police

and private agencies are of great with their smoke helmets and should be present. 14-If the harbor is filled with

ice, call the fireboat best equipped combat such situation. Railroads have powerful tugboats that are available for such work. 15-If the pier is located in an

isolated section then the question of time in response of additional

help is a strong factor.

No set procedure can be outlined that would apply to all pier fires, but one thing must be borne in mind by the commanding of-ficer and that is, "don't underestimate the seriousness of this type fire. Get help and plenty of it, don't try to hold it with a first alarm assignment."

Until next week remember-"Don't drown your vision in a sea of water, shut down, and, as the Chinese say, take a lookee.

Decide Prevailing Wage

Just what skilled workmen in New York City's service can ex-pect in the way of salaries was ironed out over the week-end by Mayor LaGuardia and Comptroller McGoldrick, who between them determined the administration's policy on the prevailing wage scale. Announcement of their decision is expected momen-

The one perplexing problem in the discussions has been exactly what deductions the city should make from private industry's rate, to account for such civil service benefits as pension contributions and vacation and sick leave.

Hearings meanwhile continue in the office of Assistant Deputy Comptroller Morris Paris, Room 603, Municipal Building. This week's schedule: Today, (Tuesday), crane engineers; tomorrow, steam roller engineer; Friday, stationary engineers; Monday, steamfitters.

This Week's New York City and State Eligible Lists

STENOGRAPHER (LAW)
ARADIE 2

1 Mozs.vu, Lilly, 94.30

2 Birnbaum, Nathan, 94.15

3 Jaket, Dorothy M., 92.15

4 Blume. 2 Jaken, 2 Dorothy M., 92.15

4 Blume. 2 Jaken, 2 Dorothy M., 92.15

4 Blume. 2 Jaken, 2 Dorothy M., 92.15

5 Nadler, Charles D., 91.60

6 Silverstein, Ida, 91.00

7 Gold, Ruth M., 90.90

8 Quat, Hadassah, 90.70

9 Plotkin, Rose, 99.50

10 Ryan, Anne P., 90.35

11 Wallace, Jean C., 90.95

12 Moskowitz, Ruth, 89.90

13 Kleiman, Isabelle, 89.85

14 Firshein, Benjamin H., 89.80

15 Tate, Marjorie A., 89.65

16 Kirsch, Sylvia, 89.36

17 Elsenberg, Julius, 89.05

18 Levitsky, Frank, 88.80

19 Epstein, Edward, 88.60

20 Bzura, Albert F., 88.60

21 Turner, Gertrude P., 88.55

22 Shea, Marion E., 85.50

23 Polay, Anna, 85.30

24 Jacobson, Ruth, 88.20

25 Schnipper, Gertrude, 83.10

26 Drury, Edith L., 87.70

27 Van Tassell, Ruth S., 87.70

28 Marcus, Ruth, 87.70

29 Goldstein, Sarah R., 87.25

30 Hirsch, Emily J., 87.15

31 Podell, Florence P., 87.15

32 Lipston, Rose M., 87.15

33 Flast, Howard W., 87.10

34 Welss, Henrietta, 87.00

35 Sheigel, Adele, 86.70

38 Stark, Ruth, 85.30

40 O'Sullivan, Mary A., 86.30

40 O'Sullivan, Mary A., 86.30

41 Goldstein, Jane C., 86.20

42 Budow, Lillian R., 86.15

43 McMahon, Muriel A., 86.55

44 Sharpe, Samuel, 85.55

55 Hannes, Lillian S., 85.85

47 Rothenberg, Mildred, 85.75

48 Ramunto, Evelyn E., 85.35

54 Freed, Evelyn, 85.35

55 Levine, Laura, 85.35

65 Harcus, Frealk V., 85.40

65 Shapiro, Rivia L., 85.10

67 Consana, Freda, 85.20

68 Shapiro, Rivia L., 85.10

67 Consana, Freda, 85.20

68 Shapiro, Rivia L., 85.10

67 Tompkins, Edith, 84.95

68 Grosenstein, Miriam, 84.20

69 Gold, Pauline, 84.85

61 Lutsky, Zelda, 84.70

62 Green, Alma G., 84.20

63 Green, Alma G., 84.20

64 Shapre, Essie, 84.70

65 Grosenstein, Miriam, 84.20

66 Meisel, Else, 84.10

67 Conana, Irving, 83.90

68 Schreiber, Doris, 83.70

69 Rosenberg, Eva, 83.70

69 Rosenberg, Eva, 83.70

69 Rosenberg, Eva, 83.70

69 Rosenberg, Eva, 83.70

60 Meisel, Else, 80.70

88 Keit, Ruth J., 83.90

96 Singer, Roslyn, 77.95
97 Roden, Muriel, 76.50
98 Friedman, Sylvia E., 76.00
99 Gangel, Dorochy, 76.00
100 Brotman, Helen L., 75.35
101 Seldman, Edna, 74.65
102 Daly, Enid, 74.55
103 Kamener, Sylvia, 74.55
104 Borgeson, Norma L., 74.50
105 Cooper, Evelyn A., 74.45
106 Lowenstein, Theodora, 73.00
107 Winterer, Henriette E., 72.60
108 Wilkenfeld, 72.50
109 Pollack, Eleanor, 72.10
110 Director, Frieda, 71.75
111 Amzalak, Suzanne, 71.50

QUALIFYING TEST
LICENSE SPECIAL RIGGER
199 Schmiemann, O., Jr., qualified
222 Parks, James R., qualified
233 Bluman, Jack, qualified
243 Bellet, Harry, qualified
252 Claude, George, qualified
255 Schulman, Samuel, qualified
257 Scaley, Paul, qualified
258 Strangle, Patsy, qualified
259 Hope, Sverre, qualified

DENTIST (PART TIME)

1 Obst, Joseph J., 87.00

2 Rubin, OScar, 86.39

3 Seldin, Morris, 86.25

4 Battlinser, H. H., 80.24

5 Feinstein, George, 86.00

6 Fishman, Julius, 85.88

7 Traunstein, Samuel, 85.85

8 Eweny Sol J., 85.55

9 Schultzer, Violet, 85.40

10 Kritchman, Louis, 85.40

11 Rubin, David, 85.00

12 Katzman, Jacob A., 84.95

13 Hoffman, Herbert, 84.85

14 Schwartz, Milton, 84.80

15 Heller, Benjamin, 84.55

16 Rittner, Otto, 84.55

17 Koslowe, Louis, 84.42

19 Tenzer, Irving A., 84.42

20 Senft, Sheldon H., 84.34

21 Winett, Sidney R., 84.34

22 Cohen, Samuel C., 84.25

23 Lewin, Arnold H., 84.20

24 Kroll, Louis, 84.10

26 Raucher, Frederick, 84.10

27 Blen, Saul M., 84.08

28 Benrey, Irwin I., 84.06

28 Benrey, Irwin I., 84.06

29 Fischer, Henry, 84.00

30 Rubin, Martin, 83.97

31 Kaplan, Charles, 83.84

32 Scopp, Irwin W., 83.65

35 Fernebok, I. J. F., 83.50

36 Evans, Oliver, 83.40

37 Bremer, Arnold L., 83.40

38 Sale, Freda R., 83.40

39 Brody, Isadore, 83.45

40 Middalof, Samuel, 83.35

41 Miltz, Murray, 83.55

42 Schackner, Selig J., 83.24

43 Bank, Robert, 83.15

44 Handler, Aaron A., 83.10

45 Tasch, Ralph J., 83.05

47 Rubin, Philip L., 82.95

48 Fischman, Abraham L., 82.94

49 Goldberg, Gus, 82.90

50 Yullano, Eugene M., 82.87

58 Hishman, John, 82.74

57 Ferleghaum, Abraham L., 82.94

49 Goldberg, Gus, 82.90

50 Yullano, Eugene M., 82.87

58 Lisss Max H., 82.70

59 Blaumstein, Philip, 82.70

60 Kellner, Robert L., 82.65

61 Schulberg, Jacob, 82.60

62 Steinberg, Jacob, 82.60

63 Chasan, William S., 82.60

64 Goldbarg, I. Robert, 82.45

69 Goldberg, I. Robert, 82.45

69 Goldberg, I. Robert, 82.45

70 Aron, Irving, 82.45
71 Fass, Abraham H., 82.37
72 Morano, Ugo J., 82.34
73 Kavelle, Morris, 82.25
74 Golden, Lester M., 82.21
75 Berne, Nathaniel K., 82.20
76 Richman, Philip, 82.15
77 Stern, Albert R., 82.15
78 Goodman, Oscar A., 82.10
79 Marcus, Abraham, 82.09
80 Pickar, Irving, 82.04
81 Lazarus, Lawrence D., 82.04
82 Rubin, Benjamin, 82.04
83 Bucholtz, Harry, 82.00
84 Alterman, Alexander, 81.95
85 Portnoy, Jacob H., 81.95
86 Teller, B., Harry, 81.95
87 Dickman, Celia, 81.92
88 Grosky, Daniel, 81.85
89 Feuerlicht, Herbert S., 81.89
90 Kotck, Sam W., 81.79
91 Rhodes, Henry L., 81.75
92 Jacobson, Bernard S., 81.75
93 Hillman, George, 81.70
94 Cohen, Milton H., 81.68
95 Rosenzweig, Milton H., 81.67
96 Springer, Marion B., 81.65
97 Berk, Joseph, 81.55
98 Reiser, Irving A., 81.64
99 Kolodny, David, 91.62
100 Silverman, Sidney S., 81.60
101 Cantor, Harold J., 81.60
102 Roth, William, 61.05
103 Krentzman, Paul, 81.57
104 Berenson, Benjamin, 81.55
105 Leban, Nathan H., 81.50
105 Leban, Nathan H., 81.50
106 Jacobs, Sidney R., 81.45
107 Browman, Herman, 81.45
108 Tuckman, Leo B., 81.45
109 Greiper, Benjamin A., 81.32
110 Goldstein, Gustav, 81.13
111 Kramer, William D., 81.13
112 Sheinkin, Louis, 81.14
113 Alexander, Sandor H., 81.13
114 Kramer, William D., 81.13
115 Shider, Louis, 81.05
116 Friedman, Israel S., 81.00
118 Greferholz, Edward, 81.03
120 Stower, Irving C., 80.96
121 Goldstein, Otto, 80.95
122 Kaminsky, Morris, 80.95
123 Rosenblum, Leo, 80.95
124 Gewirtz, Morton M., 80.93
125 Engel, Sol, 80.90
126 Ascher, Laura, 80.84
17 Lemelson, Lemel L., 80.84
17 Lemelson, Lemel L., 80.84
18 Lepton, Jacky, Morris, 80.95
124 Gewirtz, Morton M., 80.93
125 Engel, Sol, 80.90
126 Ascher, Laura, 80.84
17 Lemelson, Jemuel L., 80.94
17 Lemelson, Jemuel L., 80.95
18 Geriper, Bardin, 80.55
18 Passer, Jerome, 80.54
19 Stein, Albert, 80.80
19 Stein, Herbert A., 80.70
133 Statt, Zachary M., 80.59
154 Glodberg, Mortis R., 80.47
145 Leone, Benjamin, 80.35
18 Passer, Jerome, 80.54
19 Glodberg, Horits R., 80.65
19 Fink, Henry W., 79.9

169 Krey, Reuben, 79.94
170 Sultan, Saul, 79.99
171 Ross, Maxwell S. 79.88
172 Michele, Richard P., 70.79
173 Langstein, David A., 70.79
174 Laufer, William, 79.70
175 Roses, Albert, 79.99
176 Dubin, George, 79.63
177 Schechter, Aaron F., 79.60
178 Cooper, Nathan, 79.57
179 Frank, Sidney, 79.57
180 Rosenzweig, A. H., 79.55
181 Epstein, Abraham B., 79.55
182 Metric, Irving I., 79.54
183 Topilow, Jacob, 79.52
184 Greenberg, Charles, 79.49
185 Rabinowitz, Nathan, 79.45
186 Schlesinger, Alvin, 79.41
187 Blaustein, Joseph A., 79.40
188 Knoll, Nathan S., 79.38
189 Frank, Samuel M., 79.38
190 Greenberg, Abraham, 79.38
191 Goldberger, M. J., 79.31
192 Levin, Robert, 79.30
193 Meirowitz, 79.30
194 Frumberg, Milton, 79.25
195 Demas, Nicholas C., 79.24
196 Salkind, Milton, 79.22
197 Goldman, Louis, 79.20
198 Pitcoff, Simon, 79.20
198 Pitcoff, Simon, 79.20
199 Rothman, Samuel S., 79.20
201 Rose, Samuel, 79.15
202 Berque, Alfred A., 79.07
203 Fox, Seymour A., 79.08
204 Gluck, Bernard, 79.05
205 Silverstein, Louis, 79.00
206 Kaplan, Jacob L., 79.20
207 Gray, Sara K., 79.08
208 Grebin, Irvins, 79.00
210 Goldenberg, A., 78.95
212 Biscow, Edgar B., 78.95
213 Crystal, Max, 78.90
214 Bennett, Benj, R., 78.85
215 Lawrence, David N., 78.85
216 Kohn, Jacob, 78.85
217 Elsenstark, Julius, 78.85
218 Cohn, Samuel, 78.75
223 Schwartz, Jordon H., 78.75
224 Shapiro, Bernard, 78.95
225 Liverstein, Louis, 78.95
221 Biscow, Edgar B., 78.95
222 Biscow, Edgar B., 78.95
223 Cohn, Samuel, 78.85
224 Bennett, Benj, R., 78.85
225 Chinberg, Solomon, 79.00
226 Roger, Pauline, 78.75
227 Chay, Sara K., 79.08
228 Grebin, Jacob, 78.85
231 Grebin, Jacob, 78.85
232 Schwartz, Jordon H., 78.75
233 Schwartz, Jordon H., 78.75
233 Schwartz, Jordon H., 78.75
234 Schwartz, Jordon H., 78.75
235 Schwartz, Jordon H., 78.75
236 Greene, Laurence, 78.50
237 Linden, Istdore, 78.62
238 Heriner, Abraham, 78.55
239 Greenfield, Sidney L., 78.87
244 Hopolito, Nicholas A., 78.30
245 Fagelman, Jacob, 78.80
246 Guote, Jasob, 78.85
250 Geone, Jasob, 77.85
251 Benstein, Jacob, 78.

268 Lipton, Lillian F., 77.45
299 Haag, Samuel M., 77.45
270 Rahm, Henry J., 77.45
271 Itskowlitch, Irving, 77.45
271 Robons, 17.45
272 Rosenzweig, Sydney, 77.42
273 Spitaleri, Joseph P., 77.38
274 Schoss, Harry, 77.35
275 Carlin, Alvin H., 77.31
276 DeVanna, Alonzo, 77.22
277 Muro, Norman D., 77.21
277 Muro, Norman D., 77.21
278 Pfefferman, Max, 77.20
279 Kirachner, Philip, 77.10
280 Zahn, David L., 77.10
281 Snowe, Samuel, 77.10
281 Snowe, Samuel, 76.90
282 Frey, David, 76.98
283 Fishman, Samuel, 76.90
284 Bergman, Julian L., 76.90
285 Milgrim, Joseph, 76.90
286 Feldman, Morris K., 76.90
287 Felberbaum, Alfred S., 76.82
288 Zauderer, Jacob, 76.82
289 Gutterman, Max, 76.77
290 Palley, Hyman, 76.75
291 Penson, Edward L., 76.70
293 Desatnek, Henry L., 76.54
294 Reingold, Joseph J., 76.59
295 Moskowitz, P. A., 76.58
298 Settlow, Louis, 76.55
297 Goldman, William, 76.55
298 Kleinblatt, Phoebe, 76.50
299 Goldstein, Hyman, 76.40
300 Schwartz, John, 76.40
301 Stock, Abraham J., 76.35
302 Goldwyn, Joseph, 76.32
304 Fishman, William, 76.20
303 Agina, Theodore C., 76.25
304 Fishman, William, 76.15
306 Rosenblub, Berlf. W., 76.10
307 Syracuse, Royce L., 76.10
308 Lerner, Meyer, 76.95
319 Griesner, Martin, 75.94
310 Rosen, Bernard, 75.90
311 Kobrin, Sydney, 75.85
312 Cave, Clairmonte A., 75.86
313 Frank, Henry M., 75.81
314 Kazlow, Louis, 75.75
315 Wiener, Zachary, 87.81
314 Kazlow, Louis, 75.75
315 Wiener, Zachary, 87.83
312 Cave, Clairmonte A., 75.86
313 Frank, Henry M., 75.81
314 Kazlow, Louis, 75.75
315 Wiener, Zachary, 87.83
312 Cave, Clairmonte A., 75.86
313 Frank, Henry M., 75.81
314 Kazlow, Louis, 75.75
315 Wiener, Jachary, 75.15
316 Fine, Samuel, 75.70
317 Lazarus, Samuel, 75.70
318 Kotck, Murray M., 75.70
319 Barger, Sollie, 75.55
320 Wittes, Harold N., 75.60
321 Schleiderman, M., 75.35
322 Rosenfeld, John D., 75.45
323 Hillings, Myton J., 75.45
324 Rosenfeld, John D., 75.35
325 Rosenfeld, John D., 75.35
326 Rosenfeld, John D., 75.35
327 Rosenfeld, John D., 75.35
328 Kloomok, Isaac, 75.35
329 Friedman, Jack, 75.

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5 Yorowsky, Mary B., 99.40

6 Perrone, Florence D., 97.40

7 Gutglass, Miriam, 99.60

8 Viviani, Stella A., 93.40

9 Insardi, Mary G., 92.20

10 Worontsoff, Lillian, 90.20

11 Spier, William, 87.30

12 Lynch, Marjorle, 83.60

13 O'Neill, Joseph P.,81.70

14 Hinck, Evelyn R., 79.70

15 Carten, M. M., 74.10

16 Werner, Anne, 74.00

17 Harris, Jean, 73.00

18 McKeever, Rita M., 73.01

18 Siegel, Gertrude, 71.70

20 Larkin, Veronica J., 71.40

21 Lambe, Eileen F., 70.00

22 Brucato, J. M., 70.00

State Lists ASSISTANT CLERK

State Lists

ASSISTANT CLERK

Department of Audit and Control
(Promotion)

1 Schell, Sarah B., 83.962

2 Baird, Helen V., 83.538

3 Hannigan, John P., 88.474

4 Hack, Eleanor M., 87.913

5 Klein, John J., 87.748

6 O'Connell, Hazel R., 87.912

7 Minnock, Kath. F., 86.353

8 Burkart, Jos., 86.474

9 Geerholt, Eliz, R., 86.385

10 Pickett, D. T., 86.188

11 Armstrons, Alex., 85.987

12 Malloy, Gerald P., 85.798

13 VanAlstine, J. G., 85.794

14 Tepper, Leo, 85.615

15 Dalton, Marie A., 85.341

16 Hines, Kathleen, 85.145

17 Marchand, Aline M., 84.745

18 Hanavan, Ruth E., 84.744

19 Patton, Helen B., 84.664

20 Burns, Alice S., 84.495

21 Buckley, Catherine, 84.30

22 Eddington, Edith E., 84.255

23 Shearer, Elinor, 84.205

24 McGrath, Josephine F., 84.012

25 Edwards, D. A., 83.992

26 Pagano, Mary S., 83.838

27 Maier, Aloysius J., 83.491

28 Brennan, Chas. F., 83.311

29 Rosenberg, Melvin, 83.307

30 Trombly, Betty D., 83.20

31 Funk, Julia M., 82.938

32 Snyder, Mary D., 82.714

33 Allen, Mary, 82.70

45 Foley, Alice A., 82.614

35 Carkner, Minne, 82.535

36 McFerran, Mary, 82.234

37 Kellogg, Helen D., 82.188

38 Morris, Mary H., 81.917

39 Cohen, Pauline, 81.911

40 Zlehm, E. M., 81.711

41 Keenan, M. I., 81.641

42 Leffer, Rose C., 81.554

43 Stephens, Miriam E., 81.471

44 Murphy, Alice S., 81.328

46 Karp, Edna M., 80.457

49 Hickey, Dorothy R., 80.171

DEPUTY SUPERINTENDENT

OF BANKS

DEPUTY SUPERINTENDENT OF BANKS

Banking Department (Promotion)

(Promotion)

1 Leete, Edward H., 86.25

2 Dahl, Art W., 84.11

3 McAuliffe, Edw. R., 83.37

4 Murray, Jas. A., 83.12

5 McGillen, Jas. G., 82.71

6 Riedel, Geo. J., 82.59

7 Liehr, Paul V., 82.12

8 Murray, Chas. R., 81.78

9 Reuther, Vincent C., 80.98

STENOGRAPHER-CLERK Schenectady County Child Welfare (Open Competitive) 1 Perretta, Mary, 88.41 2 Albe, Margaret, 85.97

SETTLEMENT CONSULTANT
Department of Public Welfare,
Albany County
(Promotion)

1 Welch, James J., 89.56
2 Rothenberg, Carol, 83.39
3 Gotkis, Dan, 83.00
4 Michelson, Harry C., 82.35
5 Shapiro, Dorothy, 80.78

SENSOR EXAMINER OF
METHODS AND PROCEDURES
State and County Departments
(Open Competitive)
1 McKenzie, Albert D., 87.24
2 Shaw, Bernard, 85.05
3 Ekeland, Thos., 84.39
4 Riker, Ellis T., 84.15
5 Gevirtzman, Abe, 83.89
6 Feinsilber, Jack, 83.48
7 Hurley, Robert R., 80.06
8 Kalb, Paul A., 76.99

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Latest permanent appointments from these lists follow: Junior Clerk
New York—\$900 ... 1,384
Albany—\$900 ... 5,249
Junior Stenographer
New York—\$900 ... 980
Albany—\$900 ... 2,347 84.475 79.65 New York-\$900..... 1,243 87.04 82.66 Albany-\$900 Assistant Clerk
New York-\$1,200 ... 79
Albany-\$1,200 ... 786
Assistant Stenographer New York—\$1,200.... 132 Albany—\$1,200 471 89.50 87.10 Albany-\$1,200 471

Assistant Typist

New York-\$960 539

Albany-\$1,060 167

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First 7 on Instructor List Net \$3,000

The first seven eligibles on the promotion list for motorman instructor, Board of Transportation, were certified by the Civil Service Commission to the jobs, which pay \$3,000 per year. In the order of their standing on the list, the eligibles are Anson H. Richards, Edward Hutchinson, William J. McKinley, Edward F. Gorecki, Edward S. Rush, Clarence W. Blackwell, Edward Hampton Buford.

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Examination Requirements

City Tests

Sheriff
Salary: \$6,000 to \$7,500 per annum, subject to action by the Board of Estimate and the Mayor. Vacancies: (1), effective as of January 1, 1942. So far as the list contains additional names beyond those appointed to the position of Sheriff, it may be used for appropriate positions in a lower grade and at a lower salary for such competitive positions as Deputy Sheriff.

Duties

To direct and administer the office of Sheriff of the city of New York, including the co-ordination of the procedures of the office and the supervision of its personnel. The legal duties of Sheriff as prescribed by law must be performed in full compliance with the several statutes relating to this office. (It should be noted that the duties of the Sheriff relating to the care

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YOUR Way to the TOP

and custody of criminal prisoners have been transferred to the City Department of Corrections and will no longer be a part of the func-tions of this office.)

Requirements

Applicants must be citizens of the

ments.

The incumbent must be equipped by training and experience to operate an efficient office handling the public business under up-todate methods. At the present time this office employs 378 persons, but of these a number of positions will be discontinued under the budgetary and civil service reorganization now taking place. The Sheriff must co-ordinate the work previously performed by the five Sheriffs' offices throughout the city and be prepared to handle the administrative problems and personnel management of a sizable establishment. Experience requirements are established in accordance with these essential duties and specific requirements for admission to this examination are as follows:

Either (a) admission to the Bar of the State of New York and 15 years' experience as a practicing attorney, including at least five years' experience of a nature tending to qualify the applicant for the performance of administrative work; or (b) possession of a Certificate of C. P. A., with at least fifteen years' experience in accounting or auditing, including at least five years' experience in amanagement or administrative capacity of a magnitude-sufficient to qualify for the position; or (c) possession of a license as a professional-engineer in the State of New York with at least 15 years' experience as a practicing engineer, including at least five years of experience as a practicing engineer, including at least five years of experience as a practicing engineer, including at least five years of experience in the management of engineering projects or the office of administration of a staff or project of such magnitude as to qualify for this position; or (d) at least 15 years' experience either as a Clerk, Grade 5, or in the administrative service, Police Captain, or equivalent service in the competitive class in a title and grade tending to qualify for the duties of this position; or (e) the equivaleut of the experience set forth above obtained in private business or industrial management with at least five years' e

Subjects and Weights Written examination, weight 3;

Applicants must be citizens of the United States, and residents of the city of New York for at least three years prior to the date of appointment. There are no age requirements

Standards

Any disease, injury or abnormality which tends to impair health or usefulness will be cause for disqualification.

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 resi-

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dents for one year. experience set forth above obtained in private business or industrial management with at least five years' experience in the administration of an important office or the management of a large porject of a magnitude to qualify for the duties of the position set forth.

A baccalaureate degree' recognized by the University of the State of New York, will be accepted in lieu of four years of the above experience in any of the above cate-

training, experience and personal qualifications, weight 7. Training, experience and personal qualifications will be rated after a detailed examination of the candidate's exprience paper and after an oral interview to determine the extent to which such experience has qualified the candidate for the position sought. Such oral interview will be designed to probe the essential factors of technical competence and administrative judgment necessary for the efficient performance of the duties of the position, Marked ability to recognize the possibilities of fruitful research and investigation to improve the efficiency of the Sheriff's office may be given credit as will proven administrative leadership of a high order. Fee, \$5. Applications: Issued and received from 9 a. m., November 8, to 12 noon, November 22, 1941.

Note—This examination will be held with such expedition as to certify the list to the Mayor before January 1, 1942, to permit him to consider the same and make his appointment before that date.

Bond

Bond

Register

\$100,000 with two sureties.

Salary: \$5,000 to \$7,500 per annum, subject to action by the Board of Estimate and the Mayor. Vacancies: (1) effective as of January 1, 1942. So far as the list contains additional names beyond these experienced to the position of tains additional names beyond those appointed to the position of register it may be used for appropriate positions in a lower grade and a lower salary for other competitive positions.

Duttes

To direct and administer the office of register of the City of New York, including the coordination of the procedures of the office and the supervision of its personnel. The legal duties of Register as prescribed by law must be performed in full compliance with the several statutes relating to this office.

Requirements

Requirements

Applicants must be citizens of the United States, and residents of the City of New York for at least three years prior to the date of appointment. There are no age require-

City of New York for at least three years prior to the date of appointment. There are ne age requirements.

The incumbent must be equipped by training and experience to operate an efficient office handling the public business under up-to-date methods. At the present time this office employs 325 persons, but of these a number of positions may be discontinued under the budgetary and civil service reorganization now taking place. The Register must coordinate the work previously performed by four Registers' offices and must be prepared to handle the administrative problems' and personnel management of a sizable establishment. Experience requirements are established in accordance with these essential duties and the specific requirements for admission to this examination are as follows: either—(a) admission to the Bar of the State of New York and 15 years' experience as a practicing attorney, including at least five years' experience of a nature tending to qualify the applicant for the performance of administrative work; or (b) possession of a certificate as a Certified Public Accountant, with at least five years' experience in accounting of auditing, including at least five years' experience in an amangerial or administrative capacity of a magnitude sufficient to qualify for the position; or (c) possession of a license as a professional engineer in the State of New York with at least 15 years' experience in the management of engineering projects or the office administration of a staff or project of such magnitude as to qualify for this position; or at least 15 years' experience in the management of engineering projects or the office administration of a staff or project of such magnitude as to qualify for the position; or at least 15 years' experience in the management of engineering projects or the office administration of a staff or project of such magnitude as to qualify for the position; or at least 15 years' experience in the competitive class in a title and grade tending to qualify for the duties of this positi

field of public or business administration will be accepted in lieu of not more than three years' additional experience, provided that in no case shall any candidate be admitted to this examination with less than three years of the administrative or managerial experience required in each of the categories listed above, or less than eight years of total experience as reyears of total experience as quired. General Medical and Physical Standards

gories and graduate training in the

Any disease, injury or abnormality which tends to impair health or usefulness will be cause for disqualification.

Subjects and Weights

Subjects and Weights
Written examination, weight, 3;
training, experience, and personal
qualifications, weight, 7. Training,
experience, and personal qualifications, will be rated after a detailed
examination of the candidate's experience paper and after an oral
interview to determine the extent
to which such experience has qualified the candidate for the position
sought. Such oral interview will be
designed to probe the essential factors of technical competence and
administrative judgment necessary
for the efficient performance of the
futies of the position. Marked abil(Continued on page Fighteen)

(Continued on page Eighteen)

HOW TO GET A Government Job

Every day in the year 200 men and women get U.S. Government jobs. Here's a complete and authoritative book by experts that tells you exactly what to do to land a Government position. Every detail of civil service procedure is made clear. Shows how to avoid simple errors that may disqualify you. Explains all the benefits enjoyed by those who work for Uncle Sam.

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By James C. O'Brien

Philip P. Marenberg

Where and how do I find out about Government jobs? What types of examination are given? How are Government employees selected? Does political "pull" help in getting a job? Does an applicant for a Government job have the right to appeal from the decisions of the Civil Service Commission? What preferences are given to veterans? What are my chances for advancement within the service! How does the Government's retirement system work? Is a retirement pension guaranteed, etc. etc.?

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"An excellent handbook for both those who may desire to enter the Federal service and Federal employees as well. It sets forth in simple, explicit terms a vast amount of valuable information concerning Federal civil service matters." Luther C. Steward, Pres. National Federation of Federal Employees.

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Physiotherapy aid, \$1,800.
Procurement inspector, \$2,300.
Public health nurse, \$2,000.
Regional agent, trade and industrial education, \$4,600.
Second assistant (marine), \$2,190 to \$2,650.

\$2,950.
Shipyard inspector (various specialties), \$3,200.
Staff dietitian, \$1,800.
Technologist (any specialized branch), \$3,800. (Dec. 21, 1941.)
Under tabulating machine operator, \$1,260.
Coal mine inspector, \$3,800; senior, \$4,600; associate, \$3,200; assistant, \$2,600.
Dental hygiculat \$1,620.

\$2.600. assistant, Dental hygienist, \$1,620; hedical guard attendant, \$1,920; medical technical assistant, \$2,000. Senior blueprint operator, \$1,440; junior, \$1,260; senior photostat operator, \$1,440; junior, \$1,260. For appointment in Washington, D. C., only. Under mimeograph operator \$1,260, For appointment in Washington, D. C., only. Specialist in washington, D. C., sonly.

(Dec. 31,

Medical officer, \$3,800.

Pharmacologist, \$3,800.

(Continued from Page Seventeen)

ity to recognize the possibilities of fruitful research and investigation to improve the efficiency of the Register's office may be given credit as will proven administrative leadership of a high order. Fee: \$5. Applications: Issued and received from 9 a. m., November 8, to 12 noon, November 22, 1941.

Note: This examination will be held with such expedition as to certify the list to the Mayor before January 1, 1942, to permit him to consider the same and make his appointment before that date.

\$20,000 with two sureties OTHER CITY TESTS NOW OPEN
Full requirements appeared in
previous issues of The LEADER. ACCOMPANIST-ORGANIST

Salary: \$2,400 per annum, subject to budget. The position calls for employment for approximately nine

months a year. Vacancies: 1 in the Department of Parks. Fee: \$1. File by November 26. by November 26.
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GRADE 4
PROMOTION TO ELEVATOR
OPERATOR
Department of Hespitals
PROMOTION TO FOREMAN OF
LAUNDRY, GRADE I (MEN)
(All Departments)
PROMOTION TO INSPECTOR OF
PLUMBING, GRADE 3
(Department of Housing and
Buildings)
PROMOTION TO MAINTENANCE

PROMOTION TO MAINTENANCE
MAN, N. Y. C. HOUSING
AUTHORITY
PROMOTION TO RADIO
OPERATOR, GRADE 2
PROMOTION TO STOCK
ASSISTANT

U.S. Tests

U. S. TESTS ANNOUNCED THIS WEEK

Chief Engineering Aid, \$2,600 Principal Engineering Aid, \$2,300 Senior Engineering Aid, \$2,000 Engineering Aid, \$1,800 Assistant Engineering Aid, \$1,600

For employment in various services in New York and New Jersey. Options: agricultural, civil, computations, construction, electrical, highways, hydraulic, mechanical. Persons with experience in drainage, mosquito, and malarial control are urged to file for this test under civil options. Maximum age, 53. Applications will be issued and received at the U. S. Civil Service

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Funerals from

Commission, 641 Washington Street, until further notice.

Requirements

From two to six years' experience in the option applied for depending on the grade applied for. In addition, candidates must have at least a high school education. Engineering education up to a maximum of three years may be substituted for experience.

Under Communications Operator (High Speed Radio Equipment) \$1,440

For employment in the War Department, Signal Service at large, New York, New Jersey, and Delaware. Age limits, 18 to 35. Applications may be obtained at the U.S. Civil Service Commission, 641 Washington Street, until further notice.

Requirements

At least one year of experience as a commercial radio telegraph operator plus high school graduation and the ability to transmit and receive at the rate of 25 words per minute and to type at the rate of 40 words per minute.

Health Education Consultant, \$3,800

Associate Health Education Consultant, \$3,200 Assistant Health Education Consultant, \$2,600

Teacher in Indian Community and Boarding Schools, \$1,620 to \$2,000

Complete requirements for these tests and applications blanks can be obtained at the U. S. Civil Service Commission, 641 Washington Street, until December 11.

U. S. Tests Previously Announced

Applications for the following examinations can be obtained at the local office of the U. S. Civil Service Commission, 641 Washington Street, New York. These applications will be issued until further notice, unless the closing date is specified. Copies of complete requirements for these examinations are given to all applicants by the Civil Service Commission.

GENERAL

Chemist, \$3,800; principal. \$5,600; senior, \$4,600; associate, \$3,200; assistant, \$2,600; all in explosives. Applications will be rated as received until November 30, 1941.

Matallurgical engineer, \$3,800; also

November 30, 1941.

Matallurgical engineer, \$3,800; also principal, \$5,600; senior, \$4,600; associate, \$3,200. Metallurgical \$3,800; also principal, \$3,600; senior, \$4,600; associate, \$3,200. Applications will be rated

FUNERAL HOME Modern Air-Conditioned Chapels Attendants Join 1044 Manhattan Avenue Brooklyn, N. Y. Feinstein's Group

At a meeting held last Friday evening a new unit affiliated with the Federation of Municipal Employees, A. F. L. The group will be known as the Civil Service Attendants nion, and takes in tendants, messengers, bridgetenders, caretakers and watchmen of all grades in the New York City service. Sidney Davidson, bridge tender for the Department of Public Works, was elected president. Vice-president is Alexander Delgado, Department of Parks. Rse Kahn, of the Manhattan Borough President's office, was named recording secretary. Financial secretary and treasurer is Jeremiah Denehy, Public Works. Sergeant - at - arms is Charles Burns, of the Parks Department.

Meetings will be held every second Friday.

Two Important State Lists Due

Two important clerical promotion lists are just about due from the machine room, of the State Civil Service Commission: Principal clerk, education; senior clerk, health.

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.

Passing Is Not Enough

The First of a Series of Articles on Proper Preparation for Civil Service Examinations

By Gertrude B. Slavin, B.S., M.A. and Alvin Slavin, B.A., M.A.

Opportunities in public service have increased immeasurably within the last two years. Almost all government agencies are expanding their personnel registers to meet the needs of the National Defense Program. The future outlook for candidates who seek Civil Service jobs in the Federal, State, and Municipal governments promises even greater opportunity for those who achieve the highest ratings in competitive or promotion examinations.

With this unprecedented growth of government personnel has come a corresponding increase in the number of persons taking Civil Service examinations. Competition among candidates becomes keener.

There exists a popular misconception, however, that the achieve-

ment of a passing grade in an examination is sufficient. On the contrary, merely passing an examination is not enough. One must pass with a sufficiently high rating to be within reach of appointment. There are thousands of persons on Civil Service registers who will never receive a position.

Civil Service lists have a life expectancy ranging from one to four years. These lists are established on the basis of a scheduled passing grade. Appointments, however, are based on the needs of the particular agency. Appointing officers are restricted in their selection of candidates to those graded highest on a list. For example, if 5,000 candidates compete in an examination, perhaps 3,000 will achieve a passing grade. However, there may be only 1,000 positions open. Two thousand persons, therefore, will never receive appointments. Obviously, passing an examination and being placed on a list do not guarantee an appointment.

Thorough Preparation Important

Thorough preparation, therefore, determines the difference between being appointed or remaining as part of the deadwood on a list. A study of the Civil Service examination reveals that it consists, usually, of two parts. The first part, called the General Mental Test, measures the general intelligence of the candidate. The second part, the Professional or Technical Test, measures the candidate's specific knowledge or skill for a particular position. The extent of preparation for the professional or technical part of an examination can be determined by the quality of the candidate's training and experience. The Mental Test, the eliminating factor in Civil Service examinations, is too often the stumbling block for many highly-trained and well-qualified candidates. For example, a skilled bookkeeper may achieve a high rating in the professional part, yet will fail to place high on the register because he did not receive a maximum rating in the General Mental Test.

The technique of tests and measurements used in the General Mental Test indicates that there is a high correlation between the intelli-gence quotient of an individual and three measurable aptitudes: (1) language usage, (2) logical reasoning, and (3) general information, Language usage measures a person's vocabulary, reading comprehension, grammatical speech and writing, and accuracy in spelling and punctuation. Logical reasoning tests judgment, comprehension of arithmetic problems, and ability to make decisions and follow directions. General information consists of a person's knowledge of current events and understanding of the functions of government and private enterprise. The General Mental Test of a Civil Service examination measures these three elements of general intelligence.

It is our purpose in subsequent articles to discuss proper methods

of preparation for the General Mental Test. We shall show, by methods and specific exercises, how a candidate may improve his language usage, develop his logical reasoning, and enrich his store of general information.

as received until December 31, 1941.

Principal meterologist, \$5,600; senior referologist, \$4,600; meterologist, \$3,-800; associate meterologist, \$3,200, and assistant meterologist, \$2,600; applications will be rated as received until December 31.

Mulitilith cameraman, platemaker and multififth press operator, Rated as received until June 30, 1942.

Alphabetic card - punch operator, \$1,260.

\$1.260.
Artistic lithographer, \$1,800.
Associate air carrier inspector (operations), \$3,800.
Associate aircraft inspector (factory),

Inspector, engineering materials, \$2,300.

\$2,300.
Inspector, engineering materials (aeronautical), \$2,300.
Inspector, engineering materials (optical), \$2,000.
Inspector of clothing, \$2,000.
Inspector of coal, \$3,800.
Inspector of textles, \$2,000.
Inspector of textles, \$2,000.
Inspector of textles, \$2,000.
Inspector of ordinance materials, \$2,300.
Inspector of ordinance materials, Inspector

Inspector (powder and explosives), \$2,300.

Inspector (ship construction), \$2,300. Inspector (signal corps equipment), \$2,600.

2.600.
Instrument maker, \$2,200.
Instrument maker, \$2,200.
Judor communications operator (air avigation), \$1,440.
Junior communications operator (high peed radio equipment), \$1,620.
Junior copper plate map engraver, 1,440.

Junior graduate nurse, \$1,620.
Junior graduate nurse, \$2,000. Applications will be rated as received until June 30, 1942.
Junior instructor, air corps technical school, \$2,000.
Junior stenographer; Junior typist, Washington, D. C. only,
Junior stenographer, \$1,440, and junior typist, \$1,200. Open for men only for employment in the various government agencies in the State of New York.

New York.

Horizontal sorting machine operator, \$1,260. Appointment in Washington, D. C. only.

Link trainer operator instructor, \$3,200; link trainer operator, \$2,900. Civil Aeronauties Administration.

Student physiotherapy aid, \$420 w.m.; apprentice physiotherapy aid, \$1,440.

\$1.440.
Senior medical officer, \$4.600; medical officer, \$3.800; and associate medical officer, \$3.200.
Head photographer, \$2.600; senior photographer, \$2.600; assistant photographer, \$1.260, Last filing date is June 30, 1942.

abulating machine operator, \$1,260

Tabulating machine operator, \$1,260 to \$1,440 a year.

Junior veterinarian, \$2,000.

Technologist, \$2,600 to \$5,600. Last filing date is December 31.

Pharmacologist, \$2,600 to \$5,600. Last filing date is December 31.

Physicist, \$2,600 to \$5,600. Last filing date is December 12.

Research chemiet, \$2,000 to \$5,600. Last filing date is December 12.

Research chemiet, \$2,000 to \$5,600. Last filing date is December 31.

Blueprint operator, \$1,260 to \$1,440. Last filing date is June 30, 1942.

Under mimeograph operator, \$1,260. Junior soil conservationist, \$2,000.

Junior soil conservationist, \$2,000. Coal mine inspector, \$2,000 to \$5,600. Coal mine inspector, \$2,000 to \$4,600. File by December 31.

Inspector, plant protection, \$2,900 to \$4,600.

Inspector (subsistence supplies), \$1,-300 to \$2,600.
Industrial specialist, \$2,600 to \$5,600.
Agent, trade and industrial education, \$3,800 to \$1,600.
Staff dietitian, \$1,800.
Radio mechanic-technician, \$1,620 to \$2,300.

2.300. Technical and scientific aid (includ-ng optional branches), \$1,800 to 2,000. File to June 30, 1942. Assistant agricultural statistician, 2,600; junior agricultural statistician, 9,000

Junior physicist, \$2,000. Communications operator, \$1,440 to \$1,620. Junior laboratory helper, \$1,440.

only.

Specialist in maternal and child health, various grades, \$3,200 to \$5,600. Inspector, engineering materials (aeronautical), various grades, \$1,620

to \$2,600.

Graduate nurse. Optional branches; general staff duty and psychiatry, \$108,75 a month. Panama Canal service only.

Air carrier inspector, (operations), \$3,800. Associate Air-Carrier Inspector (operations), \$3,500. Civil Aeronautics Administration, Department of Commerce.

Administration, Department of Com-

and airport), \$1,800. Civil Aeonautica Administration, Department of Commerce.

Assistant veterinarian, \$2,800; junior veterinarian, \$2,000. Bureau of Animal Industry, Department of Agriculture; United States Public Health Service, Federal Security Agency and War Department.

Procurement Inspector, various grades; \$1,620 to \$2,600 a year. Material Division, Air Corps, War Department, Twelve optional subjects.

Junior administrative procurement inspector, \$2,900; Material Division Air Corps, War Department, Twelve optional subjects.

Inspector, \$2,900; Material Division Air Corps, War Department, Twelve optional subjects.

Inspector, ordnance material, various grades, \$1,620 to \$2,600. Ordnance Department at large. War Department, New York Ordnance District and Rochester Ordnance District and Rochester Ordnance District and Rochester Ordnance of Justice, File by November 28,

Junior communications operator (high speed radio equipment)), \$1,620.

Instructor, various grades, \$2,000 to \$4,600. Optional branches; Radio ensines; internal combustion engines; motorcycles; automotive (chassis less engine); radio operating and radio electrical. War Department.

Assistant accountant and auditing assistant, \$2,300. Optional branches: Rail lines; pipe, private car, and water line carriers. Interstate Commerce Commission. File by November 28.

Junior communications operator (high speed equipment), \$1,620.

Junior communications operator (high peed equipment), \$1,620. War Depart-

ment.

Public health nurse, \$2,000. Indian Field Service, including Alaska, Department of the Interior United States Public Health Service, Federal Security, Agancy.

Public Health Service, Federal Security Agency,
Graduate nurse, general staff duty
\$1,800. Indian Field Service, including
Alaska. Department of the Interior,
Senior inspector, naval ordnance materials, \$2,800: inspector, naval ordnance materials, \$2,300. Optional
branches; optical or fire control instruments, naval guns and accessories;
munitions and orduance units; associate inspector, naval ordnance materials
\$2,000; assistant inspector, naval
ordnance materials, \$1,300, and junior
inspector, naval ordnance materials,
\$1,620.
Librarian (technical processes), \$3,-

\$1,620.
Librarian (technical processes). \$3,800. Last filing date December 4.
Assistant air-way traffic controller,
\$2,300.
Senior flight supervisor, \$3,800. Flight
supervisor, \$3,200.
Senior ground school supervisor, \$3,500. Ground school supervisor, \$2,900.

(Continued on Following Page)

LEGAL NOTICE

LEGAL NOTICE

HOGE & COMPANY (formerly known as Hoge, Underhill & Co.)—Notice is hereby given that an amended certificate of formation of the limited partnership of Hoge, Underhill & Co. setting forth, among other things, the change of the Clerk of the County of New York on November 10, 1944, the substance of the Clerk of the County of New York on November 10, 1944, the substance of the Clerk of the County of New York on November 10, 1944, the substance of The name of the partnership and commission business in stocks, bonds and commission business in stocks, bonds and in general such business as is usually conducted by stock exchange brokers in the City of New York. The location of the principal place of business is No. (Lity, County and State of New York, The mame and place of residence of each general partner is as follows: Martin B. Superias, 151 Essat 78th Street, New York, The mame and place of residence of each general partner is as follows: Martin B. Superias, 151 Essat 78th Street, New York, The care of the partnership is to exist is from the first of the Propokule (Glen Head, Nassau County, New York, The term for which the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is to exist is from the first of the partnership is

the event he retires from the partnership at the end of any month, provided he shall have given not less than two months' prior written notice to the other partners of his intention to retire. The share of the profits or other compensation by way of income which the limited partners shall receive by reason of their respective contributions is as follows: Charles C. Hoge, Sr., shall receive interest on the amount of the limited capital contributed by him, at the rate of five per cent per annum, and in addition 12% of the partnership net profits. James A. Moffett 2nd shall receive all coupons due and interest paid on the said securities contributed by him as limited capital, or on any new securities purchased with the proceeds of sale or realization of any of said securities so contributed by him, and in addition thereto shall receive 10% of the partnership net profits. No such payment shall be made to the limited partners or either of them if thereupon the partnership assets would be insufficient to pay all liabilities of the partnership except the liability to the limited partners on account of their limited capital contribution. No right is given to any limited partner to substitute an assignee as contributor in his place. The right is given to admit additional limited partners with the written approval of all partners. No right is given either limited partners with the written approval of all partners. No right is given to the remaining general pariner to continue the business on the Gash, retirement or insanity of the other general partner, No right is given to the remaining general pariner to demand and receive any property other than cash in return for his contribution. The limited partners, James A. Moffett 2nd shall be entitled to receive in return for his contributed by him, and such part as may then be on hand of the securities originally contributed by him, and such part as may then be on hand of the securities originally contributed by him, and such partners and limited partners and their execution t

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J. Heller, Optician
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TR. 5-1065

(Continued from Preceding Page)

Engineering draftsman; \$1,620 to \$2,000. Applications will be received until December 31, 1941.

Naval architect: \$2,600 to \$5,600. June 30, 1942 is last filing date. Marine engineer: \$2,600 to \$5,600. June 80, 1942 is last filing date. Shipyard inspector: \$2,800 to \$3,800.

Medical

Explosives Inspection

Junior engineer, \$2,000. File by June 30, 1942. Chief engineering aid, \$2,000; principal, \$2,300; senior, \$2,000; engineering aid, \$1,800. Last filing date June 30, 1942.

Senior engineering aid (topographic), \$2,000 Applications will be rated as received until December 31, 1941.

Anglesmith (other fires), \$7.60 to Armament machinist, \$1,800 to \$2,200. Brakeman, \$6.88, \$7.36 and \$7.84 a

Trackman, 5.92, \$6.40 and \$6.88 a day. Wharfbuilder, \$7.92, \$9.40 and \$8.88 a day.

Machinist, from \$1,800 a year to \$1.06 an hour. Toolmaker from \$6.24 a day to \$1.17 Shipfitter, from \$6.81 to \$8.93 a day. Loftsman, from \$1.04 to \$1.12 an

Lens grinder, from \$5.92 to \$8 a day. Instrument maker, from \$7.44 a day o \$1.24 an hour. 'Automotive spare parts expert, \$3,200. Blacksmith (heavy fires), \$8.56 to

Blacksmith (other fires), \$7.76 to \$8.72.

8.72.

Boatbuilder, \$7.92 to \$8.88.

Boilermaker, \$7.92 to \$8.88.

Chemical engineer, \$3.800.

Chemist (explosives), \$3.800.

Chipper and caulker (fron), \$7.00 to

Chipper and cautizer (tron), \$4.00 to \$8.56.

Coppersmith, \$8.56 to \$9.52.
Die sinker, \$8.88 to \$9.34.
Driller (pneumatic), \$6.72 to \$7.68.
Expediter (marine propelling and outfitting equipment), \$3,200.
Flange turner, \$8.08 to \$9.04.
Forger, drop, \$7.84, \$8.52, \$8.80.
Frame bender, 8.08 to \$9.04.
Gas cutter or burner, \$7.04 to \$8.00.
Helpe-shipfitter, \$5.12, \$5.60, \$6.08.
Holder-on, \$5.92 to \$6.88.
Moider, \$8.96 to \$9.92.
Pipe coverer and insulator, \$7.40 to \$8.80.

8.80.

Puncher and shearer, \$6.40 to \$7.36.

Riveter, \$7.84 to \$8.80.

Rivet heater, \$4.80 to \$5.70.

Saw filer, \$9.94 to \$10.00.

Shipfitter, \$7.84 to \$8.80.

Shipwright, \$7.96 to \$5.93.

Tool and gauge designer, \$1,800.

Toolmaker, \$7.20 a day to \$1.08 an 1017.

Welder, electric or gas, \$7 94 to \$8.80.

NEW TESTS

The following exams were announced by the U.S. Civil Service Commission as The LEADER went to press. File by December 18.

Senior marketing specialist, \$4,690.

Marketing specialist, \$3,800.

Associate Marketing specialist, \$3,200.

Assistant marketing specialist, \$2,600.

Assistant tobacco inspector, \$2,000.

Junior tobacco inspector, \$2,000.

Junior tobacco inspector (trainee), \$1,620. Physiotherapy aide, \$1,800. Junior physiotherapy aide, \$1,620.

\$2,000-\$2,500: appointment expect-

ed at minimum but may be made

at less. Fee, \$1. File by Novem-

Assistant Account Clerk, Audit

July 19.

Assistant Physician, Mental Hygiene—Interviews are in progress;
55 took this test, held July 19.

Junior Stenographer, Westchester County—Experience is to be rated;
265 took this test, held July 19.

Junior Typist, Westchester County—Typing and experience are to be

y-Typing and experience are to be ated; 291 took this test, held July

Promotion

settled; 166 took this test, held in March.

Senior Investigator, Onondaga County—Rating of training and experience is in progress. Service record ratings have been requested; 118 took this test, held in March.

Assistant Compensation Clerk, Labor—The list has gone to the administration division for printing; 78 took this test, held in May.

Assistant Clerk, Audit and Control—The list has gone to the administration division for printing; 63 took this test, held in May.

Assistant Typist, State Insurance Fund—Rating of training and experience is in progress; 115 took this test, held in May.

Bookkeeper - Paymaster, Mental Hygiene—Rating of the written is in progress; 91 took this test, held in May.

Clerk. Grade 7. Supreme Court, Kings County—Interviews are to be held; 60 took this test, held in May.

Supervising Tax Examiner, Tax—Rating of the written is in progress.

A total of 198 took this test and the open-competitive, held in May.

that stump experts and inexperts alike. Besides such helpful sections as those on the comma, color, etc., there are paragraphs on comma errors, tricky words, misused prepositions, dangling

Progress of State Tests

The following is the Intest news on the marking of large tests given by the State Civil Service Commission. This listing is a regular feature of The LEADER.

Open Competitive

Printer, Public Works—Rating of Part II of the written is in prog-ress, 694 took the test, held in Octo-ber, 1940 ber, 1940.

Farm Product Promotion Agent—Assistant, and Supervisor, Agriculture and Markets—Rating of training and experience is in progress. A total of 228 took the three tests, held in March.

Indusrial Homework Investigator, Labor-Interviews are in progress; 78 took this test, held in March.

Milk Promotion Agent, Assistant, and Supervisor, Agriculture and Markets—Rating of training and experience is in progress. A total of 86 took the three tests, held in March.

Senior Inspector, Standards and Purchase—Assembling and averag-ing the various part of the test is in progress; 50 took this test, held in March.

Court Attendant, First and Second Judicial Districts—Rating of the written is in progress; 3,279 took this test, held in May.

Compensation Examining Physician, Labor-Interviews have been scheduled; 124 took this test, held in Mey.

Intermediate Account Clerk and Stenographer, Westchester County— The list has gone to the admin-istration division for printing; 100 took this test, held in May.

Labor Mediator, Labor - Interviews are to be held; 115 took this test, held in May.

Pharmacist — Rating of training and experience is in progress; 391 took this test, held in May.

Probation Officer, Eric County Children's Court—The list has gone to the administration division for printing; 125 took this test, held in

Public Health Nurse, County— Rating of training and experience is in progress; 170 took this test, held in May.

in progress; 170 took this test, held in May.

Senior and Assistant Examiner, Methods and Procedures—The lists have gone to the administration division for printing. A total of 64 took the two tests, held in May.

Supervising Tax Examiner, Tax—Rating of the written is in progress. A total of 198 took this test and the promotion, held in May.

Visitor, Monroe County—Rating of training and experience is in progress; 82 took this test, held in May.

Compensation Hearing Representative, State Insurance Fund—Rating of the written is in progress; 60 took this test, held in June.

First Assistant Physician, Mental Hygiene—Interviews are to be held; 111 took this test, held July 19.

Junior Civil Engineer (Highways), Division of Highways, Public Works—Three tests have been completed; one more is to be rated. A total of 420 took this test, held July 19.

Assistant Physician, Mental Hy-

L a w Stenographer. Supreme Court, Second Judicial District— Stenography, and experience are to be rated; 552 took this test, held July 19.

Photographer, Mental Hyglene—Rating of the written is in progress; 340 took this test, held July 19.

Promotion

Senior Clerk. Tax — The list has gone to the administration division for printing; 268 took this test, held in October, 1940.

Senior Case Worker, Eric County—Rating of training and experience is in progress. Service record ratings have been requested; 209 took this test, held in March.

Senior Compensation Claims Clerk, State Insurance Fund—Service record rating appeals are to be settled; 166 took this test, held in March.

construction and "writing for examinations." It provides a training course for civil service candidates which includes the various mental tests and letter writing exercises.

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 In-dividual Oil Permaments only \$3. Ex-perts on difficult hair. Mr. Charles, MU. 2-0041. Strand Beauty Shop, 12 East 42nd St.

BEAUTY REST Salon's \$5 Oil Waves only \$3, Attended by Experts. Beauty Rest Salon, 555 Fulton St., Bklyn. MAin 4-9634. Opposite May's Dept. Store,

Brassieres and Corsets

DORIS STEIN, 28 West 56th St., New York — Custom and ready made. In-dividually designed. Reasonably priced. Sips, Panties and Bathing Suits. COlumbus 5-9338.

Registered — SPENCER — Corsetiere Designs created especially for you. Style and Surgical Garments. Appointments your home or mine. Miss Lillian J. Kerr. 698 Sterling Place, Brooklyn, MAin 2-0698.

FOR that youthful figure see Jane Stringer. Spencer Corsetierre 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, Acrobatic, & Ballroom. Bables-Children-Adults, 168-02 89th Ave., Jamaica. REpublic 9-6418.

ALL BALLROOM DANCES. Modern Dance, Class, Private, Dance Sessions Every Saturday, 3-5:30. Morelle, 108 4th Ave. (12th St.) ORchard 4-1903.

Entertainment

PERSONAL CONSULTATION and Scientific Astrological Reading with booklet.
"As the Cards Fall." \$2. Mme. Cassandra, 220 W. 42d St., Suite 1625. LOngacre 5-7574. Open Sundays.

BRIDGE, Ballroom, Square Dancing, Rythmics, Glee Club, Languages, Lec-rures, Sports, Dances, Parties, New York League of Girls Clubs, 55 West 44th St..

Foods

IF IT SWIMS we have it. Fresh Sea Food for Shore Dinners. Frogs' Legs, Brook Trout, Maine Lobsters. Petrosino Bros. Washington Market. BA. 7-5390.

DELICIOUS SANDWICHES, finest in quality, sanitary. Delivered to your department immediately. Phone Savoy Service, BO, 9-4758, 77 Washington St. Special Rates for all affairs.

ROSE LYNN'S-Choicest Cheese Cake-Fruited Upside-down Cake - Chocolate Cake-Cookies-Canapes, Sure hits at your office or home parties, Phone SC. 4-2478.

Funeral Directors

COMPLETE FUNERALS as low as \$125. Free chapel, Financed to meet condi-tions. 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 SER-VICE EMPLOYEES of N. Y. C. LE. 4-0809.

Furs

FOR reasonably priced custom made fur coats see Mr. Speilberg. Also for experi remodeling and repairs. Located at 115 W. 30 St. LOngacre 5-3525, Mr. Speilberg. PAUL GRABOIS. Specialist in re-styling, repairing. New coats and jackets to order at reasonable prices. Storage, glazing, froning. 210 W. 20 St. LA. 4-9634.

Help Wanted-Agencies

BOOKKEEPERS, Stenographers, Legal Stenographers, Excellent positions al-ways available. Larkin Agency, 38 Park Row. COrtlandt 7-8307.

MANY POSITIONS AVAILABLE DAILY. Stenographers, Bookkeepers, Switch-board Operators, Office Machines. Reg-ister for Quick Placement. Business Vocational Service Agency, 48 West 48th St. PE, 6-5548.

A BACKGROUND OF SATISFACTION in personnel service since 1910. Secretaries, Stenographers, File—Law Clerks, Switch-board Operators, Brody Agency (Hen-riette Roden, Licensee), 240 Bradway. BArclay 7-8135.

FAIRMOUNT EMPLOYMENT AGENCY
Typists, Clerks, Immedi Stenographers Typists, Cierks, Immate placement. Fairmount Employment Agency, 305 Broadway. BE. 3-9474-5. oposite Civil Service Commission.

BOOKKEEPERS - Stenographers ing and Bookkeeping Machines opera-tors, all office assistants. Desirable posi-tions available daily. Kain Employment Agency, Inc., 15 West 38th St. WI. 7-3900.

The Prof Selects

ing to win? Each week The Prof predicts which football teams are likely to win the games of the coming Sat urday.

Who's go-

Compare these predictions with your own, and then, after the games are played, what percentage of The Prof's guesses are correct. Following

is a list of games to be played on Saturday, November 22. Boston College to beat Boston University.

Colgate to beat Columbia. Pennsylvania to beat Cornell. Georgia to beat Dartmouth. Drake to beat North Caro-

lina State.
Fordham to beat St. Mary's. Harvard to beat Yale. Notre Dame to beat Southern California.

MATERNITY, \$65 up. General Surgery, Member of Associated Hospitals. Com-pensation cases accepted free. Prospect Hospital, 730 Kelly St., Bronx, N. T. DAyton 9-6600.

Instruction

FREE Trial Lesson. Learn to play the According at the De Bellis According School, Accordings furnished, 159 West 4th St. and Sixth Ave. CH, 3-3420,

SPANISH conversation, private lessons, \$1.50, Groups \$1. Afternoon, evenings, South American Lady. Madame Da Edgar MU. 4-2893.

I TEACH you to read, play plano well faten weeks. Graded Self-Instructor. \$1.25. No exercises. Lella Tyndall Moses, \$16 West 86th St. SC. 4-6351.

Massage

CORRECTIVE MASSAGE INSTITUTE
BATHS - 24 West 28th St. Reducing,
Body Corrections, Gymnasium. Special
hours: 9 A.M. to 1 P.M., 5 for \$6. Phone
MUrray Hill 6-9181.

ULRICH MASSAGE STUDIO, 21 E. 60 St. Special for ladies-10 treatments, 220, Separate department for men. Vapol cabinets, vibrators, rollers. REgent 4-3685.

EDITH KENNEDY, Visiting Masseuse, Massages for \$20, 580 St. Nicholas Ave., N.Y.C. EDgecomb 4-3779. Lic. No. 103423.

Music Instruction

HELP YOURSELF TO POPULARITY Violin, Piano, Guitar, Accordian, Voice, MILLER SISTERS' STUDIO of MUSIC and DANCING, 90-32 51st Ave., Elmhurst, NEWTOWN 9-1441.

INSTRUCTION IN THEORY, piane and harp. Beginners and advanced. Chill dren and Adults. Moderate rates. Elena Sodero, 1995 E. 19th St., Bklyn. ES. 5-867.

Nursing Homes

NURSING care, board, room, private home; porches, grounds; doctor's supervision; diets. Non-secturian; \$18-\$22 weekly. Mrs. Pragnell, 2886 Valentine Ave., Bronx. Fordham 5-1544.

WHITE NURSING HOME
Ideal home for aged and convalescents
spaceous rooms with home atmosphere
registered nurses. 2739 Bedford Ave.
MAnsfield 6-9639.

Optometrist

Have Your Eyes Examined Today Have Your Eyes Examined Toury Finest glasses at lowest prices. Special courtesy given to civil service employees and families. Dr. J. L. Lozea, 100 Canal St. WA. 5-8816.

EYES examined, prescription furnished Fee \$2. No inducement forms to pre-scribe unnecessary glasses. Dr. John Wilday, Times Building, 42nd Street and Broadway. BRyant 9-2282.

Pawnbrokers

LIBERAL LOANS on Personal Property, Jewelry, Watch Borgains. G. Edelstell & Co. Oldest Established Bronz Pawi Brokers, 2029 Third Ave., at 141:

LIBERAL LOANS on Diamonds, Water I Jewery, Sterware, Couldness, S. Recourtesy to Civil Struce Employees Confidential Sorvice, Educated Free, 252 let Ave. (14th St.) Aliconquin 4.1872

Quilts and Pillows

CALL Wm. Mailman, APplegate 6-750, to renovate or make to order your quilts and pillows. Expert workmanship, Reasonable, 960 Sutter Ave., Brooklyn, Mailman Mr. Mailman.

Ravioli

BRUNO RAVIOLI CO.—Home made styl Ravioli, Macaroni, Spinach-Egg-Noodles, etc. Fresh made. Deliveries to all bor-oughs. 383 W. 42nd St. Circle 6-9013.

Refreshments

COLD KEG BEER and Sodas Delivered to your home. Special rates on quanti-ties. Call Skidmore 4-3360 for prompt service. Remsen Beverage Co., Brooklyb

Repairs and Services

WE MEND all types of household articles (clothing excepted). Brins them in for free estimate. Repairs Inc., 32 East 57th St., N. Y. C. PLaza 8-6281. THE most reliable place to leave your message. Only 10c. Send for particu-lars. Callers information, 177 E. 71st St. MEL RADIO SERVICE—The only service factory in the city for guaranteed service. 77 Chambers St. BE. 3-1997,

THERE'S no need to throw that broken doll away. It can be repaired like new. New York Doll Hospital, 1137 Second Ave. VOlunteer 5-0181. LOOK NEAT. Your laundry receives the individal attention it deserves. We call and deliver. Mrs. Horn's Hand Laundry, 235 East 69th St., RE, 4-0510.

EOFA and Chair reupholstered like new. \$29 — New material, new springs and new fillings — 5-year guarantee. Master-Bilt, 235 E. 123rd St. LEhigh 4-1165.

Restaurants

BARTOS Restaurant—No music—No bar We specialize in good Hungarjan-American dinners. Only 75c-\$1.10. 242 W. 78th St. (Milburn Hotel). ENdicott 2-1006.

Social Rooms

(VICINITY Rockefeller Center). Civil Service Parties Welcome. Restaurant service, low rentals. International Geneva Assn., Clubhouse Bidg., 128 West 52nd. Cl. 7-0857, Mr. Ludwig.

Travel SHARE EXPENSE. Miami, \$10; Los Angeles, \$21; Chicage, \$7.50. Auto travel Service, 137 West 45th St. LO. 5-9750.

Waste Paper ALL GRADES of wastepaper bought for cash. Files, old records. Guaranteed destruction. Troiano & Defina, 225 South St. Worth 2-2081.

Wines and Liquors

FOR choice wines and liquors, all popular brands, conveniently located for Civil Service patronage, L. J. Newman, 308 Breadway, WOrth 2-2098.

,"How To Get A Job In Avia-

Drafting

Naval Architecture

Medical officer, \$3,200 to \$3,800.

Medical guard attendant, \$1,620.

Medical technical assistant, \$2,000.

Dental hygienist, \$1,620.

Junior graduate nurse, \$1,620.

Junior public health nurse, \$1,800.

Public health nurse, \$2,000.

Graduate nurse, general staff duty, \$1,800.

Medical technician, \$1,620 to \$2,000.

Junior laboratory helper, \$1,400.

Engineering, Also Ordnance and

Engineer, \$3,800. File by June 30,

Navy Yard Jobs Anglesmith (navy fires), \$6.50 to

PROMOTION EXAMS

IN MANY FIELDS The State Civil Service Commission has opened filing for the fol-

Junior Assistant in Marketing, Agriculture and Markets.-Usual salary range \$2,100-\$2,600; appointment may be made at less than minimum. Fee, \$2. File by November 27.

Senior Account Clerk, Division

of Alcoholic Beverage Control,

Executive Department. Usual salary range \$1,600-\$2,100. Fee, \$1. File by November 27. Assistant Office Appliance Operator (Addressograph), Albany Office, Administration, Law and Research Bureaus, Taxation and Finance. Usual salary range \$1,200-\$1,700; appointment expect-

at less. Fee, \$1. File by November 27. Assistant Stenographer, Taxation and Finance. Usual salary range \$1,200-\$1,700; appointment in New York Office expected at minimum but may be made at

ed at minimum but may be made

Fee, \$1. File by November Principal Clerk, Income Tax

and Control (inclusive of Employees' Retirement System). Usual salary range \$1,200-\$1,700. Fee, \$1. File by November 27. lowing promotion examinations: Assistant Examiner of State Expenditures, Bureau of Field Audit, Audit and Control. Usual

salary range \$2,400-\$3,000. Fee, \$1. File by November 27. Assistant File Clerk, Albany Unit, including Ithaca, Elmira, Jamestown, Utica, Syracuse, Rochester, and Buffaio, range Service. Usual salary range Service. Usual salary range \$1,200-\$1,700; appointment may be

made at less than minimum. Fee, \$1. File by November 24. Associate Physician (Tuberculosis), Division of Tuberculosis, Health. Usual salary range \$5,200-\$6,450; appointment ex-pected at \$4,600. Fee, \$5. File by

November 27. Assistant Clerk, Albany Unit, 'including Ithaca, Elmira, Jamestown, Utica, Syracuse, Rochester and Buffalo, Public Service. Usual salary range \$1,200-\$1,700; appointment expected at minimum but may be made at less.

Fee, \$1. File by November 27. Maintenance Division Engineer, Erie County Highway Department. Usual salary range \$2,700-\$3,300. Fee, \$2. File by Novem-

Bureau, Albany Office, Taxation and Finance. Usual salary range ber 27.

STUDY CORNER

Learn Typing

At Home

With the demand for typists and stenographers increasing by leaps and bounds, Study Corner began to survey the home study books on the subject.

Readers Mail has put out a 10c pamphlet "Teach Yourself Touch Typewriting," by William E. Horne that has sections on mechanical parts, keyboards, English, display, statistics tables, special sizes, etc. special signs, etc. "Touch Typewriting Self-Taught," by William E. Harned,

is another 10c booklet containing similar material. Slightly more expensive (\$1.40) but much more helpful is the Gregg "Civil Service Training for Stenographers, Typists, and Clerks." In 81/2x11 size, with hard cover it provides a training course for civil service candidates which includes the various mental tests and letter writing exercises.

Opportunities In Aviation

tion" is a handy pamphlet published by Air Youth of America (25c) that should be of considerable help to young men who want to make a career of America's newest big-time industry. tions on selecting a training school, courses to study, appren-

tice training, military and naval air services, air corps, mechanics, civilian flight training, office jobs, qualifications, applications, scholarships, licensing and home study books, cover the subject

adequately. Handy Book

On Wages, Hours

Recent legislation has so complicated the picture of employer and employee obligations that only the up-to-the-minute employer can keep posted on the subject. A handy volume on one phase is "The Federal Wage and Hour Law," by Arthur W. Nevins (National Foremen's Institute, Inc., \$1.50). In a handy 58-page book written in simple question and answer form the subject is covered in sections on exemptions, covered employees, employer-employee relationship, minimum wages, working time, over-time, records, child labor, and enforcement.

Grammatical Boogaboos

"Write This Way Please," is the interesting title of a high school level text book on composition which should be helpful to any exam taker who is interested in improving his regular exam ratings. The book tackles some of the grammatical boogaboos

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: The rating of the qualifying experience has begun.

Air Traffic Control Tower Opera-tor: The written test was held Oc-tober 24.

(Allenist (Psychiatrist), Grade 4: The rating of the written test has been completed. The oral interviews ended on October 9in.

Assistant Director (N. Y. C. Information Center): The rating of the written test has been completed. The test for training, experience and personal qualifications was held Tuesday, October 21.

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 been completed.

Car Maintainer, Group A: The rating of the written test has been completed. The practical test will be held this month.

Car Maintainer, Group F: This examination is held in abeyance pending the results of the promotion test for this position.

Chief Alr Traffic Control Operator: Applications reopened to Nov. 14.

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 elimina-on test will be held Nov. 15.

Dietitian: The rating of Part II of the written test has begun. The ating of Part I will begin shortly. Director of Medical Social Service, Grade 6: All parts of the examina-tion have been administered.

Director of the Bureau of Child Hygiene: The rating of the written test has been completed.

Electrician: The rating of Part I of the written test is in progress.

Fireman: The rating of credit for educational and athletic training in progress.

Gasoline Roller Engineer and Asphalt Roller Engineer: The postponed practical test will be held in November.

Health Inspector, Grade 2: Filing for this examination closed Octo-zer 14. Exam set for Dec. 6.

Manhattan

707 WEST 171st ST.

Near Fort Washington Ave. 3 large rooms, modern, reasonable rent.

703 WEST 180th ST.

Near Broadway
7 rooms (off foyer), modern, reasonable rent.

4520 BROADWAY

At 193d St. Subway Station Elevator, 3 and 5 rooms, modern, reasonable.

1 MARBLE HILL AVE.

225th St., Near N.Y.C.R.R. Elevator, 3 large desirable rooms, modern, reasonable.

Bronx

190 WEST 170th ST.

Near Merriam Ave. Elevator, 3 and 4 large rooms, dinettes, off foyer, reasonable, 1370 UNIVERSITY AVE.

Elevator, 3-4-5 rooms, modern,

reasonable. SUPERINTENDENT ON PREMISES

ATTENTION CIVIL SERVICE EMPLOYEES

Over 1,000 Foreclosed Homes TO BE SOLD AS LOW AS

\$3,500.00

ALL EDCALITIES TYPES PRICE RANGES Convenient Terms Arranged

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Virginia 3-5445 Call or Write

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16 South Broadway, Yonkers, N. Y. TELEPHONE YONKERS 5-7305

Charles W. Brown

Real Estate Broker & Appraiser INSURANCE

3428 THIRD AVENUE York City MEIrose 1-0043 Housekeeper: The rating of the written test has been completed. Inspector of Housing, Grade 3: Exam set for Nov. 29.

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 has been com-pleted.

Laberatory 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.

Principal Chemist (Bio-Chemistry): Application period closed Oct. 27.

Psychiatric Social Worker, Grade 2: The rating of the written test is still in progress.

Power Distribution Maintainer: Practical tests will be held shortly.

Radio Operator: The rating of qualifying experience has been completed. Written test, Dec. 10.

Resident Building Superintendent, Grade 3: All parts of this examination have been administered.

Senior Buyer (New York City Housing Authority): The rating of the written test has been completed. Spectroscopist-Microanalyst: The written test was held October 30. Superintendent of Camp LaGuardia: The rating of the written test is in progress.

Supervising Air Traffic Control Operator: Applications reopened until November 14.

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 was held on October 21, 22, and 23.

PROMOTION TESTS

Accountant (City-Wide): This examination will be held on December 30.

Assistant Foreman (Sanitation): The rating of the written test has begun.

Assistant Foreman (Track): The practical oral test was held on October 15.

Assistant Superintendent of Tele-traph (Police): The written test vill be held on November 6. Assistant Supervisor, Grade 2, Social Service), City-Wide: The ating 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 be held this month.

Electrician: The rating of Part 1 of the written test has begun. Foreman of Bridge Painters (City-Wide): The rating of the written test has begun.

Foreman (Power Distribution):

Address

510 W. 184th St.

134th St., 358 East

Near Alexander Ave.

284 Willis Ave.

At 139th Ste.

405 Willis Ave.

At 144th St.

147th St., 408 East

137th St., 338 East

Near School and Church

138th St., 416 East

Near Subway

Good Location

750 Westchester Ay.

Near Subway

CHOICE APARTMENTS

FOR RENT

MANHATTAN

Rooms & Rent

5 Rooms

6 Rooms

5 Rooms

\$25

5 Rooms

5 Rooms

5 Rooms

The rating of the written test has been completed.

Foreman (Turnstiles): The practical oral test was held on October 15.

Gardener (Parks): The final key answers were approved by the Com-mission. Housekeeping (Women) Hospitals: The rating of the written test has been completed.

Junior Accountant (City-Wide): The written test was held Oc-tober 4. Rating has begun.

Junior Administrative Assistant (City-Wide): The oral interview tests are being continued this month.

Mechanical Maintainer, Group A: The practical test was held on Oc-tober 8.

Mechanical Maintainer, Group C: The practical test was held on Oc-tober 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 30. 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 Serv-lee): 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 rating of the written test has been completed.

Train Dispatcher: The practical oral test will probably be held this month.

Trainmaster: The rating of the written test has been completed.

Service for Heroic Policemen

Sympathetic cooperation with the families of Queens policemen who have died in the line of duty has won distinction for Thomas Quinn & Sons. Inc., as morticians for Civil Service employees. The firm, one of the oldest in the city, has a standing offer of full burial including casket, without charge, to Queens resident policemen who die in the line of duty.

In recent months, the funeral home has made arrangements for the burial of many persons in Civil Service, including August Sinn, Welfare Department; James Bartley, Department of Sanitation; John Baron, Parks Department; John Fitzgerald, Court Clerk; Thomas Conroy, Police Department; Charles Smith, Department of Buildings; Thomas Brady, Fire Department (retired).

Description of Property

Bright, airy outside rooms in modern building. Well located for access to transit, schools, shops, churches, Tilled baths. Supt. or NEHRING BROTHERS, 182d and St. Nicholas Av.

All improvements, except steam J. M. PREGENZER Real Estate and Insurance 225 Alexander Ave. (138th St.)

steam

All improvements except steam
J. M. PREGENZER
Real Estate & Insurance
225 Alexander Ave. (138th St.)

All improvements except steam
J. M. PREGENZER
Real Estate and Insurance.
225 Alexander Avenue (138th St.)

All improvements, except steam J. M. PREGENZER Real Estate and Insurance 225 Alexander Ave. (138th St.)

All improvements, except steam J. M. PREGENZER Real Estate and Insurance 225 Alexander Ave. (138th St.)

Priorities amongst many businesses dealing in produce or services necessary to a home have caused an increase in the expenses of running your own home today. However, after some investigation we have found that thrifty consumers can save on their fuel. Facts show that six per cent carbon dioxide nets the home-owner a loss of 18 per cent on every fuel dollar he spends but by readjusting the oil or coal burner to read about 10 or 11 per cent carbon dioxide, the loss will only be approximately four cents on every fuel dollar you spend. This is done by eliminating excess air in filtration. After having discussed this problem with the Fuel Saver Co., at 4183 Park avenue, the Bronx, N. Y., we readily recommend a consultation with them concerning your heating problems. Most owners take their heating systems for granted as long as there is a flame in their boiler. Fuel Saver Co., with their knowledge in heating, will check your entire heating plant for defects and will make a thermos bottle out of your boiler by the use of their exclusive patented method. In many cases enough heat is wasted in the basement to heat the entire first floor. If there is any further information, reference of demonstration without obligation that you desire, just write to Fuel Saver Co., 4198

Park avenue, Bronx, N. Y., or phone TRemont 2-0196.

And still sticking to the point of defense priority, we find that they have curbed considerably the building of new homes in and about New York. However, there are innumerable beautiful homes for sale in Westchester County. If you are interested in these homes we advise you to write to the Yonkers Savings Bank, 16 South Broadway, Yonkers, New York, for a free booklet on Westchester homes for sale.

If there's 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 street, N.Y.C.

Public Works List is Held Up

The Civil Service Commission decided that the forthcoming promotion list for junior administra-tive assistant in the Department of Public Works will not be ready for use until the existing list for the same job expires February 27, 1944. The current list originally contained four names. To date, two of these eligibles have been appointed.

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Police Post, 460, American Legion

New York City Police Post, 460, New York City Police Post, 460, American Legion, will meet tonight (Tuesday, Nov. 18). The executive committee will get together at 7.15 p. m. in the clubhouse, 440 West 33d street. The general membership meeting will begin at 8.30 p. m. As usual the Ladies' Auxiliary will supply refreshments. Also, as usual, the Post will set-up the brew. Need-Post will set-up the brew. less to say, all members are urged to attend.

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Bargain Buys For Leader Readers

By BILL BENNETT

Thrift

With prices today rising higher hourly, the discovery of the Tip Top Thrift Shop, 29 Greenwich avenue, in the heart of Greenwich Village, is something for which to be grateful. There, you and your family, not only can be better outfitted with clothes at a fraction of their value, but you can also pick up very unusual pieces of bric-a-brac, fine furnishings, etc., to brighten up your home. This merchandise comes only from the finest homes and is ever so slightly used. It will really be worth your while to visit the Tip Top, just as soon as you

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Assistant Engineer, Gr. 4 Assistant Supervisor, Gr. 2 Assistant Supervisor, Gr. 2	. Water Supply . Welfare . Magistrate's Court	3,120 1,800 1,680	P 1,051 P 61 P 710 P 817	3: 5:4 12:21:4
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Auto Engineman (app.) Automobile Machinist Automobile Mechanic	. Transportation Transportation Transportation	.64 hr. .75 hr. .75 hr.	P 2,767 P 42 P 92	1:10:4
Buildings Manager	Housing	R 000-4 800	P 14 P 17	1: 9:4 7:10:4 7:15:4
aptain, F.D. ar Maintainer, Gr. B. Jar Maintenance, Group F. arpenter. Jarent Mason	Transportation Boro Pres. Rich Fire		P 50 P 41 T 12	3:4 10:29:4 10:22:4 11:29:4
arpenter ement Mason hlef Life Guard. lerk, Gr. 2 (Higher Ed.) lerk, Grade 2 lerk, Grade 2 (Male) lerk, Grade 2 (Male) lerk, Grade 2 (Erk, Grade 2)	City College Hunter College Municipal Court	7 day 1.20 & 1.25 hr 1,200 1,200	T 12 P 176 T 1,076 P 954	5:14:4 6:11:4 2:15:4
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ental Hygienist. lesel Tractor Operator. ockbuilder lectrical Inspector, Gr. 2. levator Mechanic. levator Mechanic's Helper. ireman F.D.	.Wa. Sup., Gas, El Housing Education	1,800 2,400 1,200 1,200	P 156 P 79	8: 8:4 4: 2:4 11:13:4 2:18:4
icewator Mechanic's Helper- ireman F.D. ireman F.D. ireman F.D. ireman F.D. ireman F.D. (app.) ospital Helper (Men). ospital Helper (Women). ouse Painter.	Wa. Sup. Gas, El Transportation Public Works	1,200 1,620 .65-,78 hr.	P 3,624 P 3,661 P 5,687 P 3,682	12:14:4
reman, F.D. (app.) espital Helper (Men) espital Helper (Women) ouse Painter	. Transportation . Hospitals	.5065 hr. 360 & 480 w/m 360 & 480 w/m 44 wk,	P 6,552 P 998 P 1,000 P 48	9: 9:45 9: 9:45 11:21:4
sp. Masonry & Carp'try sp. of Steel, Grade 3 .nitor (Custodian) Gr. 2	. Welfare	1,800 3,400 1,700	P 77 P 15 P 91	4:26:45 8:20:44 7:31:44
nitor Engineer nior Administrator Ass't nior Administrator Ass't nior Architect	Welfare	3,600 3,600 2,160	P 89 P 3 P 1 P 45	6:11:44 3:12:45 6:35:45 1:21:44
mior Architect mior Assessor Civil Service Examiner mior Engineer (civil) mior Engineer (dectric) mior Engineer (Mech.) Gr. 1	Tax	7 day 2.160	P 39 T 52 P 270 P 104	4:30:44 8:9:43 3:11:45 11: 1:43
nior Engineer (Mech.) Gr. : boratory Assistant boratory Helper boratory Helper (Women).	Honith	2,160 960 1,200	P 47 153 P 91	6:30:45 9:26:43 4:25:43
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cksmith chinist intainer's Helper, Grp. A. intainer's Helper, Grp. A. intainer's Helper, Grp. B.	Education B.P. Man Transportation	8 day 9 day ,63 hr	P 21 P 27 P 232	1:30:44 1:10:41 2:19:4
intainer's Helper, Grp. C	Transportation	.70 hr.	P 718 P 77 P 186	
Intainer's Helper, Grp. D intainer's Helper, Gr. D Intainer's Helper, Grp. D nagement Assistant	Hospitals	.63 hr. 960&720 w/m 1	P 40 T 73 P 296 P 71	8:21:45
nagement Assistant. nagement Assistant. chanical Main. Grp. B. dical Insp. (Obsteries) dical Insp. (Pediatries) dical Insp. (T.B.) torman-Cond'tor (prom.).	Housing Transportation	1,800 1,250 .85 hr. 1	P 12 F 140 P 15 F 24	2:18:45
dical Insp. (Pediatries) dical Insp. (T.B.) torman-Cond'tor (prom.)	Health	5 session 1		4:13:42 4:19:42 1: 9:45
k Foreman	Parks	1,060	P 2,369 P 35 P 22 P 890	8:18:42 40:14:43
trolman, P.D., List No 1 trolman, P.D., List No 1 trolman, P.D., List No 1	N.Y.C. Tunnel Auth Transportation Water, Supply	1,800 1,500 1,800	P 1,421 P 1,300 P 1,265	40.14.15
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yground Director (Female tyground Director . tyground Director . tyground Director . mber . licewoman	Parks Parks Docks	1,260 6 day	T S83 P 267 P 27 P 114	2:14:43
licewoman rter rter rter cter		1 200	P 241 868 21,189	9:20:42
rter	Hospitals	540 w/m I	P 1,161 P 2,775 P 1,315 P 2,356	9:20:4:
rterblic Health Nurseilroad Clerk (prom.)	Transportation	720 w/m I 1,500 I 55 Por 1 1,500 I		6: 8:42
mitation Man, Class A	Public Works Transportation Transportation	1,620 I .57 hr I .6670 hr. I	594 P 2,849 397	14: 4:44
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THIS WEEK'S OPENINGS

Stage Plays

Stage Plays

TONIGHT — "Junior Miss" — A
comedy by Jerome Chodorov and
Joseph Fields, based on the
stories of Sally Benson. At the
Lyceum Theatre. Producer, Max
Gordon. Cast includes Philip
Ober and Lenore Lonergan.

WEDNESDAY—"Walk Into My
Parlor"—A drama by Alexander
Greendale. At the Forrest Theatre. Produced by Luther
Greene. Rosina Galli and Nicholas Conte are in the cast.

FRIDAY — "The Seventh

olas Conte are in the Cast FRIDAY — "The Seventh Trumpe."—A drama by Charles Rann Kennedy. At the Mans-field Theatre. Produced by Theatre Associates. In the cast is Ian Maclaren.

Motion Pictures

WEDNESDAY — "Skylark," at the Paramount Theatre starring Claudette Colbert, Ray Milland and Brian Aherne.

and Brian Anerne.

THURSDAY — "Suspicion," at
the Radio City Music Hall, with
Cary Grant and Joan Fontaine.
An RKO Picture.
"They Died With Boots On." A
Warner Bros. Picture at New
York Strand with Errol Flynn
and Olivia DeHavilland.

Tilyou Revives Famous "Harlemania"

The RKO Tilyou Theatre, Coney Island, will revive a big favorite tomorrow. This has not been seen on Brooklyn stages in three years . . . it is Lee Posner's "Harlemania," a sepia re-

Among the Harlem artists feafured in this attraction are Freddy & Flo, Salt & Pepper Margie Ellison, Norman Astwood, Virginia Ely and Randolph & Purvis. Music is supplied by Mike McKendrick's orchestra.

TO REVIEW EFFICIENCY GRADES

Members of newly-created boards of review on efficiency ratings announced by the Civil Service Commission follow: Office of Education, Le Roy Valentine, chairman; Evelyn A. Croswell, alternate; C. F. Klinefelter and M. M. Proffitt, department member and alternate, and James H. Pearson and John Lloyd, employee member and alternate, Public Health Service, LeRoy Valentine, chairman, and Evelyn A. Croswell, alternate; R. M. Pirie and E. C. Mueller, department member and alternate, and James E. Hughes and Ernest R. Washburn, employee member and alternate.

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N. Y. C.



Films of the Week

"NEW YORK TOWN," a Paramount Picture, at the N. Y. Paramount, co-starring Fred MacMurray and Mary Martin, is another story of Boy meets Girl in the big city.

The story is flimsy and actually doesn't tell much about our fair city, except our tall buildings, and the living and dying of New Yorkers.

The story concerns the boy, Fred MacMurray, a handsome young sidewalk photographer whose only interest in life is to click with his camera and find new angles to outsmart the world. The girl, Mary Martin, comes from a small town, and all attention is focused on her, until playboy Robert Preston enters the scene.

Fred MacMurray and the young girl, Mary Martin, live and eat by their wits in the big city. Nice work, if you can get it.

The high spot is an excellent characterization of a refugee professor, by Akim Tamiroff, who enjoys the freedom of our town, and not to be overlooked is Lynne Overman, as the leg-less war-veteran selling pencils on the sidewalks of New York.

Director Charles Vidor caught the spirit of the gay town, but the screen play by Jo Zwerling just wasn't there. However, New Yorkers will enjoy "New York Town" on a good double feature

Bill (Bojangles) Robinson sets the pace of a lively all colored star revue featuring the jive music of Jimmy Lunceford and his orchestra.

At the Strand Theatre is another Warner Bros. war time saga, "INTERNATIONAL SQUADRON," starring Ronald Reagon as Jimmy Grant, flying barnstormer, who, after ferrying a bomber to England, landing it under very adverse conditions in order to escape one feminine entanglement in the U. S., is caught up in the patriotic fevor and joins the R. A. F. But Jimmy's success with the ladies, which proves international, and his penchant for individual, dare-devil action, which costs the lives of two of his friends, brings about his boycott by the rest of the squadron and a change of heart on his part. The manner of his vindication, individualistic as it is, is not a great surprise to frequent patrons of the Hollywood art.

glimpses of Olympe Bradna, the main feminine inter-



ERNO RAPEE, director of the Radio City Music Hall

est, make them seem all too The late James Stephenson handles the part of Jimmy's flight commander with precision and the usual British reserve. Reginald Denny, William Lundigan and Joan Perry and others fill out the remained of the cast.

Teddy Powell's Orchestra, assisted by Peggy Mann's humorous songs, Dick Judge, and the ever appealing canine act is a hit with the audience.

"ONE FOOT IN HEAVEN," a Warner Bros. picture at the Radio City Music Hall, featuring Frederic March and Martha Scott, is the film story of Hartzell Spence's best selling novel of the same title, and brings to the screen the story of a struggling parson who lived and preached in 'a half dozen small towns from the turn of the century. A lesson for all humanity is that the Spence's dedicated themselves to serve God and neither strays from the rigid rules set by the Church, Frederic March and Martha

Scott are ideally suited in their respective roles as the minister and his spouse, and are ably supported by Beulah Bondi, Gene Lockhardt, Harry Davenport, Laura Hope Crews, Grant Mitchell, Moroni Olsen and others,

This column tips its hat to Warner Bros. and the superb direction of Irving Rapper. The Music Hall stage presents "The Waltz King," a spectacle music and dance based on the melodies of Johann Strauss.

Nite Life

Ruth Page, famed as a ballet and concert dancer throughout the country, will make her supper club debut in the new show of the Rainbow Room of Rockefeller Center that will open tomorrow . . . Many of the songs that made Benny Goodman famous, keep chopping up on the request cards in the Terrace Room of the Hotel New Yorker . . . The second tennis-dance is slated for Manhattan Center on Thanksgiving Night, November 20. Berkeley Bell, ex-national indoor title holder, is to play Charles Wood, former world's pro doubles champion . . . Chubby Smith, new addition to the show at the Pioneer, says that a good bill collector combines business with pressure . . . Bill Martin, singing planist and accordionist, has been held over for the fourth week in the Cafe-Bar of Brooklyn's Hotel St. George . . . Three new acts join the current Bobby Sanford revue at Leon's and Eddie's this Friday. They are Norma Krieger, Steven Phillips

and Kirk Wood. Eddie Davis, of course continues to headline the proceedings . . . Fiddle-Bow Bill and his Dew Valley Acorns will be the opening attraction at the 48th Street Music Hall on Thanksgiving Eve... The Royal Jesters of the Dance, Moore and Revel, will be held over at the Hotel Commodore's Century Room for another two wee Nick D'Amico's continental orchestra, fresh from a thirteen-week engagement at the Essex House, will be heard in the Coq Rouge starting tomorrow.

New Revue Tomorrow At Zimmerman's

A terpischorean note dominates the new revue at Zimmerman's Hungaria, beginning to-morrow evening, featuring Jean Stanley, Charles and Irene Joy, Helen and Dean, Dr. Lajos Barsony, Zsiga Bela and Carol Manners. Music for dancing is furnished by Gene Kardos and his orchestra and by Charles Benci's Gypsy Orchestra.

Movie Shorts

"Sergeant York" with Gary Cooper in the title role, has been booked for showing in RKO Theatres in Manhattan, Bronx Westchester commencing Thursday . . . Cornelia Otis Skinner will be guest star of RKO Pathe's next "Information

Please" session. Filming takes place at the Fox Movietone Studio, New York, on Nov. 24 . . James Cagney's sister in his next picture for Warner Bros, will be his real life sister Jean. The studio has signed her for its forthcoming production of "Yan-kee Doodle Dandy," the story of George M. Cohan.

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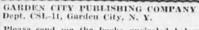
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