

Civil Service LEADER

America's Largest Weekly for Public Employees

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STATE ELIGIBLE LISTS

See Page 30

Grievance Procedure Changes Without Notice Are Grounds For Grievance, CSEA Declares

ALBANY, Dec. 11—Any attempt to change the State's employee grievance procedure without first consulting the employees or their official representatives would "in and of itself represent the grounds for a grievance," the Civil Service Employees Association charged.

The indictment was laid by Joseph P. Feily, CSEA president, in a letter to H. Eliot Kaplan, president of the State Civil Service Commission, who reportedly announced at a recent meeting of the Joint Legislative Committee on Industrial and Labor Conditions that a new state grievance procedure would promulgated in a short time through an executive order.

The CSEA chief also said that the number of grievances filed under the present procedure has shown a marked drop since Mr. Kaplan took office because state

employees' faith in the effectiveness of the procedure has lessened.

Mr. Feily said he was "shocked to hear that the grievance procedure established through the efforts of this Association is being changed, altered or modified without any consultation with the organization representing the majority of state employees."

The present grievance machinery was established in 1955 by executive order under former Governor Averell Harriman. A section of it calls for advanced notice and consultation with employee representatives when new rules or modifications of existing rules governing working conditions are contemplated.

Mr. Feily said he could not "conceive an enlightened personnel policy that would permit any such drastic overhaul of the grievance plan as indicated in your (Mr. Kaplan's) public statement without first determining what the employees and their official representatives believe should be done."

The president of the 97,000-member Association asked for detailed information on any proposed amendments or policy changes in the present grievance procedure.

He also reminded Mr. Kaplan that as president of the Civil Ser-

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5-Point Plan For Lockport

LOCKPORT, Dec. 11—The City of Lockport has adopted the 5% plan, effective Jan. 1. It will affect about half of the city's 500 municipal employees.

Mayor Raymond J. Cothran predicted that virtually all city workers soon will be enrolled in the state retirement system.

The Common Council approved the plan by a 9 to 0 vote. Devised by the Civil Service Employees Assn., the plan calls for employers to pick up the first five contribution points an employee makes to his retirement system.

Ed Croft Makes A Sentimental Journey

By PAUL KYER

Edward Croft made a sentimental journey from Rochester to New York City last week and was swamped with the affection and esteem of his former fellow employees.

The event was a testimonial dinner to Mr. Croft, tendered by Division of Employment members and attended by large number of friends, department officials and CSEA leaders.

Formerly with the New York unit of the Division of Employment, Mr. Croft is now senior employment security manager in the Rochester office.

There were many testimonials to Mr. Croft's service to the Division, devotion to the CSEA chapter and qualities as a person. But perhaps the highest tribute paid came from an individual attending the dinner who presented Mr. Croft with a personal gift.

Not many months before, Mr. Croft had, in the line of duty,

been forced to conduct a grievance against that very man.

The crowd was large and the spirits high, for which a good deal of credit goes to Dorothy Haley, who was in charge of arrangements. Grace Nulty was toastmaster for the event.

Department guests included Harry Parker Quinn, deputy Industrial Commissioner; Alfred executive director of the Division of Employment; Harry Smith, DE personnel director; Joseph Dinsen, director of administrative finance; and Robert Purcell, direction of business administration.

Joseph P. Feily, CSEA president; Joseph D. Lochner, CSEA executive director; John Wolffe, DE representative, and Solomon Bendet, president of the CSEA Metropolitan Conference, also were guests.

Congratulatory telegrams came from Harry W. Albright, Jr., CSEA counsel, and Commissioner Martin Catherwood.

Charge Kaplan With Purposely Evading Compromise Charges

ALBANY, Dec. 11 — H. Eliot Kaplan, President of the New York State Civil Service Commission, was accused today of "purposely evading the serious charges concerning classification of public employees" brought recently by the Civil Service Employees Association.

Joseph P. Feily, president of the 97,000-member Employees Association, said Mr. Kaplan's "terming as 'nonsense' the facts and figures supplied by CSEA to support its contention that the Commission is compromising the spirit of the Merit System does not resemble the sort of answer that should come from a state official whose prime responsibility is the maintenance of a just and equitable Merit System."

Mr. Kaplan's "nonsense" retort was carried in last week's issue of The Leader in answer to charges that the Commission was condoning a frontal attack on the Merit System by placing an unwarranted number of positions in the exempt or non-competitive class.

Charge Discrepancy

Mr. Feily said that "Mr. Kaplan sees fit to ignore, in his answer, the difference between the CSEA and Commission figures as to the number of positions placed outside the competitive class during his term. For example, he fails to explain why the Civil Service Commission in 1959 reported one position removed from the competitive class to the exempt class whereas our examination of the Commission calendar during this period showed more than 30 positions were transferred from the competitive class to the exempt class.

"His 'nonsense' answer, "Mr.

that Association studies indicate that over 50 positions were transferred from the competitive to the exempt class during that period.

Mr. Feily said that he charged—in a letter to Mr. Kaplan, dated October 16—that the Commission calendars were "glutted" with requests to place positions in the exempt or non-competitive class, and, as a result, the Commission postponed placing 9 positions outside the competitive class which

(Continued on Page 30)

CSEA Pension System Study Is 'Gratifying' To Levitt

ALBANY, Dec. 11—State Comptroller Arthur Levitt today expressed gratification over the findings set forth in an independent study of the New York State Employees Retirement System.

The study undertaken by Murray W. Latimer Associates, was made at the request of the Civil Service Employees Association. Mr. Levitt's remarks referred to a preliminary report, highlighting some of the findings to be incorporated in the final study made by the industrial relations firm to the Civil Service Employees Assn. at their recent annual meeting.

In calling attention to the report, Mr. Levitt, noted that it contained a recommendation that employers eventually pay the entire cost of the retirement system. A proposal for such a non-contributory type of system was recommended by Levitt at the last legislative session, and a similar proposal will again be advanced for the coming session.

Calls System Best

Mr. Levitt also expressed satisfaction with the consultant's findings that the System "has been operated most economically" and that "the method of cost calculation for the retirement system . . . is the best yet devised." He said,

"In general the study reaffirms my belief that members enjoy the benefits of one of the most efficient and progressive retirement systems in existence today."

Levitt indicated that he is giving serious study to a number of recommendations contained in the report. They include a proposal for introduction of a variable annuity plan, a proposal to increase death benefit and an expanded definition of the term "survivor" to include other relatives for whose support a deceased member had assumed responsibility and an improved information program for the benefit of members.

Chenango Aides Win Health Plan; No Raise

NORWICH, Dec. 11—A paid hospital plan for county employes has been approved by the Chenango County Board of Supervisors, but a proposal for an employe pay increase has been turned down decisively.

The insurance plan approved by the board is one offered by Blue Cross-Blue Shield and will cost the county 5.30 a month for each employe, if 75 per cent or more of the employes participate. It is estimated the plan will cost the county between \$9,000 and \$11,000 a year.

The board, however, rejected a plan under which \$100 increases would be given to full-time salaried employes and \$50 to part-time salaried employes.

CSEA Arguments Paving Way For Buffalo Parking

(From Leader Correspondent)

BUFFALO, Dec. 11—The Buffalo Chapter, Civil Service Employees Association, this week received good news from Albany—and chalked up a victory for united action.

Assemblyman Frank J. Caffery, Buffalo Democrat, said he has been advised by C.V.R. Schuyler, commissioner of the Office of General Services, that additional parking spaces and improved dining facilities are being considered for the new State Office Building now under construction here.

The Buffalo CSEA unit protested a year ago that plans for the eight-story, \$3,500,000 structure did not include sufficient dining

(Continued on Page 30)

Nassau Meetings Set for Dec. 20

The board of directors of the Nassau chapter, Civil Service Employees Association, will hold its meeting and supper at 8 p.m., Wednesday, Dec. 20, at the Salisbury Club.

A general Chapter meeting will follow, at 8 p.m. All Chapter members have been urged to attend.

The Serviceman's Counselor

By FRANK VOTTO
Dir., N.Y.S. Div. Vet's Affairs

Questions on veterans' and servicemen's rights will be answered in this column or by mail by the State Division of Veterans' Affairs. Address questions to Military Editor, The Leader, 97 Duane Street, New York 7, N. Y.

Benefit Checks

Veterans, their survivors or dependents are offered some advice on occasional problems which arise in the receipt of benefit checks from the VA.

Most important, persons receiving checks to which they know they are not entitled should either return them or write to the VA for an explanation. Don't cash the check and spend it in such cases; sooner or later it will have to be repaid.

On the other hand, if a veteran receives a check which is smaller in amount than that to which he is entitled, he may accept it and cash it without in any way waiving his right to claim the rightful amount.

A veteran's widow who remarries cannot continue receiving death pension, but the pension rights of the veteran's children continue in larger amount. However, any increase due the children cannot be granted by the VA until the new certificate of marriage has been received and the VA adjusts and closes the widow's own account.

If a veteran prefers, his benefit checks may be sent directly to his bank for deposit to his personal account. This is a convenience granted by law for veterans who for one reason or another are not at home when pension checks arrive in the mail.

Legislation

The box score on veteran legislation in the 87th Congress to date is interesting. Four hundred and fifty-seven individual measures were introduced so far and referred to the United States House of Representatives Committee on Veterans' Affairs. Of this total 162 bills dealt with veteran pensions. There have been 22 hearings before the Veterans' Affairs Committee and 24 bills have been reported. Only 11 of the 24 bills reported have been enacted into law. The remaining bills are still pending, awaiting the start of the Congressional Session in January for consideration.

New Laws

The re-employment rights of persons who entered the Armed Forces since August 1, 1961 are protected under PL 87-391, an extension of the Universal Military Training and Service Act. This law protects persons who are called to active duty in Reserve and National Guard units and it provides for their restoration to the positions they left when they were recalled to active duty. This protection does not extend to an individual who remains on active service for a period of four years.

Questionnaires

All veterans and survivors who are receiving non-service connected pensions, will receive Annual Income Questionnaire forms with their December 31, 1961, pension checks.

Recipients of the questionnaires were advised today to make arrangements to return the form promptly. The questionnaires must be completed and returned to the office indicated on the form within thirty days from the date

printed thereon. Failure to return the questionnaire within the allotted time, may result in having pension payments stopped.

Pension Benefits

Minor children of deceased veterans of WW II and the Korean Conflict may be eligible for veterans pension payments even though the widows of these veterans may be ineligible.

A case in point, is where the widow is ineligible due to remarriage or excessive income. This ineligibility does not affect the eligibility of the minor children. The children are eligible for pension payments until they have reached their 21st birthday provided their own personal income does not exceed the established limits.

When a widow and children are already on the pension rolls and if for some reason, the widow becomes ineligible, the pension payments to the children will be continued. However, in cases where the widow never applied for a pension, or the application was not allowed due to remarriage or excessive income, the children of widows in this category are urged to contact the nearest office of the New York State Division of Veterans' Affairs.

Matching Job With Worker is State Unit's Aim

"We match workers and jobs," is the motto of the New York State Employment Service's Commercial Office, according to a recent publication of the unit.

By screening applicants, testing for specialized skills, such as those of typists and stenographers, and by providing office space for use in interviewing, the Commercial Office does a valuable service to employers.

And by trying to find the right job for a person, one that will allow him to use his skills most efficiently, and by never charging a fee to employer or employee, the Commercial office provides employees with an invaluable service.

Types of Jobs

Jobs filled by the unit include those for general office clerks, cashiers, typists, bookkeepers, office machine operators, switchboard operators, secretaries, stenographers, specialized clerks and letter shop workers.

Other services provided are general recruitment (through schools, community agencies and other organizations), testing, manpower management services, labor market information and the use of office facilities.

The address of the Commercial Office is 1 East 19th St., in Manhattan; 168 Montague St., in Brooklyn, and Chase-Manhattan Building, Queens Plaza, in Long Island City. The telephone numbers are: in Manhattan, OR 7-9700; Brooklyn, UL 5-3682; and Long Island City, ST 4-0855.

IN CITY CIVIL SERVICE

WNYC To Tape U.N. Activities

Whenever United Nations night sessions are held, WNYC-FM will carry the meetings in their entirety from 10:00 P.M. to conclusion according to Seymour Siegel, station director. The city station is making this departure from its usual policy of broadcasting U.N. coverage on its AM outlet exclusively due to the importance of current discussions on the Congo situation and disarmament.

"Until Dec. 22, when the Assembly is scheduled to adjourn, WNYC-FM will tape night sessions held, for presentation at 10 p.m. Since Federal Communications Commission regulations take WNYC-AM off the air at 10 p.m., regularly scheduled programs will be cancelled in order to give metropolitan area listeners the augmented U.N. coverage on WNYC-FM.

Brooklyn Secretaries Hear Barbados Student

The varied aspects of secretarial work in foreign countries was the theme of the meeting of the Brooklyn Chapter of the National Secretaries Association held in Brooklyn, recently.

Following dinner, the organiza-

tion heard a talk by Mrs. Ann Clark, who compared secretarial work in Barbados, British West Indies, and the United States. Mrs. Clark a resident of Barbados, is currently in this country to learn American secretarial and business methods as a student at the Adelphi - Executives' Business School, 1712 Kings Highway, Brooklyn. The school annually enrolls a considerable number of foreign students who come for training in American methods and procedures.

Board of Education Policy Consultants Elect New Officers

The Policy Consultation Council of the Administrative Staff of the Board of Education recently elected officers for the school year 1961-1962:

Eugene O. Cavanagh, chief attendance officer, Bureau of Attendance, chairman; Edward J. Norton, custodian engineer, vice-chairman; and S. Charles Caruso, Administrator for the Superintendent of Schools, secretary.

CHRISTMAS GREETINGS

To CIVIL SERVICE EMPLOYEES

ORTIZ FUNERAL HOME

649 PROSPECT AVE. BRONX, N. Y.

Your Public Relations IQ

By LEO J. MARGOLIN



(Mr. Margolin is Adjunct Professor of Public Relations in the New York University School of Public Administration and is a vice-president of the public relations firm of Martial & Company, Inc.)

CIVIL SERVANTS who accept Christmas gifts from persons other than members of their family and close personal friends are losing public relations face.

BY THE SIMPE act of accepting such gift, the recipient is performing a double disservice to himself and to all colleagues in civil service.

ALTHOUGH accepted thoughtlessly, the act neutralizes all the good public relations he has built up during the rest of the year by good performance.

IT GIVES further credence to the canard that all in civil service are "on the take," and the only way to get anything done in government is to "pay the right people."

WE ARE NOT writing this specific column in the spirit of preaching. Rather, we are trying to point out the booby traps inherent in Christmas gift acceptance for past, present, and/or, possibly, future favors.

THE FACT that gift-giving and gift-acceptance has been a standard procedure for the past 10, 25, or 50 years, does not make it right in 1961. In fact, it was wrong 50 years ago, and it is just as wrong now.

"THE NEW YORK TIMES" last year placed a blanket ban on all gift-acceptance by any of its em-

ployees, including those in the editorial department. "Times" executives felt there couldn't be a double standard — one for Christmas and another for the rest of the year.

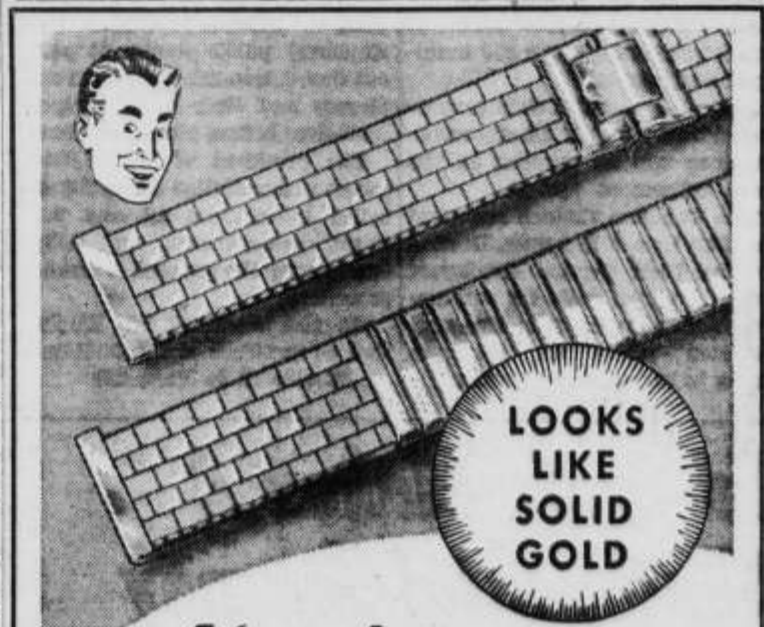
AS A REPORTER for daily newspapers covering every department of government, we are more acutely aware of the temptations presented to civil servants than most anyone else. We feel strongly that all in civil service, regardless of a written ban in their agency, must steel themselves to be able to say: "No thank you; your thought is appreciated, but I do not accept such gifts."

OF COURSE, there will always be one or more civil servants in any one department or agency whose attitude of cynicism will pin the verbal label, "Sucker," on anyone rejecting a gift.

WE HAVE A special message for these label-pinner: You are playing the Communist game with such attitude. The key to all Communist victory is to destroy minds, morals, mores, and economies, preferably without firing a shot.

A NATION lacking moral strength is that much riper for Communist plucking.

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Kreiser's luxurious BASKETWEAVE Watchbands

Here they are... the bands you've always admired in custom-made, solid gold. Kreiser reproduces them with the rich look of the originals! Made to match your yellow or white watch.

(TOP) 5-Row Basketweave with Dabi-Lock snap. \$14.95

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CONVENIENT CREDIT TERMS



323 MADISON AVE. Between 42nd & 43rd Sts. New York MU 2-0383



—Photo and montage by Fred Romagnoli

METRO MEETING IN ACTION — The Metropolitan Conference met recently at Creedmoor State Hospital and here is a picture report on the session. At top left, Pat DeMurio, of CSEA headquarters is seen as he gave detailed information on change in the CSEA Group Life Insurance Plan. Mrs. Merry Arnott, center, representing Suffolk chapter, cites from the record to illustrate a point. Irving Flaumenbaum is seen exhorting the audience to participate in Nassau chapter's annual workshop for non-teaching employees. (See story, this page.) Creedmoor chapter president, Mike Pyros, and Solomon Bendet, Conference president, exchange greetings. At lower left, Mr. Bendet congratulates new secretary Helen Foran as Mrs. Ruth Bickel, retiring secretary sits by. That's Fred Cave, Jr., center, making a point. Dr. LaBurt, director of Creedmoor, right, welcomes the Conference to the hospital as Joseph Bucaria lends an ear.

Nassau CSEA 'Charts' Way To Improved Pay Scales For Non-Teaching Aides

MINEOLA, Dec. 11—The Nassau Chapter, Civil Service Employees Association, has published its 1961-62 chart of comparative salaries and fringe benefits received by non-teaching workers in Nassau County's various school districts.

The chart, which has been prepared for the past six years, is useful to CSEA representatives in local school district negotiations. Irving Flaumenbaum, Nassau chapter president, has estimated that during the past few years, the chart has helped raise salaries of non-teaching employees by an average of \$1,000. It is helpful in urging school trustees to match salary programs in use in other districts.

Non-Teaching Meet Set

Meanwhile, the Nassau Chapter has scheduled a meeting for Jan. 28 for all non-teaching employees in the county to report any violations of civil service regulations existing in their school districts and to discuss employee gripes. The meeting will be held at 1 p.m. in the American Legion Hall, Mineola.

Once again this year, the chart shows wide variations in the pay scales and benefits for non-teaching workers. By example, a head custodian in a Great Neck senior high school building will earn between \$5,700 and \$6,900 in seven steps. At the same time, the chart shows that the Roosevelt school district pays a similar employee between \$4,000 and \$5,400 in eight steps.

More Variencies

A groundsman in Uniondale schools earns between \$3,900 and \$5,150 in 12 steps but the same worker in Plainville goes from \$4,300 to \$5,700 in eight steps and in Levittown from \$3,700 to 4,700 in five steps.

The chart accounts for relative salaries and benefits in the 29 largest of the county's 62 independent school districts. It was

prepared from answers submitted to a CSEA questionnaire prepared by Flaumenbaum and Edward Perrott, president of the non-teaching section of the Nassau Chapter. Of the 7,500 such workers in Nassau, the CSEA unit has more than 1,000 members. One district, Plainview, is the only school district in the county to have payroll deduction of dues for CSEA membership.

The 1961-62 chart provides the

pay scales of head custodians in senior, and junior high schools and in elementary schools, bus drivers, electricians, mechanics, plumbers, groundsmen, cleaners and matrons. It also shows sick leave days, vacation and other fringe benefits.

No Reason for Differences

In Great Neck, an employee gets two weeks vacation after one year but has to wait until he has had 10 years of service before getting three weeks vacation. In Levittown, three weeks vacation are granted after only three years and four weeks after five years. Eight of the 29 districts surveyed had a major medical plan, while the others did not. Only four districts had picked up the cost of the five percent State retirement payments.

Generally, according to Flaumenbaum, there are no easily discovered reasons for the wide variations in salaries and benefits, other than the fact that each district is independent and makes its own schedules. The aim of the non-teaching unit is to boost the general levels in all the districts and to bring them more into line with each other.

Broome CSEA Elects Officers, Reports Membership Increase

(From Leader Correspondent)

BINGHAMTON, Dec. 11—Dr. Anthony LaRusso, physician for the County Home, is the new president of Broome Chapter, Civil Service Employees Association.

He was elected recently to succeed Harry C. Eaton, business manager of the County Home who declined to seek another term.

Dr. LaRusso and other new officers were installed recently by Benjamin L. Roberts, field representative of the Civil Service Employees Association, Inc.

New Members, New Officers

Mr. Eaton announced that the chapter's membership drive has resulted in 80 new members to date.

Other new officers are: First vice-president, Mrs. Thelma Ruland, assistant to the clerk of Surrogate Court; second vice-president, James VanDerVort, senior planner for the County Planning Board; secretary, Mrs. Marion Knight, deputy clerk of Children's Court, and treasurer, Mrs. Alfreda Stump, tax map draftsman.

Elected directors for two-year terms were:

Mrs. Frances I. Maines, director of social services for the County Welfare Department; Miss Freda L. Graf, senior account clerk for

the County Highway Department; Undersheriff Merl L. Holmes; Robert Moore, tax map draftsman, and Mr. Eaton.

Serving one-year terms will be: Charlotte Ingraham, senior bookkeeper for the County Treasurer's Office; William Truex, laundry supervisor for the County Nursing Home; Edgar Hathaway, clerk of Children's Court; Mrs. Elizabeth Nemeec, clerk to Children's Court judge, and Doris Chess, County Court librarian.

A Soil Unit

ALBANY, Dec. 11 — Russell I. Young of Randolph, N. Y. has been reappointed a member of the State Soil Conservation Committee. His salary is \$20 a day.

FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach destinations in New York City on the transit system.

NEW YORK CITY—The Applications Section of the New York City Department of Personnel is located at 96 Duane St. New York 7, N.Y. (Manhattan). It is two blocks north of City Hall, just west of Broadway, across from The Leader Office.

Hours are 9 A.M. to 4 P.M. closed Saturdays except to answer inquiries from 9 to 12 A.M. Telephone COrtland 7-8880

Mailed requests for application blanks must include a stamped self-addressed business-size envelope. Mailed application forms must be sent to the Personnel Department, including the specified filing fee in the form of a check or money-order, at least five days before the closing date for filing applications. This is to allow time for handling and for the Department to contact the applicant in case his application is incomplete.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Brooklyn Bridge stop and the BMT Brighton Local's stop is City Hall. All these are but a few blocks from the Personnel Department.

STATE — First floor at 270 Broadway, New York 7, N. Y. corner of Chambers St., telephone BAclay 7-1616; Governor Alfred E. Smith State Office Building and The State Campus, Albany; State Office Building, Buffalo; Room 400 at 155 West Main Street, Rochester (Wednesdays only); and 141 James St., Syracuse (first and third Tuesdays of each month).

Any of these addresses may be used for jobs with the State. The State's New York City Office is two blocks south of Broadway from the City Personnel Department's Broadway entrance, so the same transportation instructions apply. Mailed applications need not include return envelopes.

Candidates may obtain applications for State jobs from local offices of the New York State Employment Service.

FEDERAL — Second U.S. Civil Service Region Office, News Building 220 East 42d Street (at 2d Ave.), New York 17, N. Y., just west of the United Nations building. Take the IRT Lexington Ave. line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IFT Queens-Flushing train from any point on the line to the Grand Central stop.

Hours are 8:30 A.M. to 5 P.M. Monday through Friday. Telephone number is YU 6-2626.

Applications are also obtainable at main post offices, except the New York, N. Y., Post Office. Boards of examiners at the particular installations offering the tests also may be applied to for further information and application forms. No return envelopes are required with named requesters for application forms.

U.S. Service News Items



\$300 AWARD — Howard Pratt, chief of the data processing office at the U.S. Army Transportation Terminal in Brooklyn, is shown receiving a sustained superior performance award of \$300 from Col. H. T. Perkins, chief of staff. This is the third award won by Mr. Pratt, who started at the Terminal as a clerk-typist in 1940.

NFFE Calls for "Constructive Action" On Federal Pay Scales

The need for "constructive action" on Federal pay in the next session of Congress, opening on January 10, was stressed last week by the National Federation of Federal Employees.

The NFFE said that the Federal Government is handicapped in both recruitment and retention of qualified employees by "unrealistic" pay schedules.

The NFFE also pointed out that its new national membership contest, to begin on January 1, "affords all members and all employees a unique opportunity to give greater strength to the kind of constructive, forward-looking organized effort which has brought so much progress in the past."

Coast Guard Sets Up New Telephone Distress Equipment

The Coast Guard has installed new radio telephone distress signal equipment in New York City and San Francisco. The alarm signal generators were designed to alert all stations listening on the Maritime Radiotelephony distress frequency of 2182 kilocycles, that a vessel or aircraft is in serious trouble and their distress message is about to follow, or a person has been lost overboard and assistance is required. Upon hearing the signal, all stations are required to cease transmitting on the distress frequency so the message can be heard.

The distinctive sound of the alarm signal consists of two tones at 2200 and 1300 cycles per second. These correspond to C sharp three octaves above middle C, and E natural two octaves above middle C. The tones alternate four times each second. Once heard, they cannot be mistaken for anything else. Eventually the sound may be used to actuate automatic devices that will alert

an operator when he is not listening on the distress frequency. Anyone hearing the alarm signal while listening to the radio-

telephony distress frequency 2182 kcs is requested to send the following information to the Coast Guard in New York: (a) The listener's location; (b) Readability of the signal; (c) Time and date; (d) Whether the signal silenced other traffic on 2182 kcs; (e) Any other information which might help determine the usefulness of the equipment.

The radiotelephony alarm signal was adopted by the International Telecommunication Union in 1959 at their convention in Geneva. The new equipment was designed and built in the Coast Guard Electronics Laboratory, Alexandria, Virginia.

1962 Federal Woman's Award Judges Named

Five distinguished citizens prominent in education, communications, and public administration have agreed to select the six most outstanding career women in Government for 1962, the Board of

Trustees for the Federal Woman's Award announced today.

The judges who will decide the winners of the second annual Federal Woman's Award, which will be presented next February, are:

Hon. LeRoy Collins, president of the National Association of Broadcasters, chairman of the panel.

Dr. Mary I. Bunting, president of Radcliffe College.

John Fischer, editor-in-chief of Harper's Magazine.

Hon. Carlisle Humelsine, president of Colonial Williamsburg.

Alicia Patterson, editor-publisher of Newsday.

Nominations for the Federal Woman's Award have been submitted to the Board of Trustees by the heads of Government departments and agencies. The closing date for making nominations was Friday, December 1.

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How To Get A HIGH SCHOOL Diploma or Equivalency Certificate AT HOME IN SPARE TIME

If you are 17 or over and have left school, you can earn a High School diploma. Write for free High School booklet—tells how.

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Send me your free 55-page High School Booklet.

Name Age
Address Apt.
City Zone State

OUR 64th YEAR

A CSEA ACCIDENT & SICKNESS POLICY PAID THIS MEMBER \$7,360.00 OVER THE PAST 64 MONTHS

Imagine the relief on this man's face when the postman brings a monthly check for \$115.00. Disabled and out of work as a result of a serious car accident, this member has been receiving checks for the past 64 months: checks that help keep his family together until he can return to his job.

This money, plus the other important benefits covered by your State Health Plan, can mean the difference between extreme hardship—with staggering debts—and a normal recovery free from major financial worries.

Enroll in the CSEA Accident and Sickness Plan now. Make sure that, if your salary stopped because of a disability, the postman would ring your bell with a check each month.

For full details on how you can join the CSEA Accident and Sickness Plan contact—

TER BUSH & POWELL, INC.
Insurance

MAIN OFFICE
148 Clinton St., Schenectady 1, N.Y. • Franklin 4-7751 • Albany 5-2032
Wellbridge Bldg., Buffalo 2, N.Y. • Madison 8353
342 Madison Ave., New York 17, N.Y. • Murray Hill 2-7895

Secretaries & Stenos Needed by Colleges

Secretaries and stenographers are being sought now by the city of New York to fill jobs in the City colleges. Starting salary for the positions is \$3,700 a year. Top pay is \$5,100.

The exact titles for these city tests are college office assistant "A" and college secretarial assistant "A". In addition to passing a written test, all candidates will have to pass a typing test at a minimum speed of 45 words per minute.

Requirements

Candidates for these jobs must have a high school diploma or an equivalent certificate. In addition, candidates must have had two

years of college education equivalent to at least 150 credits recognized by the University of the State of New York or four years of experience in general office work.

Brooklyn College, City College, Hunter and Queens Colleges offer tuition-free courses at every session.

Applicants who meet the minimum requirements may apply for a test appointment in person or by mail. Applicants who wish to apply in person for a test appointment should report directly to the Commercial office of the New York State Employment Service, 1 East 19th St., New York City.

Social Workers Needed by State; Pay from \$5,320

Continuous testing is being held by New York City for college graduates with degrees in social work. In addition to a college degree, one or more years of graduate training or experience is required before testing.

The positions open, with salary and announcement number are:

- No. 147, welfare representative (public assistance), \$6,630 to \$8,040 a year.
- No. 152, welfare representative (child welfare), \$6,630 to \$8,040 a year.
- No. 153, senior medical social worker, \$6,630 to \$8,040 a year.

- No. 154, youth parole worker, \$5,940 to \$7,220 a year.

- No. 159, State social worker, (entrance level—all specialties), \$5,320 to \$6,500 a year and \$5,620 to \$6,850 a year.

- No. 183, senior psychiatric social worker, \$6,630 to \$8,040 a year.

- No. 196, parole officer, \$6,280 to \$7,620 a year.

- No. 306, supervising psychiatric social worker, \$7,740 to \$9,360 a year.

For detailed announcements of these or other social work positions, write, specifying the field

Career Jobs Open With Post Offices In Metro Area

U.S. Government career jobs, offering full benefits of Federal employment, are open in the form of Post Office clerk and carrier exams, applications for which are now being accepted.

The jobs pay from \$3.16 to \$2.63 an hour.

There are no residency requirements. However, certifications will be made first from a listing of residents in the filing area.

The main requirement for the

carrier jobs is a drivers license. Carriers will have to pass a driving test and submit proof of a safe driving record.

Applications are being accepted at the New York General Post Office for jobs in Manhattan and the Bronx, and at the Brooklyn Post Office for jobs in Brooklyn and Queens County, which include Long Island City, Flushing, Jamaica, and Far Rockaway.

Applicants must be at least 17 years old at the time of filing and 18 by appointment. All applicants must be citizens of the United States. A driver's license is required of applicants for most jobs. A written test is required.

Either Position

Applicants may be considered for both clerk and carrier or for either position. Eligibility for both positions will be terminated upon career appointment to either position.

Application forms 500-AB can be obtained from the Board of U.S. Civil Service Examiners, General Post Office, Room 3106, 33rd St., New York 1, N.Y.; from the Director, 2nd U.S. Civil Service Region, News Building, 220 East 42nd St., New York 17, N.Y.; or from the Board of U.S. Civil Service Examiners, Brooklyn Post Office, 271 Washington St., Brooklyn.

Engineers Sought By FAA at \$8,955

The Federal Aviation Agency is recruiting now to fill two vacancies. They are: aeronautical design evaluation engineer and aeronautical power plant design evaluation engineer (engines). Both pay \$8,955 a year to start.

For further information, write to the Executive Secretary, Board of U.S. Civil Service Examiners, Federal Aviation Agency, Federal Building, New York International Airport, Jamaica.

of interest, to: Mrs. Norma Kunoisky, Sect. 3-W, State Department of Civil Service, The State Campus, 1229 Washington Ave., Albany 1, N. Y.

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TUESDAY, DECEMBER 12, 1961 31

Unnecessary Injuries

ONCE again, a fireman has been injured as a result of a truck refusing to yield the right of way to a fire engine. The engine was responding, siren screaming, horns blaring, to a fire on Staten Island when the truck darted from a side street, striking the engine broad-side.

Had the accident occurred a half-second later, according to the Deputy Chief who investigated, four men on the back step of the engine would have been killed.

These accidents must stop. The City must ask the Legislature for additional fines and order stricter enforcement of existing regulations governing right of way to all emergency vehicles.

There is no reason why any civil service employee whose work requires either driving or riding in emergency vehicles must put his life on the line while responding to a call for aid. Firemen face fires without complaint. Policemen never know what their next assignment will be. Ambulance attendants face the prospect of contracting contagious diseases. They should not have to face careless motorists also.

Kaplan's Nonsense

IN refusing to specifically answer charges that actions of the State Civil Service Commission are compromising the true spirit of the Merit System, H. Elliot Kaplan is doing a grave injustice to his office of president of the Commission.

To date, Mr. Kaplan has dismissed an accusation of the Civil Service Employees Association with the facetious appellation of "Nonsense." He has neither explained a so-called "emergency" meeting that the CSEA says remains a mystery nor has he documented his rebuttal to the charge that his Commission has been placing an unwarranted number of state titles in the exempt or non-competitive class.

The State Civil Service Commission has one specific area to deal with—civil service. The whole status of the Merit System depends upon the proper execution of duties by this commission. Therefore, the Employees Association charges are extremely serious, since the 97,000-member group speaks on behalf of the very people with whom the Commission is concerned.

If there is any nonsense in this issue it emanates from Mr. Kaplan. He is placing the very reputation of the Commission on the block of public opinion by treating this matter so lightly.

These charges must be answered—seriously and at once!

Questions Answered On Social Security

Below are questions on Social Security problems sent in by our readers and answered by a legal expert in the field. Anyone with a question on Social Security should write it out and send it to the Social Security Editor, Civil Service Leader, 97 Duane St., New York 7, N. Y.

What type of benefits are payable to the family of a deceased worker?

On the death of an insured worker, monthly benefits are payable to a widow age 62 or over, a child under 18 or disabled before 18, a mother with such child in her care, a dependent parent or a dependent widower age 65 or over.

How much are the benefits today?

Retirement payments, based on past wages, range from \$33 to

\$121 a month right now. Total family payments can reach \$254 a month to the retired worker's family.

How much can be paid to the family of the worker who dies?

Monthly payments range from \$33 a month to a family maximum benefit of \$254. A lump sum payment is made even where no payments are made, from \$99 to \$255.

How are disability benefits figured?

Benefits are based on the disabled worker's average monthly earnings under social security from January 1, 1937, or from January 1, 1951, to the onset of his disability. Up to five of the years in which he had low earnings or no earnings can be dropped out.

LETTERS TO THE EDITOR

Letters to the editor must be signed, and names will be withheld from publication upon request. They should be no longer than 300 words and we reserve the right to edit published letters as seems appropriate. Address all letters to: The Editor, Civil Service Leader, 97 Duane St., New York 7, N.Y.

Wants City To Stop Out of Title Work

Editor, the Leader:

I would like to call attention to the injustice done to city employees by making them work out of title. I am an assistant gardner who has had to perform maintenance and labor work.

This is an unfair practice and I would like to advise all city employees especially those in the Department of Parks to get together and put pressure on our representatives to back us up on this matter.

Please withhold my name as I am afraid of retaliation.

D. O. L. BRONX

Says State Claims-Examiners of a "Particular Breed"

Editor, The Leader:

The unemployment insurance claims examiner must be of a particular breed. His job requires an infinite amount of patience, maturity and a special aptitude for judicial thinking as, for example, when he has to resolve disputes between employer and employee involving voluntary quits over working conditions. His decisions often strike at the very survival of those he serves—and in striking them he must be a diplomat in the interest of good public relations.

The issue of voluntary quit has almost as many ramifications as there are stars in the sky, yet it is only one of many that the claims examiner must confront—and confront in depth. Issues like self employment wherein the examiner marks the cleavage between a hobby's end and the beginning of a business are ponderous enough to make the Supreme Court yelp and what about the five line that separates one claimant's lack of good faith from another's wilful misrepresentation? Or, as a starter into availability cases, shall we try the retirement and pregnancy types?

But even if the Supreme Court's thinking were at the beck and call of each claims examiner who must make judicial decisions, he would still be bogged down under an avalanche of programs such as U.C.F.E., U.C.X., Maritime, Interstate, Combined Wage, T. E. C. and/or any combination thereof to mention nothing of alternate and concurrent cases involving the same—and onward and nauseum.

Is it any wonder therefore that the State of New York goes to every extreme to hang on to its claims examiners? It may not be able to keep its grasp on the giants of private industry who are moving to states like Mississippi and North Carolina where labor is cheap, but no cost is too high when it come to keeping a firm grip on those who administer the U.I. law.

Now, for example, in the cheap labor area of Mississippi, a claims examiner would merely get \$6,600 a year. Another cheap labor area like N. Carolina pays only \$7,176. But in all fairness it must be remembered that the purchasing power of a dollar goes much fur-



Civil Service LAW & YOU

By HAROLD L. HERZSTEIN

Mr. Herzstein is a member of the New York bar

(The views expressed in this column are those of the writer and not necessarily constitute the views of this newspaper or of any organization.)

Recent Work Period Decisions

Part Three

EMERGENCIES

IN MY LAST two columns, I wrote about the 1961 decisions, in which the courts effectively enforced maximum hours per day and per week laws enacted for the benefit of civil service employees. Very many of such laws have "built-in" emergency provisions, which except emergency situations from the fixed maximums. The police maximum work law, to which I referred, Chapter 765 of the Laws of 1956, had an exception for emergencies.

THE NEW YORK CITY Police Commissioner's Order, No. 17, which called for work in excess of the legal maximum of forty-two hours a week, stated that it was "to provide additional patrol coverage during the evening hours when maximum police hazards exist." Judge Frederick Backer, in *Matter of Schlit v. Murphy*, New York Law Journal, August 18, 1961, page 3, columns 7 and 8, ruled that the evening hours police hazards did not constitute an emergency. Obviously, they did not, and therefore, could not be the basis for disregarding the maximums of hours per day and per week, prescribed in the law.

A BAD SITUATION is not necessarily an emergency. An emergency is an unforeseen combination of circumstances which calls for immediate action. I wish that the evening police situation were only an emergency if it is definitely foreseeable; and in fact seems chronic.

THERE IS CONSIDERABLE confusion between stress and emergency. For example, the bombardment of a local tax collector's office with tax returns within a week of the deadline for filing, the repair of roads, as soon as spring waters recede, the handling of crowds at a big annual parade may all cause stress, but they are not emergencies because they recur regularly and lack the element of unforeseeability.

GOOD FAITH

THE FACT THAT the officer who ordered the overtime work acted in good faith and in what he considered to be the public interest is no justification for exceeding the legal maximums. In *Schlit v. Murphy*, the police case to which I referred above, Judge Backer in his opinion noted that the patrolmen did not question the Commissioner's sincerity but that sincerity was no enough. The Judge wrote as follows:

"The question presented is not whether the commissioner has reasonably exercised his discretion in dealing with a problem of law enforcement, but rather since the maximum working hours of policemen are expressly fixed by statute, the discretionary powers vested in the respondent do not include the power to overrule the statutes fixing petitioners' hours of employment, except in the instances stated."

BUDGETING DIFFICULTIES

IN *Del Gaudio v. Zurmerhlen*, (213 N.Y.S. 2d. 157), the New York City Commissioner of Public Works attempted to justify the ordering of overtime work with compensatory time off on budgetary grounds. He said "that if overtime pay were given it would exceed the budgetary allotment of 302 days per work year for these employees." The Court demolished that argument, as follows:

The Court is of course aware of the budgetary problems facing the City, but it cannot condone a practice so violative of the existing law, enacted for the protection of City and State Employees in the lower pay brackets."

ther in these states. A house, for instance, may sell for half of what they go for in New York.

But it must not be said that New York is unmindful of this. This is evidenced by the fact that they pay as high as \$6,150 per year to their claims examiners. Does the arithmetic seem strange? It isn't to claims examiners. That's because New York only requires 4 years of college math for entrance into this particular field.

HEADING SOUTH
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Thanks Leader

Editor, The Leader:

On behalf of the sixty Welfare Patrolmen I wish to express the warm and sincere thanks and gratitude of these men for the wonderful and factual editorial on December 5th.

The morale of our men is at its lowest but an editorial such as yours has done a lot to give them a much needed "lift" to say the least.

If and when the Welfare Patrolmen obtain their much needed recognition, they can without fear of contradiction give thanks to the Leader for being the instrument of "salvation" for these men and their families. Again, our thanks for an excellent article done by a paper that can hold its head high.

PTL. BERT BEZA
VICE PRES. WPBA

Stresses Priority of Pay Raises, Unused Sick Leave Payment

Editor, The Leader:

The Michigan Civil Service Commission adopted a rule, effective Jan. 10, 1954, providing for the payment, to retiring employees, of fifty per cent of unused sick leave. It recently made a study of seven years of experience with this rule. This study concludes, in part:

Prior to the inception of this plan it was common practice for

(Continued on Page 7)

LETTERS TO THE EDITOR

(Continued from Page 6)
 the employee to use his sick leave on all permissible occasions. Since the plan was adopted there has been an incentive for employees to work full time right up to the retirement date rather than loosely using their sick leave. It may be safely said that this is one

cost to the state which is always offset by a corresponding saving. Put simply, services which were previously lost are now obtained at one-half price. The commission's objective to equalize the treatment of all employees regarding the use of sick leave has been realized. Payment of one-half of unused sick leave at retirement substantially rewards the employee who is discreet in his use of this leave, and is healthy enough to avoid excessive inroads on his accumulation."

The CSFA has adopted a similar resolution for payment of unused sick leave. The Michigan report should aid us in the enactment

question of priorities. Bills are already prefiled for the coming session of the Legislature.

While we passed many resolutions, it is necessary that priority be given to a smaller number and that we concentrate our efforts on those. The test for priority, it seems to me, should be the importance of the matter for most employees and the chance for its enactment.

A salary adjustment, of course, has top priority. Then, I believe, we ought to press for payment of unused sick leave and for removal of the "death gamble" in our retirement plan. These matters are

of great importance to most, if not all, members. With unified action they can be enacted at the coming session of the Legislature.

The teachers of the City of New York have recently succeeded in obtaining similar benefits. Other resolutions requiring concentrated action relate to the extension and maintenance of our merit system and the action and procedures of the Civil Service Commission with respect thereto.

On December 15, representatives of the Metropolitan New York Conference will meet with 10 legislators. Similar meetings throughout the State should result in bringing our concentrated legislative program to a successful conclusion.

**HENRY SHEMIN
 BROOKLYN, N.Y.**

Methods Analyst Sought for \$6,750 Provisional Opening

The New York City Board of Education has a vacancy for a methods analyst at the salary of \$6,750. This vacancy is available for immediate filling on a provisional basis and the Board of Education will accept applications from candidates who possess a baccalaureate degree and five years of satisfactory full-time paid experience in the field of methods and procedures analysis.

Qualified applicants may apply in person to the Personnel Division, administrative staff, Room 104, 110 Livingston Street, Brooklyn, N. Y. or telephone UL 8-1000, Ext. 226-7 to arrange for interview.



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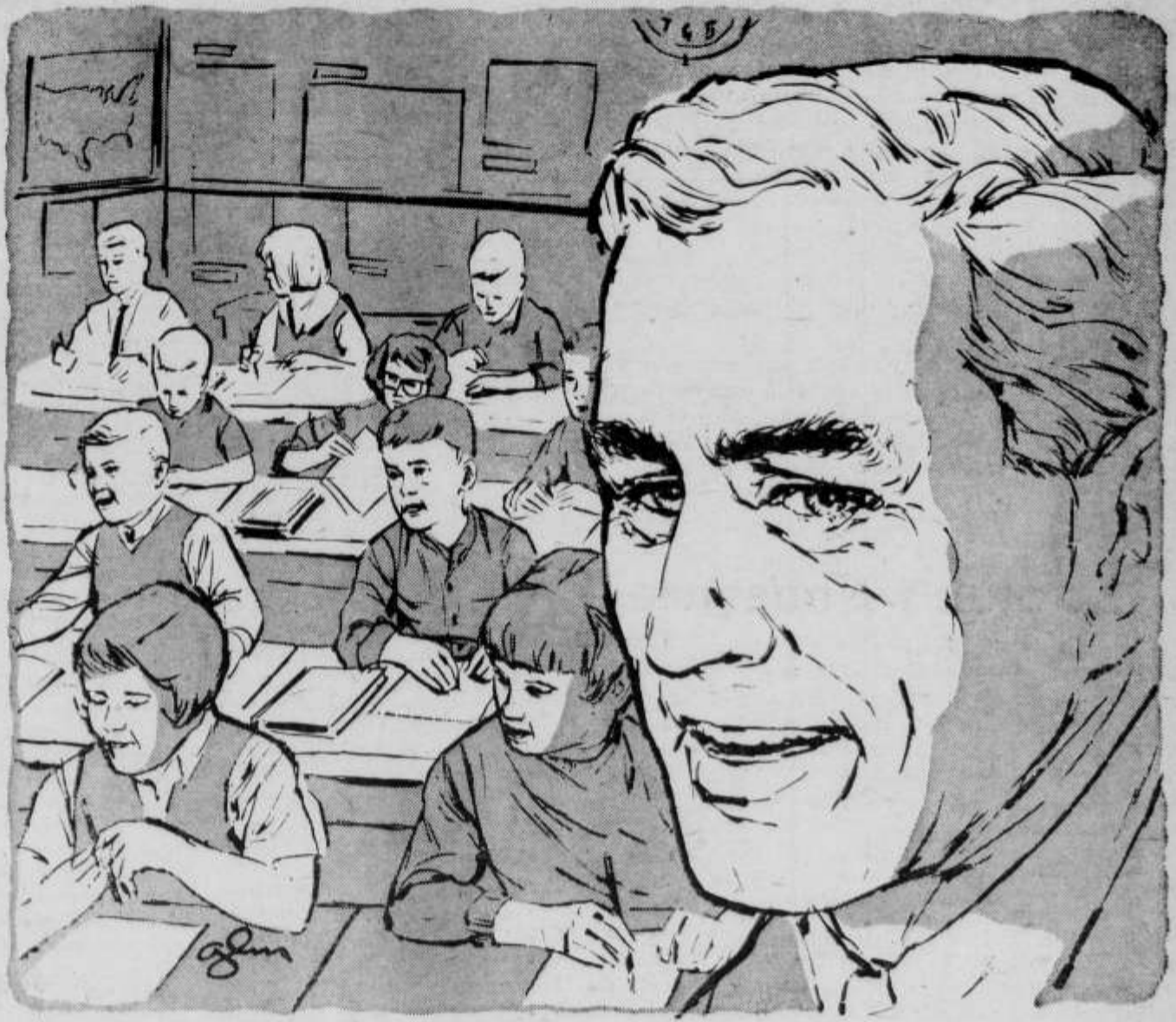


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The City of New York has nearly 20 examinations, for jobs in various departments and locations, which are open for the filing of applications on a continuous basis.

For most of the exams, applications are available at the Application Section, New York City Department of Personnel, 96 Duane St., New York 7, N.Y.

The titles, with salary ranges, are:

Assistant architect, \$6,400 to \$8,200 a year.

Assistant civil engineer, \$6,400 to \$8,200 a year.

Assistant mechanical engineer, \$6,400 to \$8,200 a year.

Assistant plan examiner (buildings), \$6,750 to \$8,550 a year.

Civil engineering draftsman, \$5,190 to 5,590 a year.

Dental hygienist, \$3,500 to \$4,850 a year.

Junior civil engineer \$5,150 to \$6,590 a year.

Junior electrical engineer, \$5,150 to \$6,590 a year.

Occupational therapist, \$4,250 to \$5,000 a year.

Patrolman, \$6,133 to \$7,616 a year.

Public health nurse \$4,850 to \$2,290 a year.

Recreation leader, \$4,550 to \$5,990 a year.

Social Investigator Trainee, \$4,850 a year.

Social case worker, \$5,450 to \$6,890. Open until further notice.

X-Ray technician, \$4,000 to \$5,080 a year.

Secretarial Jobs

For the following secretarial jobs, apply to the Commercial Office of the New York State Employment Service, 1 East 19th St., Manhattan. After passing the test there, candidates will be given City application forms, which they will then file at the Application Section of the Department of Per-

sonnel, 96 Duane St., New York 7, N. Y.

College office assistant A, \$3,700 to \$5,100 a year.

College secretarial assistant A, \$3,700 to \$5,100 a year.

Stenographer, \$3,500 to \$4,580 a year.

Typist, \$3,250 to \$4,330 a year.

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Steuben Chapter Meets, Hears Retirement Talk

The Steuben County Chapter of the Civil Service Employees Association held its November meeting at the Hotel Wagner in Bath, N.Y., recently with about 60 members and guests attending. Guests included members of the Steuben County board of supervisors, Corning City school district officials and Assemblyman and Mrs. Charles Henderson of Hornell, N.Y.

The speaker for the evening was Francis Casey of Albany, chief of the field representatives of the State CSEA. His topic was the New York State Retirement System.

Entertainment was provided by Mrs. Doris Middaugh of Corning. Her performance consisted of several Pantomime sketches.

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616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

CALL MU. 3-3616



SHOP EARLY
...it's more fun!

THIS CHRISTMAS GIVE



APPLIANCES

OVENS

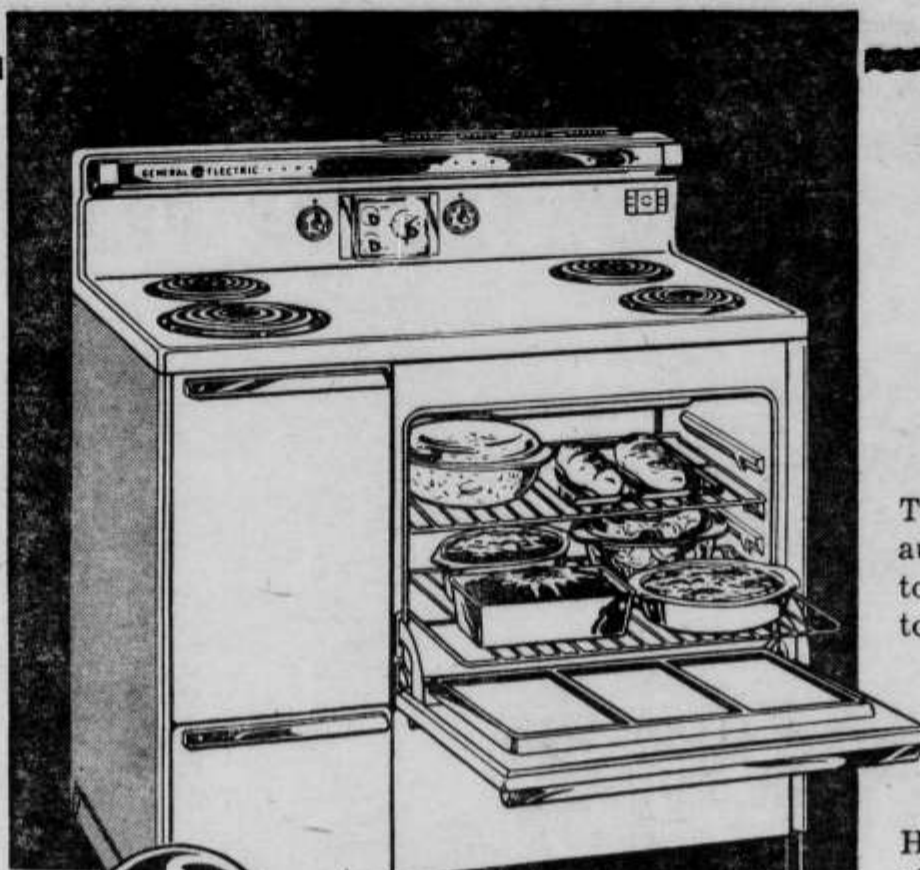
WASHERS

REFRIGERATORS

ETC., ETC.

Automatic Cooking at a Budget Price!

1961 GENERAL ELECTRIC AUTOMATIC RANGE



Model J412



Automatic Oven Timer

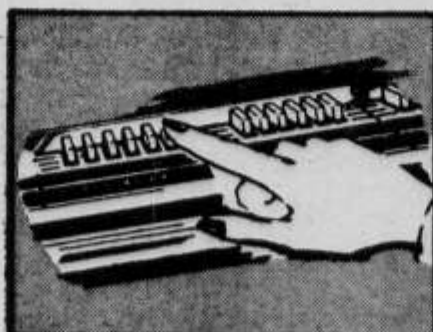
Turns oven on and off automatically. Set time to start on top dial, time to stop on bottom dial.

Spacious 23" Master Oven

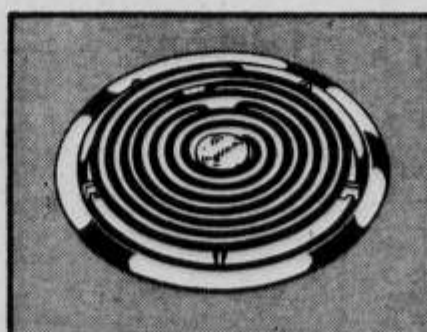
Holds four pies on one shelf, roasts a huge turkey...

Big 40" Range with 3 Roomy Storage Drawers

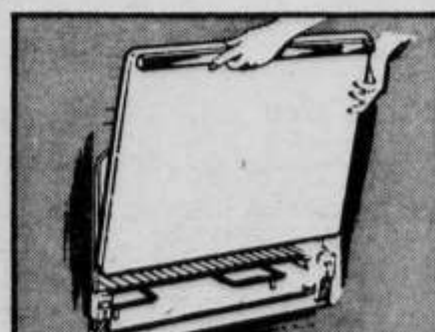
Cooks your dinner, even while you're out! Just set time to start and time to stop — your roast is ready when you come home. Surface units give you fast, controlled heat — for cleaner, speedier cooking.



Pushbutton Controls—Surface units flick on and off at a touch. Calrod® units respond instantly. You get the exact heat you want every time.



High-Speed Calrod Units—General Electric cooking is fast cooking. Calrod® surface units heat up with amazing speed, cool off fast.



Removable Oven Door—Entire door lifts off easily for fast oven cleaning. No-stretch cleaning, even for oven corners!

AMERICAN HOME CENTER, INC.

616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

CALL MU. 3-3616

No More Hand-Washing of Wash-Basin Loads

NEW! 1962 General Electric FILTER-FLO® WASHER with Exclusive MINI-WASH is ***TWO WASHERS in ONE!***



WASHES 12 lbs.
Truly Clean!

MINI-WASH for Delicate
1-pound Wash-Basin Loads

Ask for the 1050W

With new, exclusive Mini-Wash, you can wash delicate wash-basin loads right inside your General Electric washer...or just lift out the Mini-Basket and you're ready for BIG regular-size wash loads (up to 12 pounds). Automatically you get the right water level, temperature and famous Filter-Flo Wash System!

You Can Buy a New
General Electric
Filter-Flo Washer
for only

\$176



- Big Capacity
- Porcelain Washbasket and Tub
- Famous Filter-Flo Action

*Minimum Retail Price

Now—for '62—General Electric introduces the most convenient washer ever built . . . featuring a new, dual washing system—one to get a giant 12-pound load truly clean, the other for those small "washbowl" one-pound loads. Big volume loads are thoroughly washed, as the new Spiral Activator, with heavy duty motor, loosens soil with a more vigorous washing action. Wash-Basin loads—delicate fabrics, lingerie, sheer stockings, sweaters—all normally hand washed—can now be carefully laundered in G.E.'s new and exclusive MINI-BASKET. With the selected washing cycle, MINI-WASH gently suds and washes your clothing with a minimum amount of water.

ADVANCE FEATURES INCLUDE:

- Automatic Cycle Selection
- Automatic Bleach Dispenser
- Water Temperature . . . automatically pre-set with selection of type of load to be washed
- Cold Water Wash for any setting
- Spray Rinse ■ Activated Soak Cycle
- Spiral Activator: 3-Zone Washing Action
- Damp Dry Spin ■ Illuminated Controls
- Counter Height—Counter Depth
- Famous 5-Year Written Protection Plan: 1-year warranty against defective materials and workmanship on entire washer; 4-years additional on sealed-in transmission system. Ask your dealer for personalized written warranty with details.

NO DOWN PAYMENT

Terms available through G.E.C.C. and other financing institutions

BUY AT THE STORE WITH THIS SIGN ON THE SIDE



See Your Nearest Authorized G. E. Dealer for Price and Terms

GENERAL ELECTRIC COMPANY

MAJOR APPLIANCE DIVISION
S. & D. Dept., Metro, N. Y. Dist.
NEW YORK: 208 East 42nd St., N. Y. 17
Phone OREGON 9-1800

NEW JERSEY: 118 Washington St., Bloomfield
Phone PILGRIM 8-0400



Famous FILTER-FLO
Cleans and recleans water — Removes lint, dirt particles, sand, soap scum — Catches lint in filter — Won't clog up or jam water flow — Dispenses detergent and powdered bluing.



Automatic BLEACH DISPENSER
Stores about 1 month supply of bleach—measures, dilutes and adds it to water after timed delay.



Fits Like a KITCHEN BUILT-IN
Counter high, counter-deep. Backs recessed to accommodate plumbing and wiring connections.

**PENNIES
A
DAY**

AMERICAN HOME CENTER, INC.

616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

SHOP EARLY
 for the best selection!
OF THE LATEST MODELS
OF

**BUY
 YOURS
 FROM
 THE
 DEPENDABLE
 AUTHORIZED
 DEALER**

**GENERAL ELECTRIC 13.2 CU. FT.
 REFRIGERATOR-FREEZER**



**2-DOOR
 CONVENIENCE**

ZERO DEGREE FREEZER

BIG 3.1 CU. FT. CAPACITY
 Store up to 108 lbs. of frozen foods
 safely - cut shopping trips.

**AUTOMATIC DEFROSTING
 REFRIGERATOR SECTION**

Ends messy refrigerator defrosting.

3 SLIDE-OUT SHELVES

**SPACE-SAVING
 STRAIGHT-LINE DESIGN**

No door clearance needed at side.
 Fits flush at rear - lines up with
 cabinets in front.



MODEL TB-314V
 13.2 Cu. Ft.
 Net Storage Volume

PLUS

- Butter Keeper
- Removable Egg Rack
- Twin Porcelain Vegetable Drawers
- Magnetic Safety Door

**ONLY PENNIES
 A DAY**



Famous General Electric Dependability! 6 Million G-E Refrigerators In Use 10 Years Or More.

AMERICAN HOME CENTER, INC.

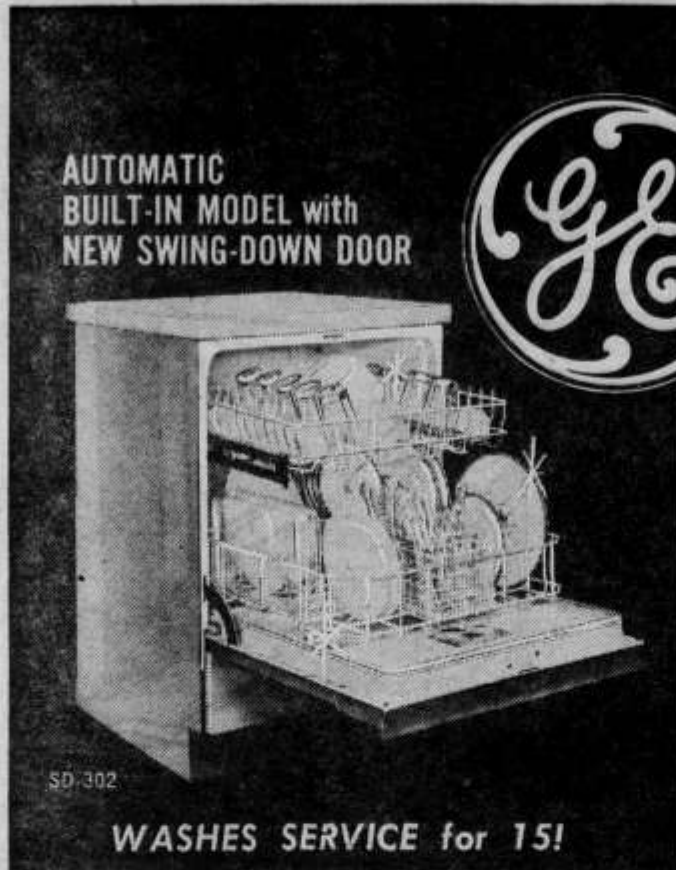
616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

CALL MU 3-3616



Perfect CHRISTMAS GIFT!

THE
PERFECT
GIFT
FOR
MOTHER,
WIFE
AND
DAUGHTER



1962 General Electric Dishwashers Wash Up...Down...and All Around!

THE
PERFECT
TIME SAVER
FOR ALL
THE
FAMILY
AT

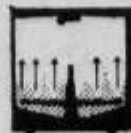
POWER TOWER
WASHES UP!



POWER SHOWER
WASHES DOWN!



POWER ARM
WASHES
ALL AROUND!



Exclusive 3-way washing action gives sparkling results — most thorough action known!

NO MORE HAND RINSING OR SCRAPING! Flushaway Drain liquefies and flushes away soft food particles. **SELF-CLEANING!** No filters or screens to clean!

LARGEST CAPACITY! SD302 and SP402 Wash Service for 15—SD-402 Washes Service for 16 (NEMA place settings) truly clean!

3-CYCLE PUSHBUTTON CONTROLS! (1) for fine china (2) for utensils, pots, pans (3) for mixed loads.

Buy Any 1962 Mobile Maid. Try for 30 Days.

MONEY BACK SATISFACTION GUARANTEE
Offer expires Dec. 31, '61.

Low-Priced Special!
You Can Own a G-E Mobile Maid for as little as **\$149⁹⁵**

- Power Scrub Action
- Washes, Rinses, Dries
- Liquefies food particles, flushes them down exclusive Flushaway Drain
- Takes big NEMA Service for 12

SP-102

ONLY PENNIES A DAY



AMERICAN HOME CENTER, INC.

616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

CALL MU. 3-3616

New 1961 General Electric RANGE
FASTER & FLAMELESS



**MAKE
 THE
 WIFE AND
 FAMILY
 HAPPY
 THIS
 CHRISTMAS**

GIVE



PRODUCTS



Model J403
 Big 40" Range
 with roomy storage drawers

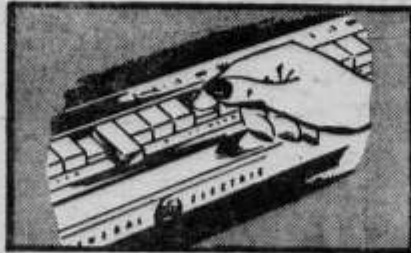
BIG 23" AUTOMATIC OVEN!



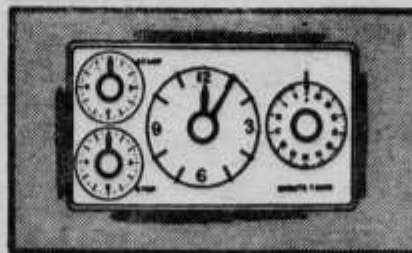
**PENNIES
 A
 DAY**

Economical to own—and to operate!
 Gives you clean, *controlled* heat for
 effortless cooking . . . plus deluxe fea-
 tures you never expected to find at
 this low price!

- Automatic Oven Timer
- Keyboard Controls
- Timed Appliance Outlet
- Oven Floodlight
- Fluorescent Lamp



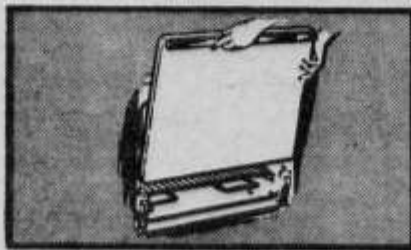
Convenient Keyboard Controls—
 Wide, easy-to-use keys give you in-
 stant control at a touch. You get
 the exact heat you want, every time.



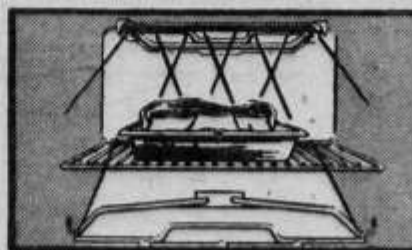
Easy-Set Oven Timer— Turns oven
 on and off, automatically. Set time
 to start on top dial, time to stop
 on bottom dial.



Extra High Speed Calrod Unit—3000-
 watt Calrod unit heats extra fast,
 starts cooking extra fast! Other
 units are 2050, 1600 and 1250 watts.



Removable Oven Door—Entire door
 lifts off easily for fast oven clean-
 ing. No-stretch cleaning, even for
 oven corners!



Focused Heat Broiler—Saves elec-
 tricity because intense radiant heat
 is focused right on meat—not dif-
 fused in oven. You get charcoal-
 broiled flavor!



Removable Broiler Reflector—slips
 out easily and fast, to be washed
 at the sink.

AMERICAN HOME CENTER, INC.

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CALL MU. 3-3616



Smart Santas give APPLIANCES

YOU'LL NEVER DEFROST AGAIN... GENERAL ELECTRIC *Frost Guard* REFRIGERATOR-FREEZER



FROST NEVER FORMS ... not even in the big ROLL-OUT Freezer. Labels stay easy-to-read ... packages don't freeze together ... No defrosting ever!



FREEZE-N-STORE ICE SERVICE Just flip over ice trays to eject cubes into big container at convenient level. Refill trays right in place.

3 SWING-OUT SHELVES hand you the food ... adjustable even when loaded. Solid for easy cleaning.



MODEL TC-464V
Net Storage Volume

STRAIGHT-LINE DESIGN

No coils on back. Needs no door clearance at side.

PLUS ... Swing-Out Vegetable Bins, Butter Conditioner and Egg Tray. Adjustable, removable door shelves. White or Mix-or-Match colors.

Famous General Electric Dependability! 6 Million G-E Refrigerators in Use 10 Years Or More.

PENNIES A DAY

WASHERS
OVENS
ETC.
ETC.



From These
ALL NEW



APPLIANCES

AMERICAN HOME CENTER, INC.

616 THIRD AVENUE AT 40TH STREET, NEW YORK CITY

CALL MU. 3-3616

BREAKTHROUGH!

General Electric Solves
Your Space
Problem!



18.8^{cu. ft.}

Refrigerator-Freezer fits in the space of yesterday's

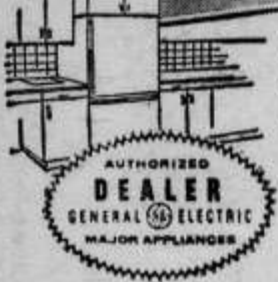
10

...yet provides
8.8 cu. ft. more
storage space!

NO DEFROSTING EVER!

- FROST GUARD! No defrosting in refrigerator or freezer, because FROST NEVER FORMS!
- New THIN-WALL Insulation, for 88% more storage space!
- Mobile Cold keeps meats fresh up to 7 days or more!
- Exclusive Roll-Out Freezer opens with foot pedal!
- Straight-Line Design, no coils on back!

SPACEMAKER
FROST-GUARD
MODEL
TC-469V



NOW! Easier than Ever to Own!



Faster and Flameless BUILT-IN DOUBLE OVENS



JC28V Custom Double
Oven; JP86V Cooktop
and Hood.

A Complete BUILT-IN Automatic Cooking
Center for Your "Dream Kitchen"!

Now — the General Electric Automatic BUILT-INS you've always wanted — yours at an amazingly low price! Newest advanced design, faster than ever for '61. Bake, roast or broil in either oven, or BOTH at the same time. New Dinner Dial® lets you dial your dinner and walk away... Eye-level Controls, Oven Timer, Focused Heat Broiler, Automatic Rotisserie, Electric Meat Thermometer, Starlight Grey porcelain interior; removable doors, for easy cleaning. Single oven models available.

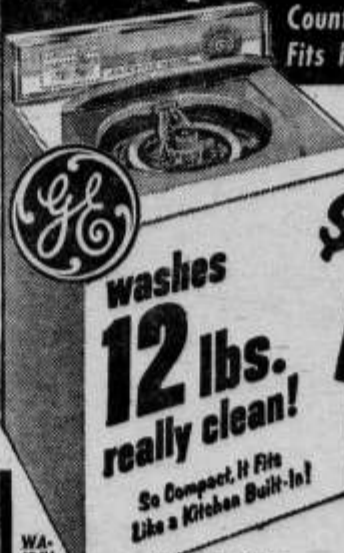
NOW
ONLY
PENNIES
A
DAY

*Based on G.E.C.C. Terms
■ CUSTOM AUTOMATIC COOK-
TOP AND HOOD with new
Super Sensi-Temp™ makes
all pots and pans automatic
utensils. Deluxe features in-
clude 4 fast-heating cooking
units, ventilating hood with
eye-level pushbutton controls,
2-speed dual-blower exhaust
fan, full-length fluorescent
light.

Limited Time Only!

General Electric 12-lb. 2-Temp. FILTER-FLO

Counter-High, Counter-Deep,
Fits Flat Against the Wall!



WA-404V

washes
12 lbs.
really clean!

ONLY \$188

New Saver Credit Terms!
NO CASH DOWN!

New G-E Filter-Flo® features an amazing new washing system — bigger, deeper washbasket; more powerful heavy-duty motor; new spiral design activator; shorter, faster strokes for gentle, more thorough cleaning action; choice of hot or warm wash water temperatures.



WASHES A GIANT 12-lb. LOAD — 50% More than Most Washers in Use Today!

IMPROVED FILTER-FLO SYSTEM — Operates at Any Water Level! Removes Lint, Sand, Soap Scum!

FITS LIKE A KITCHEN BUILT-IN, Counter High, Counter Deep, Flat Against the Wall!

To be certain of satisfaction, insist on your **G-E SERVICE POLICY WARRANTY**

Be sure to ask for your copy of General Electric's written warranty. Only factory-trained service experts fulfill General Electric's obligations under the warranty. It is not packed inside the carton — so be sure to ask for it.

Price Break-Through!



1961 GENERAL ELECTRIC 110-VOLT AUTOMATIC DRYER



Model DA 110V

PLUGS INTO ANY
APPLIANCE OUTLET
Needs no expensive 220 volt re-wiring

Only \$99.95

on G.E.C.C. Terms

CLOTHES COME OUT SUNSHINE FRESH!
Counter High! Counter Deep! Fits flush against the wall like a kitchen built-in. Only 27 inches wide. Big Capacity! New Airflow System tumbles clothes in smooth porcelain drum, dries them with currents of warm, clean air. Automatic Timer Control, Metal Lint Trap, Safety Start Switch.

**GENERAL ELECTRIC
FAMOUS WRITTEN
PROTECTION PLAN**

AMERICAN HOME CENTER, INC.

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CALL MU. 3-3616



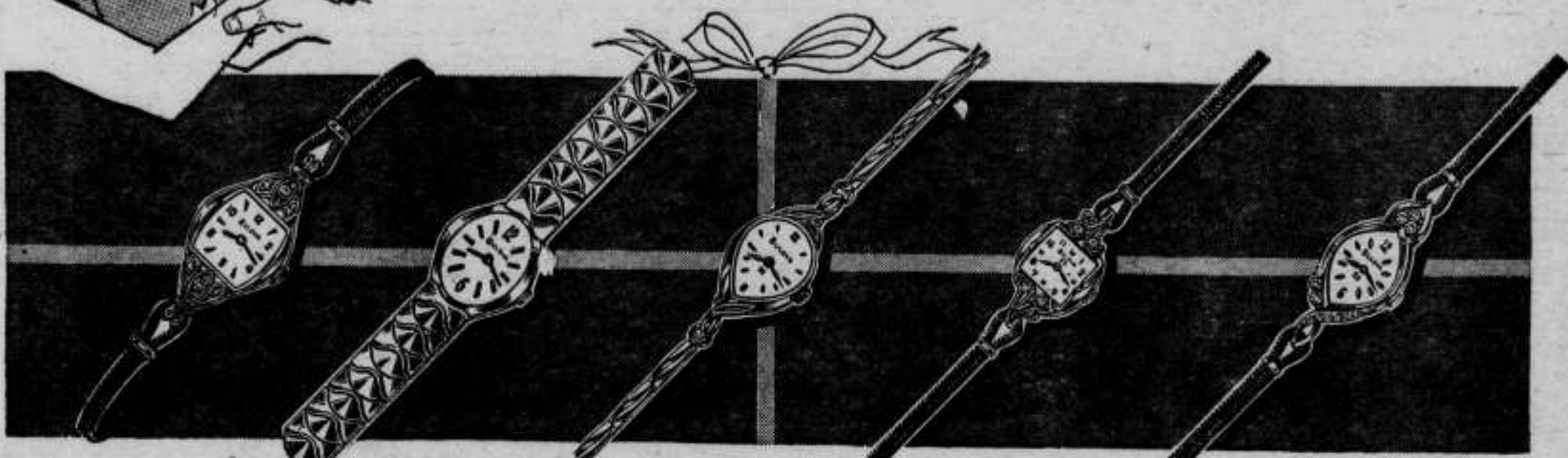
ARUM BROS.

Next to the Tree

BULOVA

says 'Merry Christmas' best!

Capture all the excitement of Christmas with the one gift that says "I love you" best . . . a fine quality Bulova . . . a watch that will be treasured and worn with pride for many many years.



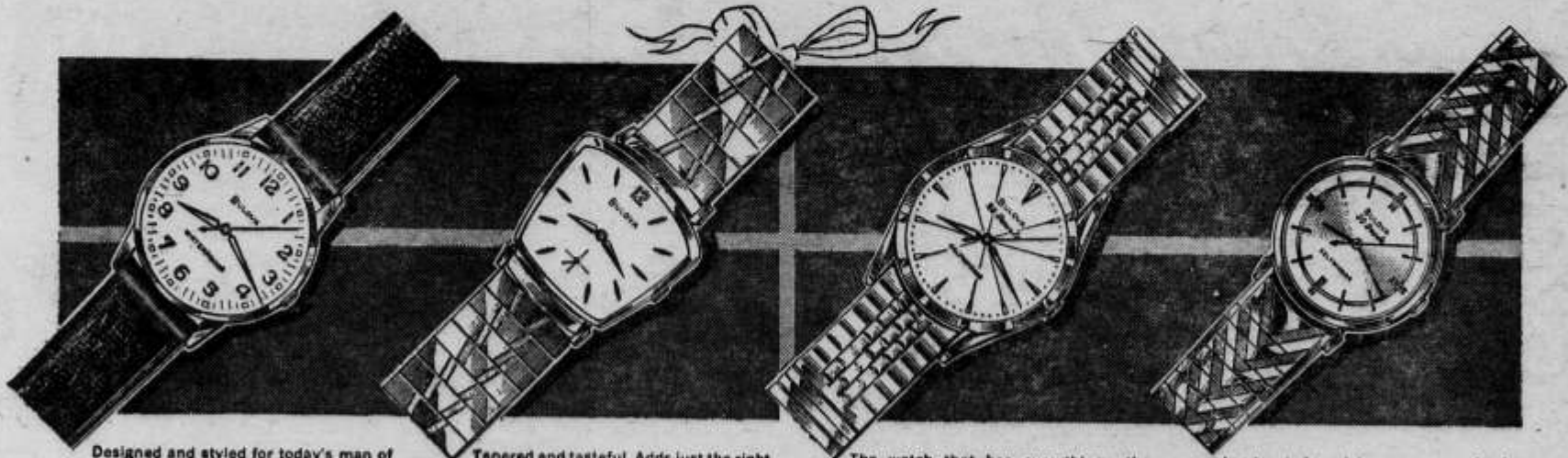
Exquisitely carved end pieces hold two shimmering diamonds. The **DIAMOND DREAM**. 17 jewels. \$39.95

High fashionable oval motif bracelet and watch ensemble at a popular price. The 17 jewel **CRESCENDO**. \$49.50

Graceful, feminine teardrop design. The **FIRST LADY** has 23 jewels for flawless performance and matching expansion bracelet. \$59.50

From America's most exquisite diamond fashion collection. **BULOVA DIAMOND LA PETITE**. 4 diamonds, 23 jewels. \$75.00

Sophisticated! Exciting! The **BULOVA DUCHESS**. 10 fiery diamonds, 14 karat gold case, 23 jewel movement. \$135.00



Designed and styled for today's man of action. The slim, trim **SEA KING** is certified waterproof*, shock resistant, has luminous hands and dials. \$39.75

Tapered and tasteful. Adds just the right modern touch. The **AMERICAN EAGLE** with 17 jewels and expansion band. \$49.50

The watch that has everything - the famous **BULOVA 23**, 23 jewel movement, self-winding, certified waterproof*, shock-resistant, luminous hands and dial. \$65.00

Leader in precision accuracy, leader in watch styling. This is the **BULOVA "30"**. The movement has 30 jewels, is self-winding and shock-resistant and the Bulova "30" is certified waterproof* \$95.00

YOU CAN GIVE A PRECISION-CRAFTED BULOVA

FOR AS LITTLE AS **\$1** A WEEK

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WATCHMAKERS & JEWELERS

7 WEST 44th STREET

Room 400

MU 7-2495

New York, N. Y.



Give her the **ELIZABETH** . . . modern, youthful styling - precision Bulova quality throughout.

Give him the **MINUTEMAN** . . . a fine 17 jewel dress watch with famous Bulova quality and craftsmanship. Shock resistant. Unbreakable main-spring.

Your Choice Only \$24.75

Each and every Bulova Waterproof watch is tested and certified waterproof by the United States Testing Co., Inc. *Waterproof as long as case, crystal and crown are intact. All prices plus tax.

Gift Guide

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 ACCOMMODATIONS FOR PARTIES. — OUR COTILLION ROOM, SEATING 200 COMFORTABLY.
COLD BUFFETS, \$2 UP
FULL COURSE DINNERS, \$2.50 UP
 LUNCHEON DAILY IN THE OAK ROOM — 90c UP
 12 TO 2:30
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ALBANY
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ALBANY, N. Y.

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ALBANY, N. Y.
 Tel. HO 3-4938

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 No parking problems at Albany's largest hotel... with Albany's only drive-in garage. You'll like the comfort and convenience, too! Family rates. Cocktail lounge.
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SPECIAL WEEKLY RATES FOR EXTENDED STAYS

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 On the Plaza South of Hudson Ave.

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\$15.00 Regular \$17.50
LUCILLE'S BEAUTY SALON
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 If your Hair is not Becoming to You, You Should Be Coming to Us.

MAYFLOWER - ROYAL COURT APARTMENTS — Furnished, Unfurnished, and Rooms. Phone HE. 4-1994. (Albany).


 Be 'Santa' to yourself, next year!
JOIN OUR 1962 CHRISTMAS CLUB NOW

Have \$25, \$50, \$100, \$150, \$250, \$500 or \$1,000 NEXT Christmas

YOU can have a nice check at the start of the 1962 Christmas season if you join our Christmas Club NOW and deposit your chosen amount for the coming year. Thousands of Albany area folks will tell you, "It's a wonderful way to make sure you have plenty of money next Christmas!" But don't wait too long... the 1962 Club starts NOW.

IT'S EASY IF YOU START NOW!	
You Receive	You Pay Weekly
\$ 25.00	.50
50.00	1.00
100.00	2.00
150.00	3.00
250.00	5.00
500.00	10.00
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 ALBANY, NEW YORK
 Member Federal Deposit Insurance Corporation
OPEN THURSDAYS UNTIL 8 P. M.

Malt is the heart of the brew and Hedrick uses Choice Malt



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Hedrick BEER and ALE
 Still the best
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NEVER A SERVICE CHARGE WITH A FIRST TRUST CHARGE ACCOUNT
 Easy to open... easy to use! Why not enjoy credit at cash prices? Make Christmas shopping —and all shopping—easier by opening a First Trust Charge now! Open yours at any participating store or one of the First Trust Offices.

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ready

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Get TOP VALUE STAMPS

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ONLY 3 books



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Try Our Delicious
★ Daily and
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★ Music and
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Saturday Night
— with the —
★ CHUCK TERRY TRIO!!

"Let's Join the Fun"

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**DESORMEAU
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VENDING MACHINES OF EVERY
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CAPITOL CAFETERIA**
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**Argus-Greenwood
Inc.**
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RYAN'S TOWPATH 582 BROADWAY
MENANDS (ALBANY)
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NEW YEARS RESERVATIONS—\$2.50 Min. Per Person
NOISEMAKERS FREE NO COVER CHARGE
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Free monogramming. Special consideration extended to
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Now...an 8 piece Electric Eye home movie outfit...

New Bell & Howell kit gives you foolproof movies!

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8mm PERPETUA movie camera adjusts its lens automatically. It never lets you spoil a scene! A special light says "don't shoot" when the light's too dim! It's the one camera that gives you foolproof movies from the very first roll!

The MONTEREY 8mm Projector. Exhilarating brilliance, full 1/2 hour showings, simplified threading, permanent lubrication, built-in case.



PLUS

LIGHT BAR and BULBS complete with 2 GE bulbs

LEATHER CAMERA CASE special pocket for accessories



COLOR CARTOON wonderful treat for children's parties

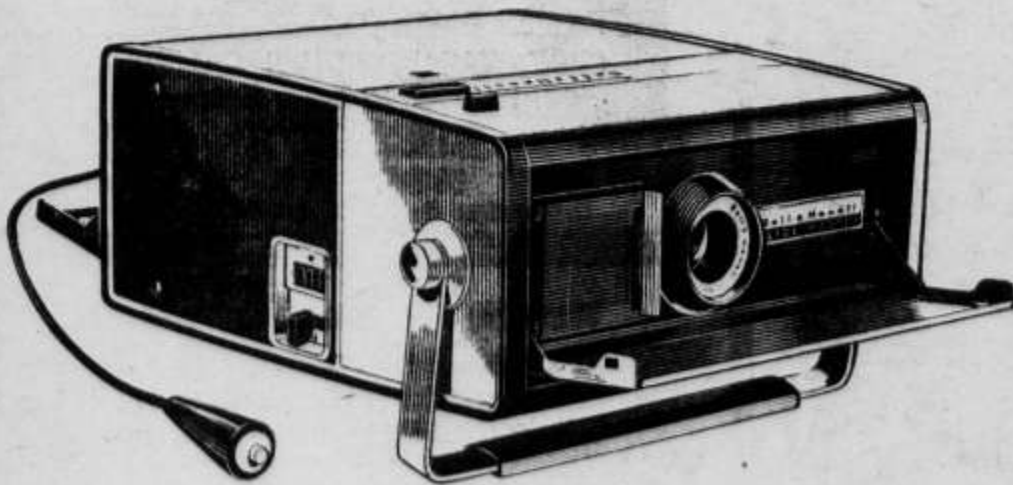
COLOR FILM 50 ft. roll of your choice

***DOUBLE GUARANTEE!**

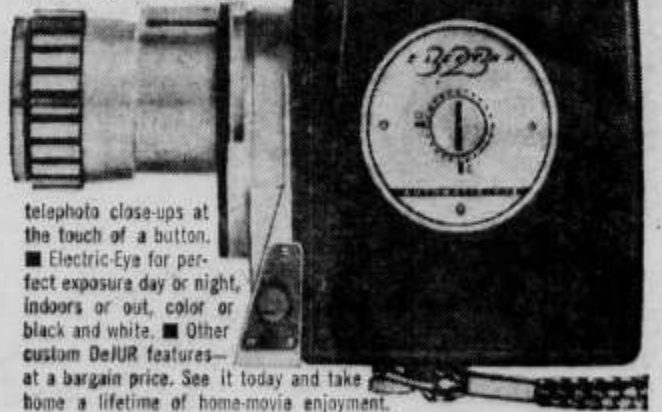
on every item shown

The first guarantee is from Bell & Howell. This highly respected firm stands squarely behind every product it sells. The second guarantee is from us. With service of this kind, we hope to become your photographic headquarters... for life!

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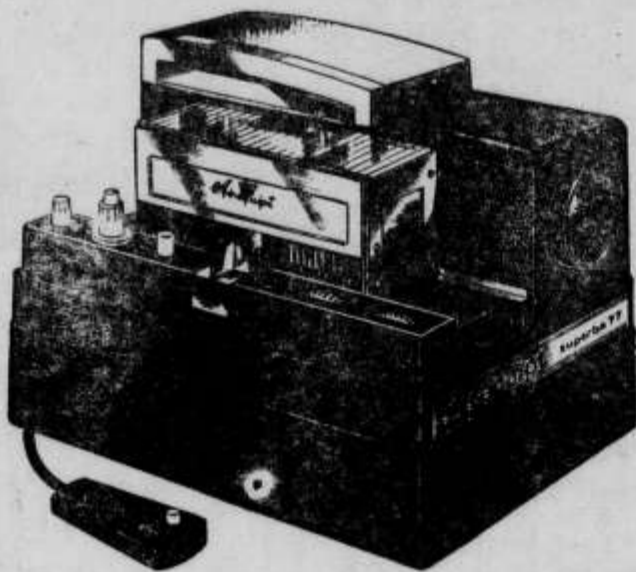
PRESENTS

AMERICA'S
GREATEST PROJECTOR VALUE!

AIREQUIPT

SUPERBA 77

with the only remote control that focuses—advances—reverses



From Airequipt—a new standard for slide projection! SUPERBA 77 features a new kind of built-in remote control. Flick the micro-focus switch and presto—precision focus! Touch the change button—another slide advances into the projector. Press a little harder—the sequence is reversed. Thumb fun! If you prefer, set the automatic timer—let the projector do all the work—override the timer whenever you wish. Show slides individually, too.

America's
best remote
control!

edits
slides too!

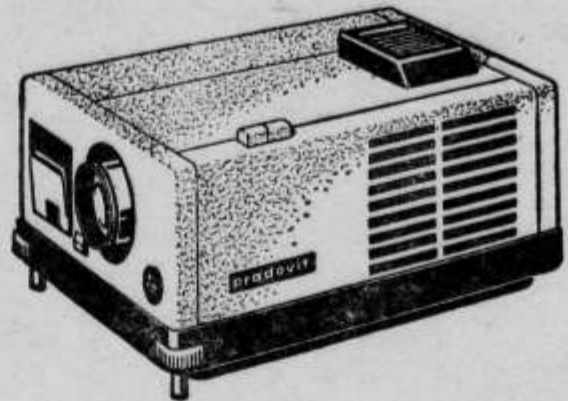
500-watt
and COOL!

runs itself!
shows 36 slides
automatically!

focus and change slides
from anywhere in the room

NEW LEITZ

PRADOVIT REMOTE-CONTROL PROJECTOR



Imagine: push-button slide changing and push-button focusing from anywhere in the room! The new PRADOVIT, created by the makers of LEICA cameras, combines complete remote control with a brilliant screen image. Smooth, silent and fast, the PRADOVIT intermixes cardboard and glass-mounted slides, 35mm and superslides. Bring in your favorite slides. Let us show you how good they really are when projected through a PRADOVIT.

TRADE UP TO THE FINEST: LEICA



Ready for better pictures? Whether you're deeply involved in photography or take "just snapshots"—let us show you a Leica. You may have a friend who owns a Leica; he's probably told you that it never disappoints. A Leica owner never gets into a photographic situation where his camera can't deliver. Bring in your old camera; let's discuss a trade-in for a new Leica M-3 or Leica M-2, with automatic features that make photography easier than ever. Once you own a Leica, you'll never want to trade again.



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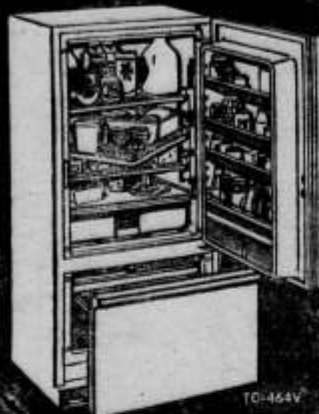
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NEW General Electric Frost-Guard Models... in the sizes and prices to fit your needs!

13.6 cu. ft. FROST-GUARD Refrigerator-Freezer



- NO FROST to defrost in refrigerator or freezer.
- Roll-Out Freezer.
- 3 Swing-Out Shelves—adjustable.
- Pedal Door Opening.
- Swing-Out Vegetable Bins.
- Freeze-N-Store Ice Service.
- Straight-Line Design, No coils on back.
- Mix-or-Match Colors, or White.

13.6 cu. ft. FROST-GUARD Refrigerator-Freezer



- NO FROST to defrost in refrigerator or freezer.
- Roll-Out Freezer.
- Slide-Out Shelves.
- Swing-Out Vegetable Bins, Butter Conditioner.
- Straight-Line Design, No Coils on back.
- Mix-or-Match Colors, or White.

12.9 cu. ft. FROST-GUARD Refrigerator-Freezer



- NO FROST to defrost in refrigerator or freezer.
- Freezer with Separate Door.
- Freezer Door Storage.
- 2 Porcelain Vegetable Drawers.
- Adjustable Door Shelves.
- Straight-Line Design, No Coils on back.

Net Storage Volume



18.8 cu. ft.

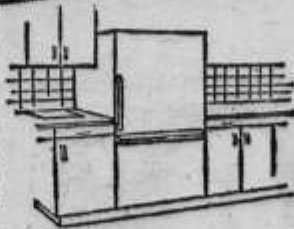
Refrigerator-Freezer



Model TC-469V 18.8 cu. ft. net storage volume

FITS LIKE A KITCHEN BUILT-IN!

Straightline design gives the new G-E refrigerator that custom built-in look of luxury... fits flat to wall, flush to counters. No coils on the back.



NO DOWN PAYMENT!

See Your Nearest Authorized G-E Dealer for G.E.C.C. Terms.

To be certain of satisfaction, insist on your **G-E SERVICE POLICY WARRANTY**

Be sure to ask the dealer for your copy of General Electric's written warranty. Only factory-trained service experts fulfill General Electric's obligations under the warranty. It is not packed inside the carton—so be sure to ask for it.

BUY AT THE STORE WITH THIS SIGN ON THE DOOR



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MAJOR APPLIANCE DIVISION

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Phone OREGON 9-1600

NEW JERSEY: 116 Washington St., Bloomfield

Phone PILGRIM 8-0400

fits in the space of yesterday's 10...yet provides 8.8 cu. ft. more storage space!

NEW! THIN-WALL INSULATION... G.E.'s new foamed plastic insulation is twice as efficient as ordinary insulation, so requires only half the thickness. This—plus capacity gained in interior height, width and depth—plus other General Electric improvements in last decade—results in 88% more storage space in same size cabinet!

NO DEFROSTING EVER!
Never in the Refrigerator! Never in the Freezer!

No frost to defrost, in BOTH refrigerator and freezer—because FROST NEVER FORMS! Packages won't freeze together, labels are always readable, ice trays needn't be pried loose, FROST-GUARD ends messy defrosting forever!

MOBILE COLD—in 13 cu. ft. refrigerator section maintains ideal temperatures. Meals keep fresh up to 7 days and more, vegetables stay crisp, fruits and beverages remain chilled!

...plus these most wanted features:

- G-E Exclusive Roll-Out Freezer brings everything out front with a touch of the foot pedal. 5.8 cu. ft. capacity!
- G-E Exclusive Solid Swing-Out Shelves (3, in gold anodized aluminum) plus 3 door shelves!
- G-E Mix-or-Match Colors and White!
- G-E Magnetic Safety Door.
- Freeze-N-Store Ice Service with flipover trays for cubes—refill trays right in freezer!
- Separate juice-can rack at top of freezer!
- More than 6 million G-E refrigerators have been in use 10 years or longer... lasting proof of lasting quality, service and performance.

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CALL MU 3-3616

Forget Rules If Attacked; Police Told

Police Commissioner Michael Murphy last week told the members of his department, in no uncertain terms, "if attacked, forget

the 'Marquis of Queensberry Rules' and protect yourself." For the first time in many years, patrolmen on daytime radio motor patrol were issued night-sticks with the two word order, "USE THEM!"

The order comes with the warning however, that patrolmen must use judgment in taking advantage of the order. The eighteen ounce batons were not issued for daytime use by foot patrolmen because of what Deputy Commissioner Walter Arm termed "the lack of violent crime in sufficient number to warrant it. The type of work encountered by the foot patrolmen while on day tours does not require the use of the batons," he said.

"This is not a license for indiscriminate beatings", Commissioner Murphy pointed out in his directive, "but remember, taking a prisoner into custody is not a personal contest between you and the prisoner."

Clerk-Typists, Both Male and Female, Sought Now at \$71

The U.S. Army Transportation Terminal Command, Atlantic, is recruiting for male and female clerk-typists, GS-3, at a salary of \$71 a week.

Applicants must pass a typing test at 40 words per minute. For additional information and applications, contact Civilian Personnel Division at Brooklyn Army Terminal, 1st Avenue and 58th Street, Brooklyn 50, N.Y., or call

Building Mechanic And Assistant Sought: to \$3,540

A building maintenance mechanic are needed now in Orange County at \$3,540 and \$3,370 a year, respectively, to start.

All applicants must have residents of the County for four months preceding the test date of Jan. 27. Apply until Jan. 2 to the Orange County Civil Service Commission, County Building, Goshen, N. Y.

FREE BOOKLET by U. S. Government on Social Security. Mail only. Leader, 97 Duane Street, New York 7, N. Y.

Photocopy Men and Aides Needed at \$2,930 & \$2,750

Photocopy machine operators and assistant photocopy machine operators are needed now in

Orange County at \$2,930 and \$2,750 a year to start, respectively.

Four months' residence in the County is required for both titles.

Apply until Jan. 2 at the Orange County Civil Service Commission, County Building, Goshen, N. Y.

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**Model 202WGN,
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NO DOWN PAYMENT
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Loaded with exciting new G-E features—"Hy-Power MW" console chassis with full-power transformer, precision-crafted circuitry, width control, dark safety window, telescoping antenna, luggage type carrying handle, Slim Silhouette styling—and many more!



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The new
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\$5

A "convertible" Fountain Pen
with a 14K gold point



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IN ATTRACTIVE
GIFT BOX
\$8.95



Fills
with a
cartridge
or from an
ink bottle

1. Slip in giant size cartridge of Super Quink. Overflow ink collector resists leaking.



2. Insert converter in place of cartridge. Fill from ink bottle as you would ordinary pen.

This is a brand new kind of a fountain pen. It's a "convertible" pen . . . the first of its kind. It can be loaded with a big Super Quink cartridge, and it will write up to 10,000 words before it runs dry.

It's "convertible" because a clever little device takes the place of a cartridge, and lets you fill the 45 from an ink bottle.

7 Instantly Replaceable Points

They're all 14K gold. If you damage one it can be replaced instantly, right at the pen counter. The points range from *Accountant* (extremely fine) to big broad *Stub*. Trim tapered barrel. Colors: Blue, black, green, red, charcoal and deep blue. Converter and giant cartridge FREE with each pen. Attractive matching pencil \$3.95.

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Opposite Woolworth Bldg.

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Brooklyn Trade Jobs Pay \$22 a Day & Up

The Brooklyn Navy Yard has jobs open in the skilled trades paying from over \$22 a day and up to start.

Sheet metal workers, painters, carpenters, joiners and armature winders are needed at the present time. Appointment may be made to fill vacancies at other naval installations.

Salary

Armature winders, and joiners start at \$23.20 a day, reaching a maximum of \$25.12 a day. The starting salary for carpenters and painters is \$22.48, reaching a maximum of \$24.40 a day. Sheet metal workers start at \$2.90 an hour, reaching a maximum of \$3.14 an hour.

To qualify for these positions, applicants must have completed a

four year apprenticeship in the trade for which they apply. Four years of experience is also acceptable if it can be considered equivalent to an apprenticeship in contact and progressive acquirement of trade skills.

Applicants who attain an eligible rating in one of these trades may be required to qualify in a performance test before appointment in the Navy Yard.

Card form 500-ABC and application form 60 may be obtained from the Board of U.S. Civil Service Examiners, New York Naval Shipyard, Brooklyn 1, N. Y. or

from the regional office of the U.S. Civil Service Commission, News Building, 220 E. 42nd St., New York 17, N. Y.

Biochemist Needed At Brooklyn VA Hospital at \$5,490

The Veterans Administration Hospital in Brooklyn has a vacan-

cy now for a biochemist at \$5,490 to \$6,435 a year to start, depending on experience. The job is in medical research, with special emphasis on coagulation. Required are at least a bachelor's degree and six months of experience. To apply, telephone Mrs. F. Baron or Mr. W. Anderson at TE 6-6600, Ext. 389.

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Wear it under your very narrowest sheaths... with perfect assurance! Hi-Rise reaches almost to your bra—smooths you all the way down to your thigh in one svelte, beautiful line! With nylon satin front panel, dacron leno elastic sides, satin elastic back, and spiral boning. In white. 16" and 18" lengths sizes 26 to 36. **\$10.00**

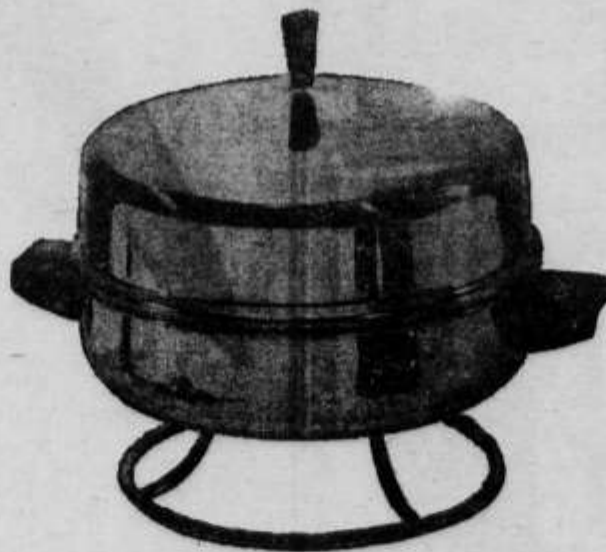
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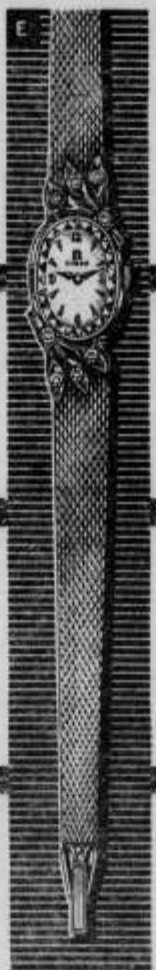
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6 diamonds. Facet-edged Sapphette crystal. 14K gold case and mesh bracelet. 17-jewel movement... \$375

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22 diamonds. White 14K gold case. 18K gold hour markers. 17-jewel movement. \$425

C
White or natural 14K gold case. 17-jewel movement. Facet-edged Sapphette crystal. 18K gold hour markers. \$150

D
Ladies' strap watch. 18K gold hour markers. White or natural 14K gold case. 17-jewel movement... \$105

E
8 diamonds. Facet-edged Sapphette crystal. 14K gold case and bracelet. 18K gold hour markers... \$375



F
White 14K gold case, with 8 diamonds. 18K gold hour markers. 17-jewel movement. \$210

G
Facet-edged Sapphette crystal. 18K gold hour markers. White or natural 14K gold case. 17-jewel movement. \$120

H
Facet-edged Sapphette crystal. 18K gold hour markers. 14K white or natural gold case. 17-jewel movement. \$115

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Constellation self-winding, waterproof* 24-jewel movement. 18K gold hour markers. Stainless steel case with matching adjustable bracelet. \$190
Other Constellations from \$175 to \$825.



K
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The State of New York is offering \$5,200 a year to men who qualify for the position of bank examiner aide I, a training level job in the Banking Department.

After successful completion of the first year, aides are advanced to the position of bank examiner aide II, which pays \$5,400 a year.

This is not a regular training program in the sense of providing an automatic promotion at the end of training. The point of it is to provide persons who want to enter the field of bank examining with the necessary requirements for admission to a test for bank examiner.

The only requirement for this test is a bachelor's degree. It is open to all qualified residents of New York, Connecticut and New Jersey.

Competitors will take both a written and an oral test, which will be rated equally. The written

exam will test general ability, paragraph reading, table interpretation, arithmetic reasoning and vocabulary.

The oral test will rate ability to get along with others, ability to speak and converse effectively, and judgment.

The number of the exam is 8090. To apply for it, contact the State Department of Civil Service at 270 Broadway, Manhattan; The State Campus, Albany; or through offices of the State Employment Service.

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The position of Assistant to the Commissioner of the New York City Youth Board has been included in the Career and Salary Plan and placed in Salary Increment Grade 20. The position pays \$7,800-\$9,600.

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The new Polaroid J66 Electric Eye Camera actually costs less than the first Land Camera put on the market twelve years ago. It makes the same large-size pictures but with what a difference!

*It's fully automatic. No focusing, nothing to set. Just pick up the camera and snap your picture.

*It's the easiest Land Camera ever made. Four simple motions are all you need to make a picture.

*In 10 seconds your picture is ready. Snap the picture—then count to ten. That's all you do.

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This is the Polaroid J66:



- Fully automatic
- Electric eye
- 10-second picture



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(C) Holiday "O"—Charming Florentine-finished bracelet watch, \$39.95

(D) Armada "C" Automatic All-Proof—a slim, handsome self-winding reliable time-keeper. Gold-filled top, stainless steel back, \$65.

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TO BUY, RENT OR
SELL A HOME — PAGE 11

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Albany Public Affairs School Aims For Top

(Special To The Leader)

The Graduate School of Public Affairs of the State University of New York, which formally succeeds the Albany Graduate Program in Public Administration next July 1, is envisioned as "one of the principal institutions of its kind in the United States."

The enthusiastic forecast was made last week in Albany by Dean O. B. Conway, Jr. during an interview with the Leader on the prospects of the School of Public Affairs.

In discussing the creation of the new school, Dean Conway said the Trustees of the State University announced their decision in September, 1960, and shortly thereafter renegotiated their contract with New York University and Syracuse University for the Albany Graduate Program, providing for its termination on June 30, 1962.

"In deciding to establish a Graduate School of Public Affairs in Albany," Dean Conway said, "the Trustees wished to create a school that would be concerned primarily with the governments of New York. More specifically," he said, "they were concerned with offering the young men and women of the State additional opportunity to obtain the professional training essential for careers in public administration and in the teaching of government and with the need of the governments of New York for better in-service training programs. They also gave great consideration to the exceptional resources of the Capital District Area for the study and teaching of political science and public administration," he said.

Main Objectives

Dean Conway said the programs the School of Public Affairs expected to use to realize the above objectives included:

1. Both general and special academic programs. At the beginning the general program will include curricula leading to master's and doctor's degrees in political science and public administration. Also expected to be offered initially are specific programs needed by the State—an M.S. program in statistics and an MPA program in correction administration.

2. The school will contribute to programs for in-service training of local officials as organized by the Office of Local Government, the Association of Towns, the Confer-

ence of Mayors, the County Officers Association, State departments and the local governments in the State.

3. The school will contribute to in-service training programs for State officials as organized by either the Department of Civil Service, other State agencies or groups of employees.

4. It is expected that the School will engage in the near future in research on subjects of current interest to the State.

5. In addition to the above areas, State University expects that the School will participate in a variety of special programs such as urban redevelopment, executive training and economic development, and will assist various civic organizations of the State.

Approximately 600 students will transfer to the School of Public Affairs from the Albany Graduate Program, Dean Conway said, and a substantial growth in enrollment is anticipated in the next few years. The Dean also expressed hope that, in regard to future enrollment, "the establishment of the Graduate School of Public Affairs will stimulate the State and local governments to make all possible arrangements to enable as many employees as possible to take advantage of the opportunities offered by the new institution."

At New Site Feb. 1

Mr. Conway was named Dean of the School of Public Affairs in the fall of 1960 and now has the dual responsibilities of creating the new institution and terminating the present one. He said that one of the State University's prime considerations is the creation of an outstanding faculty, which they expect to have assembled by the end of next summer.

State University will house the new school at 5 Englewood Place, Albany, as of February 1. The administrative and faculty offices and library of the school will be located in the building. Classrooms will be in the adjacent State University College.

Dean Conway said State University believes that the school will become in the near future one of the principal institutions of its kind in the United States. And the resources of the Capital District, if well used, he believes, will virtually insure the eminence of the school.

"This institution has great potential for all government employees in this State and area, and the establishment of the school should be regarded as a major achievement for them," he concluded.

CSEA Protests Any Changes In Grievance Rules Without Talks

(Continued from Page 1)

vice Commission he was directly responsible not only for the appointment of the Grievance Board but also for the effective administration of the grievance procedure.

Referring to his charge that the number of filed grievances had de-

Kaplan Said Evading Charges

(Continued from Page 1) had been scheduled for the October 17-18 meeting.

Subsequently he received a phoned invitation to appear before the Commission on October 18, Mr. Felly said, but was forced to decline because of a scheduled meeting with the Director of the Budget for the same date. He said he received another telephoned invitation to appear on October 31 but, again, was forced to decline because of a prior CSEA commitment. Because of his inability to appear on either of the dates, Mr. Felly said, he wrote to Mr. Kaplan requesting the reasons, in writing, for placing the 9 positions outside the competitive civil service class, receiving a list of reasons on October 25.

"However," Mr. Felly said, "the record shows that the State Commission did not await our reply to their reasons but, instead, on October 31, approved all 9 positions for either the non-competitive or exempt classes. Mr. Kaplan in his answer in The Leader admits that the October 31 meeting was called to care for another emergency matter, which he did not then nor still does not identify. He also apparently concedes that action on the nine positions was not an urgent matter."

Mr. Felly said the Association is entitled to and is awaiting "even at this late date," a reasonable reply to its charges.

Nassau Aides Rack Up \$18,240 Victory

MINEOLA, Dec. 11 — A legal action by nine attendants in the Nassau County District Court, who demanded "equal pay for equal work," has resulted in an \$18,240 pay increase for 24 court officers.

The Nassau County Board of Supervisors voted this week to upgrade the District Court attendants and put them on the same pay level as Nassau County court attendants.

The two groups of attendants had taken the same examination in December, 1958. They were then appointed, some to each court, at a salary of \$4,000 to \$4,950.

Then, on April 24, 1961, the salaries of the attendants working in the County Court were raised to a new level of \$4,630 to \$5,730. They also were raised in grade, from 10 to 13.

All Attendants Benefit

In a law suit instituted by attorney Harold Herzstein, on behalf of nine district court attendants, it was charged that the county court upgrading was "unlawful" and discriminated between persons taking the same examination.

The case was settled after negotiations between Herzstein and county legal officials. The district court officers agreed to drop their demands for retroactive pay.

The settlement applied to all 24 district court attendants. Individual raises ranged from \$750 to \$870.

Middletown Chapter Christmas Party Set For December 20

Otti A. Brewer of the Middletown State Hospital chapter, Civil Service Employees Association, invited CSEA members to the Chapter's Christmas party with the following words:

"If you belong to the CSEA Come out and join us, and have your say.

We surely hope to see you there; Have a merry Christmas and a prosperous year."

The party will be held on Dec. 20 in the Hospital's social center.

The Chapter's annual fall dance and masquerade party was held recently. Costumes were judged by Mayor-elect John N. Botens and Mrs. Botens, and CSEA Field Representative Thomas Brann and Mrs. Brann. Mrs. Brann also drew for the door prize, which was won by Jack Klein.

State Eligible Lists

PRINCIPAL CLERK — HEALTH

1. Horan, M., Albany 960
2. Wagner, M., Greenbush 968
3. Rabinowitz, D., Albany 981
4. Tidings, J., Buffalo 886
5. Swota, M., Watervliet 870
6. Lepper, F., Waterford 870
7. Schoenfeld, E., Albany 860
8. Hallenbac, M., Albany 850
9. Leffer, D., Troy 850
10. Connolly, R., Delmar 847
11. Fitch, T., Delmar 847
12. Chicoine, L., Watervliet 791
13. Lohre, J., Albany 788
14. Plasko, A., Buffalo 776

PRINCIPAL CLERK DIV. OF EMPLOYMENT

1. Marinan, C., Staten Isl. 935
2. Dambrosio, H., Bklyn 899
3. Golo, Herman, Bklyn 890
4. Ikler, H., Albany 888
5. Fenelly, A., Watervliet 880
6. Epemer, J., Albany 871
7. Sternberg, E., NYC 869
8. Greenberg, F., Bklyn 865
9. Guzie, H., Bklyn 857
10. Kenosian, G., Watervliet 848
11. Dries, A. M., Albany 846
12. Celmer, I., Bronx 845
13. Fenelly, P., Latham 842
14. Dec, C. M., Albany 840
15. Turley, T., Troy 839
16. Prince, C., St. Albans 839
17. Murphy, J., Albany 835
18. Kittel, G., Albany 833
19. Scott, G., Bellerose 832
20. Eistertz, P., Watervliet 831
21. Holorowski, M., Watervliet 830
22. Herch, E., Bronx 829
23. Finigan, A., Albany 824
24. Dwyer, R., Massena 824
25. Kenadil, H., Woodhavan 822
26. Jeasany, B., Bklyn 819
27. Alduin, B., Flushing 819
28. Evertan, J., Watervliet 808
29. Morton, F., Jamaica 807
30. Albecker, F., Waterford 806
31. Wolf, F., Troy 805
32. Benoit, A., Cohoes 802
33. Boyce, A., Albany 799
34. Lee, H., Springfield Grdn 796
35. Dodson, M., St. Albans 796
36. Maher, W., Loudonville 795
37. Conroy, R., Watervliet 794
38. Gradoni, B., Cohoes 786
40. Posenfield, B., Albany 780
41. Robinson, B., Bronx 769

PRINCIPAL CLERK—PUBLIC WORKS

1. Snyder, F., Albany 913
2. Cranney, R., Albany 881
3. Goyette, B., Fairport 880
4. Crosset, A., Box 41 870
5. Jennings, R., Albany 870
6. Murphy, K., Albany 870
7. Hurley, M., Albany 863
10. Grossman, G., Syracuse 846
9. Terwilliger, G., Plattsburgh 850
8. Lewiston, J., Albany 851
11. Gertner, T., Albany 846
12. Donahue, M., Buffalo 843
13. Keyser, B., Albany 827
14. Frey, V., Albany 826
15. Oberlin, E., Lockport 821
16. Perugini, E., Cohoes 818
17. Deale, T., Albany 815
18. Stewart, A., Hornell 811
20. Barone, M., Albany 797
19. Valvo, J., Box 4 799
21. Hyatt, M., Lyons 793
22. Schleiger, H., Albany 792
23. Hylers, J., Plattsburgh 788
24. Cummings, U., Watervliet 785

PRINCIPAL CLERK—TAX & FINANCE

1. Raskin, M., Bklyn 928
2. Ahr, F., Slingsland 909
3. Mitnick, D., Nassau 906
4. Kenny, P., Albany 900
5. Hayes, F., Troy 897
6. Hynds, F., Delmar 893
7. Lewandoski, H., Cohoes 881
8. Fallon, M., Cohoes 866
9. Walsh, M., Troy 865
10. Gaudette, E., Cohoes 865
11. Gutmond, F., Albany 858
12. Dobbs, R., Delmar 849
13. Shea, L., Albany 846
14. Zimmerman, R., Albany 843
15. Deschamps, L., Cohoes 843
16. Brechman, B., Albany 841
17. Collins, R., Troy 836
18. Kirsch, P., Schtady 836
19. Kasoff, A., Cohoes 836
20. Waterson, L., Albany 829
21. Browne, T., Albany 823
22. Pogni, B., Delmar 822
23. Comfort, M., Albany 821
24. Cummings, E., Cohoes 821
25. Kirsch, P., Albany 821
26. Rotondaro, R., Albany 819
27. Humphrey, M., Delmar 818
28. Butler, G., Rensselaer 818
29. Collins, A., Troy 818
30. Fitzgerald, G., Watervliet 818
31. Doran, H., Albany 810
32. Goldberg, H., Jison His. 804
33. Berner, C., Schtady 800

Buffalo Arguments Winnina Parking

(Continued from Page 1)

facilities. The chapter also protested that a 172-car parking lot for 1200 workers and taxpayers visiting the building on business was inadequate.

Chapter Wins Point

Mr. Caffery said he has been advised by State Architect Carl W. Larson that arrangements may be made with the Thruway Authority to acquire part of adjacent, Thruway-owned land for additional parking areas.

In connection with dining facilities, Mr. Caffery said a recent state-conducted study of the restaurant situation in the area of the new building supported the chapter's contention that original plans for dining facilities needed to be expanded.

The new office building, now in the "raising steel" stage, is located in lower Main St., an area of the city that is several blocks from the city's downtown business center.

34. Butler, J., Troy 793
35. Kelley, J., Amsterdam 793
36. Walsh, C., Troy 791
37. Horan, J., Albany 788
38. Zaccaro, R., Flushing 775
39. Carpentier, H., Albany 773
40. Labone, A., Albany 767
41. Raskin, S., Bklyn 766
42. Byron, F., Albany 753

PRINCIPAL CLERK — WORKMEN'S COMPENSATION BOARD

1. Lynch, G., Albany 935
2. John, C., Bklyn 895
3. Silverman, I., NYC 891
4. Pitts, H., Jamaica 876
5. Kindler, A., Forest Hills 869
6. Meltzer, I., Syracuse 859
7. Schyeikert, V., Bellerose 849
8. Reed, R., Albany 833
9. Silverman, E., NYC 828
10. Brown, T., Bayside 823
11. McCormack, W., Albany 820
12. Nolan, B., Johnson City 808
13. Napolitano, V., Bklyn 804
14. Craney, G., Troy 798
15. Beckerle, E., Albany 795
16. Obolger, A., Rochester 794
17. Tillman, D., NYC 774
18. Youmans, C., Albany 773
19. Israel, C., Albany 770
20. Lewis, S., Bklyn 769

PRINCIPAL CLERK — MENTAL HYGIENE

1. Scanlon, K., Bronx 860
2. Caplan, D., Rochester 859
3. Moran, P., Syracuse 860
4. Malone, D., Troy 828
5. Walsh, G., Floral Pk 826
6. Cuffio, F., Bklyn 816
7. Bongiovanni, M., Islip 811
8. Bienstock, L., Bklyn 810

PRINCIPAL CLERK — PUBLIC SERVICE

1. Neville, R., Jackson His. 910
2. Shetter, J., Rensselaer 836
3. Bozay, M., Albany 818
4. Healy, E., Albany 803
5. Phillips, R., Wadsworth 799
6. Aldrich, H., Lackawanna 749

PRINCIPAL CLERK — SOCIAL WELFARE

1. Carey, T., Troy 910
2. Coif, I., Albany 900
3. Gilday, R., Bklyn 900
4. Bowdy, D., Cohoes 890
5. Becker, H., Richmond HI 837
6. Nolan, P., Chester 836
7. Beaudoin, P., Albany 830
8. Hart, W., Troy 814
9. Dublin, R., Bklyn 806
10. Piff, J., Bklyn 805
11. Lumpkin, B., Bklyn 792
12. Humes, S., Troy 778
13. McCabe, M., Ravena 776
14. Fish, E., Albany 775
15. Casel, M., Otisville 763
16. Vogelbaum, G., NYC 762

PRINCIPAL CLERK — COMMERCE

1. Chrystal, C., Menands 905
2. Mysko, A., Remondore 890
3. Charlesworth, M., Ogdensburg 853
4. Youmans, L., Ravena 848
5. Bouchard, W., Watervliet 808

PRINCIPAL CLERK — TEMPORARY STATE HOUSING RENT COMMISSION

1. Seppa, A., Bronx 841

PRINCIPAL CLERK — STATE INSURANCE FUND

1. Levovsky, M., NYC 919
2. Sarlo, D., Franklin Sq. 836
3. McKnight, H., Bronx 836
4. Kasl, A., Bklyn 827
5. Verner, S., NYC 825
6. Foxman, M., NYC 813
7. Migdal, M., Syracuse 811
8. Kurelas, R., NYC 808
9. Chudman, M., Bronx 804

PRINCIPAL CLERK — PAROLE

1. Weisblum, V., Troy 958
2. O'Neill, J., Auburn 782

PRINCIPAL CLERK — OFFICE OF GENERAL SERVICES

1. Hais, J., Albany 906
2. Shelly, F., Albany 856
3. Getz, M., Albany 850

PRINCIPAL CLERK — STATE UNIVERSITY

1. Francher, J., Syracuse 854
2. Wells, R., Averil Pk 853
3. Rudio, V., Albany 850
4. Campbell, G., Bklyn 804
5. Peitzer, F., Bklyn 803
6. Gradoni, E., Cohoes 798
7. Foody, P., Bronx 787
8. Kaplan, F., Queens Vlg 784
9. Garlap, E., Albany 775
10. Stotnick, L., Bklyn 767

PRINCIPAL CLERK — A.R.C. BOARD

1. Abrams, H., Sherwood Pk 860
2. Brodow, S., Bklyn 835
3. Miller, M., Corona 808
4. Rodriguez, H., Bronx 777
5. Nordblum, H., Hamburg 765

PRINCIPAL CLERK — BUDGET

1. Curtis, D., Glen Fls 898

PRINCIPAL CLERK — BANKING

1. Tower, C., Albany 803
2. Segall, R., Bklyn 800
3. Terzian, A., NYC 787

PRINCIPAL CLERK — CORRECTION

1. Caravatta, E., Albany 803
2. Fontana, H., Albany 849
3. Collins, K., Albany 814
4. Armstrong, E., Troy 813
5. Boice, E., Rensselaer 796
6. Schonbacher, M., Napanoch 786
7. Brady, K., Albany 783
8. Malone, R., Albion 780
9. Scanlon, L., Katonah 769

PRINCIPAL CLERK — LABOR

1. Fallon, J., Albany 939
2. Mather, M., Albany 865
3. Gillen, M., Queens Vlg 847
4. Questal, S., Bklyn 837
5. Weller, A., Syracuse 816
6. Swerbenaki, M., Albany 803
7. Jones, W., Albany 787
8. Gianakis, E., NYC 786
9. Slanich, B., Jamestown 759

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2. Smith, D., Voorheesvl 863
3. Schnorr, J., Rochester 821

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The Job Market

A Survey of Opportunities in Private Industry

By A. L. PETERS

In Brooklyn, a toy maker is needed, a man who can make wooden and plastic toy models, working from sketches, and using hand and machine woodworking tools in cutting, fitting and assembling. Must be able to work to close tolerances. Similar experience in other industries may be acceptable. \$2 to \$3 an hour, depending on experience.

Plastic extrusion machine operators on wire are needed for work in Greenpoint and Bush Terminal areas. Starting pay up to \$1.70 an hour, plus overtime after 40 hours.

Also wanted is a cloth examiner, a man to operate a cloth examining machine, inspecting dyed and finished cloth for defects. Should be experienced in this work or have at least three years' experience

in finishing or converting plus a knowledge of dyed fabrics—\$72 a week.

Apply at the Brooklyn Industrial Office, 590 Fulton Street.

In Brooklyn also, there are many job opening for machinists, able to install, align and repair propulsion machinery in ships under repair. Marine experience essential. Must have own tools and be able to pass physical examination. Jobs pay \$3 an hour for day shift and 7 per cent more for P.M. shift.

Also wanted are electric arc welders for work on ships under repair. Must be able to weld in all positions and to pass a physical examination. \$3 an hour for day shift and 7 per cent more for P.M. shift.

Apply at the Brooklyn Shipyard Office, 165 Jerusalem St.

LEGAL NOTICE

CITATION — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God, Free and Independent, TO ATTORNEY General of the State of New York, Arasha Klimesch, Sidney Rich, Jacob Rosenblatt, The Mount Sinai Hospital, New York Telephone Company, Schenwald Silari & Selzer, Maurice L. Schoenwald, Alfred Koerner, Albert Kenn, Sylvia Hurst, Oscar Pascal, and to "Mary Doe" the name "Mary Doe" being fictitious, the alleged widow of Ernest J. Moran, also known as E. J. Moran, deceased, if living and if dead, to the executors, administrators, distributees and assigns of "Mary Doe" deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein;

and to the distributees of Ernest J. Moran, also known as E. J. Moran, deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein;

being the persons interested as creditors, distributees or otherwise in the estate of Ernest J. Moran, also known as E. J. Moran, deceased, who at the time of his death was a resident of 838 West End Avenue, New York, N.Y., Send GREETING:

Upon the petition of The Public Administrator of the County of New York, having his office at Hall of Records, Room 309, Borough of Manhattan, City and County of New York, as administrator of the goods, chattel and credits of said deceased;

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the County of New York, on the 2nd day of January, 1962, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of The Public Administrator of the County of New York, as administrator of the goods, chattels and credits of said deceased, should not be judicially settled.

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

(Seal) WITNESS, HONORABLE JOSEPH A. COX, a Surrogate of our said County, at the County of New York, on the 15th day of November, in the year of our Lord one thousand nine hundred and sixty-one.

Philip A. Donahue Clerk of the Surrogate's Court.

CITATION — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God, Free and Independent TO ATTORNEY General of the State of New York; Helena Wozniak; Michael Wozniak; Paraska Trojanowska; Chief or Acting Chief of the Consular Division of the Embassy of the Polish Peoples Republic; and to "Mary Doe" the name "Mary Doe" being fictitious, the alleged widow of Metro Wozniak, also known as Dmytro Wozniak, deceased, if living and if dead, to the executors, administrators, distributees and assigns of "Mary Doe" deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein;

and to the distributees of Metro Wozniak, also known as Dmytro Wozniak, deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein;

being the persons interested as creditors, distributees or otherwise in the estate of Metro Wozniak, also known as Dmytro Wozniak, deceased, who at the time of his death was a resident of 255 Broome Street, New York, N.Y. Send GREETING:

Upon the petition of The Public Administrator of the County of New York, having his office at Hall of Records, Room 309, Borough of Manhattan, City and County of New York, as administrator of the goods, chattels and credits of said deceased;

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the County of New York, on the 2nd day of January, 1962, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of The Public Administrator of the County of New York, as administrator of the goods, chattels and credits of said deceased, should not be judicially settled.

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

(Seal) WITNESS, HONORABLE JOSEPH A. COX, a Surrogate of our said County, at the County of New York, on the 18th day of November, in the year of our Lord one thousand nine hundred and sixty-one.

Philip A. Donahue Clerk of the Surrogate's Court.

Delivery

There are now several hundred openings for men to deliver telephone books in Manhattan. These jobs, which will last about three weeks, are for the delivery and pickup of telephone books in private homes, apartment houses business and office buildings. Men must be able to speak, read and write English well, carry 50 pounds, and climb stairs. Minimum pay, \$11.40 for 8-hour day.

There are openings too for men willing to use their own car. Convenient hours arranged. Such men can average \$10 for three to five hours' work, depending on number of books handled. Apply at the Manhattan Industrial Office, 255 West 34th Street, or at the Brooklyn Industrial Office, 590 Fulton Street, or at the Queens Industrial Office, Chase-Manhattan Bank Building, Queens Plaza.

Engineering Techs

There still are opportunities for

LEGAL NOTICE

CITATION — File No. P8826, 1961. — The People of the State of New York, By the Grace of God Free and Independent, TO LOUISA J. WARING, MARIE J. CROTHERS, SCHUYLER PARSONS, JR., GEORGE FORSYTH, KATHERINE MORRIS, DOROTHY ANDERSON, LOUISE DICKEY.

YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate Court, New York County, at Room 504 in the Hall of Records in the County of New York, on January 12, 1962, at 10:30 A.M., why a certain writing dated October 23, 1961 which has been offered for probate by Harold S. Lyon residing at 201 East 66th Street, New York 21, N.Y., should not be probated as the last Will and Testament, relating to real and personal property, of Amy Bradish Grosbeck, Deceased, who was at the time of her death a resident of 200 E. 66th Street, New York 21, in the County of New York, New York.

Dated, Attested and Sealed, November 20, 1961.

HON. JOSEPH A. COX, Surrogate, New York County PHILIP A. DONAHUE, Clerk.

CIVIL SERVICE COACHING City-State-Federal & Prom. Exams Electrical Insp.-Electrician-Helper FEDERAL ENTRANCE EXAMS POST OFFICE CLERK-CARRIER HIGH SCHOOL DIPLOMA Jr. & Asst. Civil Mech. Elec. Arch. Eng. Civil Mech. Elec'l. Engr. Draftsman LICENSES: Stairs, Refrig. Electr. Match-C.S. Arith. Alg. Geom. Trig. Phys. Personalities & Class Inst. Ray-Eye-Sat MONDELL INSTITUTE 230 W. 41 (Her Trib Bldg) WI 7-2080

men with some technical training to work as engineering technicians in transportation studies. Acceptable training would include graduation for a technical high school, with trigonometry plus architectural training, or two years of college engineering, or an Associate degree from a community college in civil engineering or architecture. Must have operator's license. One year of New York State residency required.

Men will work in two-man teams setting up automatic traffic counters. Jobs pay \$4,020 a year to start plus educational and other benefits.

Now urgently needed are librarians, men and women with experience in advertising agency, business, or medical libraries. Degree in library science desirable—\$4,800 to \$7,000 a year.

Also needed are dietitians. Must have B.S. degree and hospital therapeutic experience. Members of American Dietetic Association preferred. \$4,400 to \$5,600 a year.

Apply at the Professional Placement Center, 444 Madison Ave.

Queens

In Queens, there are job openings for experienced radio mechanics to do line maintenance and shop maintenance on aircraft radios and related equipment. These jobs pay \$2 to \$2.50 an hour, depending on experience.

A manufacturer of wire products seeks a foreman. Must be able to supervise 10 men, to make jigs, bend wire and set up spot-welding machines. Must have at least five years' experience in this work. Pay is \$100 a week and up, depending on experience.

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SHOPPING FOR LAND OR HOMES LOOK AT PAGE 11 FOR LISTINGS

Progress Made on 37½-Hr. Week For Clerical Aides In State Institutions

Improved promotional opportunities for attendants and other employees in the State's Mental Hygiene Institutions, and a 37½ hour work week for institutional office and clerical employees were among the principal issues discussed at a recent meeting of representative of the Civil Service Employees Association and Mental Hygiene Commissioner, Paul H. Hoch and his staff.

The CSEA representatives were advised that the department was requesting about 2,500 "senior attendant" items, expected to be on the Grade 7 level, for use on afternoon and night shifts on wards without staff attendants.

Also discussed was institution of a promotion opportunity system for non-competitive class employees. CSEA urged that employees in non-competitive positions receive promotions based on some form of examination that would insure fair treatment and would enable non-competitive employees to enter beginning competitive class positions.

Hope for 37½ Hours

The CSEA representatives also urged departmental support for a system of automatic promotion to journeyman-level positions for employees who perform journeyman level work. The department said it had requested additional journeyman positions relative to trade titles.

On the long-standing question of a 37½ hour work week for office and clerical employees, the department advised that it had cut its requests to the Office of the Budget to 56 new office and clerical positions in order to put the shorter work week into effect.

A CSEA request for the work week reduction on an experimental basis, without adding new positions, was refused on grounds it was impractical from a department standpoint.

Agenda Items

Other items on the meeting agenda included:

1. Adequate salaries for nurses—CSEA requested strong departmental support to Division of Classification and Compensation for salary reappeal on this issue.

2. Improvement of service record rating system for ward personnel—CSEA to file definite recommendations in the near future on this item. Suggested that employees be rated by supervisors with whom they are in regular contact and that supervisors be

required, when asked, to explain ratings.

3. Increase in employee-patient ratio.

4. Prevention of out-of-title work. Department representatives indicated that out-of-title work was necessary at times but that everything possible is being done to minimize the practice.

5. Lockers for all employees. Department representatives said they were in favor of this but face a budget problem which they hope will be solved eventually.

6. Adequate uniform allowance for employees required to wear uniforms or special work equipment. The department is presently considering a CSEA proposal on this item and is to advise the Association of its decision in a short time.

7. Free bridge toll privileges for Manhattan State Hospital employees who live on institutional grounds—CSEA has attempted to solve this problem by legislation, by State Budget appropriation and by appeal to the Tri-Borough Bridge Authority, all without success. Department said they had no control over the situation.

8. Personnel officer in each institution—The department said it supports the proposal and advises that personnel officer positions has been established in two additional institutions.

9. Establish title of "acting foreman" or "assistant foreman"—Association urged that these titles be established for use in maintenance and industrial positions where foreman positions are not assigned.

Named Referee

ALBANY, Dec. 11 — Robert Coykendall of Niagara Falls has been appointed a referee of the State Workmen's Compensation Board by Col. S. E. Senior, board chairman. Mr. Coykendall will receive a salary of \$10,020 a year.

At The Meetings

Department representatives accompanying Dr. Hoch were Dr. Charles E. Niles, Assistant Commissioner; Grandvill Hills, Personnel Administration Director; Mrs. Margaret M. Farrar, Director Mental Health, Education and Information; Joseph M. Goeway, Director, Institute Safety Services; and Daniel Carr, Administrative Assistant.

CSEA representatives were Joseph F. Feily, President; Joseph Lochner, Executive Director; Emil Bollman, Rockland State Hospital and Chairman of CSEA Mental Hygiene Committee; Ann Bessette, Harlem Valley State Hospital; Pauline Fitchpatrick, Newark State School; Arnold Moses, Brooklyn State Hospital; Peter Pierson, Central Islip State Hospital; and William Rossiter, Rochester State Hospital.

Civil Service Measures For 1962 Legislature Already Being Presented

(Special To The Leader)

ALBANY, Dec. 11—A stepped-up tempo for the pre-filing of bills for the 1962 legislative session has shown a large number of civil service measures being presented by senators and assemblymen.

Well over 100 civil service bills have been filed, as of The Leader deadline this week. They include such proposals as:

A bid by Senator Harold A. Jerry, Elmira Republican, to require that every member of a police force be allowed an annual vacation of not less than 21 working days. The measure covers all municipal police, regardless of rank or duty, who have served for one year.

Time and One Half

A suggestion by Assemblyman Lucio F. Russo, Staten Island Republican, that the Public Officers Law be changed, adding a new section, to require that employees of the State and local sub-divisions, who earn less than \$7,000 a year be paid time and a half for any overtime work.

A proposal by Assemblyman Fred Preller, Queens Republican and chairman of the Assembly Ways and Means Committee, that re-

Democrats, GOP In Struggle Over Merger of Rochester, Monroe Civil Service Units

(From Leader Correspondent)

ROCHESTER, Dec. 11 — Republican Vice-Mayor Joseph Farbo appears adamant in his proposal to transfer the Municipal Civil Service Commission to the county.

The move, first put forth early last year, has become a political issue. Democrats contend "lame duck" Republicans are attempting to force the merger is an effort to freeze Civil Service jobs in the city.

Republicans lost control of the city—and with it hundreds of jobs—in the November 7 election here.

Dems Plan Court Action

Democratic city councilmen say they will challenge in the courts any attempt to transfer the city commission to the county, and if necessary, create their own county State Civil Service Commission mission. Democrats could ask the to take over civil service functions in the city.

The transfer plan came under heavy fire at a public hearing last week, said Vice-Mayor Farbo, however, he continued, "I was not

swayed a bit by the arguments. I want to hear from the Republicans."

Farbo said most of those who appeared to oppose the merger were Democrats, presumably those who would stand to lose the most in a merger.

Audience Opposed

Farbo said he supports the measure he introduced because it would save the taxpayers money and provide a more efficient Civil Service Commission for the community.

An audience which nearly filled City Council chambers showed its support of opposition speakers. When one indicated he might favor the transfer, he was met with jeers and catcalls.

Mayor Peter Barry threatened to postpone the hearing if the audience failed to "sit like ladies and gentlemen."

The Republicans must act on the proposal before January 1 when city control shifts to the Democrats. The next City Council meeting is on Dec. 17.

Countermoves Planned

Democrats say they could make these four countermoves if the Republicans force through the measure:

Challenge the transfer in the courts.

Reverse the transfer in the City Council after the first of the year, and let the courts decide the legality of this action.

Pass legislation recreating the municipal Civil Service Commission.

Ask the state commission to take a hand.

It is likely that any of these measures would be open to challenge in the courts.

Another Development

In another development a school official has charged that shifting the city commission would make it easier for city schools to find clerks but not custodians.

About 1,000 city school employees are in jobs covered by Civil Service. The majority of these are custodians, engineers and maintenance men.

These employees are required to live in the city in order to work for the city schools system. There are no residence restrictions on the 2,100 members of the school's teaching and administrative staff.

New Cornell Trustee Named

ALBANY, Dec. 11 — Donald McMaster of Rochester has been appointed to the Board of Trustees for Cornell University. He succeeds Howard Ludington Sr., who died recently.

The appointment, announced by Governor Rockefeller, is subject to State Senate confirmation in January. Mrs. McMaster is a director of the Eastman Kodak Company.

Pass your copy of The Leader On to a Non-Member



SEND-OFF — Gene Potthoff, center, former janitor, supervising janitor and head janitor at the State University of New York Downstate Medical Center in Brooklyn, was given a send-off party recently when he left for a new job at the State University College at Oyster Bay, Long Island.

Shows, from left, are: Robert Renck, director of engineering and maintenance at the Center, who is presenting Mr. Potthoff with a bottle of cleaning fluid stuffed with dollar bills; Allan Stagg, carpenter; Mr. Potthoff; Robye Richards, maintenance foreman; and Ben Arico, head janitor. Mr. Potthoff was also given a gold wristwatch.